What is EDI?

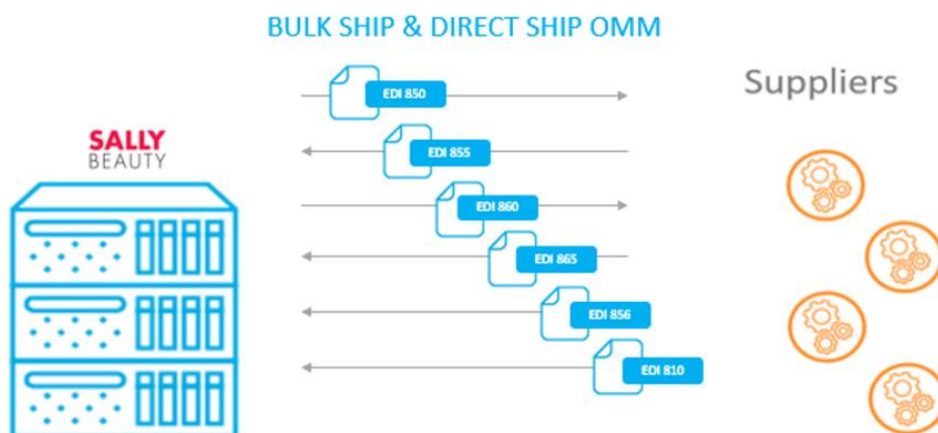<div style="background:#29ABE2;color:white;text-align:center;">

EDI Implementation Guide

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- EDI stands for electronic data interchange. It allows you, the supplier, to exchange documents electronically with Sally Beauty.
- Each business document you exchange has a corresponding EDI number. See below for a list of required document names and their corresponding EDI numbers for Sally Beauty.
- EDI will help streamline operating efficiencies, enrich business relationships, decrease manual processes, and increase document accuracy.

EDI Document & Definition

- **Purchase Order (EDI 850)**: Sally Beauty sends to supplier as a request for product and to initiate the fulfillment cycle.
- **PO Acknowledgment (EDI 855)**: Suppliers send to Sally Beauty to confirm receipt of purchase order or report discrepancies of PO, such as a backorder, pricing change, product identifiers, and/or change in ship date, etc.
- **PO Change (EDI 860)**: Sally Beauty sends to supplier to update or cancel an existing purchase order.
- **PO Change Acknowledgment (EDI 865)**: Suppliers send to Sally Beauty to confirm receipt of purchase order change or report discrepancies of PO change, such as a backorder, pricing change, product identifiers, and/or change in ship date, etc.
- **Advance Shipping Notice (EDI 856)**: Supplier sends to Sally Beauty with details of the shipment prior to order arrival.
- **Invoice (EDI 810)**: Supplier sends to Sally Beauty to request payment of goods.
- **Packing Slip**: Supplier includes in shipment.
- **GS1 Shipping Label**: Supplier uses required label on products for shipping to Sally Beauty

BULK SHIP & DIRECT SHIP OMM
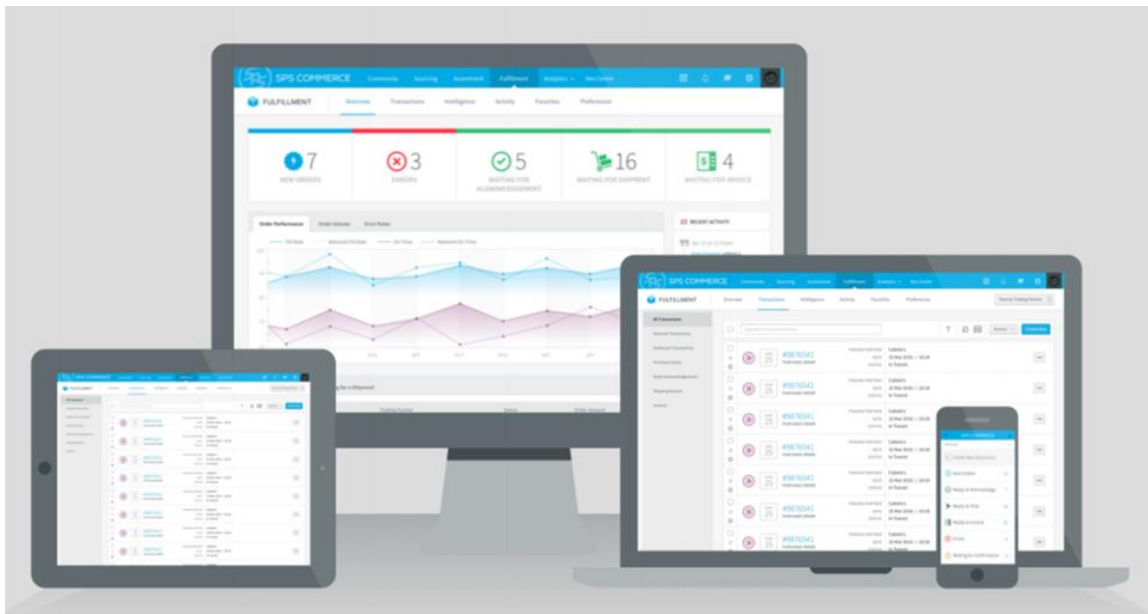
How is EDI used?

- Sally Beauty suppliers will send and receive all documents via EDI by utilizing one of the following solutions:
    - SPS Commerce's Fulfillment Solution
    - SPS Commerce's Testing & Certification service using your existing EDI solution or third-party provider

How do I get started with EDI for Sally Beauty?

- Prior to Sally Beauty sending a supplier their first PO, the supplier will be contacted by SPS Commerce.
- SPS Commerce will activate a Sally Beauty sponsored 60-day Fulfillment solution so the supplier can fulfill Sally Beauty's EDI requirements.
- SPS Commerce will inform Sally Beauty when Fulfillment account setup is complete for supplier.
- During the 60-day period the supplier will work with an SPS Commerce representative to decide to either continue with SPS Commerce's EDI Fulfillment solution or complete a testing and certification process of a non-SPS Commerce EDI solution.
- If a supplier is already EDI capable, SPS Commerce will conduct certification for all Sally Beauty's mandatory transactions.
    - During this process, the supplier will be able to utilize the SPS Commerce Fulfillment solution to fulfill these documents until certification is complete.

What is SPS Commerce's Fulfillment Solution?

- SPS Commerce's Fulfillment is a 100% browser-based EDI service that lets suppliers quickly comply with their trading partners' requirements, exchange purchase orders, invoices and more. Fulfillment is accessible anywhere and extends the flow of critical order and invoice information to remote offices, factories and business partners.

I need more information

- An SPS Commerce representative will be reaching out to discuss next steps.
- Visit Sally Beauty's new vendor onboarding site for additional information about EDI.

MICROSITE: https://community.spscommerce.com/sally-beauty-fulfillment/

Who do I contact with my questions?

SPS COMMERCE
INFINITE RETAIL POWER™

- Any questions about using or operating **Fulfillment**
- Questions about **sent documents**
- Why does my document have an **error**?
- Did my document **send correctly?**
- Why is my document "**In Transit?**"
- Questions about data entry requirements
- Questions about **SPS Services**
- SPS Monthly Invoice
- Adding Web Fulfillment **Users**
- **Testing/Certification** questions?

SPS Production Support Center

1 (888)-739-3232, Option 1 **(24/7 Support)**
Please use for urgent requests
Reference Case# (when applicable)
Average Response Time: ~2 mins

support@spscommerce.com
You will receive an automated email with a case number for your inquiry. *Average Response Time: 12-48 hrs*

To access the **Messenger**, log into your Web Fulfillment account, and click the icon in the lower right-hand corner.

SPS Web Fulfillment

For active Fulfillment projects only
implementation@spscommerce.com
You will receive an automated email with a case number for your inquiry.

To access the **Messenger**, log into your Web Fulfillment account, and click the icon in the lower right-hand corner.

SALLY BEAUTY

- Questions about **business requirements**
- Questions about **document content** received from Sally Beauty
- Why is this information on my order?
- Requests for **exemptions** to required documents or forms
- Questions about **assigned vendor numbers**
- Questions about **Order Management Models (OMM)**

Sally Beauty Support

SBH-EDISupport@SallyBeauty.com

Please reach out to your SBH Buyer for questions specific to orders.

SPS Testing/Certification

For active testing projects only
Phone Contact information will be provided by your dedicated SPS Testing Consultant.

editesting@spscommerce.com
Average Response Time: within 24hrs

To access the **Messenger**, log into your Web Fulfillment account, and click the icon in the lower right-hand corner.

SPS Testing Process Overview:
https://trainingcenter.spscommerce.com/c/b3fd106704e040adec438790bf522ae5306106dd

Sally Beauty Reference Materials:
Click here to find additional EDI information

https://community.spscommerce.com/sally-beauty-fulfillment/

Additional Reference Materials

Web Fulfillment Help – Advice and answers from the SPS Commerce Team
http://help.fulfillment.spscommerce.com/

SPS Training Center – Learn about SPS Web Fulfillment
https://trainingcenter.spscommerce.com/

What is EDI?

Electronic Data Interchange (EDI) is a business-to-business, computer-to-computer exchange of transaction information such as purchase orders (POs), invoices and advance shipping notices (ASNs). EDI document structure is governed by popular standards development boards such as ANSI ASC X12, EDIFACT and RosettaNet. EDI data can be transmitted through communication protocols like Value Added Network (VAN), Internet EDI via AS1, AS2, and FTP.

Is EDI a programming language?

In order to understand what EDI is, it's important to understand what EDI is not.

- **EDI is not a programming language**
- **EDI is not email**
- **EDI is not a custom FTP file**
- **EDI is not new**
- **EDI is not just for large companies**
- **EDI is easier than you think**

I already have EDI but it's not with SPS. Can you clarify requirements for me?

You will still need to work with SPS to test your existing EDI solution. Upon successfully completing certification, you can continue to utilize your current EDI service provider. SPS offers an EDI Testing Service that is a hosted testing platform simulating the production EDI environment of Sally Beauty, helping your organization efficiently develop, build and test the transaction maps, validate content of fields, workflow, connectivity with your VAN, and helping assure proper interaction with your accounting system. The service is available for use on a 24/7 basis and is staffed with a call center of dedicated, EDI specialists trained on the unique guidelines of Sally Beauty.

Why can't I use my current EDI provider for the initial testing and certification?

Sally Beauty has contracted with SPS Commerce to provide a standard test environment that mirrors Sally Beauty EDI production environment, complete with Sally Beauty EDI approved specs. Sally Beauty does not have the internal IS resources to onboard all vendors individually nor to create multiple test environments with multiple service providers. By contracting with one large, well known EDI provider (SPSC) Sally Beauty will be able to maintain updated EDI specs across time for on-boarding vendors.

I do not currently have EDI. What do I do?

There are a number of options and service providers available for vendors who do not currently have EDI. SPS offers pre-certified EDI services that meet Sally Beauty's EDI requirements without any testing or integration by your company. SPS Commerce's Fulfillment is a 100% browser-based EDI service that lets you quickly comply with Sally Beauty's requirements. Resembling popular web email programs like Gmail and Yahoo! Mail, Fulfillment is accessible anywhere and operations are managed by SPS. The Fulfillment service is provided for a one-time set up fee and a monthly fee depending on your volume needs. Pricing will be discussed at the webcast.

I have EDI, but cannot do a certain document. What do I do?

All documents are required by Sally Beauty. For vendors whose current EDI solution is not capable of certain documents, full compliance can be achieved by using SPS Fulfillment as a hybrid solution or any other EDI service provider that you choose that can meet Sally Beauty specifications. Fulfillment can be combined with any EDI solution and used for any documents you cannot comply with. Fulfillment is a monthly subscription, so it can be used long term, or until you are capable of testing all documents.

What is a Purchase Order Acknowledgement and how is it used?

A Purchase Order Acknowledgement (POA) is a notification to Sally Beauty to confirm receipt, reject, or request modification of an order back to Sally Beauty. These changes can include but are not limited to price, quantity, and dates.

What is an Advance Ship Notices and how is it used?

An Advance Ship Notice (ASN) is a notification to Sally Beauty of pending deliveries. In addition, it can be used to alert Sally Beauty if there is a difference between what was expected and what has actually been shipped.

What are the benefits I can expect from EDI?
- Reduced manual data entry errors
- Streamlined transaction processing
- Increased productivity without increased operating costs
- Real-time exchange of data
- Reduced paper handling
- Greater coordination of activities between you and Sally Beauty due to more synergistic data sharing