99 Cents Only Stores 855 Purchase Order Acknowledgment

X12/V5010/855

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Notes:

855

Purchase Order Acknowledgment

Functional Group=PR

Purpose: This X12 Transaction Set contains the format and establishes the data contents of the Purchase Order Acknowledgment Transaction Set (855) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to a seller's acknowledgment of a buyer's purchase order. This transaction set can also be used as notification of a vendor generated order. This usage advises a buyer that a vendor has or will ship merchandise as prearranged in their partnership.

Heading:

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
0100	ST	Transaction Set Header	М	1			Must use
0200	BAK	Beginning Segment for Purchase Order Acknowledgment	М	1			Must use
0400	CUR	Currency	0	1			Used
0500	REF	Reference Information	М	1			Must use
LOOP II	D - SAC				<u>16</u>		
1200	SAC	Service, Promotion, Allowance, or Charge Information	0	1			Used
1500	DTM	Date/Time Reference	М	2			Must use
LOOP II	D - N9				<u>99</u>		
2950	N9	Extended Reference Information	М	1			Must use
3000	MTX	Text	М	>1			Must use
LOOP II	D - N1				<u>1</u>		
3000	N1	Party Identification	М	1			Must use
3200	N3	Party Location	М	1			Must use
3300	N4	Geographic Location	М	1			Must use
LOOP II	D - N1				1		
3000	N1	Party Identification	М	1			Must use
3200	N3	Party Location	М	1			Must use
3300	N4	Geographic Location	М	1			Must use

Detail:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
LOOP I	D - PO1				100000	N2/0100L	
0100	PO1	Baseline Item Data	М	1		N2/0100	Must use
LOOP I	D - PID				<u>1</u>		
0500	PID	Product/Item Description	М	1			Must use
0900	PO4	Item Physical Details	M	1			Must use
LOOP I	D - SAC				<u>16</u>		
1300	SAC	Service, Promotion, Allowance, or Charge Information	0	1			Used

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
LOOP I	D - ACK				<u>104</u>		
2700	ACK	Line Item Acknowledgment	М	1			Must use
LOOP I	D - N9				<u>1000</u>		
3500	N9	Extended Reference Information	M	1			Must use
3600	MTX	Text	М	>1			Must use

Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	Repeat	<u>Notes</u>	<u>Usage</u>
LOOP	ID - CTT				1	N3/0100L	
0100	CTT	Transaction Totals	0	1		N3/0100	Used
0200	AMT	Monetary Amount Information	M	1		N3/0200	Must use
0300	SE	Transaction Set Trailer	М	1			Must use

Notes:

2/0100L	PO102 is required.
2/0100	PO102 is required.
3/0100L	The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.
3/0100	The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.
3/0200	If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

General Usage:

99 Cents Only utilizes the 855 Purchase Order Acknowledgment specification for both:

- . Standard Purchase Order Acknowledgment process 99 Cents Only is requiring Trading Partners to provide commitment and status of the order through the Purchase Order Acknowledgment (POA). The POA information will be used to provide 99 Cents Only with visibility of the order within the trading partner's systems/order fulfillment process; this includes reporting on the status of the order and any discrepancies on the order. 99 Cents Only will also use this information to assist with managing the buyers Open to Buy.
 - 99 Cents Only expects all Purchase Orders to be acknowledged with a Purchase Order Acknowledgment within 24 hours of receipt of the PO.
 - . 99 Cents Only will accept multiple iterations of the Purchase Order Acknowledgment. Trading Partners should send additional acknowledgments if their ability to fulfill the order changes.
- . Vendor Managed Inventory Suggested Purchase Order process The Purchase Order Acknowledgment document is also utilized by suppliers that have a DSD/VMI relationship with 99 Cents Only Stores to provide visibility to product delivered directly to their stores. 99 Cents Only Stores will use this document to create an order within their purchasing system. It will be up to vendor to determine the structure and format of the PO Number (BAK03) as 99 Cents does not have restrictions on this.
 - . The PO Number from the Vendor Generated PO must be the PO number referenced on the 810 Invoice.

Revision History:

February 2017:

- Updated N402 to Optional

March 2023:

- Added AC, AD, RD as allowed BAK02 codes
- Added BAK09
- Added 067 as a conditional DTM01 qualifier. Updated 068 DMT01 qualifier to conditional.

- Updated header-level N9 loop to be conditional
 Updated Vendor N1 loop to be conditional
 Updated PO108/PO109 to mandatory
 Added ACK loop
 Added optional line-level N9 loop

ST Transaction Set Header

Pos: 0100 Max: 1 **Heading - Mandatory** oop: N/A Elements: 2

User Option (Usage): Must use

Purpose: To indicate the start of a transaction set and to assign a control number

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
ST01	143	Transaction Set Identifier Code	М	ID	3/3	Must use
		Description: Code uniquely identifying a T	ransacti	on Set		
		CodeList Summary (Total Codes: 318, Inc	luded: 1	l)		
		Code Name				
		855 Purchase Order Acknowledgment				
ST02	329	Transaction Set Control Number	М	AN	4/9	Must use
		Description: Identifying control number that		-		nsaction set

functional group assigned by the originator for a transaction set

Semantics:

- 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).
- 2. The implementation convention reference (ST03) is used by the translation routines of the interchange partners to select the appropriate implementation convention to match the transaction set definition. When used, this implementation convention reference takes precedence over the implementation reference specified in the GS08.

BAK Beginning Segment for Purchase Order Acknowledgment

Pos: 0200 Max: 1 Heading - Mandatory Loop: N/A Elements: 5

User Option (Usage): Must use

Purpose: To indicate the beginning of the Purchase Order Acknowledgment Transaction Set and transmit identifying

numbers and dates

Element	Summary:
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Ref BAK01	<u>ld</u> 353		ent Name action Set Purpose Code	Req M	<u>Type</u> ID	Min/Max 2/2	<u>Usage</u> Must use			
		Desci	ription: Code identifying purpose of tr	ansactio	on set					
		CodeList Summary (Total Codes: 65, Included: 1)								
		<u>Code</u>	<u>Name</u>							
		00	Original							
BAK02	587	Ackn	owledgment Type	М	ID	2/2	Must use			
		Desci	ription: Code specifying the type of a	cknowle	edgment					
		Code	List Summary (Total Codes: 15, Inclu	ıded: 4)						
		<u>Code</u>	<u>Name</u>							
		AC								
			User Note 1:							
			Used when the PO is accepted, but there are changes to some or all items.							
		AD								
			User Note 1:							
			Used when all items are accepted. contain IA.	All Item	All Item Status Code values (ACK01) must					
		AP	Acknowledge - Product Replenishme	ent						
			User Note 1:							
			Used for VMI process only							
		RD	Reject with Detail							
			User Note 1:							
			Used when all items are rejected. A contain IR.	\II Item \	Status Co	ode values (AC	CK01) must			
BAK03	324	Purch	nase Order Number	М	AN	1/22	Must use			
		Desci	ription: Identifying number for Purcha	se Orde	er assign	ed by the order	rer/purchaser			
		User	Note 1:							
		Purch	ase Order Number							
		(For \digits)	/MI process, this number is to be gene)	erated b	y the ver	ndor and must	not exceed 12			
BAK04	373	Date		М	DT	8/8	Must use			
		Desci	ription: Date expressed as CCYYMM	DD whe	ere CC re	presents the fir	rst two digits of			

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
		the calendar year				
		User Note 1:				
		Purchase Order Date				
BAK09	373	Date	М	DT	8/8	Must use
		Description: Date expressed as CCYYMM the calendar year	DD whe	ere CC re	presents the fi	rst two digits of
		User Note 1:				
		Purchase Order Acknowledgment Date				

Semantics:

- 1. BAK04 is the date assigned by the purchaser to purchase order.
- 2. BAK08 is the seller's order number.
- 3. BAK09 is the date assigned by the sender to the acknowledgment.

CUR Currency

Pos: 0400 Max: 1 Heading - Optional Loop: N/A Elements: 2

User Option (Usage): Used

Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
CUR01	98	Entity Identifier Code	М	ID	2/3	Must use
		Description: Code identifying an organization individual	ional en	tity, a ph	ysical location,	property or an
		CodeList Summary (Total Codes: 1500, In	cluded:	1)		
		Code Name				
		SE Selling Party				
CUR02	100	Currency Code	М	ID	3/3	Must use
		Description: Code (Standard ISO) for cour	ntry in w	hose cur	rency the char	ges are specified
		User Note 1:				
		Sellers Currency				

Syntax Rules:

- 1. C0807 If CUR08 is present, then CUR07 is required.
- 2. C0907 If CUR09 is present, then CUR07 is required.
- 3. L101112 If CUR10 is present, then at least one of CUR11 or CUR12 is required.
- 4. C1110 If CUR11 is present, then CUR10 is required.
- 5. C1210 If CUR12 is present, then CUR10 is required.
- 6. L131415 If CUR13 is present, then at least one of CUR14 or CUR15 is required.
- 7. C1413 If CUR14 is present, then CUR13 is required.
- 8. C1513 If CUR15 is present, then CUR13 is required.
- 9. L161718 If CUR16 is present, then at least one of CUR17 or CUR18 is required.
- 10. C1716 If CUR17 is present, then CUR16 is required.
- 11. C1816 If CUR18 is present, then CUR16 is required.
- 12. L192021 If CUR19 is present, then at least one of CUR20 or CUR21 is required.
- 13. C2019 If CUR20 is present, then CUR19 is required.
- 14. C2119 If CUR21 is present, then CUR19 is required.

Comments:

1. See Figures Appendix for examples detailing the use of the CUR segment.

REF Reference Information

Pos: 0500 Max: 1 Heading - Mandatory Loop: N/A Elements: 2

User Option (Usage): Must use

Purpose: To specify identifying information

Element Summary:

Ref	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>			
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use			
		Description: Code qualifying the Reference	e Identii	fication					
		CodeList Summary (Total Codes: 1731, Ir	ncluded:	1)					
		Code Name							
		IA Internal Vendor Number							
REF02	127	Reference Identification	М	AN	1/50	Must use			
		Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier							
		User Note 1:							

Syntax Rules:

1. R0203 - At least one of REF02 or REF03 is required.

Vendor Number

Semantics:

1. REF04 contains data relating to the value cited in REF02.

Loop Service, Promotion, Allowance, or Charge Information

Pos: 1200 Repeat: 16 Optional Loop: SAC Elements: N/A

User Option (Usage): Used

Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	Repeat	<u>Usage</u>
1200	SAC	Service, Promotion, Allowance, or Charge	0	1		Used

SAC Service, Promotion, Allowance, or Charge Information

Pos: 1200 Max: 1 Heading - Optional Loop: SAC Elements: 4

User Option (Usage): Used

Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

Element Summary:

Ref	<u>ld</u>	Element Name	Req	Type	Min/Max	<u>Usage</u>
SAC01	248	Allowance or Charge Indicator	М	ID	1/1	Must use
		Description: Code which indicates an allo	wance o	r charge	for the service	specified
		CodeList Summary (Total Codes: 7, Inclu	ided: 2)			
		Code Name				
		A Allowance				
		C Charge				
SAC02	1300	Service, Promotion, Allowance, or Charge Code	М	ID	4/4	Must use
		Description: Code identifying the service,	promotio	on, allow	ance, or charge	е
		CodeList Summary (Total Codes: 1088, I	ncluded:	13)		
		Code Name				
		A260 Advertising Allowance				
		A721 Brokerage				
		B560 Container				
		B950 Damaged Merchandise				
		C530 Duty Charge				
		D240 Freight				
		D500 Handling				
		E740 New Store Allowance				
		F050 Other (See related description)				
		F340 Pick/Up				
		F800 Promotional Allowance				
		F970 Rebate				
		I530 Volume Discount				
SAC05	610	Amount	М	N2	1/15	Must use
		Description: Monetary amount				
SAC15	352	Description	М	AN	1/80	Must use

Syntax Rules:

- 1. R0203 At least one of SAC02 or SAC03 is required.
- 2. P0304 If either SAC03 or SAC04 is present, then the other is required.

Description: A free-form description to clarify the related data elements and their content

- 3. P0607 If either SAC06 or SAC07 is present, then the other is required.
- 4. P0910 If either SAC09 or SAC10 is present, then the other is required.
- 5. C1110 If SAC11 is present, then SAC10 is required.
- 6. C1413 If SAC14 is present, then SAC13 is required.
- 7. C1615 If SAC16 is present, then SAC15 is required.

Semantics:

- 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.
- 3. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
- 4. SAC08 is the allowance or charge rate per unit.
- 5. SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity.
- 6. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
- 7. SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
- 8. SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
- 9. SAC16 is used to identify the language being used in SAC15.

- 1. SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction with SAC03 to further define SAC02.
- 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 as "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" Dollars in SAC09.

DTM Date/Time Reference

Pos: 1500 Max: 2 Heading - Mandatory Loop: N/A Elements: 2

User Option (Usage): Must use

Purpose: To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use

Description: Code specifying type of date or time, or both date and time

CodeList Summary (Total Codes: 1280, Included: 2)

Code Name

067 Current Schedule Delivery

User Note 1:

Conditional - Required for standard 855

068 Current Schedule Ship

User Note 1:

Conditional - Required for VMI 855

DTM02 373 **Date** M DT 8/8 Must use

Description: Date expressed as CCYYMMDD where CC represents the first two digits of

the calendar year

Syntax Rules:

- 1. R020305 At least one of DTM02, DTM03 or DTM05 is required.
- 2. C0403 If DTM04 is present, then DTM03 is required.
- 3. P0506 If either DTM05 or DTM06 is present, then the other is required.

User Note 1:

At least one of the Scheduled Ship Date (DTM01=068) or Scheduled Delivery Date (DMT01=067) must be provided. Ship Date is required for VMI 855s and Delivery Date is required for standard 855s.

Loop Extended Reference
Information

Pos: 2800 Repeat: 99 Conditional

Loop: N9 Elements: N/A

User Option (Usage): Used

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
2950	N9	Extended Reference Information	M	1		Must use
3000	MTX	Text	M	>1		Must use

User Note 1:

If an order is being rejected (BAK02=RD), a note indicating why is required.

N9 Extended Reference Information

Pos: 2950 Max: 1 Heading - Mandatory Loop: N9 Elements: 2

User Option (Usage): Must use

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>				
N901	128	Reference Identification Qualifier	М	ID	2/3	Must use				
		Description: Code qualifying the Reference Identification								
		CodeList Summary (Total Codes: 1731, Ir	ncluded:	1)						
		Code Name								
		L1 Letters or Notes								
N902	127	Reference Identification	М	AN	1/50	Must use				
		Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier								
User Note 1:										
		N902 should contain "GEN" to indicate a G	General I	Vote						

Syntax Rules:

- 1. R0203 At least one of N902 or N903 is required.
- 2. C0605 If N906 is present, then N905 is required.

Semantics:

- 1. N906 reflects the time zone which the time reflects.
- 2. N907 contains data relating to the value cited in N902.

MTX Text

Pos: 3000 Max: >1 Heading - Mandatory Loop: N9 Elements: 1

User Option (Usage): Must use **Purpose:** To specify textual data

Element Summary:

RefIdElement NameReqTypeMin/MaxUsageMTX021551Textual DataMAN1/4096Must use

Description: To transmit large volumes of message text

User Note 1: *General Note*

Syntax Rules:

- 1. C0102 If MTX01 is present, then MTX02 is required.
- 2. C0302 If MTX03 is present, then MTX02 is required.
- 3. C0504 If MTX05 is present, then MTX04 is required.

Semantics:

1. MTX05 is the number of lines to advance before printing.

Comments:

1. If MTX04 is "AA - Advance the specific number of lines before print", then MTX05 is required.

Loop Party Identification - SHIP TO

Pos: 3000 Repeat: 1
Mandatory
Loop: N1 Elements: N/A

User Option (Usage): Must use

Purpose: To identify a party by type of organization, name, and code

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
3000	N1	Party Identification	M	1		Must use
3200	N3	Party Location	M	1		Must use
3300	N4	Geographic Location	M	1		Must use

User Note 1:

Mandatory for both standard and VMI 855s. For standard 855s, please confirm the Ship To address.

N1 Party Identification

Pos: 3000 Max: 1 Heading - Mandatory Loop: N1 Elements: 4

User Option (Usage): Must use

Purpose: To identify a party by type of organization, name, and code

Element Summary:

<u>Ref</u> N101	<u>ld</u> 98	Element Name Entity Identifier Code	Req M	<u>Type</u> ID	Min/Max 2/3	<u>Usage</u> Must use			
		Description: Code identifying an organizational entity, a physical location, property or an individual							
		CodeList Summary (Total Codes: 1500, Ir Code Name ST Ship To	ncluded:	1)					
N102	93	Name	М	AN	1/60	Must use			
		Description: Free-form name							
N103	66	Identification Code Qualifier	М	ID	1/2	Must use			
		Description: Code designating the system Code (67)	/method	d of code	structure used	for Identification			
		CodeList Summary (Total Codes: 241, Inc	cluded: '	1)					
		Code Name92 Assigned by Buyer or Buyer's Agent	:						
N104	67	Identification Code	М	AN	2/80	Must use			
		Description: Code identifying a party or other code							
		User Note 1:							
		Ship to Location ID							

Syntax Rules:

- 1. R0203 At least one of N102 or N103 is required.
- 2. P0304 If either N103 or N104 is present, then the other is required.

- 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.
- 2. N105 and N106 further define the type of entity in N101.

N3 Party Location

Pos: 3200 Max: 1 Heading - Mandatory Loop: N1 Elements: 2

User Option (Usage): Must use

Purpose: To specify the location of the named party

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
N301	166	Address Information	M	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	0	AN	1/55	Used

Description: Address information

N4 Geographic Location

Pos: 3300 Max: 1 Heading - Mandatory Loop: N1 Elements: 4

User Option (Usage): Must use

Purpose: To specify the geographic place of the named party

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
N401	19	City Name	М	AN	2/30	Must use
		Description: Free-form text for city name				
N402	156	State or Province Code	0	ID	2/2	Used
		Description: Code (Standard State/Proving agency	ce) as d	efined by	/ appropriate g	overnment
N403	116	Postal Code	М	ID	3/9	Must use
		Description: Code defining international problems (zip code for United States)	ostal zo	ne code	excluding pund	ctuation and
N404	26	Country Code	0	ID	2/3	Used
		Description: Code identifying the country				

Syntax Rules:

- 1. E0207 Only one of N402 or N407 may be present.
- 2. C0605 If N406 is present, then N405 is required.
- 3. C0704 If N407 is present, then N404 is required.

- 1. A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
- 2. N402 is required only if city name (N401) is in the U.S. or Canada.

Loop Party Identification - VENDOR

Pos: 3000 Repeat: 1
Conditional
Loop: N1 Elements: N/A

User Option (Usage): Used

Purpose: To identify a party by type of organization, name, and code

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
3000	N1	Party Identification	M	1		Must use
3200	N3	Party Location	M	1		Must use
3300	N4	Geographic Location	M	1		Must use

User Note 1:

Required for VMI 855s only

N1 Party Identification

Pos: 3000 Max: 1
Heading - Mandatory
Loop: N1 Elements: 2

User Option (Usage): Must use

Purpose: To identify a party by type of organization, name, and code

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>		
N101	98	Entity Identifier Code	M	ID	2/3	Must use		
		Description: Code identifying an organizational entity, a physical location, property or an individual						
		CodeList Summary (Total Codes: 1500, Included: 1)						
		Code Name						
		VN Vendor						
N102	93	Name	М	AN	1/60	Must use		
		Description: Free-form name						

Syntax Rules:

- 1. R0203 At least one of N102 or N103 is required.
- 2. P0304 If either N103 or N104 is present, then the other is required.

- 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.
- 2. N105 and N106 further define the type of entity in N101.

N3 Party Location

Pos: 3200 Max: 1 Heading - Mandatory Loop: N1 Elements: 2

User Option (Usage): Must use

Purpose: To specify the location of the named party

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
N301	166	Address Information	M	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	0	AN	1/55	Used

Description: Address information

N4 Geographic Location

Pos: 3300 Max: 1 Heading - Mandatory Loop: N1 Elements: 4

User Option (Usage): Must use

Purpose: To specify the geographic place of the named party

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>			
N401	19	City Name	М	AN	2/30	Must use			
		Description: Free-form text for city name							
N402	156	State or Province Code	0	ID	2/2	Used			
		Description: Code (Standard State/Province) as defined by appropriate government agency							
		User Note 1: Required if address is within the U.S. or Ca	nada						
N403	116	Postal Code	М	ID	3/9	Must use			
		Description: Code defining international postal zone code excluding punctuation and blanks (zip code for United States)							
N404	26	Country Code	0	ID	2/3	Used			
		Description: Code identifying the country							

Syntax Rules:

- 1. E0207 Only one of N402 or N407 may be present.
- 2. C0605 If N406 is present, then N405 is required.
- 3. C0704 If N407 is present, then N404 is required.

- 1. A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
- 2. N402 is required only if city name (N401) is in the U.S. or Canada.

Loop Baseline Item Data

Pos: 0100 Repeat: 100000 Mandatory

Loop: PO1 Elements: N/A

User Option (Usage): Must use

Purpose: To specify basic and most frequently used line item data

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
0100	PO1	Baseline Item Data	M	1		Must use
0500		Loop PID	M		1	Must use
0900	PO4	Item Physical Details	M	1		Must use
1300		Loop SAC	0		16	Used
2700		Loop ACK	С		104	Used
3500		Loop N9	0		1000	Used

PO1 Baseline Item Data

Pos: 0100 Max: 1
Detail - Mandatory
Loop: PO1 Elements: 12

User Option (Usage): Must use

Purpose: To specify basic and most frequently used line item data

Element Summary:

<u>Ref</u> PO101	<u>ld</u> 350	Element Name Assigned Identification	Req M	<u>Type</u> AN	Min/Max 1/20	<u>Usage</u> Must use	
		Description: Alphanumeric characters ass	igned fo	r differer	itiation within a	transaction set	
PO102	380	Quantity	М	R	1/15	Must use	
		Description: Numeric value of quantity					
PO103	355	Unit or Basis for Measurement Code	М	ID	2/2	Must use	
		Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken					
		CodeList Summary (Total Codes: 844, Inc. Code Name CA Case EA Each LB Pound	cluded: 3	3)			
PO104	212	Unit Price	М	R	1/17	Must use	
		Description: Price per unit of product, service, commodity, etc. User Note 1: <i>If ACK01</i> = <i>IP</i> , <i>the new price must be sent here.</i>					
PO106	235	Product/Service ID Qualifier	М	ID	2/2	Must use	
		Description: Code identifying the type/sou Product/Service ID (234)	rce of th	ne descrip	otive number u	sed in	
		CodeList Summary (Total Codes: 519, Inc.	cluded: 6	6)			
		Code Name EN EAN/UCC - 13 IN Buyer's Item Number UA U.P.C./EAN Case Code (2-5-5) UK GTIN 14-digit Data Structure UP UCC - 12 VN Vendor's (Seller's) Item Number					
PO107	234	Product/Service ID	М	AN	1/48	Must use	
		Description: Identifying number for a production	uct or se	ervice			
		User Note 1: Of Cent Article # Vendor Item # or LIPC/F	AN/GTU	N/Casa (ode.		

99 Cent Article #, Vendor Item #, or UPC/EAN/GTIN/Case Code

Both Vendor Item # and one of 99 Cent Article # or UPC/EAN/GTIN/Case Code must be sent.

<u>Ref</u> PO108	<u>ld</u> 235	Element Name Product/Service ID Qualifier	Req M	<u>Type</u> ID	Min/Max 2/2	<u>Usage</u> Must use		
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
		CodeList Summary (Total Codes: 519, Inc. Code Name EN EAN/UCC - 13 IN Buyer's Item Number UA U.P.C./EAN Case Code (2-5-5) UK GTIN 14-digit Data Structure UP UCC - 12 VN Vendor's (Seller's) Item Number	:luded: 6	5)				
PO109	234	Product/Service ID	M	AN	1/48	Must use		
		Description: Identifying number for a produ User Note 1: 99 Cent Article #, Vendor Item #, or UPC/E. Both Vendor Item # and one of 99 Cent Artisent.	AN/GTI	N/Case C		Code must be		
PO110	235	Product/Service ID Qualifier	Х	ID	2/2	Used		
		Description: Code identifying the type/sou Product/Service ID (234)	rce of th	ne descrip	otive number u	sed in		
		CodeList Summary (Total Codes: 519, Inc. Code Name EN EAN/UCC - 13 IN Buyer's Item Number UA U.P.C./EAN Case Code (2-5-5) UK GTIN 14-digit Data Structure UP UCC - 12 VN Vendor's (Seller's) Item Number	cluded: 6	5)				
PO111	234	Product/Service ID	Х	AN	1/48	Used		
		Description: Identifying number for a produ User Note 1: 99 Cent Article #, Vendor Item #, or UPC/E.			Code			
PO112	235	Product/Service ID Qualifier	Х	ID	2/2	Used		
		Description: Code identifying the type/sou Product/Service ID (234) CodeList Summary (Total Codes: 519, Inc. Code Name		•	otive number u	sed in		
		P8 Retail Price Look Up Number (PLU)						
PO113	234	Product/Service ID	Х	AN	1/48	Used		
		Description: Identifying number for a produ	uct or se	ervice				

Ref Id Element Name Req Type Min/Max Usage

User Note 1:

Product Lookup Number (PLU)

Syntax Rules:

- 1. C0302 If PO103 is present, then PO102 is required.
- 2. C0504 If PO105 is present, then PO104 is required.
- 3. P0607 If either PO106 or PO107 is present, then the other is required.
- 4. P0809 If either PO108 or PO109 is present, then the other is required.
- 5. P1011 If either PO110 or PO111 is present, then the other is required.
- 6. P1213 If either PO112 or PO113 is present, then the other is required.
- 7. P1415 If either PO114 or PO115 is present, then the other is required.
- 8. P1617 If either PO116 or PO117 is present, then the other is required.
- 9. P1819 If either PO118 or PO119 is present, then the other is required.
- 10. P2021 If either PO120 or PO121 is present, then the other is required.
- 11. P2223 If either PO122 or PO123 is present, then the other is required.
- 12. P2425 If either PO124 or PO125 is present, then the other is required.

Semantics:

1. PO102 is quantity ordered.

- 1. See the Data Element Dictionary for a complete list of IDs.
- 2. PO101 is the line item identification.
- 3. PO106 through PO125 provide for ten different product/service IDs per each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

Loop Product/Item Description

Pos: 0500 Repeat: 1 Mandatory

Loop: PID Elements: N/A

User Option (Usage): Must use

Purpose: To describe a product or process in coded or free-form format

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
0500	PID	Product/Item Description	M	1		Must use

PID Product/Item Description

Pos: 0500 Max: 1 Detail - Mandatory Loop: PID Elements: 3

User Option (Usage): Must use

Purpose: To describe a product or process in coded or free-form format

Element Summary:

Ref PID01	<u>ld</u> 349	Element Name Item Description Type	Req M	<u>Type</u> ID	Min/Max 1/1	<u>Usage</u> Must use		
		Description: Code indicating the format of All valid standard codes are used. (Total		i				
PID02	750	Product/Process Characteristic Code	М	ID	2/3	Must use		
		Description: Code identifying the general of	lass of	a produc	t or process cha	aracteristic		
		CodeList Summary (Total Codes: 238, Inc Code Name 08 Product	luded: 1)				
PID05	352	Description	М	AN	1/80	Must use		
		Description: A free-form description to clarify the related data elements and their content						
		User Note 1:						
		Item Description						

Syntax Rules:

- 1. C0403 If PID04 is present, then PID03 is required.
- 2. R0405 At least one of PID04 or PID05 is required.
- 3. C0703 If PID07 is present, then PID03 is required.
- 4. C0804 If PID08 is present, then PID04 is required.
- 5. C0905 If PID09 is present, then PID05 is required.

Semantics:

- 1. Use PID03 to indicate the organization that publishes the code list being referred to.
- 2. PID04 should be used for industry-specific product description codes.
- 3. PID08 describes the physical characteristics of the product identified in PID04. A "Y" indicates that the specified attribute applies to this item; an "N" indicates it does not apply. Any other value is indeterminate.
- 4. PID09 is used to identify the language being used in PID05.

- 1. If PID01 equals "F", then PID05 is used. If PID01 equals "S", then PID04 is used. If PID01 equals "X", then both PID04 and PID05 are used.
- 2. Use PID06 when necessary to refer to the product surface or layer being described in the segment.
- 3. PID07 specifies the individual code list of the agency specified in PID03.

PO4 Item Physical Details

Pos: 0900 Max: 1 Detail - Mandatory Loop: PO1 Elements: 1

User Option (Usage): Must use

Purpose: To specify the physical qualities, packaging, weights, and dimensions relating to the item

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
PO401	356	Pack	M	N0	1/6	Must use

Description: The number of inner containers, or number of eaches if there are no inner containers, per outer container

User Note 1:

Master Pack Qty

Syntax Rules:

- 1. P0203 If either PO402 or PO403 is present, then the other is required.
- 2. C0506 If PO405 is present, then PO406 is required.
- 3. P0607 If either PO406 or PO407 is present, then the other is required.
- 4. P0809 If either PO408 or PO409 is present, then the other is required.
- 5. C1013 If PO410 is present, then PO413 is required.
- 6. C1113 If PO411 is present, then PO413 is required.
- 7. C1213 If PO412 is present, then PO413 is required.
- 8. L13101112 If PO413 is present, then at least one of PO410, PO411 or PO412 is required.
- 9. C1716 If PO417 is present, then PO416 is required.
- 10. C1804 If PO418 is present, then PO404 is required.

Semantics:

- 1. PO415 is used to indicate the relative layer of this package or range of packages within the layers of packaging. Relative Position 1 (value R1) is the innermost package.
- 2. PO416 is the package identifier or the beginning package identifier in a range of identifiers.
- 3. PO417 is the ending package identifier in a range of identifiers.
- 4. PO418 is the number of packages in this layer.

- PO403 The "Unit or Basis for Measure Code" in this segment position is for purposes of defining the unit of measure of the "Size" identified in the PO402. For example: If the carton contains 24 12-Ounce packages, it would be described as follows: Data element 356 = "24"; Data element 357 = "12"; Data element 355 = "OZ".
- 2. PO413 defines the unit of measure for PO410, PO411, and PO412.

Loop Service, Promotion, Allowance, or Charge Information

Pos: 1300 Repeat: 16 Optional Loop: SAC Elements: N/A

User Option (Usage): Used

Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Usage</u>
1300	SAC	Service, Promotion, Allowance, or Charge Information	0	1		Used

SAC Service, Promotion, Allowance, or Charge Information

Pos: 1300 Max: 1
Detail - Optional
Loop: SAC Elements: 4

User Option (Usage): Used

Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

Element Summary:

Ref	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>	
SAC01	248	Allowance or Charge Indicator	M	ID	1/1	Must use	
		Description: Code which indicates an allow	wance o	r charge	for the service	specified	
		CodeList Summary (Total Codes: 7, Include	ded: 2)				
		Code Name					
		A Allowance					
		C Charge					
SAC02	1300	Service, Promotion, Allowance, or Charge Code	M	ID	4/4	Must use	
	Description: Code identifying the service, promotion, allowance, or charge						
		CodeList Summary (Total Codes: 1089, Ir	ncluded:	11)			
		Code Name					
		A260 Advertising Allowance					
		A721 Brokerage					
		B950 Damaged Merchandise					
		C110 Deposit					
		C310 Discount					
		C530 Duty Charge					
		C940 Export/Import Charge					
		D870 Inspection					
		F050 Other (See related description)					
		F970 Rebate					
		1060 Ticketing Service					
SAC05	610	Amount	M	N2	1/15	Must use	
		Description: Monetary amount					
SAC15	352	Description	М	AN	1/80	Must use	

Syntax Rules:

- 1. R0203 At least one of SAC02 or SAC03 is required.
- 2. P0304 If either SAC03 or SAC04 is present, then the other is required.
- 3. P0607 If either SAC06 or SAC07 is present, then the other is required.
- 4. P0910 If either SAC09 or SAC10 is present, then the other is required.

Description: A free-form description to clarify the related data elements and their content

- 5. C1110 If SAC11 is present, then SAC10 is required.
- 6. C1413 If SAC14 is present, then SAC13 is required.
- 7. C1615 If SAC16 is present, then SAC15 is required.

Semantics:

- 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.
- 3. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
- 4. SAC08 is the allowance or charge rate per unit.
- 5. SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity.
- 6. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
- 7. SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
- 8. SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
- 9. SAC16 is used to identify the language being used in SAC15.

- 1. SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction with SAC03 to further define SAC02.
- 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 as "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" Dollars in SAC09.

Loop Line Item Acknowledgment

Pos: 2700 Repeat: 104
Conditional
Loop: ACK Elements: N/A

User Option (Usage): Used

Purpose: To acknowledge the ordered quantities and specify the ready date for a specific line item

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
2700	ACK	Line Item Acknowledgment	M	1		Must use

User Note 1:

Required for standard 855s

ACK Line Item Acknowledgment

Pos: 2700 Max: 1
Detail - Mandatory
Loop: ACK Elements: 5

User Option (Usage): Must use

Purpose: To acknowledge the ordered quantities and specify the ready date for a specific line item

Element Summary:

Ref ACK01	<u>ld</u> 668	Element Name Line Item Status Code	Req M	Type ID	Min/Max 2/2	<u>Usage</u> Must use		
		Description: Code specifying the action taken by the seller on a line item requested by the buyer						
		CodeList Summary (Total Codes: 26, Included: 5)						
		Code Name DR Item Accepted - Date Rescheduled IA Item Accepted IP Item Accepted - Price Changed						
		User Note 1: If ItemStatusCode= IP, the new price for this item must be sent in PO104.						
		IQ Item Accepted - Quantity Changed IR Item Rejected	e for tri	is item m	ust de sent in P	O 104.		
ACK02	380	Quantity	С	R	1/15	Used		
		Description: Numeric value of quantity User Note 1: Required if ACK01=DR or IQ						
ACK03	355	Unit or Basis for Measurement Code	С	ID	2/2	Used		
Description: Code specifying the units in which a value is being expressed, or manner which a measurement has been taken User Note 1: Required if ACK01=DR or IQ								
		CodeList Summary (Total Codes: 844, Inc. Code Name CA Case EA Each LB Pound	luded: (3)				
ACK04	374	Date/Time Qualifier	С	ID	3/3	Used		
		Description: Code specifying type of date of User Note 1: Required if ACK01=DR	or time,	or both d	ate and time			
		CodeList Summary (Total Codes: 1280, In Code Name 067 Current Schedule Delivery 068 Current Schedule Ship	cluded:	2)				
ACK05	373	Date	С	DT	8/8	Used		
		Description: Date expressed as CCYYMM the calendar year	DD whe	ere CC re	presents the firs	t two digits of		

Ref Id Element Name Req Type Min/Max Usage
User Note 1: Required if ACK01=DR

Syntax Rules:

- 1. P0203 If either ACK02 or ACK03 is present, then the other is required.
- 2. C0405 If ACK04 is present, then ACK05 is required.
- 3. P0708 If either ACK07 or ACK08 is present, then the other is required.
- 4. P0910 If either ACK09 or ACK10 is present, then the other is required.
- 5. P1112 If either ACK11 or ACK12 is present, then the other is required.
- 6. P1314 If either ACK13 or ACK14 is present, then the other is required.
- 7. P1516 If either ACK15 or ACK16 is present, then the other is required.
- 8. P1718 If either ACK17 or ACK18 is present, then the other is required.
- 9. P1920 If either ACK19 or ACK20 is present, then the other is required.
- 10. P2122 If either ACK21 or ACK22 is present, then the other is required.
- 11. P2324 If either ACK23 or ACK24 is present, then the other is required.
- 12. P2526 If either ACK25 or ACK26 is present, then the other is required.
- 13. P2728 If either ACK27 or ACK28 is present, then the other is required.
- 14. C282729 If ACK28 is present, then ACK27 and ACK29 are required.

Semantics:

1. ACK29 Industry Reason Code may be used to identify the item status. In addition, it may be used in conjunction with ACK01 to further clarify the status.

Loop Extended Reference
Information

Pos: 3500 Repeat: 1000 Optional

Loop: N9 Elements: N/A

User Option (Usage): Used

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	Req	Max Use	<u>Repeat</u>	<u>Usage</u>
3500	N9	Extended Reference Information	M	1		Must use
3600	MTX	Text	M	>1		Must use

User Note 1:

If an item has a change or is being rejected, a note indicating why is encouraged

N9 Extended Reference Information

Pos: 3500 Max: 1 Detail - Mandatory Loop: N9 Elements: 2

User Option (Usage): Must use

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Element Summary:

Ref	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
N901	128	Reference Identification Qualifier	М	ID	2/3	Must use
		Description: Code qualifying the Reference	ce Identi	fication		
		CodeList Summary (Total Codes: 1731, I	ncluded:	1)		
		Code Name				
		L1 Letters or Notes				
N902	127	Reference Identification	М	AN	1/50	Must use
Description: Reference information as defined for a particular Transaction Set or specified by the Reference Identification Qualifier						
		User Note 1:				
		N902 should contain "GEN" to indicate a G	General I	Vote		

Syntax Rules:

- 1. R0203 At least one of N902 or N903 is required.
- 2. C0605 If N906 is present, then N905 is required.

Semantics:

- 1. N906 reflects the time zone which the time reflects.
- 2. N907 contains data relating to the value cited in N902.

MTX Text

Pos: 3600 Max: >1
Detail - Mandatory
Loop: N9 Elements: 1

User Option (Usage): Must use **Purpose:** To specify textual data

Element Summary:

RefIdElement NameReqTypeMin/MaxUsageMTX021551Textual DataMAN1/4096Must use

Description: To transmit large volumes of message text

User Note 1: General Note

Syntax Rules:

1. C0102 - If MTX01 is present, then MTX02 is required.

2. C0302 - If MTX03 is present, then MTX02 is required.

3. C0504 - If MTX05 is present, then MTX04 is required.

Semantics:

1. MTX05 is the number of lines to advance before printing.

Comments:

1. If MTX04 is "AA - Advance the specific number of lines before print", then MTX05 is required.

Loop Transaction Totals

Pos: 0100 Repeat: 1
Mandatory

Loop: CTT Elements: N/A

User Option (Usage): Must use

Purpose: To transmit a hash total for a specific element in the transaction set

Loop Summary:

<u>Pos</u>	<u>ld</u>	Segment Name	<u>Req</u>	Max Use	<u>Repeat</u>	<u>Usage</u>
0100	CTT	Transaction Totals	0	1		Used
0200	AMT	Monetary Amount Information	М	1		Must use

CTT Transaction Totals

Pos: 0100 Max: 1 Summary - Optional Loop: CTT Elements: 1

User Option (Usage): Used

Purpose: To transmit a hash total for a specific element in the transaction set

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
CTT01	354	Number of Line Items	M	N0	1/6	Must use

Description: Total number of line items in the transaction set

Syntax Rules:

- 1. P0304 If either CTT03 or CTT04 is present, then the other is required.
- 2. P0506 If either CTT05 or CTT06 is present, then the other is required.

Comments:

1. This segment is intended to provide hash totals to validate transaction completeness and correctness.

AMT Monetary Amount Information

Pos: 0200 Max: 1 Summary - Mandatory Loop: CTT Elements: 2

User Option (Usage): Must use

Purpose: To indicate the total monetary amount

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	Req	<u>Type</u>	Min/Max	<u>Usage</u>
AMT01	522	Amount Qualifier Code	М	ID	1/3	Must use
		Description: Code to qualify amount				
		CodeList Summary (Total Codes: 1765, Ir	ncluded:	1)		
		Code Name				
		TT Total Transaction Amount				
AMT02	782	Monetary Amount	М	R	1/18	Must use

Description: Monetary amount

User Note 1:

Total PO Amount (including allowances/charges)

SE Transaction Set Trailer

Pos: 0300 Max: 1 Summary - Mandatory Loop: N/A Elements: 2

User Option (Usage): Must use

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)

Element Summary:

<u>Ref</u>	<u>ld</u>	Element Name	<u>Req</u>	<u>Type</u>	Min/Max	<u>Usage</u>
SE01	96	Number of Included Segments	М	N0	1/10	Must use
		Description: Total number of segments in segments	cluded ir	n a trans	action set inclu	iding ST and SE
SE02	329	Transaction Set Control Number	М	AN	4/9	Must use
		Description: Identifying control number the functional group assigned by the originator				nsaction set

Comments:

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