



BSA Approved EDI 812 Debit Memo Guideline



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EDI 812 Debit Memo Guideline

Background

Debit memo processing between distributors and manufacturers is time-consuming, inefficient and highly manual. The Bearing Specialists Association's (BSA) Information, Technology and Logistics (IT&L) Committee identified an opportunity to increase the efficiency in debit memo processing by developing debit memo guidelines to be used by distributors when sending debit memo information to manufacturers. Initial work was completed by Jamie Martin of Timken Corporation and reviewed by the BSA IT&L Committee for general content required for processing debit memos (**See Attachment I**). Debit memo guidelines developed by the committee included transaction format, content, processing and update guidelines.

Objective

The objective of the Debit Memo Subcommittee is to develop guidelines for debit memo processing between distributors and manufacturers. Guidelines will consist of transaction format, content, processing and update information. Guidelines will be published and maintained by BSA.

Assumptions

- Transaction format: ANSI X12 EDI 812 Debit Memo.
- Content Guidelines: Specific data elements to be traded within the 812 debit memo format have been identified by the Debit Memo subcommittee.
- Processing Guidelines: Due to the specific application requirements of distributors and manufacturers, content and processing information will be provided by manufacturers and published by BSA for BSA members. Specific processing rules may also be determined within the individual distributor and manufacturer specification and testing process.
- Update Guidelines: The Product Price Information format (PPIF) revision process will be used to update the BSA Debit Memo Guidelines.

Scope and Approach and Responsibilities

- Technical Subcommittee to review the results from the manufacturers, who were asked to provide a list of data elements required by their respective systems, to process a debit memo.



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- Technical subcommittee to produce guidelines to be used (**See Attachment II**) from content and suggestions provided by the manufacturers.
 - Technical subcommittee to produce an example of the guidelines for the EDI 812 Debit Memo Format (**See Attachment III**).
 - Manufacturer Implementation Schedule (**See Attachment IV**).
 - Process for updating the EDI 812 Debit Memo Guidelines (**See Attachment V**).

Technical Subcommittee Members: Alvin Scales (Motion Industries), John Saeger (Timken).

Debit Memo Subcommittee Members:

- Applied Industrial Technologies – Bob Falkowski, Michael Fritts, Jim Hopper, Michelle Jones, Angie Pagano, Bob Shiels, Jan Snellman
- Barden/INA/FAG – Dawn Nielson, David Zoesch
- Chicago Rawhide North America – Dan Duffy, Craig Young
- E.B. Atmus Co., Inc. – Kay Hamel
- Federal-Mogul Corporation – Chris Battershell
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- Motion Industries, Inc. – Tom Cusker, Ellen Holladay, Don Holmes, Keith Knight, Pat Roberts, Alvin Scales
- NSK Corporation – Trina Gamet, Tony Martell, Lester Woloshen
- Rockwell Automation – Power Systems – John Kelleher
- Ruland Manufacturing – Vern Bean
- SKF Service Division – Denise Scheib
- The Timken Corporation – James H. Martin III, John Saeger, Vera Teachout



BSA Information Technology and Logistics Committee Members:

- Applied Industrial Technologies – Jim Hopper, Jeffrey Ramras, Jan Snellman
- Barden/INA/FAG – Garry W. Simmons, David Zoesch
- BDI – Lonny Lawrence
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- Bearing Service, Inc. – Douglas Savage
- Bearings & Drives, Inc. – Linda S. Miller
- Bearings Manufacturing Co. – Steven J. Sivo
- Chicago Rawhide North America – Dan Duffy
- E.B. Atmus Co., Inc. – Susan Atmus Mulvey
- Farrell Bearings Ltd. – Andy Glover
- Federal-Mogul Corporation – Bruce Clarke
- Gopher Bearing Company – Suzette Racine
- Graphite Metallizing Corp. – Robert Stowell
- Meither Bearing Products, Inc. – Jeff Longino
- Minnesota Bearing Company – Bruce Hill
- Motion Industries, Inc. – Ellen Holladay
- NSK Corporation – Tony Martell
- Rockwell Automation-Power Systems – Denny Goodin
- Ruland Manufacturing – P. Ray Harrington
- SKF Service Division - Richard Farris
- The Timken Corporation – Kari L. Groh, James H. Martin III
- US Bearings & Drives – Scott MacPherson
- W.C. Du Comb Company, Inc. – William F. DuComb



Attachment I

Recommended Data Elements for Debit Memo Processing “Strawman”

CONTENT

Company Name

Complete Debit Number

Branch Name

Branch Number

Invoice Number

Invoice Date

Purchase Order Number

Manufacturers Order Number

Contract Number / Authorization Number

Contract Description

Contract Start Date

Contract End Date

OEM / User Name

Freight / Shipping Charge Backs

Contact Information

Debit Memo Indicator

Returned Material Authorization Number

Part Number

UPC Number

Quantity

Date of shipment to the OEM / End User

Contract Discount Amount

Contract Price

Contract Extended Cost

Contract Extended Price

Contract Extended Rebate

Material Returned

Unit of Measure

SKU

Reason Code

EDI 812 Data Element

H: N1-02 with “BY” Qlf

H: BCD-02

H: N1-02 with “DB” Qlf

D: N11-02

H: N1-04 with “DB” Qlf

D: N11-03

H: BCD-07

H: BCD-06

H: BCD-10

H: BCD-08

H: N9-02 with “CT” Qlf

H: N9-03 with “CT” Qlf

H: DTM-02 with “276” Qlf

H: DTM-02 with “279” Qlf

H: PER-02 with “IC” Qlf

H: SAC-05 with “C” & D240

H: PER-02 with TE / EM Qlf

H: BCD-05

D: CDD-02

H: BCD-14 with “RZ” Qlf

D: LIN pair with “PN” Qlf

D: LIN pair with “UP” Qlf

D: CDD-07

D: DTM-02 with “011” Qlf

D: CDD-13 with “DSC” Qlf

D: CDD-11 with “CON” Qlf

D: AMT-02 with “UI” Qlf

D: AMT-02 with “HX” Qlf

D: AMT-02 with “RG” Qlf

D: LIN pair with “RA” Qlf

D: CDD-08

D: LIN pair with “SK” Qlf

D: CDD-01 (See List Below)



Debit Memo Adjustment “Reason Codes”

| <u>Code</u> | <u>Definition</u> | <u>Code</u> | <u>Definition</u> |
|-------------|--------------------------------|-------------|------------------------------|
| 01 | Pricing Error | 04 | Item(s) Not Accepted– Damage |
| 05 | Item Not Accepted - Quality | 06 | Quantity Contested |
| 07 | Incorrect Product | 11 | Returns – Damage |
| 12 | Returns - Quality | 14 | Returns Promotion |
| 15 | Returns - Recall | 19 | Duplicate Billing |
| 21 | Ship Method of Payment Error | 24 | Incorrect Discount |
| 25 | Item(s) Not Accepted | 29 | Fee Incorrect |
| 30 | Delivery Charge Incorrect | 48 | Service Charge |
| 49 | Processing Charge | 50 | Late Charge |
| 54 | Freight Deducted | 55 | Tax Deducted |
| 57 | Volume Discount Taken | 59 | Item(s) Not Received |
| 72 | Authorized Return | 78 | Competitive Price |
| 80 | Overpayment | 83 | Delivery Charge |
| 86 | Duplicate Payment | 87 | Duplicate Shipment |
| 97 | Handling Charge | 98 | Labor Charge |
| A4 | Non-receipt of Goods | A8 | Promotional Allowance |
| A9 | Proof of Delivery Not Received | AQ | Returns – Overstock |
| B1 | Proof of Shipment Not Received | B2 | Rebate |
| B5 | Repair of Goods | B7 | Restocking Charge |
| BF | Return Allowance | D5 | Volume Discount |
| E5 | Invoice Price Protection | E9 | Order Cancelled |
| F1 | Defective | GG | Unsalable Merchandise |
| RM | Returned Material | SF | Shipping and Freight Charge |
| SP | Sales Promotion | CS | Adjustment |



ATTACHMENT II

812 Credit/Debit Adjustment

Functional Group ID=**CD**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Credit/Debit Adjustment Transaction Set (812) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to notify a trading partner of an adjustment or bill back and may be used to request an adjustment or billback. It identifies and contains the details and amounts covering exceptions, adjustments, credits, or debits for goods or services. This transaction set is multi-directional between trading partners.

Note: Items that are Bold, Italicized, and Underlined indicate that they are apart of the original Recommended Data Elements (Strawman) from Attachment I.

Heading:

| Pos. No. | Seg. ID | Name | Req. Des. | Max.Use | Loop Repeat | Notes and Comments |
|--------------|------------|--|-----------|---------|-------------|--------------------|
| 010 | <u>ST</u> | Transaction Set Header | M | 1 | | |
| 020 | <u>BCD</u> | Beginning Credit/Debit Adjustment | M | 1 | | N |
| 030 | <u>CUR</u> | Currency | O | 1 | | |
| 040 | <u>N9</u> | Reference Identification | O | >1 | | |
| 050 | <u>PER</u> | Administrative Communications Contact | O | >1 | | |
| 070 | <u>DTM</u> | Date/Time Reference | O | >1 | | |
| 080 | <u>FOB</u> | F.O.B. Related Instructions | O | 1 | | |
| 090 | <u>SHD</u> | Shipment Detail | O | >1 | | N |
| 097 | <u>SAC</u> | Service, Promotion, Allowance, or Charge Information | O | 25 | | |
| LOOP ID - N1 | | | | | | 200 |
| 100 | <u>NI</u> | Name | M | 1 | | |
| 150 | <u>PER</u> | Administrative Communications Contact | O | 3 | | |
| 152 | <u>AMT</u> | Monetary Amount | O | 10 | | |



Detail:

| <u>Pos. No.</u> | <u>Seg. ID</u> | <u>Name</u> | <u>Req. Des.</u> | <u>Max.Use</u> | <u>Loop Repeat</u> | <u>Notes and Comments</u> |
|-----------------|---------------------|---|------------------|----------------|--------------------|---------------------------|
| LOOP ID – CDD | | | | | | >1 |
| 160 | CDD | Credit/Debit Adjustment Detail | O | 1 | | |
| 170 | LIN | Item Identification | O | 1 | | |
| 180 | PO4 | Item Physical Details | O | 1 | | |
| 190 | SAC | Service, Promotion, Allowance, or Charge Identification | O | 25 | | |
| 200 | N9 | Reference Identification | O | >1 | | |
| 204 | DTM | Date/Time Reference | O | 5 | | |
| LOOP ID – N11 | | | | | | >1 |
| 210 | N11 | Store Number | O | 1 | | |
| 220 | AMT | Monetary Amount | O | 10 | | |
| LOOP ID – N1 | | | | | | >1 |
| 240 | N1 | Name | O | 1 | | |
| 250 | AMT | Monetary Amount | O | 10 | | |
| 270 | SE | Transaction Set Trailer | M | 1 | | |

Transaction Set Notes

1. BCD05 indicates whether the net of the detail is a credit or a debit.
2. SHD is used to indicate shipment detail relative to credit or debit of returned product.



Segment: **ST** Transaction Set Header
Position: 010
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the start of a transaction set and to assign a control number

Syntax Notes:

Semantic Notes: 1 The transaction set identifier (ST01) is used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).

Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|-------------|-------------|---|-------------|-----------------|
| ST01 | 143 | Transaction Set Identifier Code | | M ID 3/3 |
| | | Code uniquely identifying a Transaction Set | | |
| | | 812 Credit/Debit Adjustment | | |
| ST02 | 329 | Transaction Set Control Number | | M AN 4/9 |
| | | Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set | | |



| | |
|------------------------|---|
| Segment: | BCD Beginning Credit/Debit Adjustment |
| Position: | 020 |
| Loop: | |
| Level: | Heading |
| Usage: | Mandatory |
| Max Use: | 1 |
| Purpose: | To transmit identifying dates and numbers for the transaction set and indicate the monetary value to the receiver of the transaction. |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of BCD07, BCD10 or BCD14 is required. 2 If either BCD13 or BCD14 is present, then the other is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 BCD01 is the credit/debit adjustment date. 2 BCD04 is the net amount of this complete transaction. 3 BCD06 is the invoice date. 4 BCD09 is the purchase order date |
| Comments: | <ol style="list-style-type: none"> 1 If using BCD07 or BCD10, do not use BCD14 to identify invoice number or purchase order number 2 For BCD11, only codes 00, 05, 06, 07, and 15 are permitted to be used. |

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|-------------------|-------------|--|----------------------|-------------|
| Attributes | | | | |
| BCD01 | 373 | Date | | M/Z DT 8/8 |
| | | Date Expressed as CCYYMMDD | | |
| | | Transaction Date | | |
| BCD02 | 475 | Credit/Debit Adjustment Number | | M AN 1/22 |
| | | Number assigned by issuer of a credit or debit memo | | |
| | | <u>Complete Debit Number</u> | | |
| BCD03 | 305 | Transaction Handling Code | | M ID 1/2 |
| | | Code designating the action to be taken by all parties | | |
| | | T | Adjustment Requested | |
| | | Z | Mutually Defined | |
| BCD04 | 610 | Amount | | M/Z N2 1/15 |
| | | Monetary amount | | |
| BCD05 | 478 | Credit/Debit Flag Code | | M ID 1/1 |
| | | Code indicating whether amount is a credit or debit. | | |
| | | <u>Debit Memo Indicator</u> | | |
| | | C | Credit | |
| | | D | Debit | |



| | | | |
|--------------|------------|--|------------------------|
| BCD06 | 373 | Date Date Expressed as CCYYMMDD <u>Invoice Date</u> | O/Z DT 8/8 |
| BCD07 | 76 | <u>Invoice Number</u> Identifying number assigned by issuer | X AN 1/22 |
| BCD08 | 424 | Vendor Order Number Number assigned by a vendor referencing a particular customer purchase order <u>Manufacturers Order Number</u> | O AN 1/22 |
| BCD09 | 373 | Date Date Expressed as CCYYMMDD Purchase Order Date | O/ DT 8/8 Z |
| BCD10 | 324 | <u>Purchase Order Number</u> Identifying number for Purchase Order assigned by the orderer/purchaser | X AN 1/22 |
| BCD11 | 353 | Transaction Set Purpose Code Code identifying purpose of transaction 00 Original ZZ Mutually Defined | O ID 2/2 |
| BCD12 | 640 | Transaction Type Code Code specifying the type of transaction 33 Normal <i>Conforming to a standard practice</i> | O ID 2/2 |
| BCD13 | 128 | Reference Identification Qualifier Code qualifying the Reference Identification RZ Return Goods Authorization Number | X ID 2/3 |
| BCD14 | 127 | Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier. <u>Returned Material / Goods Authorization Number</u> | X AN 1/30 |
| BCD15 | 306 | Action Code Code indicating type of Action 37 Adjust Payment | O ID 1/2 |



Segment: **CUR** Currency
Position: 030
Loop:
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction

Syntax Notes:

Semantic Notes:

Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|-------------------|-------------|--|-------------|-----------------|
| | <u>Des.</u> | | | |
| <u>Attributes</u> | | | | |
| CUR01 | 98 | Entity Identifier Code | | M ID 2/3 |
| | | Code identifying an organizational entity, a physical location, property or an individual. Refer to 004010 Data Element Dictionary for acceptable code values | | |
| CUR02 | 100 | Currency Code | | M ID 3/3 |
| | | Code (Standard ISO) for country in whose currency the charges are specified. | | |



Segment: **N9** Reference Identification
Position: 040
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To transmit identifying information as specified by the Reference Identification Qualifier
Syntax Notes: 1 At least one of N902 or N903 is required
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref. Des.</u> | <u>Data Element</u> | <u>Name</u> | |
|------------------|---------------------|---|------------------|
| N901 | 128 | Reference Identification Qualifier Code qualifying the Reference Identification CT Contract Number Qualifier | M ID 2/3 |
| N902 | 127 | Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier <u>Contract Number / Authorization Number</u> | X AN 1/30 |
| N903 | 369 | Free-form Description Free-form descriptive text <u>Contract Description</u> | X AN 1/45 |



Segment: **PER** Administrative Communications Contact
Position: 050
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To identify a person or office to whom administrative communications should be directed
Syntax Notes: 1 If either PER03 or PER04 is present, then the other is required.
Semantic Notes:
Comments:

| Data Element Summary | | | |
|-----------------------------|-------------|---|-------------|
| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> |
| <u>Attributes</u> | | | |
| PER01 | 366 | Contact Function Code | M ID 2,2 |
| | | Code identifying the major duty or responsibility of the person or group named. | |
| | | IC – OEM / User Name | |
| PER02 | 93 | Name | O AN 1/60 |
| | | Free-form name | |
| | | <u>OEM / User Name</u> | |
| PER03 | 365 | Contact Number Qualifier | X ID 2/2 |
| | | Code identifying the type of communication | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | |
| PER03 | 364 | Contact Number | X AN 1/80 |
| | | Complete communications number including country or area code when applicable | |



Segment: **DTM** Date/Time Reference
Position: 070
Loop:
Level: Header
Usage: Optional
Max Use: >1
Purpose: To specify pertinent dates and times
Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------|-------------|----------------------------|---|-----------------|
| DTM01 | 374 | Date/Time Qualifier | | M ID 3/3 |
| | | | Code specifying type of date or time, or both date and time | |
| | | 276 | Contract Start Date | |
| | | 279 | Contract End Date | |
| | | 373 | Order Start | |
| | | ZZZ | Mutually Defined | |
| DTM02 | 373 | Date | | X DT 8/8 |
| | | | Date expressed as CCYYMMDD | |
| | | | <u>Contract Start Date</u> | |
| | | | <u>Contract End Date</u> | |



| | |
|------------------------|---|
| Segment: | FOB Related Instructions |
| Position: | 080 |
| Loop: | |
| Level: | Header |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To specify transportation instructions relating to shipment |
| Syntax Notes: | <ol style="list-style-type: none"> 1 If FOB03 is present, then FOB02 is required 2 If FOB04 is present, then FOB05 is required 3 If FOB07 is present, then FOB06 is required 4 If FOB08 is present, then FOB09 is required |
| Semantic Notes: | <ol style="list-style-type: none"> 1 FOB01 indicates which party will pay the carrier. 2 FOB02 is the code specifying transportation responsibility location. 3 FOB06 is the code specifying the title passage location 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07. |
| Comments: | |

Data Element Summary

| Ref. Des. | Data Element | Name | |
|--------------------------|-----------------|---|------------|
| <u>Attributes</u> | | | |
| FOB01 | 146 | Shipment Method of Payment | M/Z ID 2/2 |
| | | Code Identifying payment terms for transportation charges Refer to 004010 Data Element Dictionary for acceptable code values | |
| FOB02 | 309 | Location Qualifier | X/Z ID 1/2 |
| | | Code identifying type of Location Refer to 004010 Data Element Dictionary for acceptable code values | |
| FOB03 | 352 | Description | O AN 1/80 |
| | | A free-form description to clarify the related data elements and their content | |
| FOB04 | 334 | Transportation Terms Qualifier Code | O ID 2/2 |
| | | Code identifying the source of the transportation terms Refer to 004010 Data Element Dictionary for acceptable code values | |



| | | | |
|--------------|------------|--|-------------------|
| FOB05 | 335 | Transportation Terms Code | X ID 3/3 |
| | | Code identifying the trade terms which apply to the shipment transportation responsibility Refer to 004010 Data Element Dictionary for acceptable code values | |
| FOB06 | 309 | Location Qualifier | X/Z ID 1/2 |
| | | Code identifying type of location Refer to 004010 Data Element Dictionary for acceptable code values | |
| FOB07 | 352 | Description | O AN 1/80 |
| | | A free-form description to clarify the related data elements and their content | |
| FOB08 | 54 | Risk of Loss Code | O/Z ID 2/2 |
| | | Code specifying where responsibility for the risk of loss passes Refer to 004010 Data Element Dictionary for acceptable code values | |
| FOB09 | 352 | Description | O AN 1/80 |
| | | A free-form description to clarify the related data elements and their content | |



Segment: **SHD** Shipment Detail
Position: 090
Loop:
Level: Header
Usage: Optional
Max Use: >1
Purpose: To specify shipment details in terms of quantity, weight, and routing instructions related to credit or debit of returned product

Syntax Notes:

- 1 At least one of SHD01 or SHD02 is required.
- 2 If SHD01 is present, then SHD03 is required
- 3 If SHD02 is present, then SHD03 is required
- 4 If either SHD06 or SHD07 is present, then the other is required
- 5 If SHD13 is present, then SHD14 is required

Semantic Notes:

Comments: 1 SHD13 and SHD14 are used to identify pertinent numbers associated with shipment detail.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | | |
|--------------------------|-------------|---|--|----------|---------------|
| <u>Attributes</u> | | | | | |
| SHD01 | 382 | Number of Units Shipped | | X | R 1/10 |
| | | | Code Identifying payment terms for transportation charges Refer to 004010 Data Element Dictionary for acceptable code values | | |
| SHD02 | 413 | Quantity Received | | X | R 1/7 |
| | | | Number of shipping units received | | |
| SHD03 | 355 | Unit or Basis for Measurement Code | | X | ID 2/2 |
| | | | Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values | | |
| SHD06 | 183 | Volume | | X | R 1/8 |
| | | | Value of volumetric measure | | |
| SHD07 | 355 | Unit or Basis for Measurement Code | | X | ID 2/2 |
| | | | Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values | | |



| | | | |
|--------------|------------|--|------------------|
| SHD09 | 417 | Price Bracket Identifier | O AN 1/3 |
| | | Identifier assigned by the vendor for a specific price bracket Refer to 004010 Data Element Dictionary for acceptable code values | |
| SHD13 | 128 | Reference Identification Qualifier | O ID 2/3 |
| | | Code qualifying the Reference Identification Refer to 004010 Data Element Dictionary for acceptable code values | |
| SHD14 | 127 | Reference Identification | X AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |



| | |
|------------------------|--|
| Segment: | SAC Service, Promotion, Allowance, or Charge Information |
| Position: | 097 |
| Loop: | |
| Level: | Header |
| Usage: | Optional |
| Max Use: | 25 |
| Purpose: | To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of SAC02 or SAC03 is required. 2 If either SAC03 or SAC04 is present, then the other is required. 3 If either SAC06 or SAC07 is present, then the other is required. 4 If either SAC09 or SAC10 is present, then the other is required. 5 If SAC11 is present, then SAC10 is required. 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required. 2 SAC05 is the total amount for the service, promotion, allowance, or charge. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence. 3 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge. 4 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used. 5 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion. |
| Comments: | <ol style="list-style-type: none"> 1 SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02. 2 In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to a "Dollar |



Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | | |
|--------------|-------------|---|---|------------|----------------|
| SAC01 | 248 | Allowance or Charge Indicator | | M/Z | ID 1/1 |
| | | | Code which indicates an allowance or charge for the service specified | | |
| | | A | Allowance | | |
| | | C | Charge | | |
| SAC02 | 1300 | Service, Promotion, Allowance, or Charge Code | | X | ID 4/4 |
| | | | Code identifying the service, promotion, allowance, or Charge | | |
| | | D240 | Freight | | |
| SAC03 | 559 | Agency Qualifier Code | | X | ID 2/2 |
| | | | Code identifying the agency assigning the code values | | |
| | | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| SAC04 | 1301 | Agency Service, Promotion, Allowance, or Charge Code | | X | AN 1/10 |
| | | | Agency maintained code identifying the service, promotion, allowance, or charge. | | |
| SAC05 | 610 | Amount | | O/Z | N2 1/15 |
| | | | Monetary amount | | |
| | | | <u>Freight / Shipping Charge Backs</u> | | |
| SAC09 | 355 | Unit or Basis for Measurement Code | | X | ID 2/2 |
| | | | Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken. | | |
| | | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| SAC10 | 380 | Quantity | | X/Z | R 1/15 |
| | | | Numeric value of quantity | | |
| SAC11 | 380 | Quantity | | O | R 1/15 |
| | | | Numeric value of quantity | | |
| SAC13 | 127 | Reference Identification | | X/Z | AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| SAC15 | 352 | Description | | X | AN 1/80 |
| | | | A free-form description to clarify the related data elements and their content | | |



Segment: **N1** Name
Position: 310
Loop: N1
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

Semantic Notes:
Comments:

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.

Data Element Summary

| Ref. Des. | Data Element | Name | |
|-------------------|-----------------|---|-----------|
| Attributes | | | |
| N101 | 98 | Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BT Bill-to-Party / Distributor SU Supplier / Manufacturer DB Distributor Branch SO Sold to if different from Bill To ST Ship To | M ID 2/3 |
| N102 | 93 | Name Free-form name <u>Company Name</u> <u>Branch Name</u> | X AN 1/60 |
| N103 | 66 | Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) Refer to 004010 Data Element Dictionary for acceptable code values | X ID 1/2 |
| N104 | 67 | Identification Code Code identifying a party or other code <u>Branch Number</u> | X AN 2/80 |



Segment: **PER** Administrative Communications Contact

Position: 150

Loop: N1

Level: Heading

Usage: Optional

Max Use: 3

Purpose: To identify a person or office to whom administrative communications should be directed

Syntax Notes: 1 If either PER03 or PER04 is present, then the other is required.

Semantic Notes:

Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|-------------------|-------------|---|-------------|-----------|
| Attributes | | | | |
| PER01 | 366 | Contact Function Code | | M ID 2,2 |
| | | Code identifying the major duty or responsibility of the person or group named. CN – General Contact | | |
| PER02 | 93 | Name | | O AN 1/60 |
| | | Free-form name <i>Contact Information</i> | | |
| PER03 | 365 | Contact Number Qualifier | | X ID 2/2 |
| | | Code identifying the type of communication TE – Telephone EM – Electronic Mail | | |
| PER03 | 364 | Contact Number | | X AN 1/80 |
| | | Complete communications number including country or area code when applicable | | |



Segment: **AMT** Monetary Amount
Position: 152
Loop: N1
Level: Heading
Usage: Optional
Max Use: 10
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|--|-------------|----------|
| <u>Attributes</u> | | | | |
| AMT01 | 522 | Amount Qualifier Code | | M ID 1/3 |
| | | Code to qualify amount Refer to 004010 Data Element Dictionary for acceptable code values | | |
| AMT02 | 782 | Monetary Amount | | M R 1/18 |
| | | Free-form name | | |
| AMT03 | 478 | Credit/Debit Flag Code | | X ID 2/2 |
| | | Code indicating whether amount is a credit or a debit | | |
| | | C | Credit | |
| | | D | Debit | |



Segment: **CDD** Credit/Debit Adjustment Detail
Position: 160
Loop: CDD
Level: Detail
Usage: Mandatory
Max Use: 1
Purpose: To provide information relative to a line item adjustment
Syntax Notes:

- 1 At last one of CDD04 or CDD07 is required.
- 2 If CDD07 is present, then CDD11 is required.
- 3 If either CDD07 or CDD08 is present, then the other is required
- 4 If either CDD12 or CDD13 is present, then the other is required

Semantic Notes:
Comments:

- 1 If comparison pricing is used, then CDD12 and CDD13 are required.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|--|-------------|------------------|
| <u>Attributes</u> | | | | |
| CDD01 | 426 | Adjustment Reason Code | | M ID 2/2 |
| | | Code indicating reason for debit or credit memo or adjustment to invoice, debit or credit memo, or payment Refer to 004010 Data Element Dictionary for acceptable code values | | |
| | | <u>Reason Code</u> | | |
| CDD02 | 478 | Credit/Debit Flag Code | | M ID 1/1 |
| | | Code indicating whether amount is a credit or debit | | |
| | | C | Credit | |
| | | D | Debit | |
| CDD03 | 350 | Assigned Identification | | O AN 1/20 |
| | | Alphanumeric characters assigned for differentiation within a transaction set. | | |
| CDD04 | 610 | Amount | | X N2 1/15 |
| | | Monetary amount | | |
| CDD06 | 417 | Price Bracket Identifier | | O AN 1/3 |
| | | Identifier assigned by the vendor for a specific price bracket | | |
| CDD07 | 477 | Credit/Debit Quantity | | X R 1/10 |
| | | Number of supplier units credited or debited | | |
| | | <u>Quantity</u> | | |



| | | | |
|--------------|------------|--|-----------------|
| CDD08 | 355 | Unit or Basis for Measurement Code Code specifying the units in which a value a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values <i><u>Unit of Measure</u></i> | O ID 2/2 |
| CDD09 | 427 | Unit Price Difference Per unit (case) price or allowance/charge difference between original billing and corrected amount (may be unit full list price or allowance/charge where item was not on original billing or where full credit/debit amount is being transacted, i.e., returns or contested quantities) | O R 1/15 |
| CDD10 | 236 | Price Identifier Code Code identifying pricing specifications CON – Contract Price | X ID 3/3 |
| CDD11 | 212 | Unit Price Price per unit of product, service, commodity, etc. <i><u>Contract Price</u></i> | X R 1/17 |
| CDD12 | 236 | Price Identifier Code Code identifying pricing specifications DSC – Contract Discount Amount | X ID 3/3 |
| CDD13 | 212 | Unit Price Price per unit of product, service, commodity, etc. <i><u>Contract Discount Amount</u></i> | X R 1/17 |



- Segment:** **LIN** Item Identification
- Position:** 170
- Loop:** CDD
- Level:** Detail
- Usage:** Optional
- Max Use:** 1
- Purpose:** To specify basic item identification data
- Syntax Notes:**
- 1 If either LIN04 or LIN05 is present, then the other is required
 - 2 If either LIN06 or LIN07 is present, then the other is required
 - 3 If either LIN08 or LIN09 is present, then the other is required
 - 4 If either LIN10 or LIN11 is present, then the other is required
 - 5 If either LIN12 or LIN13 is present, then the other is required
 - 6 If either LIN14 or LIN15s present, then the other is required
 - 7 If either LIN16 or LIN17 is present, then the other is required
 - 8 If either LIN18 or LIN19 is present, then the other is required
 - 9 If either LIN20 or LIN21 is present, then the other is required
 - 10 If either LIN22 or LIN23 is present, then the other is required
 - 11 If either LIN24 or LIN25 is present, then the other is required
 - 12 If either LIN26 or LIN27 is present, then the other is required
 - 13 If either LIN28 or LIN29 is present, then the other is required
 - 14 If either LIN30 or LIN31 is present, then the other is required
- Semantic Notes:**
- 1 LIN01 is the line item identification
- Comments:**
- 1 See the Data Dictionary for a complete list of IDs.
 - 2 LIN02 through LIN03 provide product/service ID for an item.
For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------|-------------|---|-------------|------------------|
| LIN01 | 350 | Assigned Identification | | O AN 1/20 |
| | | Alphanumeric characters assigned for differentiation within a transaction set | | |
| LIN02 | 235 | Product/Service ID Qualifier | | M ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) | | |
| | | RA - Material Returned | | |
| | | PN - Part Number | | |
| | | SK - SKU | | |
| | | UP - UPC Number | | |



| | | | |
|--------------|------------|--|------------------|
| LIN03 | 234 | Product/Service ID Identifying number for a product or service <u>Material Returned Number</u> <u>Part Number</u> <u>SKU</u> <u>UPC Number</u> | M AN 1/48 |
| LIN04 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) RA - Material Returned PN – Part Number SK – SKU UP – UPC Number | X ID 2/2 |
| LIN05 | 234 | Product/Service ID Identifying number for a product or service <u>Material Returned Number</u> <u>Part Number</u> <u>SKU</u> <u>UPC Number</u> | X AN 1/48 |
| LIN06 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) RA - Material Returned PN – Part Number SK – SKU UP – UPC Number | X ID 2/2 |
| LIN07 | 234 | Product/Service ID Identifying number for a product or service <u>Material Returned Number</u> <u>Part Number</u> <u>SKU</u> <u>UPC Number</u> | X AN 1/48 |
| LIN08 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) RA - Material Returned PN – Part Number SK – SKU UP – UPC Number | X ID 2/2 |



| | | | | |
|--------------|------------|--|----------|----------------|
| LIN09 | 234 | Product/Service ID Identifying number for a product or service <u>Material Returned Number</u> <u>Part Number</u> <u>SKU</u> <u>UPC Number</u> | X | AN 1/48 |
| LIN10 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | X | ID 2/2 |
| LIN11 | 234 | Product/Service ID Identifying number for a product or service | X | AN 1/48 |
| LIN12 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | X | ID 2/2 |
| LIN13 | 234 | Product/Service ID Identifying number for a product or service | X | AN 1/48 |
| LIN14 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | X | ID 2/2 |
| LIN15 | 234 | Product/Service ID Identifying number for a product or service | X | AN 1/48 |
| LIN16 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | X | ID 2/2 |
| LIN17 | 234 | Product/Service ID Identifying number for a product or service | X | AN 1/48 |
| LIN18 | 235 | Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | X | ID 2/2 |
| LIN19 | 234 | Product/Service ID Identifying number for a product or service | X | AN 1/48 |



| | | | | |
|--------------|------------|---|----------|----------------|
| LIN20 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN21 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |
| LIN22 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN23 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |
| LIN24 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN25 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |
| LIN26 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN27 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |
| LIN28 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN29 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |
| LIN30 | 235 | Product/Service ID Qualifier | X | ID 2/2 |
| | | Code identifying the type/source of the descriptive number used in Product/Service ID (234) Refer to 004010 Data Element Dictionary for acceptable code values | | |
| LIN31 | 234 | Product/Service ID | X | AN 1/48 |
| | | Identifying number for a product or service | | |



Segment: **PO4** Item Physical Details
Position: 180
Loop: CDD
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify the physical qualities, packaging, weights, and dimensions relating to the item

Syntax Notes:

Semantic Notes:

Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|-------------------|-------------|---|-------------|----------|
| Attributes | | | | |
| PO402 | 357 | Size | | X R 1/8 |
| | | Size of supplier units in pack | | |
| PO403 | 355 | Unit or Basis For Measurement Code | | X ID 2/2 |
| | | Code specifying the units in which a value a measurement has been taken | | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| PO406 | 384 | Gross Weight per Pack | | X AN 3/5 |
| | | Numeric value of gross weight per pack | | |
| PO407 | 355 | Unit or Basis For Measurement Code | | X ID 2/2 |
| | | Code specifying the units in which a value a measurement has been taken | | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| PO408 | 385 | Gross Volume per Pack | | X R 1/9 |
| | | Numeric value of gross volume per pack | | |
| PO409 | 355 | Unit or Basis For Measurement Code | | X ID 2/2 |
| | | Code specifying the units in which a value a measurement has been taken | | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| PO410 | 82 | Length | | X R 1/8 |
| | | Largest horizontal dimension of an object measured when the object is in the upright position | | |



| | | | |
|--------------|------------|---|----------------|
| PO411 | 189 | Width | X R 1/8 |
| | | Shorter measurement of the two horizontal dimensions measured with the object in the upright position | |
| PO412 | 65 | Height | X R 1/8 |
| | | Vertical dimension of an object measured when the object is in the upright position | |
| PO413 | 355 | Unit or Basis For Measurement Code | X R 2/2 |
| | | Code specifying the units in which a value a measurement has been taken | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | |



| | |
|------------------------|--|
| Segment: | SAC Service, Promotion, Allowance, or Charge Information |
| Position: | 190 |
| Loop: | CDD |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 25 |
| Purpose: | To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge |
| Syntax Notes: | <ol style="list-style-type: none"> 1 At least one of SAC02 or SAC03 is required. 2 If either SAC03 or SAC04 is present, then the other is required. 3 If either SAC06 or SAC07 is present, then the other is required. 4 If either SAC09 or SAC10 is present, then the other is required. 5 If SAC11 is present, then SAC10 is required. 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required. |
| Semantic Notes: | <ol style="list-style-type: none"> 1 If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required. 2 SAC05 is the total amount for the service, promotion, allowance, or charge. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence. 3 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge. 4 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used. 5 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion. |
| Comments: | <ol style="list-style-type: none"> 1 SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02. 2 In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to a "Dollar |



Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------|-------------|---|---|--------------------|
| SAC01 | 248 | Allowance or Charge Indicator | | M/Z ID 1/1 |
| | | | Code which indicates an allowance or charge for the service specified | |
| | | A | Allowance | |
| | | C | Charge | |
| SAC02 | 1300 | Service, Promotion, Allowance, or Charge Code | | X ID 4/4 |
| | | | Code identifying the service, promotion, allowance, or Charge | |
| | | D240 | Freight | |
| SAC03 | 559 | Agency Qualifier Code | | X ID 2/2 |
| | | | Code identifying the agency assigning the code values | |
| | | | Refer to 004010 Data Element Dictionary for acceptable code values | |
| SAC04 | 1301 | Agency Service, Promotion, Allowance, or Charge Code | | X AN 1/10 |
| | | | Agency maintained code identifying the service, promotion, allowance, or charge. | |
| SAC05 | 610 | Amount | | O/Z N2 1/15 |
| | | | Monetary amount | |
| | | | <u>Freight / Shipping Charge Backs</u> | |
| SAC09 | 355 | Unit or Basis for Measurement Code | | X ID 2/2 |
| | | | Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken. | |
| | | | Refer to 004010 Data Element Dictionary for acceptable code values | |
| SAC10 | 380 | Quantity | | X/Z R 1/15 |
| | | | Numeric value of quantity | |
| SAC11 | 380 | Quantity | | O R 1/15 |
| | | | Numeric value of quantity | |
| SAC13 | 127 | Reference Identification | | X/Z AN 1/30 |
| | | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| SAC15 | 352 | Description | | X AN 1/80 |
| | | | A free-form description to clarify the related data elements and their content | |



Segment: **N9 Reference Identification**
Position: 200
Loop: CDD
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To transmit identifying information as specified by the Reference Identification Qualifier
Syntax Notes: 1 At least one of N902 or N903 is required
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref. Des.</u> | <u>Data Element</u> | <u>Name</u> | |
|------------------|---------------------|---|-------------------|
| N901 | 128 | Reference Identification Qualifier | M ID 2/3 |
| | | Code qualifying the Reference Identification Refer to 004010 Data Element Dictionary for acceptable code values | |
| N902 | 127 | Reference Identification | X AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | |
| N903 | 369 | Free-form Description | X AN 1/45 |
| | | Free-form descriptive text | |
| N904 | 373 | Date | O DT 8/8 |
| | | Date expressed as CCYYMMDD | |
| N905 | 337 | Time | X TM 4/8 |
| | | Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) | |
| N906 | 623 | Time Code | O/Z ID 2/2 |
| | | Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or _ and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by a P and M in the codes that follow. Refer to 004010 Data Element Dictionary for acceptable code values | |



| | | | |
|-------------|-------------|---|------------|
| N907 | C040 | Reference Identifier | O/Z |
| | | To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | |



Segment: **DTM** Date/Time Reference
Position: 204
Loop: CDD
Level: Detail
Usage: Optional
Max Use: 5
Purpose: To specify pertinent dates and times
Syntax Notes:

- 1 At least one of DTM02 DTM03 or DTM05 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes:
Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------|-------------|----------------------------|--|-----------------|
| DTM01 | 374 | Date/Time Qualifier | | M ID 3/3 |
| | | | Code specifying type of date or time, or both date and time | |
| | | 011 | Shipment Date | |
| DTM02 | 373 | Date | | X DT 8/8 |
| | | | Date expressed as CCYYMMDD | |
| | | | <u>Date of Shipment</u> | |
| DTM03 | 337 | Time | | X TM 4/8 |
| | | | Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) | |
| DTM04 | 623 | Time Code | | O ID 2/2 |
| | | | Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or _ and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by a P and M in the codes that follow. Refer to 004010 Data Element Dictionary for acceptable code values | |



| | | | | |
|--------------|-------------|--|----------|----------------|
| DTM05 | 1250 | Date Time Period Format Qualifier | X | ID 2/3 |
| | | Code indicating the date format, time format, or date and time format | | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| DTM06 | 1251 | Date Time Period | X | AN 1/35 |
| | | Expression of a date, a time, or range of dates, times or dates and times. | | |



Segment: **N11** Store Number
Position: 210
Loop: N11
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify store numbers related to specific addresses for deliveries

Syntax Notes:

Semantic Notes:
 1 N1102 is the area within the selling location
 2 N1103 is the sales commission plan number

Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|---|-------------|-------------|
| <u>Attributes</u> | | | | |
| N1101 | 614 | Reference Identification Qualifier | | M AN 1/10 |
| | | A number assigned to uniquely identify a retail outlet or store | | |
| N1102 | 310 | Location Identifier | | O/Z AN 1/30 |
| | | Code which identifies a specific location | | |
| | | <u>Branch Name</u> | | |
| N1103 | 127 | Reference Identification | | O/Z AN 1/30 |
| | | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier | | |
| | | <u>Branch Number</u> | | |



Segment: **AMT** Monetary Amount
Position: 220
Loop: N11
Level: Detail
Usage: Optional
Max Use: 10
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|---|-------------|----------|
| <u>Des.</u> | | | | |
| <u>Attributes</u> | | | | |
| AMT01 | 522 | Amount Qualifier Code | | M ID 1/3 |
| | | Code to qualify amount | | |
| | | UI – Contract Extended Cost | | |
| | | HX – Contract Extended Price | | |
| | | RG – Contract Extended Rebate | | |
| AMT02 | 782 | Monetary Amount | | M R 1/18 |
| | | Free-form Amount | | |
| | | <u>Contract Extended Cost</u> | | |
| | | <u>Contract Extended Price</u> | | |
| | | <u>Contract Extended Rebate</u> | | |
| AMT03 | 478 | Credit/Debit Flag Code | | X ID 2/2 |
| | | Code indicating whether amount is a credit or a debit | | |
| | | C Credit | | |
| | | D Debit | | |



Segment: **N1** Name
Position: 240
Loop: N1
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

Semantic Notes:
Comments:

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.

Data Element Summary

| Ref. Des. | Data Element | Name | |
|-------------------|-----------------|---|------------------|
| Attributes | | | |
| N101 | 98 | Entity Identifier Code | M ID 2/3 |
| | | Code identifying an organizational entity, a physical location, property or an individual Refer to 004010 Data Element Dictionary for acceptable code values | |
| N102 | 93 | Name | X AN 1/60 |
| | | Free-form name | |
| N103 | 66 | Identification Code Qualifier | X ID 1/2 |
| | | Code designating the system/method of code structure used for Identification Code (67) Refer to 004010 Data Element Dictionary for acceptable code values | |
| N104 | 67 | Identification Code | X AN 2/80 |
| | | Code identifying a party or other code | |



Segment: **AMT** Monetary Amount
Position: 250
Loop: N1
Level: Detail
Usage: Optional
Max Use: 10
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|--|-------------|----------|
| <u>Des.</u> | | | | |
| <u>Attributes</u> | | | | |
| AMT01 | 522 | Amount Qualifier Code | | M ID 1/3 |
| | | Code to qualify amount | | |
| | | Refer to 004010 Data Element Dictionary for acceptable code values | | |
| AMT02 | 782 | Monetary Amount | | M R 1/18 |
| | | Free-form Amount | | |
| AMT03 | 478 | Credit/Debit Flag Code | | X ID 2/2 |
| | | Code indicating whether amount is a credit or a debit | | |
| | | C | Credit | |
| | | D | Debit | |



Segment: **SE** Transaction Set Trailer
Position: 030
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

Syntax Notes:**Semantic Notes:**

Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

| <u>Ref.</u> | <u>Data</u> | <u>Element</u> | <u>Name</u> | |
|--------------------------|-------------|---|-------------|------------------|
| <u>Attributes</u> | | | | |
| SE01 | 96 | Number of Included Segments | | M N0 1/10 |
| | | Total number of segments included in a transaction set including ST and SE segments | | |
| SE02 | 329 | Transaction Set Control Number | | M AN 4/9 |
| | | Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set | | |



ATTACHMENT III

Example: EDI 812 Debit Memo Merchandise Return

In this example, we have a Debit Memo being issued by a distributor to the manufacturer for the purposes of returning a part. The part was ordered on 12/14/2004 using purchase order number: AR55-083581. The distributor received the invoice on 12/15/2004, on supplier invoice number: 117125. The total amount of the invoice was \$51.20. However, there was a need to return two items to the manufacturer. The part numbers for both items are: WAC20-12mm-12mm. Each item cost \$25.60 each, with an extended price of \$51.20. In order to return these 2 pieces, we were given a Return Authorization Number of: RGA-H-4080. The manufacturer also charges a 15% Restocking Fee. Following is the EDI 812 Debit Memo transaction associated with this example:

```

ST*812*000001^
BCD*20041222*DM117125*T*4352*D*20041215*117125**20041214*
  AR55-083581*00*33*RZ*RGA-H-4080^
N1*SU*Manufacturer's Name^
N1*BY*Distributor's Name*92*AR55^
PER*CN*D.Snow*TE*871-774-2547^
CDD*RM*D*0001*5120*Y*2*EA**CON*25.60^
LIN*0001*PN*WAC30-12mm-12mm*
  SK*76543210*UP*246801357*RA*RGA-H-4080^
CDD*B7*C*0002*768^
SE*9*000001^

```



ATTACHMENT IV

Manufacturer Implementation Schedule

Manufacturers will be asked to provide information which outlines specific content requirements of their various systems. This includes, but is not limited to, a list of acceptable Reason Codes within the EDI 812 debit memo format. Specific content requirements will be included in a future addendum. Manufacturers will also be asked to provide the estimated calendar quarter for acceptance of an EDI 812 debit memo format. This will be provided to BSA members and used to establish distributor testing and implementation dates.

ATTACHMENT V

Revision Process

The Product and Price Information Format (PPIF) guidelines will be used to update the EDI 812 Debit Memo Guideline.