Cornerstone 850 Purchase Order

X12/V5010/850: 850 Purchase Order

Author:	**SPS Commerce**
Company:	**Cornerstone**
Notes:	**These guidelines support Ship To Consumer/Customer (DS), Ship To DC/Store (SA)**

850   Purchase Order

Functional Group=PO

Purpose: This X12 Transaction Set contains the format and establishes the data contents of the Purchase Order Transaction Set (850) 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 placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information.

Heading:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
0100	ST	Transaction Set Header	M	1			Must use
0200	BEG	Beginning Segment for Purchase Order	M	1			Must use
0400	CUR	Currency	O	1			Used
0500	REF	Reference Information	M	3			Must use
0600	PER	Administrative Communications Contact	O	2			Used
0800	FOB	F.O.B. Related Instructions	O	1			Used
1100	CSH	Sales Requirements	O	5			Used
1300	ITD	Terms of Sale/Deferred Terms of Sale	O	1			Used
1500	DTM	Date/Time Reference	O	10			Used
2400	TD5	Carrier Details (Routing Sequence/Transit Time)	O	1			Used
LOOP ID - N9					**1**		
2950	N9	Extended Reference Information	O	1			Used
3000	MTX	Text	O	>1			Used
LOOP ID - N1					**5**		
3100	N1	Party Identification	O	1			Must use
3300	N3	Party Location	C	2			Used
3400	N4	Geographic Location	C	1			Used
3600	PER	Administrative Communications Contact	O	>1			Used

Detail:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
LOOP ID - PO1					**100000**	**N2/0100L**	
0100	PO1	Baseline Item Data	M	1		N2/0100	Must use
LOOP ID - PID					**10**		
0500	PID	Product/Item Description	M	1			Must use
0900	PO4	Item Physical Details	O	1			Used
2100	DTM	Date/Time Reference	C	10			Used
LOOP ID - N9					**1000**		
3300	N9	Extended Reference Information	O	1			Used
3400	MTX	Text	O	>1			Used

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage

Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
LOOP ID - CTT					**1**	**N3/0100L**	
0100	CTT	Transaction Totals	O	1		N3/0100	Used
0300	SE	Transaction Set Trailer	M	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.

ST   Transaction Set Header

<div style="border:1px solid">

Pos: 0100   **Max: 1**

Heading - Mandatory

Loop: N/A   Elements: 2

</div>

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

CodeList Summary (Total Codes: 318, Included: 1)

Code	Name
850	Purchase Order

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) 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.

BEG   Beginning Segment for Purchase Order

User Option (Usage): Must use

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BEG01	353	**Transaction Set Purpose Code**	M	ID	2/2	Must use

Description: Code identifying purpose of transaction set

CodeList Summary (Total Codes: 66, Included: 1)

Code	Name
00	Original

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BEG02	92	**Purchase Order Type Code**	M	ID	2/2	Must use

Description: Code specifying the type of Purchase Order

CodeList Summary (Total Codes: 76, Included: 2)

Code	Name
DS	Dropship
SA	Stand-alone Order

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BEG03	324	**Purchase Order Number**	M	AN	1/22	Must use

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

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BEG05	373	**Date**	M	DT	8/8	Must use

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

Semantics:

1. BEG05 is the date assigned by the purchaser to purchase order.

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:

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
>
> **CodeList Summary** (Total Codes: 1500, 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

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: 3**
Heading - Mandatory	
Loop: N/A	**Elements: 2**

User Option (Usage): Must use

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

CodeList Summary (Total Codes: 1731, Included: 3)

Code	Name
19	Division Identifier
CO	Customer Order Number
IA	Internal Vendor Number

> **User Note 1:**
> *Cornerstone assigned Vendor ID - Mandatory*

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF02	127	**Reference Identification**	X	AN	1/50	Used

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

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.

> **User Note 1:**
>
> *When REF01 = 19, REF02 will contain one of the following division IDs. The division ID identifies the Cornerstone purchasing division and for drop ship orders what branded packing slip must be used.*
>
> *Garnet Hill*
> *Frontgate*
> *Ballard Designs*
> *Grandin Road*

PER   Administrative Communications Contact

User Option (Usage): Used

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	366	**Contact Function Code**	M	ID	2/2	Must use

Description: Code identifying the major duty or responsibility of the person or group named

CodeList Summary (Total Codes: 238, Included: 1)

Code	Name
BD	Buyer Name or Department

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER02	93	**Name**	O	AN	1/60	Used

Description: Free-form name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER03	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 42, Included: 1)

Code	Name
TE	Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER04	364	**Communication Number**	X	AN	1/256	Used

Description: Complete communications number including country or area code when applicable

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER05	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 42, Included: 1)

Code	Name
EM	Electronic Mail

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER06	364	**Communication Number**	X	AN	1/256	Used

Description: Complete communications number including country or area code when applicable

Syntax Rules:

1. P0304 - If either PER03 or PER04 is present, then the other is required.
2. P0506 - If either PER05 or PER06 is present, then the other is required.
3. P0708 - If either PER07 or PER08 is present, then the other is required.

FOB **F.O.B. Related Instructions**

Pos: 0800   Max: 1
Heading - Optional
Loop: N/A   Elements: 5

User Option (Usage): Used

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

CodeList Summary (Total Codes: 31, Included: 1)

Code	Name
DF	Defined by Buyer and 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

CodeList Summary (Total Codes: 184, Included: 1)

Code	Name
OR	Origin (Shipping Point)

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

Ref	Id	Element Name	Req	Type	Min/Max	Usage
FOB04	334	**Transportation Terms Qualifier Code**	O	ID	2/2	Used

Description: Code identifying the source of the transportation terms

CodeList Summary (Total Codes: 3, Included: 1)

Code	Name
01	Incoterms

Ref	Id	Element Name	Req	Type	Min/Max	Usage
FOB05	335	**Transportation Terms Code**	X	ID	3/3	Used

Description: Code identifying the trade terms which apply to the shipment transportation responsibility

CodeList Summary (Total Codes: 24, Included: 1)

Code	Name
FOB	Free on Board

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.

CSH   Sales Requirements

Pos: 1100   Max: 5
Heading - Optional
Loop: N/A   Elements: 1

User Option (Usage): Used

Purpose: To specify general conditions or requirements of the sale

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CSH01	563	**Sales Requirement Code**	O	ID	1/2	Used

Description: Code to identify a specific requirement or agreement of sale

CodeList Summary (Total Codes: 57, Included: 2)

Code	Name
N	No Back Order
Y	Back Order if Out of Stock

Syntax Rules:

1. C0203 - If CSH02 is present, then CSH03 is required.
2. P0607 - If either CSH06 or CSH07 is present, then the other is required.
3. P0910 - If either CSH09 or CSH10 is present, then the other is required.

Semantics:

1. CSH03 is the maximum monetary amount value which the order must not exceed.
2. CSH04 is the account number to which the purchase amount is charged.
3. CSH05 is the date specified by the sender to be shown on the invoice.
4. CSH06 identifies the source of the code value in CSH07.

ITD Terms of Sale/Deferred Terms of Sale

Pos: 1300   Max: 1
Heading - Optional
Loop: N/A   Elements: 1

User Option (Usage): Used
Purpose: To specify terms of sale

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD12	352	**Description**	O	AN	1/80	Used

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: 1500	Max: 10
Heading - Optional	
Loop: N/A	**Elements: 2**

User Option (Usage): Used

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

   CodeList Summary (Total Codes: 1280, Included: 1)

Code	Name
010	Requested Ship

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

   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:

One of either header or detail level ship date will always be provided. If both are present the detail level date should take precedence.

TD5 Carrier Details (Routing Sequence/Transit Time)

Pos: 2400   Max: 1
Heading - Optional
Loop: N/A   Elements: 1

User Option (Usage): Used
Purpose: To specify the carrier and sequence of routing and provide transit time information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TD505	387	**Routing**	X	AN	1/35	Used

Description: Free-form description of the routing or requested routing for shipment, or the originating carrier's identity

Syntax Rules:

1. R0204050612 - At least one of TD502, TD504, TD505, TD506 or TD512 is required.
2. C0203 - If TD502 is present, then TD503 is required.
3. C0708 - If TD507 is present, then TD508 is required.
4. C1011 - If TD510 is present, then TD511 is required.
5. C1312 - If TD513 is present, then TD512 is required.
6. C1413 - If TD514 is present, then TD513 is required.
7. C1512 - If TD515 is present, then TD512 is required.

Semantics:

1. TD515 is the country where the service is to be performed.

Comments:

1. When specifying a routing sequence to be used for the shipment movement in lieu of specifying each carrier within the movement, use TD502 to identify the party responsible for defining the routing sequence, and use TD503 to identify the actual routing sequence, specified by the party identified in TD502.

Loop Extended Reference Information

Pos: 2950	Repeat: 1
	Optional
Loop: N9	Elements: N/A

User Option (Usage): Used

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

Loop Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
2950	N9	Extended Reference Information	O	1		Used
3000	MTX	Text	O	>1		Used

N9   Extended Reference Information

User Option (Usage): Used

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N901	128	**Reference Identification Qualifier**	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

CodeList Summary (Total Codes: 1731, Included: 1)

Code	Name
L1	Letters or Notes

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N902	127	**Reference Identification**	X	AN	1/50	Used

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

User Note 1: *The following codes will be sent in the N902 and will define the type of message in MXT02:*
- GEN: General Note
- GFT:Gift Note

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**

<div style="border:1px solid black">

Pos: 3000   **Max: >1**

Heading - Optional

Loop: N9   **Elements: 1**

</div>

User Option (Usage): Used

Purpose: To specify textual data

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
MTX02	1551	**Textual Data**	M	AN	1/4096	Must use

        Description: To transmit large volumes of message text

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

<table>
<tr><td>Pos: 3100</td><td>Repeat: 5</td></tr>
<tr><td colspan="2">Optional</td></tr>
<tr><td>Loop: N1</td><td>Elements: N/A</td></tr>
</table>

User Option (Usage): Used

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

Loop Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
3100	N1	Party Identification	O	1		Must use
3300	N3	Party Location	C	2		Used
3400	N4	Geographic Location	C	1		Used
3600	PER	Administrative Communications Contact	O	>1		Used

N1 Party Identification

Pos: 3100   **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

CodeList Summary (Total Codes: 1500, Included: 5)

Code	Name
AG	Agent/Agency
BT	Bill-to-Party

> **User Note 1:**
>
> *Cornerstone legal entity that needs to be included on the invoice.*

SO	Sold To If Different From Bill To
ST	Ship To

> **User Note 1:**
>
> *Mandatory*

VN	Vendor

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N102	93	**Name**	X	AN	1/60	Used

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)

CodeList Summary (Total Codes: 241, Included: 1)

Code	Name
92	Assigned by Buyer or Buyer's Agent

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

User Note 1: *Used when N101 = ST and this is shipping to a store or DC.*

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 **Party Location**

Pos: 3300	**Max: 2**
Heading - Conditional	
Loop: N1	**Elements: 2**

User Option (Usage): Used

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				

User Note 1:

Will always be provided when N101 = ST

N4   Geographic Location

Pos: 3400   Max: 1
Heading - Conditional
Loop: N1   Elements: 4

User Option (Usage): Used

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**	O	ID	2/2	Used

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

User Note 1: *Will always be provided for US addresses.*

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

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

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N404	26	**Country Code**	O	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.

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.

User Note 1:

Will always be provided when N101 = ST

PER   Administrative Communications Contact

User Option (Usage): Used

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	366	**Contact Function Code**	M	ID	2/2	Must use

Description: Code identifying the major duty or responsibility of the person or group named

CodeList Summary (Total Codes: 238, Included: 1)

Code Name
IC   Information Contact

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER02	93	**Name**	O	AN	1/60	Used

Description: Free-form name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER03	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 42, Included: 1)

Code Name
TE   Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER04	364	**Communication Number**	X	AN	1/256	Used

Description: Complete communications number including country or area code when applicable

Syntax Rules:

1. P0304 - If either PER03 or PER04 is present, then the other is required.
2. P0506 - If either PER05 or PER06 is present, then the other is required.
3. P0708 - If either PER07 or PER08 is present, then the other is required.

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:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
0100	PO1	Baseline Item Data	M	1		Must use
0500		Loop PID	M		10	Must use
0900	PO4	Item Physical Details	O	1		Used
2100	DTM	Date/Time Reference	C	10		Used
3300		Loop N9	O		1000	Used

PO1 **Baseline Item Data**

<div style="border:1px solid black">

Pos: 0100   **Max: 1**

Detail - Mandatory

Loop: PO1   **Elements: 10**

</div>

User Option (Usage): Must use

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO101	350	**Assigned Identification**	M	AN	1/20	Must use

Description: Alphanumeric characters assigned for differentiation within a transaction set

User Note 1: *The purchase order line sequence number must be returned on return transactions.*

PO102	380	**Quantity**	M	R	1/15	Must use

Description: Numeric value of quantity

PO103	355	**Unit or Basis for Measurement Code**	M	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, Included: 1)

Code	Name
EA	Each

PO104	212	**Unit Price**	M	R	1/17	Must use

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

PO106	235	**Product/Service ID Qualifier**	M	ID	2/2	Must use

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

CodeList Summary (Total Codes: 519, Included: 1)

Code	Name
SK	Stock Keeping Unit (SKU)

User Note 1:

Cornerstone assigned SKU number

PO107	234	**Product/Service ID**	M	AN	1/48	Must use

Description: Identifying number for a product or service

PO108	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)

CodeList Summary (Total Codes: 519, Included: 1)

Code	Name
VN	Vendor's (Seller's) Item Number

PO109	234	**Product/Service ID**	X	AN	1/48	Used

Description: Identifying number for a product or service

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO110	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)

CodeList Summary (Total Codes: 519, Included: 1)

Code **Name**

UP   UCC - 12

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PO111	234	**Product/Service ID**	X	AN	1/48	Used

Description: Identifying number for a product or service

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.

Comments:

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: 10**
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:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
0500	PID	Product/Item Description	M	1		Must use

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

CodeList Summary (Total Codes: 3, Included: 1)

Code	Name
F	Free-form

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID02	750	**Product/Process Characteristic Code**	O	ID	2/3	Used

Description: Code identifying the general class of a product or process characteristic

CodeList Summary (Total Codes: 238, Included: 1)

Code	Name
08	Product

Ref	Id	Element Name	Req	Type	Min/Max	Usage
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.

PO4 Item Physical Details

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

User Option (Usage): Used

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
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

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.

Comments:

1. 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.

DTM **Date/Time Reference**

Pos: 2100	**Max: 10**
Detail - Conditional	
Loop: PO1	**Elements: 2**

User Option (Usage): Used
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

   CodeList Summary (Total Codes: 1280, Included: 1)

   Code Name
   010   Requested Ship

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

   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:

One of either header or detail level ship date will always be provided. If both are present the detail level date should take precedence.

Loop Extended Reference Information

<table>
<tr><td>Pos: 3300</td><td>Repeat: 1000</td></tr>
<tr><td colspan="2">Optional</td></tr>
<tr><td>Loop: N9</td><td>Elements: N/A</td></tr>
</table>

User Option (Usage): Used

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

Loop Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
3300	N9	Extended Reference Information	O	1		Used
3400	MTX	Text	O	>1		Used

N9 Extended Reference Information

Pos: 3300   Max: 1
Detail - Optional
Loop: N9   Elements: 2

User Option (Usage): Used

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

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N901	128	**Reference Identification Qualifier**	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

CodeList Summary (Total Codes: 1731, Included: 1)

Code Name

L1   Letters or Notes

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N902	127	**Reference Identification**	X	AN	1/50	Used

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

User Note 1: *The following codes will be sent in the N902 and will define the type of message in MXT02:*

- CCG: Customization

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

<div>

Pos: 3400   **Max: >1**

Detail - Optional

Loop: N9   **Elements: 1**

</div>

User Option (Usage): Used
Purpose: To specify textual data

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
MTX02	1551	**Textual Data**	X	AN	1/4096	Used

Description: To transmit large volumes of message text

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.

User Note 1:

If items are being customized (colors, personalization ect) those details will be sent in the MTX02, with N902 = CCG.

Loop Transaction Totals

Pos: 0100   Repeat: 1
Optional
Loop: CTT   Elements: N/A

User Option (Usage): Used
Purpose: To transmit a hash total for a specific element in the transaction set

Loop Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
0100	CTT	Transaction Totals	O	1		Used

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:

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

<div style="border: 1px solid black;">
Pos: 0300   Max: 1

Summary - Mandatory

Loop: N/A   Elements: 2
</div>

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

Ref	Id	Element Name	Req	Type	Min/Max	Usage
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.