

850 Purchase Order

Functional Group ID=**PO**

Introduction:

This Draft Standard for Trial Use 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.

Notes:

Version 1.1 changes to specifications dated May 24, 2004

ISS02 and ISS04 have been added

Version 1.2 changes to specifications dated June 14, 2004

ISS05 and ISS06 information has been added.

GS08 information has been added.

Information has been added for N102 where N101 = ST

Version 1.3 changes to specifications dated November 15, 2004

N901 has been changed to AH

N902 has been added and contains the Purchase Order Number

Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
	0010	ISA	Interchange Control Header	O	1		
	0020	GS	Functional Group Header	O	1		
M	0100	ST	Transaction Set Header	M	1		
M	0200	BEG	Beginning Segment for Purchase Order	M	1		
	0400	CUR	Currency	O	1		
	0500	REF	Reference Identification	O	>1		
	0600	PER	Administrative Communications Contact	O	3		
	0800	FOB	F.O.B. Related Instructions	O	>1		
	1100	CSH	Sales Requirements	O	5		
						25	
	1200	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
M	1300	ITD	Terms of Sale/Deferred Terms of Sale	M	>1		

1500	DTM	Date/Time Reference	O	10
2400	TD5	Carrier Details (Routing Sequence/Transit Time)	O	>1
LOOP ID - N9				1000
2950	N9	Reference Identification	O	1
3000	MTX	Text	O	>1
LOOP ID - N1				200
3100	N1	Name	O	1
3300	N3	Address Information	O	2
3400	N4	Geographic Location	O	>1

Detail:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			LOOP ID - PO1			100000	
M	0100	PO1	Baseline Item Data	M	1		n1
			LOOP ID - PID			1000	
	0500	PID	Product/Item Description	O	1		
M	0510	PID	Product/Item Description	M	1		

Summary:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
			LOOP ID - CTT			1	
	0100	CTT	Transaction Totals	O	1		n2
	0200	AMT	Monetary Amount	O	1		n3
M	0300	SE	Transaction Set Trailer	M	1		
	0310	GE	Functional Group Trailer	O	1		
	0305	IEA	Interchange Control Trailer	O	1		

Transaction Set Notes

1. PO102 is required.
2. 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. If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

Segment: **ISA** Interchange Control Header
Position: 0010
Loop:
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To start and identify an interchange of zero or more functional groups and interchange-related control segments

Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	ISA01	I01	Authorization Information Qualifier	M 1 ID 2/2
			Code identifying the type of information in the Authorization Information	
			00 No Authorization Information Present (No Meaningful Information in I02)	
M	ISA02	I02	Authorization Information	M 1 AN 10/10
			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)	
M	ISA03	I03	Security Information Qualifier	M 1 ID 2/2
			Code identifying the type of information in the Security Information	
			00 No Security Information Present (No Meaningful Information in I04)	
M	ISA04	I04	Security Information	M 1 AN 10/10
			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)	
M	ISA05	I05	Interchange ID Qualifier	M 1 ID 2/2
			Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified	
			12	
			12 Phone (Telephone Companies)	
M	ISA06	I06	Interchange Sender ID	M 1 AN 15/15
			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	
			9739830888	
M	ISA07	I05	Interchange ID Qualifier	M 1 ID 2/2
			Code indicating the system/method of code structure used to designate the	

sender or receiver ID element being qualified

Refer to 004030 Data Element Dictionary for acceptable code values.

M	ISA08	I07	Interchange Receiver ID	M 1 AN 15/15
			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	
M	ISA09	I08	Interchange Date	M 1 DT 6/6
			Date of the interchange	
M	ISA10	I09	Interchange Time	M 1 TM 4/4
			Time of the interchange	
M	ISA11	I65	Repetition Separator	M 1 AN 1/1
			Type is not applicable; the repetition separator is a delimiter and not a data element; this field provides the delimiter used to separate repeated occurrences of a simple data element or a composite data structure; this value must be different than the data element separator, component element separator, and the segment terminator	
M	ISA12	I11	Interchange Control Version Number	M 1 ID 5/5
			Code specifying the version number of the interchange control segments Refer to 004030 Data Element Dictionary for acceptable code values.	
M	ISA13	I12	Interchange Control Number	M 1 N0 9/9
			A control number assigned by the interchange sender	
M	ISA14	I13	Acknowledgment Requested	M 1 ID 1/1
			Code indicating sender's request for an interchange acknowledgment Refer to 004030 Data Element Dictionary for acceptable code values.	
M	ISA15	I14	Usage Indicator	M 1 ID 1/1
			Code indicating whether data enclosed by this interchange envelope is test, production or information Refer to 004030 Data Element Dictionary for acceptable code values.	
M	ISA16	I15	Component Element Separator	M 1 AN 1/1
			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	

Segment: **GS Functional Group Header**
Position: 0020
Loop:
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To indicate the beginning of a functional group and to provide control information
Syntax Notes:
Semantic Notes:

- 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.

Data Element Summary

Ref.	Data	Attributes
Des.	Element Name	Attributes
M	GS01 479 Functional Identifier Code	M 1 ID 2/2
	Code identifying a group of application related transaction sets Refer to 004030 Data Element Dictionary for acceptable code values.	
M	GS02 142 Application Sender's Code	M 1 AN 2/15
	Code identifying party sending transmission; codes agreed to by trading partners	
M	GS03 124 Application Receiver's Code	M 1 AN 2/15
	Code identifying party receiving transmission; codes agreed to by trading partners	
M	GS04 373 Date	M 1 DT 8/8
	Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	
M	GS05 337 Time	M 1 TM 4/8
	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)	
M	GS06 28 Group Control Number	M 1 N0 1/9
	Assigned number originated and maintained by the sender	
M	GS07 455 Responsible Agency Code	M 1 ID 1/2
	Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480 Refer to 004030 Data Element Dictionary for acceptable code values.	

Segment: **ST** Transaction Set Header

Position: 0100

Loop:

Level: Heading

Usage: Mandatory

Max Use: 1

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

Syntax Notes:

Semantic Notes:

- 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.

Comments:

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction Set Refer to 004030 Data Element Dictionary for acceptable code values.	M 1 ID 3/3
M	ST02	329	Transaction Set Control Number Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M 1 AN 4/9
	ST03	1705	Implementation Convention Reference Reference assigned to identify Implementation Convention	O 1 AN 1/35

Segment: **BEG** Beginning Segment for Purchase Order
Position: 0200
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates

Syntax Notes:

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

Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
M	BEG01	353 Transaction Set Purpose Code	M 1 ID 2/2
		Code identifying purpose of transaction set Refer to 004030 Data Element Dictionary for acceptable code values.	
M	BEG02	92 Purchase Order Type Code	M 1 ID 2/2
		Code specifying the type of Purchase Order Refer to 004030 Data Element Dictionary for acceptable code values.	
M	BEG03	324 Purchase Order Number	M 1 AN 1/22
		Identifying number for Purchase Order assigned by the orderer/purchaser	
M	BEG05	373 Date	M 1 DT 8/8
		Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	

Segment: **CUR** Currency

Position: 0400

Loop:

Level: Heading

Usage: Optional

Max Use: 1

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

Syntax Notes:

- 1 If CUR08 is present, then CUR07 is required.
- 2 If CUR09 is present, then CUR07 is required.
- 3 If CUR10 is present, then at least one of CUR11 or CUR12 is required.
- 4 If CUR11 is present, then CUR10 is required.
- 5 If CUR12 is present, then CUR10 is required.
- 6 If CUR13 is present, then at least one of CUR14 or CUR15 is required.
- 7 If CUR14 is present, then CUR13 is required.
- 8 If CUR15 is present, then CUR13 is required.
- 9 If CUR16 is present, then at least one of CUR17 or CUR18 is required.
- 10 If CUR17 is present, then CUR16 is required.
- 11 If CUR18 is present, then CUR16 is required.
- 12 If CUR19 is present, then at least one of CUR20 or CUR21 is required.
- 13 If CUR20 is present, then CUR19 is required.
- 14 If CUR21 is present, then CUR19 is required.

Semantic Notes:

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

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	CUR01	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BY Buying Party (Purchaser)	M 1 ID 2/3
M	CUR02	100	Currency Code Code (Standard ISO) for country in whose currency the charges are specified USD US Dollars	M 1 ID 3/3

Segment: **REF** Reference Identification
Position: 0500
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify identifying information
Syntax Notes:

- 1 At least one of REF02 or REF03 is required.
- 2 If either C04003 or C04004 is present, then the other is required.
- 3 If either C04005 or C04006 is present, then the other is required.

Semantic Notes:

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

Comments:

Data Element Summary

Ref.	Data			Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>		
M	REF01	128	Reference Identification Qualifier	M 1 ID 2/3
		Code qualifying the Reference Identification		
		DP	Department Number	
		IA	Internal Vendor Number	
		MR	Merchandise Type Code	
	REF02	127	Reference Identification	X 1 AN 1/50
		Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		

Segment: **PER Administrative Communications Contact**
Position: 0600
Loop:
Level: Heading
Usage: Optional
Max Use: 3
Purpose: To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	PER01	366	Contact Function Code Code identifying the major duty or responsibility of the person or group named BD Buyer Name or Department	M 1 ID 2/2
	PER02	93	Name Free-form name	O 1 AN 1/60
	PER03	365	Communication Number Qualifier Code identifying the type of communication number TE Telephone	X 1 ID 2/2
	PER04	364	Communication Number Complete communications number including country or area code when applicable	X 1 AN 1/256

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

Position: 0800

Loop:

Level: Heading

Usage: Optional

Max Use: >1

Purpose: To specify transportation instructions relating to shipment

- Syntax Notes:**
- 1 If FOB03 is present, then FOB02 is required.
 - 2 If FOB04 is present, then FOB05 is required.
 - 3 If FOB07 is present, then FOB06 is required.
 - 4 If FOB08 is present, then FOB09 is required.

- Semantic Notes:**
- 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.

Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
M	FOB01	146 Shipment Method of Payment Code identifying payment terms for transportation charges CC Collect PC Prepaid but Charged to Customer PP Prepaid (by Seller)	M 1 ID 2/2
	FOB02	309 Location Qualifier Code identifying type of location Refer to 004030 Data Element Dictionary for acceptable code values.	X 1 ID 1/2
	FOB03	352 Description A free-form description to clarify the related data elements and their content	O 1 AN 1/80

Segment: **CSH Sales Requirements**

Position: 1100

Loop:

Level: Heading

Usage: Optional

Max Use: 5

Purpose: To specify general conditions or requirements of the sale

Syntax Notes:

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

Semantic Notes:

- 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.

Comments:

Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
CSH01	563	Sales Requirement Code	O 1 ID 1/2
		Code to identify a specific requirement or agreement of sale	
		Refer to 004030 Data Element Dictionary for acceptable code values.	

Segment: **SAC** Service, Promotion, Allowance, or Charge Information
Position: 1200
Loop: SAC Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

- Syntax Notes:**
- 1 At least one of SAC02 or SAC03 is required.
 - 2 If either SAC03 or SAC04 is present, then the other is required.
 - 3 If either SAC06 or SAC07 is present, then the other is required.
 - 4 If either SAC09 or SAC10 is present, then the other is required.
 - 5 If SAC11 is present, then SAC10 is required.
 - 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.
 - 7 If SAC14 is present, then SAC13 is required.
 - 8 If SAC16 is present, then SAC15 is required.

- Semantic Notes:**
- 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. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
 - 3 SAC08 is the allowance or charge rate per unit.
 - 4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
 - 5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
 - 6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
 - 7 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 with SAC03 to further define 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.

Data Element Summary

	Ref.	Data		Attributes		
		Des.	Element Name			
M	SAC01	248	Allowance or Charge Indicator	M	1	ID 1/1
			Code which indicates an allowance or charge for the service specified Refer to 004030 Data Element Dictionary for acceptable code values.			
	SAC02	1300	Service, Promotion, Allowance, or Charge Code	X	1	ID 4/4

Code identifying the service, promotion, allowance, or charge

A170	Adjustments
A250	Advances
A260	Advertising Allowance
A310	Air Express Charge
A930	Carrier Credit Allowance
A940	Carrier Debit Allowance
B230	COD Amount
B240	COD Charges
B800	Credit
B950	Damaged Merchandise
C000	Defective Allowance
C300	Discount - Special
C420	Drayage
C440	Driver Assisted Unloading
D240	Freight
D270	Fuel Surcharge
D500	Handling
D820	Inside Delivery
D920	Insurance Fee
E730	New Item Allowance
E740	New Store Allowance
E750	New Store Discount
E760	New Warehouse Discount
F730	Priority Service
F800	Promotional Allowance
F810	Promotional Discount
F970	Rebate
G160	Redelivery
G240	Refund
G470	Restocking Charge
H000	Special Allowance
H400	Stopcharge
H600	Tank Rental
H730	Tax - Local Sales Tax
	All applicable sales taxes by taxing authorities below the State level
H750	Tax - Sales Tax (State and Local)
I500	Vendor Freight
I530	Volume Discount

SAC05 610 Amount

O 1 N2 1/15

		Monetary amount			
SAC06	378	Allowance/Charge Percent Qualifier	X	1	ID 1/1
		Code indicating on what basis allowance or charge percent is calculated Refer to 004030 Data Element Dictionary for acceptable code values.			
SAC07	332	Percent	X	1	R 1/6
		Percent expressed as a percent			
SAC09	355	Unit or Basis for Measurement Code	X	1	ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004030 Data Element Dictionary for acceptable code values.			
SAC10	380	Quantity	X	1	R 1/15
		Numeric value of quantity			
SAC11	380	Quantity	O	1	R 1/15
		Numeric value of quantity			
SAC12	331	Allowance or Charge Method of Handling Code	O	1	ID 2/2
		Code indicating method of handling for an allowance or charge Refer to 004030 Data Element Dictionary for acceptable code values.			
SAC15	352	Description	X	1	AN 1/80
		A free-form description to clarify the related data elements and their content			

Segment: **ITD** Terms of Sale/Deferred Terms of Sale

Position: 1300

Loop:

Level: Heading

Usage: Mandatory

Max Use: >1

Purpose: To specify terms of sale

Syntax Notes:

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

Semantic Notes:

- 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.

Data Element Summary

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
M	ITD01	336	Terms Type Code Code identifying type of payment terms Refer to 004030 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
	ITD02	333	Terms Basis Date Code Code identifying the beginning of the terms period Refer to 004030 Data Element Dictionary for acceptable code values.	O 1 ID 1/2
M	ITD12	352	Description A free-form description to clarify the related data elements and their content Party City Defined Description For an updated list or answers to questions, please contact Nancy Higgins at (973) 983-0888 ext 215	M 1 AN 1/80

Segment: **DTM** Date/Time Reference

Position: 1500

Loop:

Level: Heading

Usage: Optional

Max Use: 10

Purpose: To specify pertinent dates and times

- Syntax Notes:**
- 1 At least one of DTM02 DTM03 or DTM05 is required.
 - 2 If DTM04 is present, then DTM03 is required.
 - 3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes:

Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	DTM01	374	Date/Time Qualifier	M 1 ID 3/3
			Code specifying type of date or time, or both date and time	
			001 Cancel After	
			002 Delivery Requested	
			063 Do Not Deliver After	
			064 Do Not Deliver Before	
M	DTM02	373	Date	M 1 DT 8/8
			Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	

Segment: **TD5** Carrier Details (Routing Sequence/Transit Time)

Position: 2400

Loop:

Level: Heading

Usage: Optional

Max Use: >1

Purpose: To specify the carrier and sequence of routing and provide transit time information

Syntax Notes: 1 At least one of TD502 TD504 TD505 TD506 or TD512 is required.

2 If TD502 is present, then TD503 is required.

3 If TD507 is present, then TD508 is required.

4 If TD510 is present, then TD511 is required.

5 If TD513 is present, then TD512 is required.

6 If TD514 is present, then TD513 is required.

7 If TD515 is present, then TD512 is required.

Semantic Notes: 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.

Data Element Summary

<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
<u>Des.</u>	<u>Element</u>	<u>Name</u>	
TD505	387	Routing	X 1 AN 1/35
		Free-form description of the routing or requested routing for shipment, or the originating carrier's identity	

Segment: **N9 Reference Identification**
Position: 2950
Loop: N9 Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes:

- 1 At least one of N902 or N903 is required.
- 2 If N906 is present, then N905 is required.
- 3 If either C04003 or C04004 is present, then the other is required.
- 4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes:

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

Comments:

Data Element Summary

Ref.	Data	<u>Attributes</u>		
<u>Des.</u>	<u>Element</u>	<u>Name</u>		
M	N901	128	Reference Identification Qualifier Code qualifying the Reference Identification AH Agreement Number	M 1 ID 2/3
	N902	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Party City will populate this field with the Purchase Order Number	X 1 AN 1/50

Segment: **MTX** Text
Position: 3000
Loop: N9 Optional
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify textual data
Syntax Notes:

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

Semantic Notes:

- 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.

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u> <u>Name</u>	
MTX02	1551 Message Text To transmit large volumes of message text	X 1 AN 1/4096
MTX03	1551 Message Text To transmit large volumes of message text	O 1 AN 1/4096

Segment: **N1** Name
Position: 3100
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:

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

Semantic Notes:

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.

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BT Bill-to-Party ST Ship To	M 1 ID 2/3
M	N102	93	Name Free-form name N101=ST then N102 will have the name of the Party City Store	M 1 AN 1/60
M	N103	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) 92 Assigned by Buyer or Buyer's Agent	M 1 ID 1/2
M	N104	67	Identification Code Code identifying a party or other code	M 1 AN 2/80

Segment: N3 Address Information
Position: 3300
Loop: N1 Optional
Level: Heading
Usage: Optional
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	Ref. Des.	Data		<u>Attributes</u>		
		<u>Element</u>	<u>Name</u>			
M	N301	166	Address Information Address information	M	1	AN 1/55
	N302	166	Address Information Address information	O	1	AN 1/55

Segment: **N4 Geographic Location**

Position: 3400

Loop: N1 Optional

Level: Heading

Usage: Optional

Max Use: >1

Purpose: To specify the geographic place of the named party

- Syntax Notes:**
- 1 Only one of N402 or N407 may be present.
 - 2 If N406 is present, then N405 is required.
 - 3 If N407 is present, then N404 is required.

Semantic Notes:

- 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.

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
N401	19	City Name Free-form text for city name	O 1 AN 2/30
N402	156	State or Province Code Code (Standard State/Province) as defined by appropriate government agency	X 1 ID 2/2
N403	116	Postal Code Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O 1 ID 3/15
N404	26	Country Code Code identifying the country	O 1 ID 2/3

Segment: **PO1** **Baseline Item Data**

Position: 0100

Loop: PO1 Mandatory

Level: Detail

Usage: Mandatory

Max Use: 1

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

- Syntax Notes:**
- 1 If PO103 is present, then PO102 is required.
 - 2 If PO105 is present, then PO104 is required.
 - 3 If either PO106 or PO107 is present, then the other is required.
 - 4 If either PO108 or PO109 is present, then the other is required.
 - 5 If either PO110 or PO111 is present, then the other is required.
 - 6 If either PO112 or PO113 is present, then the other is required.
 - 7 If either PO114 or PO115 is present, then the other is required.
 - 8 If either PO116 or PO117 is present, then the other is required.
 - 9 If either PO118 or PO119 is present, then the other is required.
 - 10 If either PO120 or PO121 is present, then the other is required.
 - 11 If either PO122 or PO123 is present, then the other is required.
 - 12 If either PO124 or PO125 is present, then the other is required.

Semantic Notes:

- 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.

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u> <u>Name</u>	
PO101	350 Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set	O 1 AN 1/20
PO102	330 Quantity Ordered Quantity ordered	X 1 R 1/15
M PO103	355 Unit or Basis for Measurement Code Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Will always be ZZ. Party City UOM will be sent in the PID segment as noted below Refer to 004030 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
PO104	212 Unit Price Price per unit of product, service, commodity, etc.	X 1 R 1/17
PO106	235 Product/Service ID Qualifier	X 1 ID 2/2

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

SK Stock Keeping Unit (SKU)

UP UCC - 12

Data structure for the 12 digit EAN.UCC (EAN International.Uniform Code Council) Global Trade Identification Number (GTIN). Also known as the Universal Product Code (U.P.C.)

VN Vendor's (Seller's) Item Number

PO107 234 Product/Service ID X 1 AN 1/48

Identifying number for a product or service

PO108 235 Product/Service ID Qualifier X 1 ID 2/2

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

SK Stock Keeping Unit (SKU)

UP UCC - 12

Data structure for the 12 digit EAN.UCC (EAN International.Uniform Code Council) Global Trade Identification Number (GTIN). Also known as the Universal Product Code (U.P.C.)

VN Vendor's (Seller's) Item Number

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

Identifying number for a product or service

PO110 235 Product/Service ID Qualifier X 1 ID 2/2

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

SK Stock Keeping Unit (SKU)

UP UCC - 12

Data structure for the 12 digit EAN.UCC (EAN International.Uniform Code Council) Global Trade Identification Number (GTIN). Also known as the Universal Product Code (U.P.C.)

VN Vendor's (Seller's) Item Number

PO111 234 Product/Service ID X 1 AN 1/48

Identifying number for a product or service

Segment: **PID** Product/Item Description

Position: 0500

Loop: PID Optional

Level: Detail

Usage: Optional

Max Use: 1

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

Syntax Notes:

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

Semantic Notes:

- 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.

Data Element Summary

	Ref. <u>Des.</u>	Data		<u>Attributes</u>	
		<u>Element</u>	<u>Name</u>		
M	PID01	349	Item Description Type	M	1 ID 1/1
			Code indicating the format of a description		
			F Free-form		
	PID05	352	Description	X	1 AN 1/80
			A free-form description to clarify the related data elements and their content		

Segment: **PID** Product/Item Description

Position: 0510

Loop: PID Optional

Level: Detail

Usage: Mandatory

Max Use: 1

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

- Syntax Notes:**
- 1 If PID04 is present, then PID03 is required.
 - 2 At least one of PID04 or PID05 is required.
 - 3 If PID07 is present, then PID03 is required.
 - 4 If PID08 is present, then PID04 is required.
 - 5 If PID09 is present, then PID05 is required.

- Semantic Notes:**
- 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.

Notes: This segment will contain the case Pack Quantity.

Data Element Summary

Ref.	Data		Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	
M	PID01	349 Item Description Type Code indicating the format of a description F Free-form	M 1 ID 1/1
	PID02	750 Product/Process Characteristic Code Code identifying the general class of a product or process characteristic 74 Vendor size description	O 1 ID 2/3
	PID05	352 Description A free-form description to clarify the related data elements and their content This element will contain the case Pack Quantity. For an updated list or answers to questions, please contact Nancy Higgins at (973) 983-0888 ext 215	X 1 AN 1/80
		10 10PK	
		24 24PK	
		48 48PK	

72	72PK
100	100PK
1000	1000PK

Segment: **CTT** Transaction Totals

Position: 0100

Loop: CTT Optional

Level: Summary

Usage: Optional

Max Use: 1

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

Syntax Notes: 1 If either CTT03 or CTT04 is present, then the other is required.

2 If either CTT05 or CTT06 is present, then the other is required.

Semantic Notes:

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

Data Element Summary

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
M	CTT01	354	Number of Line Items	M 1 N0 1/6
			Total number of line items in the transaction set	

Segment: **AMT** Monetary Amount
Position: 0200
Loop: CTT Optional
Level: Summary
Usage: Optional
Max Use: 1
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
M	AMT01	522	Amount Qualifier Code Code to qualify amount Refer to 004030 Data Element Dictionary for acceptable code values.	M 1 ID 1/3
M	AMT02	782	Monetary Amount Monetary amount	M 1 R 1/18

Segment: **SE** Transaction Set Trailer
Position: 0300
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
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)

Syntax Notes:

Semantic Notes:

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

Data Element Summary

	Ref.	Data		Attributes
		<u>Des.</u>	<u>Element Name</u>	
M	SE01	96	Number of Included Segments	M 1 N0 1/10
			Total number of segments included in a transaction set including ST and SE segments	
M	SE02	329	Transaction Set Control Number	M 1 AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	

Segment: **GE** Functional Group Trailer
Position: 0310
Loop:
Level: Summary
Usage: Optional
Max Use: 1
Purpose: To indicate the end of a functional group and to provide control information
Syntax Notes:
Semantic Notes: 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.

Data Element Summary

	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	GE01	97	Number of Transaction Sets Included	M 1 N0 1/6
			Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element	
M	GE02	28	Group Control Number	M 1 N0 1/9
			Assigned number originated and maintained by the sender	

Segment: **IEA** Interchange Control Trailer
Position: 0305
Loop:
Level: Summary
Usage: Optional
Max Use: 1
Purpose: To define the end of an interchange of zero or more functional groups and interchange-related control segments

Syntax Notes:
Semantic Notes:
Comments:

Data Element Summary

	Ref. <u>Des.</u>	Data		<u>Attributes</u>
		<u>Element</u>	<u>Name</u>	
M	IEA01	I16	Number of Included Functional Groups A count of the number of functional groups included in an interchange	M 1 N0 1/5
M	IEA02	I12	Interchange Control Number A control number assigned by the interchange sender	M 1 N0 9/9