# Canada 810 Invoice

**X12/V4010/810 : 810 Invoice**

## Version: 1.0 Final

| | |
|---|---|
| **Company:** | **Dollar Tree Stores - Canada** |
| **Publication:** | **11/15/2023** |

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# 810 Invoice

**Functional Group=IN**

**Purpose:** This Draft Standard for Trial Use contains the format and establishes the data contents of the Invoice Transaction Set (810) 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 the billing for goods and services provided.

## Dollar Tree History Changes:

11/07/2023 - Added the REF segment to receive vendor number.
03/03/2022 - Update the length of the IT104 from 17 to 9

## Not Defined:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes | Usage |
|-----|-----|--------------|-----|---------|--------|-------|-------|
|  | ISA | Interchange Control Header | M | 1 |  |  | Must use |
|  | GS | Functional Group Header | M | 1 |  |  | Must use |

## Heading:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes | Usage |
|-----|-----|--------------|-----|---------|--------|-------|-------|
| 010 | ST | Transaction Set Header | M | 1 |  |  | Must use |
| 020 | BIG | Beginning Segment for Invoice | M | 1 |  |  | Must use |
| 040 | CUR | Currency | M | 1 |  |  | Must use |
| 050 | REF | Reference Identification | M | 12 |  |  | Used |
| **LOOP ID - N1** |  |  |  |  | **2** |  |  |
| 070 | N1 | Name | O | 1 |  |  | Must use |
| 090 | N3 | Address Information | M | 2 |  |  | Must use |
| 100 | N4 | Geographic Location | M | 1 |  |  | Must use |
| **LOOP ID - N1** |  |  |  |  | **2** |  |  |
| 070 | N1 | Name | O | 1 |  |  | Must use |
| 090 | N3 | Address Information | M | 2 |  |  | Must use |
| 100 | N4 | Geographic Location | M | 1 |  |  | Must use |
| 130 | ITD | Terms of Sale/Deferred Terms of Sale | O | 1 |  |  | Must use |
| 140 | DTM | Date/Time Reference | M | 1 |  |  | Must use |
| 150 | FOB | F.O.B. Related Instructions | M | 1 |  |  | Must use |

## Detail:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes | Usage |
|-----|-----|--------------|-----|---------|--------|-------|-------|
| **LOOP ID - IT1** |  |  |  |  | **200000** |  |  |
| 010 | IT1 | Baseline Item Data (Invoice) | M | 1 |  |  | Must use |
| 040 | TXI | Tax Information | O | 1 |  |  | Used |
| **LOOP ID - PID** |  |  |  |  | **1000** |  |  |
| 060 | PID | Product/Item Description | M | 1 |  |  | Must use |
| **LOOP ID - SAC** |  |  |  |  | **25** |  |  |
| 180 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 |  |  | Used |

## Summary:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes | Usage |
|-----|----|-------|-----|---------|--------|-------|-------|
| 010 | TDS | Total Monetary Value Summary | M | 1 | | | Must use |
| 020 | TXI | Tax Information | M | 2 | | | Must use |
| 030 | CAD | Carrier Detail | O | 1 | | | Used |
| **LOOP ID - SAC** | | | | | **25** | | |
| 040 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 | | | Used |
| **LOOP ID - ISS** | | | | | **>1** | | |
| 060 | ISS | Invoice Shipment Summary | O | 1 | | | Used |
| 070 | CTT | Transaction Totals | O | 1 | | N3/070 | Used |
| 080 | SE | Transaction Set Trailer | M | 1 | | | Must use |

## Not Defined:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes | Usage |
|-----|----|-------|-----|---------|--------|-------|-------|
| | GE | Functional Group Trailer | M | 1 | | | Must use |
| | IEA | Interchange Control Trailer | M | 1 | | | Must use |

## Notes:

3/070  Number of line items (CTT01) is the accumulation of the number of IT1 segments. If used, hash total (CTT02) is the sum of the value of quantities invoiced (IT102) for each IT1 segment.

# ISA  Interchange Control Header

| Pos: | Max: 1 |
|---|---|
| Not Defined - Mandatory | |
| Loop: N/A | Elements: 16 |

**User Option (Usage):** Must use

**Purpose:** To start and identify an interchange of zero or more functional groups and interchange-related control segments

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA01 | I01 | **Authorization Information Qualifier** | M | ID | 2/2 | Must use |

**Description:** Code to identify the type of information in the Authorization Information

**Code List Summary** (Total Codes: 7, Included: 1)

| Code | Name |
|---|---|
| 00 | No Authorization Information Present (No Meaningful Information in I02) |

| | | | | | | |
|---|---|---|---|---|---|---|
| ISA02 | I02 | **Authorization Information** | M | AN | 10/10 | Must use |

**Description:** Information used for additional identification or authorization of the interchange sender or the data in the interchange; the type of information is set by the Authorization Information Qualifier (I01)

**Dollar Tree Notes:**

Will Contain spaces

| | | | | | | |
|---|---|---|---|---|---|---|
| ISA03 | I03 | **Security Information Qualifier** | M | ID | 2/2 | Must use |

**Description:** Code to identify the type of information in the Security Information

**Code List Summary** (Total Codes: 2, Included: 1)

| Code | Name |
|---|---|
| 00 | No Security Information Present (No Meaningful Information in I04) |

| | | | | | | |
|---|---|---|---|---|---|---|
| ISA04 | I04 | **Security Information** | M | AN | 10/10 | Must use |

**Description:** This is used for identifying the security information about the interchange sender or the data in the interchange; the type of information is set by the Security Information Qualifier (I03)

**Dollar Tree Requirements:**

Will contain spaces

| | | | | | | |
|---|---|---|---|---|---|---|
| ISA05 | I05 | **Interchange ID Qualifier** | M | ID | 2/2 | Must use |

**Description:** Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified

**Dollar Tree Notes:**

Will reflect the sender's qualifier number (2 digit qualifier)

**All valid standard codes are used. (Total Codes: 38)**

| | | | | | | |
|---|---|---|---|---|---|---|
| ISA06 | I06 | **Interchange Sender ID** | M | AN | 15/15 | Must use |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| | | **Description:** Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element | | | | |
| | | **Dollar Tree Notes:** Will reflect the sender's identification number | | | | |
| ISA07 | I05 | **Interchange ID Qualifier** | M | ID | 2/2 | Must use |

**Description:** Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified

**Code List Summary** (Total Codes: 38, Included: 1)

**Code  Name**
ZZ  Mutually Defined

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA08 | I07 | **Interchange Receiver ID** | M | AN | 15/15 | Must use |

**Description:** Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them

**Dollar Tree Requirements:**
DLTRCAN

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA09 | I08 | **Interchange Date** | M | DT | 6/6 | Must use |

**Description:** Date of the interchange

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA10 | I09 | **Interchange Time** | M | TM | 4/4 | Must use |

**Description:** Time of the interchange

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA11 | I10 | **Interchange Control Standards Identifier** | M | ID | 1/1 | Must use |

**Description:** Code to identify the agency responsible for the control standard used by the message that is enclosed by the interchange header and trailer

**All valid standard codes are used. (Total Codes: 1)**

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA12 | I11 | **Interchange Control Version Number** | M | ID | 5/5 | Must use |

**Description:** Code specifying the version number of the interchange control segments

**Code List Summary** (Total Codes: 14, Included: 1)

**Code  Name**
00401  Draft Standards for Trial Use Approved for Publication by ASC X12 Procedures Review Board through October 1997

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ISA13 | I12 | **Interchange Control Number** | M | N0 | 9/9 | Must use |

**Description:** A control number assigned by the interchange sender

**Dollar Tree Requirements:**

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| | | Must be unique sequentially incrementing numbers; duplicates will be rejected. | | | | |
| ISA14 | I13 | **Acknowledgment Requested** | M | ID | 1/1 | Must use |

**Description:** Code sent by the sender to request an interchange acknowledgment (TA1)

**Code List Summary** (Total Codes: 2, Included: 1)

| Code | Name |
|------|------|
| 0 | No Acknowledgment Requested |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| ISA15 | I14 | **Usage Indicator** | M | ID | 1/1 | Must use |

**Description:** Code to indicate whether data enclosed by this interchange envelope is test, production or information

**Code List Summary** (Total Codes: 3, Included: 2)

| Code | Name |
|------|------|
| P | Production Data |
| T | Test Data |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| ISA16 | I15 | **Component Element Separator** | M | | 1/1 | Must use |

**Description:** Type is not applicable; the component element separator is a delimiter and not a data element; this field provides the delimiter used to separate component data elements within a composite data structure; this value must be different than the data element separator and the segment terminator

**Dollar Tree Notes:**

Use (>) as the sub-element separator.

Use (*) as the element separator.

Use (~) as the segment terminator.

# GS    Functional Group Header

| Pos:                          | Max: 1        |
|-------------------------------|---------------|
| **Not Defined - Mandatory**   |               |
| **Loop: N/A**                 | **Elements: 8** |

**User Option (Usage):** Must use

**Purpose:** To indicate the beginning of a functional group and to provide control information

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS01 | 479 | **Functional Identifier Code** | M | ID | 2/2 | Must use |

**Description:** Code identifying a group of application related transaction sets

**Code List Summary** (Total Codes: 240, Included: 1)

| Code | Name |
|------|------|
| IN | Invoice Information (810,819) |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS02 | 142 | **Application Sender's Code** | M | AN | 2/15 | Must use |

**Description:** Code identifying party sending transmission; codes agreed to by trading partners

**Dollar Tree Requirements:**

Will relect the sender's identification number.

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS03 | 124 | **Application Receiver's Code** | M | AN | 2/15 | Must use |

**Description:** Code identifying party receiving transmission; codes agreed to by trading partners

**Dollar Tree Requirements:**

DLTRCAN

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS04 | 373 | **Date** | M | DT | 8/8 | Must use |

**Description:** Date expressed as CCYYMMDD

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS05 | 337 | **Time** | M | TM | 4/8 | Must use |

**Description:** 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)

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS06 | 28 | **Group Control Number** | M | N0 | 1/9 | Must use |

**Description:** Assigned number originated and maintained by the sender

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|----|--------------|-----|------|---------|-------|
| GS07 | 455 | **Responsible Agency Code** | M | ID | 1/2 | Must use |

**Description:** Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480

**Code List Summary** (Total Codes: 2, Included: 1)

| | | **Code** | **Name** | | | | |
|---|---|---|---|---|---|---|---|
| | | X | Accredited Standards Committee X12 | | | | |
| GS08 | 480 | **Version / Release / Industry Identifier Code** | | M | AN | 1/12 | Must use |

**Description:** Code indicating the version, release, subrelease, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and subrelease, level of the version; and positions 7-12 are the industry or trade association identifiers (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed

**Code List Summary** (Total Codes: 39, Included: 1)

| **Code** | **Name** |
|---|---|
| 004010 | Draft Standards Approved for Publication by ASC X12 Procedures Review Board through October 1997 |

## Semantics:

1. GS04 is the group date.
2. GS05 is the group time.
3. The data interchange control number GS06 in this header must be identical to the same data element in the associated functional group trailer, GE02.

## Comments:

1. A functional group of related transaction sets, within the scope of X12 standards, consists of a collection of similar transaction sets enclosed by a functional group header and a functional group trailer.

# ST    Transaction Set Header

<table>
<tr><td><strong>Pos: 010</strong></td><td><strong>Max: 1</strong></td></tr>
<tr><td colspan="2"><strong>Heading - Mandatory</strong></td></tr>
<tr><td><strong>Loop: N/A</strong></td><td><strong>Elements: 2</strong></td></tr>
</table>

**User Option (Usage):** Must use

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

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|------|------|------|------|------|------|
| ST01 | 143 | **Transaction Set Identifier Code** | M | ID | 3/3 | Must use |

**Description:** Code uniquely identifying a Transaction Set

**Code List Summary** (Total Codes: 298, Included: 1)

| Code | Name |
|------|------|
| 810 | Invoice |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|------|------|------|------|------|------|
| ST02 | 329 | **Transaction Set Control Number** | M | AN | 4/9 | Must use |

**Description:** Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set

## Semantics:

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

# BIG Beginning Segment for Invoice

| | |
|---|---|
| **Pos: 020** | **Max: 1** |
| **Heading - Mandatory** | |
| **Loop: N/A** | **Elements: 4** |

**User Option (Usage):** Must use

**Purpose:** To indicate the beginning of an invoice transaction set and transmit identifying numbers and dates

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| BIG01 | 373 | **Date** | M | DT | 8/8 | Must use |

**Description:** Date expressed as CCYYMMDD

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| BIG02 | 76 | **Invoice Number** | M | AN | 1/22 | Must use |

**Description:** Identifying number assigned by issuer

**Dollar Tree Requirements:**

Dollar Tree's Payable system can only handle a twelve (12) digit invoice number. If you send more than twelve (12) digits the invoice will be rejected. The trading partner will need to change their invoice format and resend the invoice.

**Dollar Tree Notes:**

If your invoice number contains letters they <mark>MUST</mark> be capitalized.

One invoice number per transaction set, <mark>DO NOT</mark> combine multiple invoices if a purchase order must be split amongst multiple trucks we should receive multiple transaction sets.

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| BIG03 | 373 | **Date** | O | DT | 8/8 | Used |

**Description:** Date expressed as CCYYMMDD

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| BIG04 | 324 | **Purchase Order Number** | O | AN | 1/22 | Must use |

**Description:** Identifying number for Purchase Order assigned by the orderer/purchaser

**Dollar Tree Requirements:**

This must match what was sent on the EDI purchase order (BEG03). If you manually enter the purchase order, remember Dollar Tree's purchase order number is a 16 digits Purchase Order number (11 Digit + 5 digit location including leading zeros).

Dollar Tree's purchase order number DOES NOT contain a **HYPHEN** (-).

If you must split a purchase order amount

| **Ref** | **Id** | **Element Name** | **Req** | **Type** | **Min/Max** | **Usage** |
|---------|--------|------------------|---------|----------|-------------|-----------|
| | | several trucks and your system requires the purchase order number to be unique, place any sequence number in position 17. (i.e. XXXXXXXXXXXXXXXXA, XXXXXXXXXXXXXXXXB) | | | | |

## Semantics:

1. BIG01 is the invoice issue date.
2. BIG03 is the date assigned by the purchaser to purchase order.
3. BIG10 indicates the consolidated invoice number. When BIG07 contains code CI, BIG10 is not used.

## Comments:

1. BIG07 is used only to further define the type of invoice when needed.

# CUR  Currency

**Pos: 040**     **Max: 1**
**Heading - Mandatory**
**Loop: N/A**     **Elements: 2**

**User Option (Usage):** Must use

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

## Dollar Tree Notes:

The currency code used is the three letter ISO 4217 international standard code (USD/CAD)

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| CUR01 | 98 | **Entity Identifier Code** | M | ID | 2/3 | Must use |

**Description:** Code identifying an organizational entity, a physical location, property or an individual

**Code List Summary** (Total Codes: 1312, Included: 1)

| Code | Name |
|------|------|
| BY | Buying Party (Purchaser) |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| CUR02 | 100 | **Currency Code** | M | ID | 3/3 | Must use |

**Description:** Code (Standard ISO) for country in whose currency the charges are specified

**Dollar Tree Requirements:**

USD = US Dollars

CAD = Canadian Dollars

This should match the currency code that was sent on the Dollar Tree purchase order.

## 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

# REF  Reference Identification

| | |
|---|---|
| **Pos: 050** | **Max: 12** |
| **Heading - Mandatory** | |
| **Loop: N/A** | **Elements: 2** |

**User Option (Usage):** Used

**Purpose:** To specify identifying information

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| REF01 | 128 | **Reference Identification Qualifier** | M | ID | 2/3 | Must use |

**Description:** Code qualifying the Reference Identification

**Code List Summary** (Total Codes: 1503, Included: 1)

| Code | Name |
|---|---|
| VR | Vendor ID Number |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| REF02 | 127 | **Reference Identification** | X | AN | 1/30 | Used |

**Description:** Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

**Dollar Tree Requirements:** Dollar Tree Vendor Number that was sent on the 850 (Purchase Order) document; this number can be found on the REF (VR) of the 850 (Purchase Order) document.

If the vendor number is not available please obtain this information from the Accounts Payable Department of Dollar Tree prior to the invoice being sent EDI.

The 810 will not be processed unless the correct vendor number is provided in this segment. An email will be sent for you to fix this information and resend the invoice.

## Syntax Rules:

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

## Semantics:

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

# N1 Name

**Pos: 070**  **Max: 1**
**Heading - Optional**
**Loop: N1**  **Elements: 4**

**User Option (Usage):** Must use

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

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N101 | 98 | **Entity Identifier Code** | M | ID | 2/3 | Must use |

**Description:** Code identifying an organizational entity, a physical location, property or an individual

**Code List Summary** (Total Codes: 1312, Included: 1)

| Code | Name |
|------|------|
| ST | Ship To |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N102 | 93 | **Name** | X | AN | 1/60 | Must use |

**Description:** Free-form name

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N103 | 66 | **Identification Code Qualifier** | X | ID | 1/2 | Used |

**Description:** Code designating the system/method of code structure used for Identification Code (67)

**Code List Summary** (Total Codes: 215, Included: 1)

| Code | Name |
|------|------|
| 92 | Assigned by Buyer or Buyer's Agent |

**Dollar Tree Requirements:**

The N103 is only required in the ST-Loop

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N104 | 67 | **Identification Code** | X | AN | 2/80 | Used |

**Description:** Code identifying a party or other code

**Dollar Tree Requirements:**

The N104*ST Loop should contain the five (5) digit DC Location Number (99411, 99412) or Store Location number

## 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.

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

# N3 Address Information

| | |
|---|---|
| **Pos: 090** | **Max: 2** |
| **Heading - Mandatory** | |
| **Loop: N1** | **Elements: 2** |

**User Option (Usage):** Must use

**Purpose:** To specify the location of the named party

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|--------------|-----|------|---------|-------|
| N301 | 166 | **Address Information** | M | AN | 1/55 | Must use |
| | | **Description:** Address information | | | | |
| N302 | 166 | **Address Information** | O | AN | 1/55 | Used |
| | | **Description:** Address information | | | | |

# N4 Geographic Location

**Pos: 100**      **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 | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N401 | 19 | **City Name** | M | AN | 2/30 | Must use |

**Description:** Free-form text for city name

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N402 | 156 | **State or Province Code** | M | ID | 2/2 | Must use |

**Description:** Code (Standard State/Province) as defined by appropriate government agency

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N403 | 116 | **Postal Code** | M | AN | 3/15 | Must use |

**Description:** Code defining international postal zone code excluding punctuation and blanks (zip code for United States)

**Dollar Tree Requirements:**

Canadian zip codes can not contain punctuation or spaces.

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------------|-----|------|---------|-------|
| N404 | 26 | **Country Code** | O | ID | 2/3 | Used |

**Description:** Code identifying the country

**Dollar Tree Notes:**

The country code used is the three letter ISO 3166 international standard code (USA/CAN).

## Syntax Rules:

1. C0605 - If N406 is present, then N405 is required.

## Comments:

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.

# N1 Name

| | |
|---|---|
| **Pos: 070** | **Max: 1** |
| **Heading - Optional** | |
| **Loop: N1** | **Elements: 4** |

**User Option (Usage):** Must use

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

**Dollar Tree Requirements:**

Both ST and RE repetitions are required.

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N101 | 98 | **Entity Identifier Code** | M | ID | 2/3 | Must use |

**Description:** Code identifying an organizational entity, a physical location, property or an individual

**Code List Summary** (Total Codes: 1312, Included: 1)

| Code | Name |
|---|---|
| RE | Party to receive commercial invoice remittance |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N102 | 93 | **Name** | X | AN | 1/60 | Must use |

**Description:** Free-form name

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N103 | 66 | **Identification Code Qualifier** | X | ID | 1/2 | Used |

**Description:** Code designating the system/method of code structure used for Identification Code (67)

**Code List Summary** (Total Codes: 215, Included: 1)

| Code | Name |
|---|---|
| 92 | Assigned by Buyer or Buyer's Agent |

**Dollar Tree Requirements:**

The N103 is only required in the ST-Loop

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N104 | 67 | **Identification Code** | X | AN | 2/80 | Used |

**Description:** Code identifying a party or other code

**Dollar Tree Requirements:**

The N104*ST Loop should contain the five (5) digit DC Location Number (99411, 99412) or Store Location number

## 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.

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

# N3 Address Information

| | |
|---|---|
| **Pos: 090** | **Max: 2** |
| **Heading - Mandatory** | |
| **Loop: N1** | **Elements: 2** |

**User Option (Usage):** Must use

**Purpose:** To specify the location of the named party

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N301 | 166 | **Address Information** | M | AN | 1/55 | Must use |
| | | **Description:** Address information | | | | |
| N302 | 166 | **Address Information** | O | AN | 1/55 | Used |
| | | **Description:** Address information | | | | |

# N4  Geographic Location

| | |
|---|---|
| **Pos: 100** | **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 | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| N401 | 19 | **City Name** | M | AN | 2/30 | Must use |
| | | **Description:** Free-form text for city name | | | | |
| N402 | 156 | **State or Province Code** | M | ID | 2/2 | Must use |
| | | **Description:** Code (Standard State/Province) as defined by appropriate government agency | | | | |
| N403 | 116 | **Postal Code** | M | AN | 3/15 | Must use |
| | | **Description:** Code defining international postal zone code excluding punctuation and blanks (zip code for United States) | | | | |
| | | **Dollar Tree Requirements:** | | | | |
| | | Canadian zip codes can not contain punctuation or spaces. | | | | |
| N404 | 26 | **Country Code** | O | ID | 2/3 | Used |
| | | **Description:** Code identifying the country | | | | |
| | | **Dollar Tree Notes:** | | | | |
| | | The country code used is the three letter ISO 3166 international standard code (USA/CAN). | | | | |

## Syntax Rules:

1.  C0605 - If N406 is present, then N405 is required.

## Comments:

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.

# ITD Terms of Sale/Deferred Terms of Sale

| | |
|---|---|
| **Pos: 130** | **Max: 1** |
| **Heading - Optional** | |
| **Loop: N/A** | **Elements: 9** |

**User Option (Usage):** Must use
**Purpose:** To specify terms of sale

## Dollar Tree Requirements:

The ITD01 through ITD08 and ITD12 are required to be mapped if you are a Discount Terms vendor.

The ITD01, ITD02, ITD06, ITD07 and ITD12 are required to be mapped if you are a Net Terms vendor.

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD01 | 336 | **Terms Type Code** | M | ID | 2/2 | Must use |

**Description:** Code identifying type of payment terms

**Code List Summary** (Total Codes: 65, Included: 5)

| Code | Name |
|---|---|
| 01 | Basic |
| 08 | Basic Discount Offered |
| 14 | Previously agreed upon |
| 50 | Discount with Advance Payment |
| ZZ | Mutually Defined |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD02 | 333 | **Terms Basis Date Code** | M | ID | 1/2 | Must use |

**Description:** Code identifying the beginning of the terms period

**Code List Summary** (Total Codes: 17, Included: 4)

| Code | Name |
|---|---|
| 1 | Ship Date |
| 3 | Invoice Date |
| 15 | Receipt of Goods |
| ZZ | Mutually Defined |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD03 | 338 | **Terms Discount Percent** | O | R | 1/6 | Used |

**Description:** Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD04 | 370 | **Terms Discount Due Date** | X | DT | 8/8 | Used |

**Description:** Date payment is due if discount is to be earned expressed in format CCYYMMDD

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD05 | 351 | **Terms Discount Days Due** | X | N0 | 1/3 | Used |

**Description:** Number of days in the terms discount period by which payment is due if terms discount is earned

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| ITD06 | 446 | **Terms Net Due Date** | M | DT | 8/8 | Must use |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|--------------|-----|------|---------|-------|
| | | **Description:** Date when total invoice amount becomes due expressed in format CCYYMMDD | | | | |
| ITD07 | 386 | **Terms Net Days** | M | N0 | 1/3 | Must use |
| | | **Description:** Number of days until total invoice amount is due (discount not applicable) | | | | |
| ITD08 | 362 | **Terms Discount Amount** | O | N2 | 1/10 | Used |
| | | **Description:** Total amount of terms discount | | | | |
| ITD12 | 352 | **Description** | M | AN | 1/80 | Must use |
| | | **Description:** A free-form description to clarify the related data elements and their content | | | | |

## Syntax Rules:

1. L03040513 - If ITD03 is present, then at least one of ITD04, ITD05 or ITD13 is required.
2. L08040513 - If ITD08 is present, then at least one of ITD04, ITD05 or ITD13 is required.
3. L091011 - If ITD09 is present, then at least one of ITD10 or ITD11 is required.

## Semantics:

1. ITD15 is the percentage applied to a base amount used to determine a late payment charge.

## Comments:

1. If the code in ITD01 is "04", then ITD07 or ITD09 is required and either ITD10 or ITD11 is required; if the code in ITD01 is "05", then ITD06 or ITD07 is required.

# DTM Date/Time Reference

**Pos: 140**        **Max: 1**
**Heading - Mandatory**
**Loop: N/A**        **Elements: 2**

**User Option (Usage):** Must use

**Purpose:** To specify pertinent dates and times

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|----------------------|-----|------|---------|----------|
| DTM01 | 374 | **Date/Time Qualifier** | M | ID | 3/3 | Must use |

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

**Code List Summary** (Total Codes: 1112, Included: 1)

| Code | Name |
|------|---------|
| 011 | Shipped |

> **Dollar Tree Notes:**
>
> This is the only qualifier that will be accepted.

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|------|-----|--------|-----|------|---------|------|
| DTM02 | 373 | **Date** | X | DT | 8/8 | Used |

**Description:** Date expressed as CCYYMMDD

## 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.

# FOB  F.O.B. Related Instructions

**Pos: 150**          **Max: 1**
**Heading - Mandatory**
**Loop: N/A          Elements: 3**

**User Option (Usage):** Must use

**Purpose:** To specify transportation instructions relating to shipment

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| FOB01 | 146 | **Shipment Method of Payment** | M | ID | 2/2 | Must use |

**Description:** Code identifying payment terms for transportation charges

**Code List Summary** (Total Codes: 28, Included: 2)

| Code | Name |
|---|---|
| CC | Collect |
| PP | Prepaid (by Seller) |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| FOB02 | 309 | **Location Qualifier** | X | ID | 1/2 | Used |

**Description:** Code identifying type of location

**All valid standard codes are used. (Total Codes: 172)**

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| FOB03 | 352 | **Description** | O | AN | 1/80 | Used |

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

**Dollar Tree Requirements:**

Shipment Origin

## Syntax Rules:

1. C0302 - If FOB03 is present, then FOB02 is required.
2. C0405 - If FOB04 is present, then FOB05 is required.
3. C0706 - If FOB07 is present, then FOB06 is required.
4. C0809 - If FOB08 is present, then FOB09 is required.

## Semantics:

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.

# IT1 Baseline Item Data (Invoice)

| | |
|---|---|
| **Pos: 010** | **Max: 1** |
| **Detail - Mandatory** | |
| **Loop: IT1** | **Elements: 10** |

**User Option (Usage):** Must use

**Purpose:** To specify the basic and most frequently used line item data for the invoice and related transactions

**Dollar Tree Requirements:**

Must send both the UPC number and DTS SKU number for each line item.

**Dollar Tree Notes:**

Either IN or SK can be used to identify the DTS SKU number

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IT101 | 350 | **Assigned Identification** | O | AN | 1/20 | Used |

**Description:** Alphanumeric characters assigned for differentiation within a transaction set

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IT102 | 358 | **Quantity Invoiced** | X | R | 1/10 | Must use |

**Description:** Number of units invoiced (supplier units)

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IT103 | 355 | **Unit or Basis for Measurement Code** | X | 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

**Code List Summary** (Total Codes: 794, Included: 2)

| Code | Name |
|---|---|
| CA | Case |
| EA | Each |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IT104 | 212 | **Unit Price** | X | R | 1/9 | Must use |

**Description:** Price per unit of product, service, commodity, etc.

**Dollar Tree Notes:**

Dollar Tree only captures the first three decimal places. (i.e. .999)

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IT106 | 235 | **Product/Service ID Qualifier** | X | ID | 2/2 | Must use |

**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**Code List Summary** (Total Codes: 477, Included: 5)

| Code | Name |
|---|---|
| IN | Buyer's Item Number |

**Dollar Tree Requirements:**

DTS SKU Number

| Code | Name |
|---|---|
| SK | Stock Keeping Unit (SKU) |

**Dollar Tree Requirements:**

DTS SKU Number

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | **Code Name** | | | | | |
| | | UA U.P.C./EAN Case Code (2-5-5) | | | | | |
| | | UP U.P.C. Consumer Package Code (1-5-5-1) | | | | | |
| | | VN Vendor's (Seller's) Item Number | | | | | |
| IT107 | 234 | **Product/Service ID** | X | AN | 1/48 | Must use |

**Description:** Identifying number for a product or service

| IT108 | 235 | **Product/Service ID Qualifier** | X | ID | 2/2 | Must use |
|---|---|---|---|---|---|---|

**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**Code List Summary** (Total Codes: 477, Included: 5)

**Code Name**

IN    Buyer's Item Number

> **Dollar Tree Requirements:**
> DTS SKU Number

SK    Stock Keeping Unit (SKU)

> **Dollar Tree Requirements:**
> DTS SKU Number

UA    U.P.C./EAN Case Code (2-5-5)

UP    U.P.C. Consumer Package Code (1-5-5-1)

VN    Vendor's (Seller's) Item Number

| IT109 | 234 | **Product/Service ID** | X | AN | 1/48 | Must use |
|---|---|---|---|---|---|---|

**Description:** Identifying number for a product or service

| IT110 | 235 | **Product/Service ID Qualifier** | X | ID | 2/2 | Used |
|---|---|---|---|---|---|---|

**Description:** Code identifying the type/source of the descriptive number used in Product/Service ID (234)

**Code List Summary** (Total Codes: 477, Included: 5)

**Code Name**

IN    Buyer's Item Number

> **Dollar Tree Requirements:**
> DTS SKU Number

SK    Stock Keeping Unit (SKU)

> **Dollar Tree Requirements:**
> DTS SKU Number

UA    U.P.C./EAN Case Code (2-5-5)

UP    U.P.C. Consumer Package Code (1-5-5-1)

VN    Vendor's (Seller's) Item Number

| IT111 | 234 | **Product/Service ID** | X | AN | 1/48 | Used |
|---|---|---|---|---|---|---|

**Description:** Identifying number for a product or service

## Syntax Rules:

1. P020304 - If either IT102, IT103 or IT104 are present, then the others are required.

---

2. P0607 - If either IT106 or IT107 is present, then the other is required.
3. P0809 - If either IT108 or IT109 is present, then the other is required.
4. P1011 - If either IT110 or IT111 is present, then the other is required.
5. P1213 - If either IT112 or IT113 is present, then the other is required.
6. P1415 - If either IT114 or IT115 is present, then the other is required.
7. P1617 - If either IT116 or IT117 is present, then the other is required.
8. P1819 - If either IT118 or IT119 is present, then the other is required.
9. P2021 - If either IT120 or IT121 is present, then the other is required.
10. P2223 - If either IT122 or IT123 is present, then the other is required.
11. P2425 - If either IT124 or IT125 is present, then the other is required.

## Semantics:

1. IT101 is the purchase order line item identification.

## Comments:

1. Element 235/234 combinations should be interpreted to include products and/or services. See the Data Dictionary for a complete list of IDs.
2. IT106 through IT125 provide for ten different product/service IDs for each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

# TXI  Tax Information

**User Option (Usage):** Used

**Purpose:** To specify tax information

## Dollar Tree Requirements:

Used to notify Dollar Tree which items are tax exempt.

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|------------|-----|------|---------|-------|
| TXI01 | 963 | **Tax Type Code** | M | ID | 2/2 | Must use |

**Description:** Code specifying the type of tax

**Code List Summary** (Total Codes: 74, Included: 1)

| Code | Name |
|------|------|
| OH | Other Taxes |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|------------|-----|------|---------|-------|
| TXI06 | 441 | **Tax Exempt Code** | X | ID | 1/1 | Used |

**Description:** Code identifying exemption status from sales and use tax

**Code List Summary** (Total Codes: 34, Included: 2)

| Code | Name |
|------|------|
| F | Exempt (Goods and Services Tax) |
| G | Exempt (Provincial Sales Tax) |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|------------|-----|------|---------|-------|
| TXI09 | 325 | **Tax Identification Number** | O | AN | 1/20 | Used |

**Description:** Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number

## Syntax Rules:

1. R020306 - At least one of TXI02, TXI03 or TXI06 is required.
2. P0405 - If either TXI04 or TXI05 is present, then the other is required.
3. C0803 - If TXI08 is present, then TXI03 is required.

## Semantics:

1. TXI02 is the monetary amount of the tax.
2. TXI03 is the tax percent expressed as a decimal.
3. TXI07 is a code indicating the relationship of the price or amount to the associated segment.

# PID   Product/Item Description

**User Option (Usage):** Must use
**Purpose:** To describe a product or process in coded or free-form format

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| PID01 | 349 | **Item Description Type** | M | ID | 1/1 | Must use |
| | | **Description:** Code indicating the format of a description | | | | |
| | | **All valid standard codes are used. (Total Codes: 3)** | | | | |
| PID05 | 352 | **Description** | M | AN | 1/80 | Must use |
| | | **Description:** A free-form description to clarify the related data elements and their content | | | | |

## 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.

## Comments:

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.

# SAC Service, Promotion, Allowance, or Charge Information

| Pos: 180 | Max: 1 |
|---|---|
| **Detail - Optional** | |
| **Loop: SAC** | **Elements: 5** |

**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

**Dollar Tree Requirements:**

The allowance 'A' or charge 'C' indicator will alert Dollar Tree as to how the dollar value should be handled.  Also, all detail level allowances need to be listed with the item it is associated with.

If you require additional codes you must contact the Electronic Commerce Department at Dollar Tree (edi_is@dollartree.com)

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| SAC01 | 248 | **Allowance or Charge Indicator** | M | ID | 1/1 | Must use |

**Description:** Code which indicates an allowance or charge for the service specified

**Code List Summary** (Total Codes: 7, Included: 2)

| Code | Name |
|---|---|
| A | Allowance |
| C | Charge |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| SAC02 | 1300 | **Service, Promotion, Allowance, or Charge Code** | X | ID | 4/4 | Used |

**Description:** Code identifying the service, promotion, allowance, or charge

**Code List Summary** (Total Codes: 1053, Included: 9)

| Code | Name |
|---|---|
| C090 | Deposit Charges |

**Description:**

CRV Charges or Ecology Deposit

| Code | Name |
|---|---|
| D240 | Freight |
| F800 | Promotional Allowance |
| G510 | Returnable Container |

**Description:** CRV Charges

**Dollar Tree Requirements:**

   If you are billing for CRV Charges, this is the only acceptable code.

| Code | Name |
|---|---|
| H625 | Tax - Beverage Tax |

**Description:** Ecology Levy

| Code | Name |
|---|---|
| H850 | Tax |

**Description:**

CA Recycling Tax

| Code | Name |
|---|---|
| I310 | Truckload Discount |

**Description:**

| | | **Code** | **Name** | | | | |
|---|---|---|---|---|---|---|---|
| | | | Direct Plant Ship | | | | |
| | | I390 | Unloading | | | | |
| | | | **Description:** | | | | |
| | | | Unloading/Pallet Allowance | | | | |
| | | I420 | Up Charge | | | | |
| | | | **Description:** | | | | |
| | | | Up Charge/Special Shipping | | | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| SAC05 | 610 | **Amount** | | M | N2 | 1/15 | Used |

**Description:** Monetary amount

**Dollar Tree Requirements:**

All amounts should be a positive amount no negative (-) sign needs to be sent for allowances.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| SAC08 | 118 | **Rate** | | O | R | 1/9 | Used |

**Description:** Rate expressed in the standard monetary denomination for the currency specified

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| SAC15 | 352 | **Description** | | X | AN | 1/80 | Used |

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

## 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.
5. C1110 - If SAC11 is present, then SAC10 is required.
6. L130204 - If SAC13 is present, then at least one of SAC02 or SAC04 is required.
7. C1413 - If SAC14 is present, then SAC13 is required.
8. 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.

## Comments:

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

# TDS  Total Monetary Value Summary

| Pos: 010 | Max: 1 |
|---|---|
| **Summary - Mandatory** | |
| **Loop: N/A** | **Elements: 4** |

**User Option (Usage):** Must use

**Purpose:** To specify the total invoice discounts and amounts

---

**Dollar Tree Requirements:**

Dollar Tree does NOT accept zero invoices!

The TDS01 through TDS04 is required to be mapped if you are a DISCOUNT terms vendor.

The TDS01 and TDS03 are required to be mapped if you are a NET terms vendor.

The TDS01, TDS02 and TDS03 are required to be mapped if you send a SAC segment at either the detail or summary level.

---

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| TDS01 | 610 | **Amount** | M | N2 | 1/15 | Must use |

**Description:** Monetary amount

**Dollar Tree Requirements:**

Invoice Total (Net Amount) = [Quantity (IT102) * Unit Price (IT104)] + Charges (SAC01 = C) - Allowances (SAC01 = A) + Taxes (TXI02 Amounts).

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| TDS02 | 610 | **Amount** | O | N2 | 1/15 | Used |

**Description:** Monetary amount

**Dollar Tree Requirements:**

Invoice Total (Gross Amount) = Quantity (IT102) * Unit Price (IT104)

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| TDS03 | 610 | **Amount** | M | N2 | 1/15 | Must use |

**Description:** Monetary amount

**Dollar Tree Requirements:**

The amount of invoice due if paid by terms discount due date (total invoice or installment amount less cash discount).

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| TDS04 | 610 | **Amount** | O | N2 | 1/15 | Used |

**Description:** Monetary amount

**Dollar Tree Requirements:**

This is the dollar amount allowed to be deducted if paid within the vendor's terms .

Example: 2%30 days on a $100.00 invoice would be $2.00.

This must be a positive number and match the ITD08.

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## Semantics:

1. TDS01 is the total amount of invoice (including charges, less allowances) before terms discount (if discount is applicable).

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2. TDS02 indicates the amount upon which the terms discount amount is calculated.
3. TDS03 is the amount of invoice due if paid by terms discount due date (total invoice or installment amount less cash discount).
4. TDS04 indicates the total amount of terms discount.

## Comments:

1. TDS02 is required if the dollar value subject to discount is not equal to the dollar value of TDS01.

# TXI  Tax Information

**User Option (Usage):** Must use

**Purpose:** To specify tax information

## Dollar Tree Requirements:

This segment is **MANDATORY** regardless of where the shipment is being delivered or tax exempt.

This segment will be used to send HST, GST, PST and QST taxes.

## Dollar Tree Notes:

There is a limit of two (2) TXI segments.  These can only be sent at summary level.

**You can send two segments for GST + PST:**

TXI*GS*AMOUNT*Percent*****Tax ID Number~

TXI*PG*AMOUNT*Percent*****Tax ID Number~

**Or send one segment that includes both GST + PST (i.e. HST):**

TXI*VA*AMOUNT*Percent*****Tax ID Number~

**If you will be sending Quebec tax:**

TXI*GS*AMOUNT*Percent*****Tax ID Number~

TXI*SP*AMOUNT*Percent*****Tax ID Number~

**If you are delivering the shipment to a US DC Location or tax exempt:**

TXI*ZZ*0*0*****Tax ID Number~

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| TXI01 | 963 | **Tax Type Code** | M | ID | 2/2 | Must use |

**Description:** Code specifying the type of tax

**Code List Summary** (Total Codes: 74, Included: 5)

| Code | Name |
|------|------|
| GS | Goods and Services Tax |

**Description:** GST - Canadian value-added tax

**Dollar Tree Requirements:**

*Provinces to use this Code:*

Alberta

Manitoba

Northwest Territory

Nunavut

Prince Edward Island

Quebec (99412)

Saskatchewan

Yukon Territory

| | | Code | Name |
|---|---|---|---|
| | | PG | State or Provincial Tax on Goods |

**Description:**

PST - Canadian Provincial Tax

SP State/Provincial Tax

**Description:** QST - State tax levied which excludes sales or excise taxes

**Dollar Tree Requirements:**

*Provinces to use this Code:*

Quebec (99412)

**Dollar Tree Notes:**

Future use (2013)

VA Value Added Tax

**Description:**

HST - Harmonized Sales Tax = Goods and Services Tax (GST) + State/Provincial Tax (PST)

**Dollar Tree Requirements:**

*Provinces to use this Code:*

British Columbia (99411)

Quebec (99412)

Ontario

New Brunswick

New Foundland and Labrador

Nova Scotia

ZZ Mutually Defined

**Description:**

Mutually Defined

**Dollar Tree Requirements:**

This code is to be used in the TXI01 when the product is being shipped to a US Distribution Center location.

**Dollar Tree Notes:**

DC US Locations:

99001 - Greenbrier

99002 - Olive Branch

99003 - Joliet

99004 - Stockton

99005 - Savannah

99006 - Brair Creek

99007 - Ridgefield

99008 - Marietta

99009 - San Bernardino

| TXI02 | 782 | **Monetary Amount** | | X | R | 1/18 | Must use |
|---|---|---|---|---|---|---|---|

**Description:** Monetary amount

**Dollar Tree Requirements:**

The total dollar amount for the tax type listed in the TXI01.

| TXI03 | 954 | **Percent** | | X | R | 1/10 | Must use |
|---|---|---|---|---|---|---|---|

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| | | **Description:** Percentage expressed as a decimal | | | | |
| | | **Dollar Tree Requirements:** | | | | |
| | | The specific percentage rate for the tax type listed in the TXI01. ( | | | | |
| | | e.g., 13% should be expressed as .13) | | | | |
| TXI09 | 325 | **Tax Identification Number** | O | AN | 1/20 | Must use |
| | | **Description:** Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number | | | | |
| | | **Dollar Tree Requirements:** | | | | |
| | | Vendors send their Canadian TAX ID number. | | | | |
| | | **Dollar Tree Notes:** If a Tax ID number is not available, fill this element with nine (i.e. 9999999999) | | | | |

## Syntax Rules:

1. R020306 - At least one of TXI02, TXI03 or TXI06 is required.
2. P0405 - If either TXI04 or TXI05 is present, then the other is required.
3. C0803 - If TXI08 is present, then TXI03 is required.

## Semantics:

1. TXI02 is the monetary amount of the tax.
2. TXI03 is the tax percent expressed as a decimal.
3. TXI07 is a code indicating the relationship of the price or amount to the associated segment.

# CAD  Carrier Detail

<table>
<tr><td><b>Pos: 030</b></td><td><b>Max: 1</b></td></tr>
<tr><td colspan="2"><b>Summary - Optional</b></td></tr>
<tr><td><b>Loop: N/A</b></td><td><b>Elements: 6</b></td></tr>
</table>

**User Option (Usage):** Used

**Purpose:** To specify transportation details for the transaction

## Dollar Tree Requirements:

This segment is optional, however, if you have this information DTS would like to receive this information.
The CAD01, 04, 05, 06, 07 and 08 is rquired to be mapped if segment is used.

If you require additional codes you must contact the Electronic Commerce Department at Dollar Tree
(edi_is@dollartree.com)

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|-------------|-----|------|---------|-------|
| CAD01 | 91 | **Transportation Method/Type Code** | O | ID | 1/2 | Must use |
| | | **Description:** Code specifying the method or type of transportation for the shipment | | | | |
| | | **All valid standard codes are used. (Total Codes: 71)** | | | | |
| CAD04 | 140 | **Standard Carrier Alpha Code** | X | ID | 2/4 | Must use |
| | | **Description:** Standard Carrier Alpha Code | | | | |
| CAD05 | 387 | **Routing** | X | AN | 1/35 | Must use |
| | | **Description:** Free-form description of the routing or requested routing for shipment, or the originating carrier's identity | | | | |
| CAD06 | 368 | **Shipment/Order Status Code** | O | ID | 2/2 | Must use |
| | | **Description:** Code indicating the status of an order or shipment or the disposition of any difference between the quantity ordered and the quantity shipped for a line item or transaction | | | | |

**Code List Summary** (Total Codes: 102, Included: 17)

| Code | Name |
|------|------|
| AA | Multiple Pickup Same Destination |
| BK | Back Ordered from Previous Order |
| BM | Backordered, Manufacturer, Out-of-Stock |
| BO | Back Ordered |
| BP | Shipment Partial, Back Order to Ship on (Date) |
| CC | Shipment Complete on (Date) |
| CL | Complete |
| | **Description:** Material on the load is for one producer |
| CM | Shipment Complete with Additional Quantity |
| CP | Partial Shipment on (Date), Considered No Backorder |
| CS | Shipment Complete with Substitution |
| LM | Shipment late |
| PP | Purchase Order Inquiry - Specific Items |
| PR | Partial Shipment |

| | | Code | Name |
|---|---|---|---|
| | | SH | Shipped (Date) |
| | | SS | Split Shipment |
| | | UN | Unavailable |
| | | ZZ | Mutually Defined |

| CAD07 | 128 | **Reference Identification Qualifier** | O | ID | 2/3 | Must use |
|---|---|---|---|---|---|---|

**Description:** Code qualifying the Reference Identification

**All valid standard codes are used. (Total Codes: 1503)**

| CAD08 | 127 | **Reference Identification** | X | AN | 1/30 | Must use |
|---|---|---|---|---|---|---|

**Description:** Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

## Syntax Rules:

1. R0504 - At least one of CAD05 or CAD04 is required.
2. C0708 - If CAD07 is present, then CAD08 is required.

# SAC Service, Promotion, Allowance, or Charge Information

| | |
|---|---|
| **Pos: 040** | **Max: 1** |
| **Summary - Optional** | |
| **Loop: SAC** | **Elements: 5** |

**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

**Dollar Tree Requirements:**

The allowance 'A' or charge 'C' indicator will alert Dollar Tree as to how the dollar value should be handled.

If you require additional codes you must contact the Electronic Commerce Department at Dollar Tree (edi_is@dollartree.com)

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| SAC01 | 248 | **Allowance or Charge Indicator** | M | ID | 1/1 | Must use |

**Description:** Code which indicates an allowance or charge for the service specified

**Dollar Tree Notes:**

An 'A' will indicate a reduction in the invoice amount.

A 'C' will indicate a charge, or an increase in the invoice amount.

**Code List Summary** (Total Codes: 7, Included: 2)

| Code | Name |
|---|---|
| A | Allowance |
| C | Charge |

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| SAC02 | 1300 | **Service, Promotion, Allowance, or Charge Code** | X | ID | 4/4 | Used |

**Description:** Code identifying the service, promotion, allowance, or charge

**Code List Summary** (Total Codes: 1053, Included: 10)

| Code | Name |
|---|---|
| C090 | Deposit Charges |

**Description:**

CRV Deposit Charges

Ecology Deposit (Canada)

| Code | Name |
|---|---|
| D240 | Freight |

**Description:**

Charge/Allowance

| Code | Name |
|---|---|
| G420 | Request Via Canada |
| G510 | Returnable Container |

**Description:**

CRV Charge

**Dollar Tree Requirements:**

| | | Code | Name | | | | |
|---|---|---|---|---|---|---|---|

If you are billing CRV Charges, this is the only acceptable code.

H625 Tax - Beverage Tax

**Description:** Beverage Tax
Ecology Levy (Canada)

H850 Tax

**Description:**

CA Recycling Tax

I131 Total Fees

**Description:** Eco Fees

I310 Truckload Discount

**Description:**

Direct Plant Ship

I390 Unloading

**Description:**

Unloading Pallet Allowance

I420 Up Charge

**Description:**

Up charge/Special Shipping

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| SAC05 | 610 | **Amount** | | M | N2 | 1/15 | Used |

**Description:** Monetary amount

| SAC08 | 118 | **Rate** | | O | R | 1/9 | Used |
|---|---|---|---|---|---|---|---|

**Description:** Rate expressed in the standard monetary denomination for the currency specified

| SAC15 | 352 | **Description** | | X | AN | 1/80 | Used |
|---|---|---|---|---|---|---|---|

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

## 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.
5. C1110 - If SAC11 is present, then SAC10 is required.
6. L130204 - If SAC13 is present, then at least one of SAC02 or SAC04 is required.
7. C1413 - If SAC14 is present, then SAC13 is required.
8. 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.

## Comments:

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

# ISS Invoice Shipment Summary

**Pos: 060**      **Max: 1**
**Summary - Optional**
**Loop: ISS**      **Elements: 2**

**User Option (Usage):** Used

**Purpose:** To specify summary details of total items shipped in terms of quantity, weight, and volume

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|--------------|-----|------|---------|-------|
| ISS01 | 382 | **Number of Units Shipped** | X | R | 1/10 | Used |

**Description:** Numeric value of units shipped in manufacturer's shipping units for a line item or transaction set

| | | | | | | |
|-----|-----|--------------|-----|------|---------|-------|
| ISS02 | 355 | **Unit or Basis for Measurement Code** | X | ID | 2/2 | Used |

**Description:** Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

**All valid standard codes are used. (Total Codes: 794)**

## Syntax Rules:

1. R010305 - At least one of ISS01, ISS03 or ISS05 is required.
2. P0102 - If either ISS01 or ISS02 is present, then the other is required.
3. P0304 - If either ISS03 or ISS04 is present, then the other is required.
4. P0506 - If either ISS05 or ISS06 is present, then the other is required.

## Semantics:

1. ISS07 is the quantity of third party pallets.
2. ISS08 is the gross weight of third party pallets in pounds.

# CTT Transaction Totals

| | |
|---|---|
| **Pos: 070** | **Max: 1** |
| **Summary - Optional** | |
| **Loop: N/A** | **Elements: 1** |

**User Option (Usage):** Used

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

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| 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.

# SE Transaction Set Trailer

| | |
|---|---|
| **Pos: 080** | **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:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|-----|-----|--------------|-----|------|---------|-------|
| SE01 | 96 | **Number of Included Segments** | M | N0 | 1/10 | Must use |
| | | **Description:** Total number of segments included in a transaction set including ST and SE segments | | | | |
| SE02 | 329 | **Transaction Set Control Number** | M | AN | 4/9 | Must use |
| | | **Description:** Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set | | | | |

## Comments:

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

# GE  Functional Group Trailer

| Pos: | Max: 1 |
|---|---|
| **Not Defined - Mandatory** | |
| **Loop: N/A** | **Elements: 2** |

**User Option (Usage):** Must use

**Purpose:** To indicate the end of a functional group and to provide control information

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| GE01 | 97 | **Number of Transaction Sets Included** | M | N0 | 1/6 | Must use |

**Description:** Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element

| | | | | | | |
|---|---|---|---|---|---|---|
| GE02 | 28 | **Group Control Number** | M | N0 | 1/9 | Must use |

**Description:** Assigned number originated and maintained by the sender

## Semantics:

1. The data interchange control number GE02 in this trailer must be identical to the same data element in the associated functional group header, GS06.

## Comments:

1. The use of identical data interchange control numbers in the associated functional group header and trailer is designed to maximize functional group integrity. The control number is the same as that used in the corresponding header.

# IEA  Interchange Control Trailer

| | |
|---|---|
| **Pos:** | **Max: 1** |
| **Not Defined - Mandatory** | |
| **Loop: N/A** | **Elements: 2** |

**User Option (Usage):** Must use

**Purpose:** To define the end of an interchange of zero or more functional groups and interchange-related control segments

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max | Usage |
|---|---|---|---|---|---|---|
| IEA01 | I16 | **Number of Included Functional Groups** | M | N0 | 1/5 | Must use |
| | | **Description:** A count of the number of functional groups included in an interchange | | | | |
| IEA02 | I12 | **Interchange Control Number** | M | N0 | 9/9 | Must use |
| | | **Description:** A control number assigned by the interchange sender | | | | |