

## Who is SPS Commerce?

### Leslie's Partnership with SPS Commerce

- Leslie's has partnered with SPS Commerce, Inc., a leading provider of EDI solutions, to facilitate our electronic business to business communications. [SPS Commerce, Inc.](#) offers a range of hosted EDI solutions ranging from web browser based to direct integration with your back-end applications. If you have in-house EDI capabilities or have already partnered with an eCommerce enablement company, you may Test & Certify these existing capabilities for our EDI program through SPS Commerce, Inc.
- Please contact SPS Commerce's Community department for more information regarding how to enable EDI capabilities with Leslie's.

## What is EDI?

### EDI Requirements

- EDI stands for electronic data interchange. It allows you, the Supplier, to exchange documents electronically with Leslie's.
- 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 Leslie's.
- EDI will help streamline operating efficiencies, enrich business relationships, decrease manual processes, and increase document accuracy.

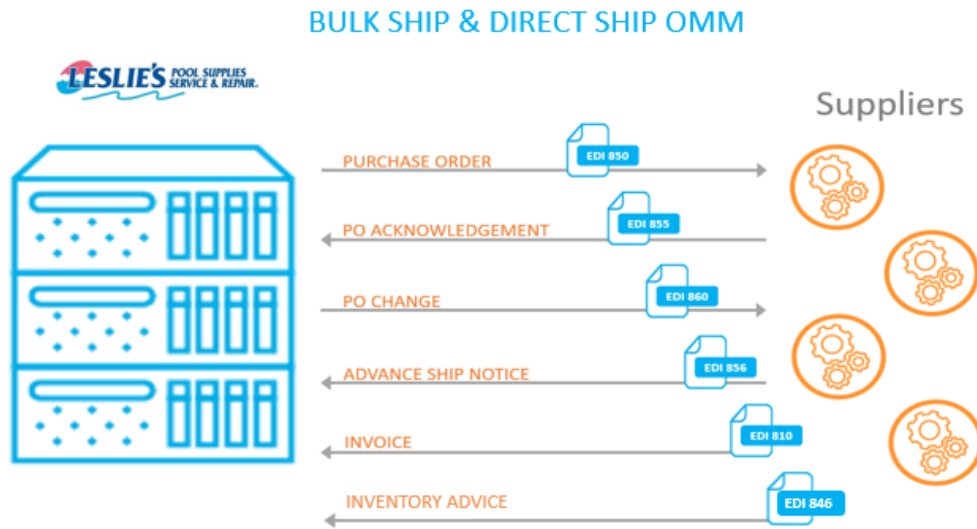
## EDI Documents & Definitions

- **To review the published specifications and other resources please go to the Leslie's Supplier Resource Site**

 <https://community.spscommerce.com/leslies-poolmart-inc/>

- **Inventory Advice (EDI 846):** Dropship Supplier sends to Leslie's providing visibility in inventory available. *(Leslie's is not looking for 'inventory', rather your maximum daily capacity for each SKU that you sell. This document is expected as often as possible, but at minimum sent daily. The mutual benefit from doing so will help prevent stock-out orders from taking place. Note: Weekends & holidays may be sent early. Please contact SPS Commerce to explore potential automated solutions such as Automation or Inventory Upload)*
- **Purchase Order (EDI 850):** Leslie's sends to Supplier as a request for product and to initiate the fulfillment cycle.
- **PO Acknowledgment (EDI 855):** Suppliers send to Leslie's 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. *(All orders are expected to be acknowledged within 24 hours. Note: Ensuring Orders and Acknowledgments have matching line level detail is critical)*
- **PO Change (EDI 860):** Leslie's sends to Supplier to update or cancel an existing purchase order.
- **Advance Shipping Notice (EDI 856):** Supplier sends to Leslie's with details of the shipment and tracking detail prior to shipment. *(All orders are expected to have a Ship Notice within 48 hours of the Order Requested Ship By Date. Note: Ensuring Orders and Ship Notices have matching line level detail is critical)*
- **Branded Packing Slip:** Supplier includes in shipment direct to consumer.
- **GS1-128 Shipping Label:** Supplier uses required label on products for shipments to Leslie's Fulfillment Centers.

- **Invoice (EDI 810):** Supplier sends to Leslie's to request payment of goods. (All orders are expected to have an Invoice payment terms of the Order Requested Ship By Date. Note: Ensuring Orders and Invoices have matching line level detail is critical)



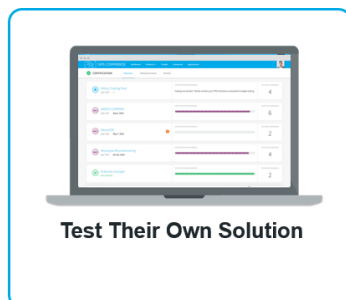
## How is EDI used and what are the solution options?

### Solution Options

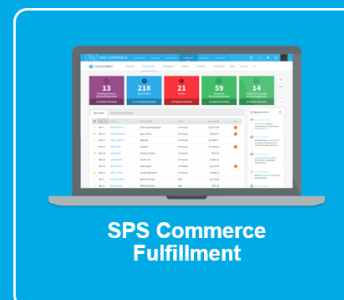
- Leslie's Suppliers will send and receive all documents via EDI by utilizing one of the following [solutions](#):
  - SPS Commerce's Fulfillment Solution (web-based UI to meet all technical requirements of EDI)
    - System Automation is also available option for Supplier's looking for integrated services with your system of record. It is common to integrate only those documents preferred to be supported natively within your system while leveraging Web Fulfillment for the rest
  - SPS Commerce's Testing & Certification service using your existing EDI solution or third-party provider

#### SPS Trading Partner Journey: Non-Exclusive Solution Options

Removing Technology as a barrier, no matter the Vendor capability



**Already have something,**  
will use it going forward.



**Need something new,**  
will use it going forward.

For information about SPS COMMERCE solutions, products, or services, please contact your SPS COMMERCE Consultant or the SPS COMMERCE Support Team at: [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232. For information about the completion of activities on the Leslie's EDI requirements and business expectations, please contact Leslie's (Suppliers@lesl.com) directly

# How do New Suppliers get started with EDI for Leslie's?

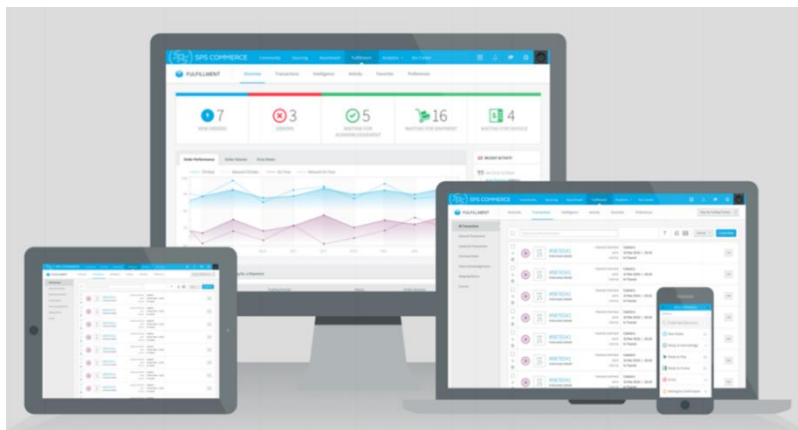
## New Supplier Onboarding

- Prior to Leslie's sending a Supplier their first PO, the Supplier will be contacted by SPS Commerce.
- Once Leslie's submits a partner to SPS, the partner has 60 days to become compliant on a long-term solution (SPS Commerce's Fulfillment solution or complete a Testing & Certification process of a non-SPS Commerce Solution)
- If a Supplier is already EDI capable, SPS Commerce will provide access to a testing environment to conduct certification for all Leslie's's mandatory transactions.
  - If a Supplier does not complete their implementation within the 60 days, 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 Fulfillment

- 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.



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# I need more information

## Resources

- Visit Leslie's Supplier resource site for additional information about the EDI requirements and solution options.
- **SPS Community Team Email:** [community@spscommerce.com](mailto:community@spscommerce.com) or SPS named Community resource
- **Supplier Resource Site:** <https://community.spscommerce.com/leslies-poolmart-inc/>
  - Contains program documentation, program timeline, training materials and EDI specifications
- **SPS Training Center:** <https://trainingcenter.spscommerce.com/>
- **SPS Status Page:** [status.spscommerce.com](https://status.spscommerce.com)
- **Leslie's Poolmart SPS Fulfillment Guide:** <https://trainingcenter.spscommerce.com/outline/0svathkx/cover>
- **Leslie's Inventory Guide:** <https://spscops.s3.amazonaws.com/Redirects/Leslies+Poolmart+Inventory+Advice.pdf>
- **Leslie's Poolmart Vendor Guide:** *(found on LPI website: <https://lesliespool.com/vendor-information.html>)*

## General EDI Questions

### 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 Leslie's, 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 Leslie's.

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

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

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

There are a number of options and service providers available for Suppliers who do not currently have EDI. SPS offers pre-certified EDI services that meet Leslie'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 Leslie'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 Leslie's. For Suppliers 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 Leslie's 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 Leslie's to confirm receipt, reject, or request modification of an order back to Leslie's. 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 Leslie's of pending deliveries. In addition, it can be used to alert Leslie's if there is a difference between what was expected and what has 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 Leslie's due to more synergistic data sharing

# Supplier Frequently Asked Questions

### ***“I’m in the process of becoming a partner of Leslie’s Poolmart. Who should I contact?”***

If you have yet to be contacted by SPS Commerce but are still working with Leslie's Poolmart on the Vendor Guide and partnership please engage with your Category Manager, Buying Department ([Buyers@lesl.com](mailto:Buyers@lesl.com)), or LPI Vendor Compliance Team ([vendors@lesl.com](mailto:vendors@lesl.com)).

### ***“I’m a confirmed partner of Leslie’s and engaging with SPS on an EDI solution. Who should I contact?”***

If you have already been contacted by SPS Commerce following Leslie's Poolmart submitting you for EDI onboarding and are working toward selecting a solution, please work with your dedicated SPS Account Manager or contact the general SPS Community email [community@spscommerce.com](mailto:community@spscommerce.com).

### ***“I’m a confirmed partner of Leslie’s and have committed to an EDI solution. Who should I contact?”***

Once you have committed to an EDI Solution you will be contacted by a dedicated SPS Implementation Analyst who can be reached via their direct phone number or the respective email address based on the solution type you selected.

SPS Web Fulfillment: [implementation@spscommerce.com](mailto:implementation@spscommerce.com)

Testing & Certification: [editesting@spscommerce.com](mailto:editesting@spscommerce.com)

### ***“I’m in the process of becoming new vendor of Leslie’s Poolmart and have now committed to an EDI solution with SPS. What is the process at Leslie’s Poolmart to get the partnership approved and a Vendor Number assigned prior to the EDI Go Live to ensure success?”***

Once you have committed to an EDI solution and are working toward implementing the solution (ie. SPS Fulfillment or Testing & Certification), Leslie's Poolmart will bring the business partnership to the Executive Board for review and approval. Once approved Leslie's will begin the process of setting up your company in JDA and assigning a Vendor Number. Leslie's Poolmart should provide the Vendor Number to SPS, but if you have questions about the Executive Board approval status, Vendor Number assignment, or other general partnership questions please engage with your Category Manager, Buying Department ([Buyers@lesl.com](mailto:Buyers@lesl.com)), or LPI Vendor Compliance Team ([vendors@lesl.com](mailto:vendors@lesl.com)).

**Note:** Prior to any Production EDI being sent a Vendor Number must be provided by Leslie's Poolmart and shared with SPS Commerce

***“I’m a vendor who is certified and in production with Leslie’s Poolmart but have questions about the technology solution/training/document failures/etc. Who should I contact?”***

If you have completed EDI implementation which can be confirmed with a Production/Certification email sent to your business and Leslie's Poolmart [vendor@lesl.com](mailto:vendor@lesl.com) please contact SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.

***“I’m a vendor who is certified and in production with Leslie’s Poolmart but have questions about the business partnership/business compliance expectations/items/pricing/etc. Who do I contact?”***

If you have completed EDI implementation which can be confirmed with a Production/Certification email sent to your business and Leslie's Poolmart [vendor@lesl.com](mailto:vendor@lesl.com) your team can contact the LPI Vendor Compliance team ([vendors@lesl.com](mailto:vendors@lesl.com)) or your Category Manager ([buyers@lesl.com](mailto:buyers@lesl.com)).

***“What is the value and business requirement of the Inventory Advice (EDI 846)?”***

The Inventory Advice is a business-critical document provided by the supplier to Leslie's Poolmart to provide visibility into the maximum daily capacity for each SKU that you sell to Leslie's that can be committed to sell each day of the week. This document will be important to be consistently provided at minimum daily to influence a positive consumer experience to assure orders being placed by a customer will be fulfilled and not canceled post purchase.

**Note:** Weekends & holidays may be sent early. If you have questions about how this can be done, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or contact SPS COMMERCE Support [support@spscommerce.com](mailto:support@spscommerce.com). If you are curious to explore potential integrated or streamlined solutions such as System Automation or Inventory Upload please contact your SPS Account executive or [LesliesPoolmart@spscommerce.com](mailto:LesliesPoolmart@spscommerce.com).

***“What is the recommended process to send Inventory Advice documents over the Weekend or Holidays?”***

If you are unable to manage sending the Inventory Advice over the weekend you can send the Inventory Advices for Saturday and Sunday on Friday. To do this you will need to send all 3 files on Friday and ensure that each respective Inventory Advice includes the correct dates for each day in the Report Date field, and that the Report Number field includes a unique document identifier. For example, this Friday you could send 3 separate Inventory Advice documents, each with a unique date i.e. 05/08/2020, 05/09/2020, and 5/10/2020. This will satisfy Leslie's Poolmart's Daily 846 requirement.

If you have questions about how this can be done, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.

***“What are the options besides managing the Inventory Advice (EDI 846) manually on SPS Fulfillment?”***

If your business is looking for more streamlined optimization features with SPS Web Fulfillment to generate the Inventory Advice, please contact your SPS Account Manager or [LesliesPoolmart@spscommerce.com](mailto:LesliesPoolmart@spscommerce.com) to explore

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the optional Inventory Upload Service which allows for a editable saved spreadsheet that can be managed within SPS Fulfillment to reduce the level of effort to update the expected SKU qty, Date, Document Identifier fields, etc. as you generate and send within Web Fulfillment each day. Note this is not an automated solution but provides value by reducing the number of steps you'd manage within SPS Fulfillment.

If you are looking for an integrated SPS solution to allow for potential automated generation of the Inventory Advice from your internal system, please contact your SPS Account Manager or [LesliesPoolmart@spscommerce.com](mailto:LesliesPoolmart@spscommerce.com) to explore System Automation which includes an integrated solution with your internal system (ERP, WMS, PIM, etc.).

***“What is the value and business requirement of the Purchase Order Acknowledgment (EDI 855)?”***

The Purchase Order Acknowledgement is an expected document to be sent by the supplier to Leslie's Poolmart within 24 hours of receiving the Purchase Order. The acknowledgment is intended to provide visibility that the Order placed can be fulfilled in full or to distinguish if modifications in the quantity, pricing, UPC need adjustments. Providing timely and accurate acknowledgements to Leslie's, enables them to adjust the Orders for the entire vendor community for more open-to-buy dollars to be distributed for items to you and other businesses. Additionally, by ensuring the order and items are accurate allows for an Order Change (EDI 860) to be sent with corrected items that are to be fulfilled enabling the generation of the Advance Ship Notice and Invoice to match what is on the order and reducing the level of effort on your team to reconcile the pick and pack, shipment, and payment processes.

If you have questions about the business requirements, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.

***“What is the value and business requirement of the Advance Ship Notice (EDI 856)?”***

The Advance Ship Notice is an expected document to be sent by the supplier to Leslie's Poolmart within 48 hours of the Purchase Order Requested Ship By Date. The shipment is intended to provide visibility that the Order placed has been shipped and reflect accurately what is included upon delivery, the tracking detail available for the shipment, and correlate to the Barcode Label (Bulk Shipment Only) that is placed on the shipment to expedite receiving. For Dropship Orders the Advance Ship Notice is intended to provide a positive customer experience allowing for the purchaser to know and track their purchase to delivery. The dropship Advance Ship Notice will also be a critical trigger event for Leslie's Poolmart to identify Orders set for payment.

If you have questions about the business requirements, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.

***“What is the value and business requirement of the Invoice (EDI 810)?”***

The Invoice is an expected document to be sent by the supplier to Leslie's Poolmart within 30 days of the Purchase Order Requested Ship By Date. The Invoice is important for Leslie's Poolmart to reconcile a 3-way match on the Order, Ship Notice, and Invoice to ensure what was Orders matches what was Delivered, to what is requested for Payment. By providing a timely an accurate EDI Procure to Pay workflow you will streamline the process expediting payment and allowing for a paper-trail to reconcile any potential disputes.

If you have questions about the business requirements, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.



***“What if the items on the Order don’t align with what I recognize the item to be?”***

If you encounter a scenario where the items (UPC, price, description, etc) do not align with what you have recorded in your system, the expectation is to provide a Purchase Order Acknowledgement (EDI 855) requesting an adjustment with what is correct. It is extremely important to have all return document line items match with what is recorded on the Order to ensure successful transmission of the EDI documents to enable swift reconciliation at Leslie’s Poolmart.

If you have questions about the business requirements, please contact LPI Vendor Compliance ([vendors@lesl.com](mailto:vendors@lesl.com)) or SPS COMMERCE Support at [support@spscommerce.com](mailto:support@spscommerce.com) or 888-739-3232 Option 1.

***“Managing the Order to Invoice workflow on a SPS Fulfillment portal is becoming too time consuming. What are more automated options?”***

If your business is looking for a fully integrated SPS solution for partial or all EDI documents, please contact your SPS Account Manager or [LesliesPoolmart@spscommerce.com](mailto:LesliesPoolmart@spscommerce.com) to explore System Automation which includes an integrated solution with your internal system (ERP, WMS, PIM, etc.).