



## Yuma County Information Technology Services

FTP Service

Category: Network

The Yuma County ITS Department has created an FTP server which will allow and streamline the ability to share files typically too large for e-mail. To access the FTP server you will need the following:

Host:	ftp.yumacountyaz.gov
Server Type:	SFTP
Logon Type:	Ask for password
Username:	****
Password:	****

1. External users will be provided a user name and password by the Yuma County department they are working with.
2. Yuma County employees can use their employee login credentials.

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### Notes:

- An FTP Client is needed to connect successfully.
- Only SFTP connections are allowed.
- All activities are logged and monitored.
- All users must adhere to the Yuma County Acceptable Use of Information Technology Resources and Computer Security Policies available via the Yuma County website.
- Your organization may have specific guidelines or procedures regarding FTP usage and should be reviewed before using this service.
- Files are purged from the system every 7 days.
- File storage limit is at 6 GB's (File uploads will fail after limit is reached).
- If you encounter problems connecting or using the FTP service please contact the Yuma County ITS Help Desk at [help.desk@yumacountyaz.gov](mailto:help.desk@yumacountyaz.gov) and a trouble ticket will be issued.

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### File structure:

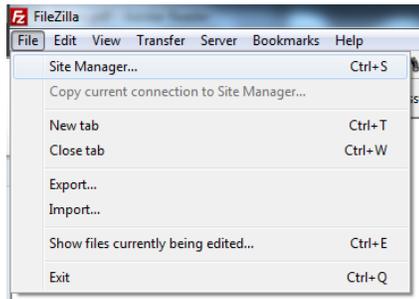
Upload to Yuma County = Used when *uploading* data to Yuma County.  
(External user to Yuma County)

Download from Yuma County = Used when *downloading* data from Yuma County.  
(Yuma County to External user)

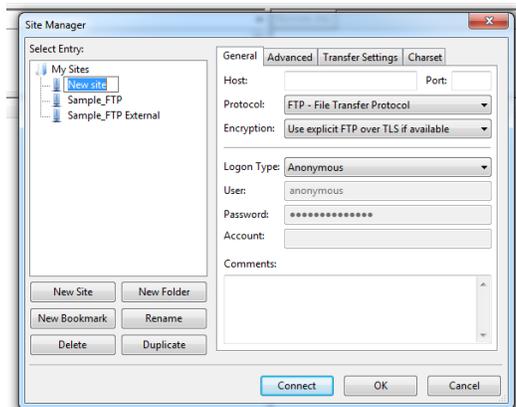
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## How to connect:

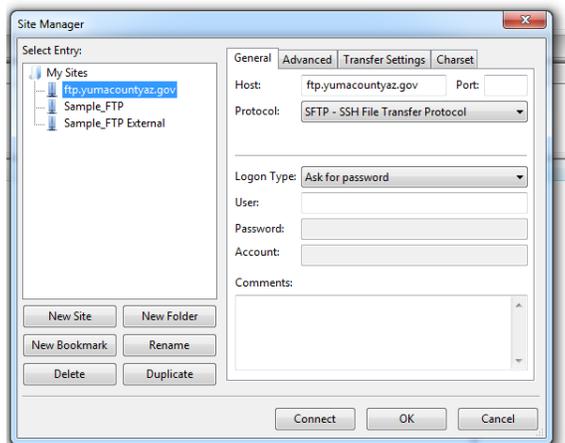
1. Launch your FTP client. Note that although we are using FileZilla for our instructions, any FTP client that supports SFTP can be used to connect.
2. Select File → Site Manager



3. Click the New Site Button. Enter *ftp.yumacountyaz.gov* for the site name.



4. Enter the *host* information and configuration settings provided.



5. Press Connect.

6. You will be prompted for your *user name* and *password*



7. When connecting for the first time, or if you change the host name, you will receive the following. Select "Always trust this host, add this key to the cache" and press *Ok*.



8. You are now connected to the Yuma County FTP service.