## T TechData/

# 810 Vendor Invoice Implementation Guideline 

## Version: 4010 Final

Created: 4/15/2013
Modified: 5/29/2013

## 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.

Heading:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 010 | ST | Transaction Set Header | M | 1 |  |  |
| 020 | BIG | Beginning Segment for Invoice | M | 1 |  |  |
| 030 | NTE | Note/Special Instruction | O | 100 |  |  |
| 040 | CUR | Currency | M | 1 |  |  |
| 050 | REF | Reference Identification | 0 | 12 |  |  |
| L00 |  |  |  |  | 200 |  |
| 070 | N1 | Name | 0 | 1 |  |  |
| 080 | N2 | Additional Name Information | 0 | 2 |  |  |
| 090 | N3 | Address Information | 0 | 2 |  |  |
| 100 | N4 | Geographic Location | 0 | 1 |  |  |
| 130 | ITD | Terms of Sale/Deferred Terms of Sale | 0 | 5 |  |  |
| 140 | DTM | Date/Time Reference | 0 | 10 |  |  |

Detail:

| Pos | Id | Segment Name | Req | Max Use | Repeat | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| LOO |  |  | $\underline{200000}$ |  |  |  |
| 010 | IT1 | Baseline Item Data (Invoice) | 0 | 1 |  |  |
| L00 | PID |  |  |  | 1000 |  |
| 060 | PID | Product/Item Description | 0 | 1 |  |  |
| 120 | REF | Reference Identification | 0 | $>1$ |  |  |



## 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.

## Transaction Set Header

| Pos: 010 | Max: 1 |
| :---: | :---: |
| Heading | Mandatory |
| Loop: N/A | Elements: 2 |

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 |
| ST01 | 143 | Transaction Set Identifier Code | M | ID | 3/3 |
|  |  | Description: Code uniquely identify |  |  |  |
|  |  | CodeList Summary (Total Codes: |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | 810 Invoice |  |  |  |
| ST02 | 329 | Transaction Set Control Number | M | AN | 4/9 |

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

## Beginning Segment for Invoice

Pos: 020
Max: 1
Heading - Mandatory
Loop: N/A
Elements: 6

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 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| BIG01 | 373 | Date | M | DT | 8/8 |
| Description: Date expressed as CCYYMMDD |  |  |  |  |  |
| BIG02 | 76 | Invoice Number | M | AN | 1/22 |
| Description: Identifying number assigned by issuer |  |  |  |  |  |
| BIG03 | 373 | Date | 0 | DT | 8/8 |
| Description: Date expressed as CCYYMMDD |  |  |  |  |  |
| BIG04 | 324 | Purchase Order Number | 0 | AN | 1/22 |
| Description: Identifying number for Purchase Order assigned by the orderer/purchaser |  |  |  |  |  |
| BIG07 | 640 | Transaction Type Code | O | ID | 2/2 |
| Description: Code specifying the type of transaction |  |  |  |  |  |
| CodeList Summary (Total Codes: 446, Included: 2) |  |  |  |  |  |
| Code Name |  |  |  |  |  |
|  |  | CR Credit Memo |  |  |  |
|  |  | Credit Memos sent electronically MUST reference a Tech Data purchase order. Any other credit memos cannot be sent via EDI. |  |  |  |
| IN Inquiry |  |  |  |  |  |
| BIG08 | 353 | Transaction Set Purpose Code | 0 | ID | 2/2 |
| Description: Code identifying purpose of transaction set |  |  |  |  |  |
| CodeList Summary (Total Codes: 65, Included: 1) |  |  |  |  |  |
| Code Name |  |  |  |  |  |
|  |  | 00 Original |  |  |  |

## Comments:

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

Note/Special Instruction

| Pos: 030 | Max: 100 |
| :---: | :---: |
| Heading - Optional |  |
| Loop: N/A | Elements: 2 |

Purpose: To transmit information in a free-form format, if necessary, for comment or special instruction

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Ref | Id | Element Name | Req | Type | Min/Max |
| NTE01 | 363 | Note Reference Code | $\bigcirc$ | ID | 3/3 |
|  |  | Description: Code identifying the functional area or purpose for which the note applies |  |  |  |
|  |  | CodeList Summary (Total Codes: 241, Included: 1) |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | OTH Other I |  |  |  |
| NTE02 | 352 | Description | M | AN | 1/60 |

## Comments:

1. The NTE segment permits free-form information/data which, under ANSI X12 standard implementations, is not machine processable. The use of the NTE segment should therefore be avoided, if at all possible, in an automated environment.

## CUR <br> Currency

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

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

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max |
| :---: | :---: | :---: | :---: | :---: | :---: |
| CUR01 | 98 | Entity Identifier Code | M | ID | 2/2 |
|  |  | Description: Code identifying an organizational entity, a physical location, property or an individual |  |  |  |
|  |  | CodeList Summary (Total Codes: 1312, Included: 1) |  |  |  |
|  |  | Code Name | Name |  |  |
|  |  | SE Selling Party |  |  |  |
| CUR02 | 100 | Currency Code | M | ID | 3/3 |
|  |  | Description: Code (Standard ISO) for country in whose currency the charges are specified User: <br> USD = US Dollars <br> CAD = Canadian Dollars |  |  |  |

## 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 Identification

Purpose: To specify identifying information

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| RefREF01 | Id | Element Name | Req | Type | Min/Max |
|  | 128 | Reference Identification Qualifier | M | ID | 2/2 |
|  |  | Description: Code qualifying the R |  |  |  |
|  |  | CodeList Summary (Total Codes: |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | VN Vendor Order Num |  |  |  |
| REF02 | 127 | Reference Identification | C | AN | 1/30 |

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.

## Name

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

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

## Element Summary:



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.

## Additional Name Information

Purpose: To specify additional names or those longer than 35 characters in length

## Element Summary:

| Ref | $\frac{\text { Id }}{\text { N201 }}$ | 93 | Element Name | $\frac{\text { Req }}{\text { Name }}$ |
| :--- | :--- | :--- | :--- | :--- |
|  |  | Description: Free-form name | $\frac{\text { Type }}{\text { AN }}$ | $\frac{\text { Min/Max }}{1 / 35}$ |
| N202 | 93 | Name | O |  |
|  |  | Description: Free-form name | AN | $1 / 25$ |

## Address Information

Purpose: To specify the location of the named party

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Ref | Id | Element Name | Req | Type | Min/Max |
| N301 | 166 | Address Information | M | AN | 1/35 |
|  |  | Description: Address information |  |  |  |
| N302 | 166 | Address Information | 0 | AN | 1/35 |
|  |  | Description: Address information |  |  |  |

## Geographic Location

| Pos: 100 | Max: 1 |
| :--- | ---: |
| Heading-Optional |  |
| Loop: N 1 | Elements: 3 |

Purpose: To specify the geographic place of the named party

## Element Summary:

| Ref | $\underline{\text { Id }}$ | Element Name | Req | Type | Min/Max |
| :---: | :---: | :---: | :---: | :---: | :---: |
| N401 | 19 | City Name | O | AN | 2/35 |
|  |  | Description: Free-form |  |  |  |
| N402 | 156 | State or Province Code | 0 | ID | 2/2 |
|  |  | Description: Code (Stan | ent |  |  |
| N403 | 116 | Postal Code | O | ID | 3/9 |
|  |  | Description: Code definin States) |  | nks (z | for Unite |

## 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.

Terms of Sale/Deferred Terms of Sale

Purpose: To specify terms of sale

## Element Summary:



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

| ITD05 351 | Terms Discount Days Due | C | N0 $1 / 3$ |
| :--- | :--- | :--- | :--- | :--- |

ITD07 386

Description: Number of days in the terms discount period by which payment is due if terms discount is earned
386 Terms Net Days O N0 $1 / 3$
Description: Number of days until total invoice amount is due (discount not applicable)
ITD08
362
Terms Discount Amount O
N2
1/10
Description: Total amount of terms discount
ITD12 352
Description
O AN
$1 / 80$
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.

## 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 <br> Date/Time Reference

## Pos: 140

Heading - Optional
Loop: N/A
Max: 10

Elements: 2

Purpose: To specify pertinent dates and times

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max |
| :---: | :---: | :---: | :---: | :---: | :---: |
| DTM01 | 374 | Date/Time Qualifier | M | ID | 3/3 |
|  |  | Description: Code specifying type of date or time, or both date and time |  |  |  |
|  |  | CodeList Summary (Total Codes: 1112, Included: 1) |  |  |  |
|  |  | Code Nam |  |  |  |
|  |  | 017 Estim |  |  |  |
| DTM02 | 373 | Date | C | DT | 8/8 |
|  |  | 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. |  |  |  |  |  |

Baseline Item Data (Invoice)

Pos: 010
Max: 1
Detail - Optional
Loop: IT1
lements: 9

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

## Element Summary:



## 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.

## 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.

Product/Item Description

Pos: 060
Detail - Optional
Loop: PID
Elements: 2

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

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Ref | $\underline{\text { Id }}$ | Element Name | Req | Type | Min/Max |
| PID01 | 349 | Item Description Type | M | ID | 1/1 |
|  |  | Description: Code indic |  |  |  |
|  |  | CodeList Summary (To |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | $F$ Free-fo |  |  |  |
| PID05 | 352 | Description | C | AN | 1/80 |
|  |  | Description: A free-form | ir con |  |  |

## 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.

## 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.

## REF <br> Reference Identification

## Pos: 120

Detail - Optional
Loop: IT1
Elements: 2

Purpose: To specify identifying information

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Ref | Id | Element Name | Req | Type | Min/Max |
| REF01 | 128 | Reference Identification Qualifier | M | ID | 2/2 |
|  |  | Description: Code qualifying the Reference Identification |  |  |  |
|  |  | CodeList Summary (Total Codes: 1503, Included: 1) |  |  |  |
|  |  | Name |  |  |  |
|  |  | SE Serial Number |  |  |  |
| REF02 | 127 | Reference Identification | C | AN | 1/30 |
|  |  | 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

## User:

REF segment is required if the product is serialized.

## TDS <br> Total Monetary Value Summary

Purpose: To specify the total invoice discounts and amounts

## Element Summary:

| Ref | $\frac{\text { Id }}{\text { TDS01 }}$ |
| :--- | :--- |
| 610 |  |

610
Element Name
Req Type
Min/Max
1/15

Description: Monetary amount
User: Total Invoice Amount - amount of invoice (including charges, less allowances) before terms discount (if applicable).

## Comments:

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

## Tax Information

Purpose: To specify tax information

## Element Summary:



## 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.

## CAD <br> Carrier Detail

Purpose: To specify transportation details for the transaction

## Element Summary:



## Syntax Rules:

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

## User:

CAD is required if the product is tangible and the order is a 3rd party PO.

# Service, Promotion, Allowance, or Charge Information 

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

## Element Summary:

| Ref | Id | Element Name | Req | Type | Min/Max |
| :---: | :---: | :---: | :---: | :---: | :---: |
| SAC01 | 248 | Allowance or Charge Indicator | M | ID | 1/1 |
|  |  | Description: Code which indicates an allowance or charge for the service specified |  |  |  |
|  |  | CodeList Summary (Total Codes: 7, Included: 2) |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | Allowance |  |  |  |
|  |  | C Charge |  |  |  |
| SAC03 | 559 | Agency Qualifier Code | C | ID | 2/2 |
|  |  | Description: Code identifying the agency assigning the code values |  |  |  |
|  |  | CodeList Summary (Total Codes: 176, Included: 1) |  |  |  |
|  |  | Name |  |  |  |
|  |  | AX ANSI Accredited Standards Committee, X12 |  |  |  |
| SAC04 | 1301 | Agency Service, Promotion, Allowance, or Charge Code | C | AN | 1/3 |
|  |  | Description: Agency maintained code identifying the service, promotion, allowance, or charge User: |  | arge |  |
| SAC05 | 610 | Amount | 0 | N2 | 1/15 |
|  |  | Description: Monetary amount |  |  |  |
| SAC12 | 331 | Allowance or Charge Method of Handling Code | 0 | ID | 2/2 |
|  |  | Description: Code indicating method of handling for an allowance or charge |  |  |  |
|  |  | CodeList Summary (Total Codes: 22, Included: 2) |  |  |  |
|  |  | Code Name |  |  |  |
|  |  | 02 Off Invoice |  |  |  |
|  |  | 06 Charge to be Paid by Customer |  |  |  |

## 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.

## 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.

## CTT <br> Transaction Totals

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

| Element Summary: |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Ref | Id | Element Name | Req | Type | Min/Max |
| CTT01 | 354 | Number of Line Items | M | N0 | 1/6 |
| 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.

User:
Tech Data requires this segment to be sent.

## Transaction Set Trailer

| Pos: 080 | Max: 1 |
| :---: | :---: |
| Summary | Mandatory |
| Loop: N/A | Elements: 2 |

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)

| Ref | $\underline{\text { Id }}$ | Element Name | Req | Type | Min/Max |
| :---: | :---: | :---: | :---: | :---: | :---: |
| SE01 | 96 | Number of Included Segments | M | N0 | 1/10 |
|  |  | 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 |

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.
