

The Forzani Group LTD. Electronic Data Interchange (EDI) Implementation Guidelines ANSI X12 Version 5010

810 Invoice

Implementation Guide Version 1.3.2

Published: April 22, 2010

Introduction - Invoice – The Forzani Group LTD.

Business Purpose

The Forzani Group Ltd (FGL) will use this document to allow suppliers to transmit their invoices for products shipped against electronic or paper based purchase orders. Its purpose is to validate the supplier's invoice against the shipment and purchase order which will ensure accurate and timely payment to the supplier. An electronic invoice must be sent within 30 days of the shipment of goods.

Throughout this document, the term supplier and vendor are used interchangeably. Suppliers should also reference the FGL Vendors Standards Manua and the EDI Operations Manual for additional information on implementing EDI with FGL.

Change History

Date	Version	Description of Changes
November 30 th , 2007	Draft 1.0	Original Draft version Published
February 16 th , 2008	Version 1.0	Production version Published
October 31 st , 2008	Version 1.1	Update to production version 1.0
March 9 th , 2009	Version 1.2	Update to production version 1.1
July 21 st , 2009	Version 1.3.1	Update to production version 1.2
April 22, 2010	Version 1.4	Update to production version 1.4

Change History Detail

The following is an outline of the changes introduced in each version. It is intended to assist in the implementation but may not contain all changes implemented. Please refer back to the complete guidelines for implementation

Version 1.0

No changes to report.

Version 1.1

Segment	Position in Guideline	Data Element	Change	Qualifiers
BIG	0200	BIG02	Changed data type from AN 1/18 to AN 1/25	
CUR	0400	CUR02	Changed CUR code from 'CAN' to 'CAD'	
REF	0500		Added new REF segment with qualifier AGL – Order Origination Code. Identifies a BOOKING or REPEAT order.	AGL
PID	1600		New segment	
IT1	0100		Added PG qualifier in notes section	
TXI	0400		Added TXI segment at the detail level.	
SAC	1800	SAC15	Added SAC15 element at the detail level.	
SAC	0400	SAC15	Added SAC15 element at the summary level.	
n/a			Update example in Appendix	

Version 1.2

Cleaned up usage notes. Moved front matter, appendices and examples to separate document.

Segment	Position in Guideline	Data Element	Change	Qualifiers
BIG	0200	BIG02	Changed data type from AN 1/25 to AN 1/18. (Undoes change from version 1.1).	
BIG	0200	BIG03	Added BIG03 – purchase order date.	
REF	0500	REF02	Changed element from CONDITIONAL to MUST USE.	IA
REF	0502		Added segment for Bill of Lading.	BM
REF	0504	REF02	Changed element from CONDITIONAL to MUST USE.	AO
REF	0506	REF02	Changed segment from OPTIONAL to CONDITIONAL. Changed element from CONDITIONAL to MUST USE.	BB
REF	0508	REF02	Changed segment from OPTIONAL to CONDITIONAL. Changed element from CONDITIONAL to MUST USE. Values are BOOKING, REPEAT, OTHER	AGL
N1	0700	N102	Changed element from CONDITIONAL to MUST USE.	SU
N1	0710	N103/04	Changed elements from CONDITIONAL to MUST USE.	ST
DTM	1400	DTM02	Changed element from CONDITIONAL to MUST USE.	011
PID	1600		Changed segment from OPTIONAL to CONDITIONAL. Identifies Food, Merchandise or Store Supplies.	
IT1	0100	IT106	Added qualifier IN for packs.	IN
IT1	0100	IT108 to IT115	Changed elements from MUST USE to RECOMMENDED.	
TXI	0400	TXI02	Changed element from CONDITIONAL to MUST USE.	BE, GS, PG
PID	0600	PID02/05	Changed elements to MUST USE.	
SAC	1800	SAC15	FUTURE USE. Changed element from CONDITIONAL to MUST USE.	
TXI	0200	TXI02	Changed element from CONDITIONAL to MUST USE.	BE, GS, PG
CAD	0300		Added segment to allow for carrier reference/tracking number.	CN , 08
SAC	0400	SAC15	FUTURE USE. Changed element from CONDITIONAL to MUST USE.	

Version 1.3.1

Simplified and clarified use of TXI and SAC segments. Miscellaneous other changes.

Segment	Position in Guideline	Data Element	Change	Qualifiers
BIG	0200	BIG07	Removed transaction type code CR. Credit memos are not supported by FGL using the 810 EDI transaction.	
REF	0503		Added REF PS segment for packing slip number.	PS
REF	0506		Clarified use of REF BB for Franchise authorization information.	BB
REF	0508		Clarified use of REF AGL for Franchise order type. Default to BOOKING if order type unknown.	AGL
ITD	1300		Added element for discount amount. Changed ITD12 from Must Use to Optional.	
PID	1600		Remove header level PID segment.	
IT1	0100		Added note to IT104 to indicate that the amount is net price and must include charges and allowances.	
TXI	0400		Changed item level TXI from Must Use to Conditional. Changed segment to be used to supply tax exempt status rather than tax amounts. Removed elements TXI02 and TXI03. Added jurisdiction codes for TXI05. Added element TXI06. If the item is tax exempt then TXI must be sent. If the item is taxable then TXI at item level does not need to be sent.	TXI06 = 1 or 2
SAC	1800		Remove Item level SAC segment.	
TDS	0100	TDS01	Added notation on the calculation of invoice total.	
TXI	0200	TXI04/05	Added notation on usage of elements TXI04 and TXI05. Added jurisdiction codes.	
SAC	0400	SAC02/ SAC05	Changed summary level SAC from Future Use to Used. Added allowance qualifiers to SAC02. Also changed SAC05 from optional to Must Use.	A730, I060, C310, 240, D500
TXI	0500		Added loop/segment to summary Level SAC for tax exemption on Services. Added TXI loop within SAC loop at summary level.	
CAD	0300	CAD07/08	Changed CAD07 and CAD08 to Recommended.	
ISS	0600		Remove summary ISS Loop/segment.	

Version 1.3.2

Clarified terms and other minor text changes in Notes fields.

Segment	Position in Guideline	Data Element	Change	Qualifiers
REF	0506	127	Added second use for the Authorization number on corporate invoices - the ATS Number.	
N1	1010	N102	Added details on Factoring company scenario.	
N3	1012	N301	Provide clear information on how to provide info on factoring company.	
ITD	1300		Provided clear instructions on required fields and note about when pre-payment terms can be added.	
IT1	0100		Add references to Case Pack ID to PG or Packaging Specification Number. Adds information for Franchise Vendors when they don't have a Pre-Pack ID from PO.	
TX1	0400	TXI09	Explain tax exemption code in notes. Add note for Franchise invoices and VS (IT11/12) requirement.	
PID	0600		Inserted note about requirements for Franchise Invoices.	

810 Invoice

Functional Group ID=**IN**

Introduction:

This X12 Transaction Set 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:

	<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>
M	0100	ST	Transaction Set Header	M	1		
M	0200	BIG	Beginning Segment for Invoice	M	1		
Must Use	0400	CUR	Currency	O	1		
Must Use	0500	REF	Reference Information – Vendor Number	O	1		
Cond	0502	REF	Reference Information – Bill of Lading Number	O	1		
Rec	0503	REF	Reference Information – Packing Slip Number	O	1		
Rec	0504	REF	Reference Information – Appointment Number	O	1		
Cond	0506	REF	Reference Information – Authorization Number	O	1		
Cond	0508	REF	Reference Information – Order Type	O	1		
LOOP ID - N1						5	
Must Use	0700	N1	Party Identification - Supplier Identification	O	1		
Must Use	0702	N1	Party Identification - Buying Party (Legal Entity)	O	1		
Must Use	0704	N1	Party Identification - Bill-To Information	O	1		
Must Use	0710	N1	Party Identification - Ship to Identification	O	1		
Must Use	0900	N3	Party Location	O	2		
Must Use	1000	N4	Geographic Location	O	1		
Must Use	1010	N1	Party Identification - Remit to Identification	O	1		
Must Use	1012	N3	Party Location	O	2		
Must Use	1014	N4	Geographic Location	O	1		
Must Use	1300	ITD	Terms of Sale/Deferred Terms of Sale	O	1		
Must Use	1400	DTM	Date/Time Reference – Shipped Date	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 - IT1			200000	
Must Use	0100	IT1	Baseline Item Data (Invoice)	O	1		
Cond	0400	TXI	Tax Information	O	2		
			LOOP ID - PID			5	
	0600	PID	Product/Item Description	O	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>
M	0100	TDS	Total Monetary Value Summary	M	1		
	0200	TXI	Tax Information	O	2		
M	0300	CAD	Carrier Detail	M	1		
			LOOP ID - SAC			5	
	0400	SAC	Service, Promotion, Allowance, or Charge Information	O	1		
			LOOP ID - TXI			2	
Cond	0500	TXI	Tax Information	O	1		
Must Use	0700	CTT	Transaction Totals	O	1		n1
M	0800	SE	Transaction Set Trailer	M	1		

Transaction Set Notes

1. Number of line items (CTT01) is the accumulation of the number of IT1 segments.

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).
Comments:

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
M	ST01	143 Transaction Set Identifier Code Code uniquely identifying a Transaction Set 810 Invoice	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

Segment: **BIG** Beginning Segment for Invoice
Position: 0200
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of an invoice transaction set and transmit identifying numbers and dates

Syntax Notes:

Semantic Notes: 1 BIG01 is the invoice issue date.

2 BIG03 is the date assigned by the purchaser to purchase order.

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

Usage Notes: Credit memos are not supported by FGL using the 810 EDI transaction

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BIG01	373	Date Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	M 1 DT 8/8
M	BIG02	76	Invoice Number Identifying number assigned by issuer Forzani will accept a maximum of 18 characters in an invoice number.	M 1 AN 1/18
	BIG03	373	Purchase Order Date Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	O 1 DT 8/8
Must Use	BIG04	324	Purchase Order Number Identifying number for Purchase Order assigned by the orderer/purchaser This data element contains the FGL purchase order number.	O 1 AN 1/22
Must Use	BIG07	640	Transaction Type Code Code specifying the type of transaction DR Debit Memo	O 1 ID 2/2

Segment: **CUR** Currency
Position: 0400
Loop:
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data 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 CAD Canadian Dollars USD United States Dollars	M 1 ID 3/3

Segment: **REF** Reference Information – Vendor Number
Position: 0500
Loop:
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification IA Internal Vendor Number	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Forzani assigned supplier number. This must match the value in the REF segment with qualifier IA on the 850.	X 1 AN 1/50

Segment: **REF** Reference Information – Bill of Lading Number
Position: 0502
Loop:
Level: Heading
Usage: Optional (Conditional)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: This segment **MUST** be used for shipments moved by carrier, either LTL or FL.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification BM Bill of Lading Number	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50

Segment: **REF** Reference Information – Packing Slip Number
Position: 0503
Loop:
Level: Heading
Usage: Optional (Recommended)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification PS Packing Slip Number	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50

Segment: **REF** Reference Information – Appointment Number
Position: 0504
Loop:
Level: Heading
Usage: Optional (Recommended)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:
Notes:

Use this segment to identify your FGL Authorization to Ship Appointment number provided by our Distribution Centre.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification AO Appointment Number	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Forzani assigned appointment number.	X 1 AN 1/50

Segment: **REF** Reference Information – Authorization Number
Position: 0506
Loop:
Level: Heading
Usage: Optional (Conditional)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:

Notes:
Franchise Invoices: This segment must be used for Franchise purchase orders for a store which is under authorization. It is provided by Forzani’s Franchise division. Information on the use of the authorization number for Forzani’s Franchise division can be found in the FGL Vendor Standards Manual.
Corporate Invoices: This field should be used for you Authorization to Ship or ATS Number. This number is provided by FGL Distribution Centres

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification BB Authorization Number Proves that permission was obtained to provide a service	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50

Segment: **REF** Reference Information – Order Type
Position: 0508
Loop:
Level: Heading
Usage: Optional (Conditional)
Max Use: 1
Purpose: To specify identifying information
Syntax Notes:
Semantic Notes:
Comments:

Notes: This segment must be used for all Franchise invoices and contain the order type. This segment is used to determine the AP payment terms and freight terms as defined on the vendor agreement. If the order type is unknown then set REF02 to 'BOOKING'.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification AGL Order Origination Code	M 1 ID 2/3
Must Use	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier This element must be used for all Franchise invoices and contain the purchase order type. BOOKING REPEAT OTHER	X 1 AN 1/50

Segment: **N1** Party Identification - Supplier Identification
Position: 0700
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual SU Supplier/Manufacturer	M 1 ID 2/3
Must Use	N102	93	Name Free-form name	X 1 AN 1/60

Segment: **N1** Party Identification - Buying Party (Legal Entity)
Position: 0702
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	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
Must Use	N102	93	Name Free-form name This value should match the value in element N102 of the 850 N1 segment with qualifier 'BY'.	X 1 AN 1/60

Segment: **N1 Party Identification - Bill-To Information**
Position: 0704
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
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:
Usage Notes: MUST USE - FGL Requirement
Notes: This segment will be used to convey the Forzani banner ID associated with the purchase order. It is required information on all documents returned to Forzani.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual BT Bill-to-Party	M 1 ID 2/3
	N102	93	Name Free-form name	X 1 AN 1/60
Must Use	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	X 1 ID 1/2
Must Use	N104	67	Identification Code Code identifying a party or other code Forzani store banner ID. This value MUST match the value in element N104 of the 850 N1 segment with qualifier 'BT'.	X 1 AN 2/8

Segment: **N1 Party Identification - Ship to Identification**
Position: 0710
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
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:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual ST Ship To	M 1 ID 2/3
	N102	93	Name Free-form name	X 1 AN 1/60
Must Use	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	X 1 ID 1/2
Must Use	N104	67	Identification Code Code identifying a party or other code 3 or 4 digit Forzani warehouse (DC) or store ID as sent on the purchase order. This value MUST match the value in element N104 of the 850 N1 segment with qualifier 'ST'.	X 1 AN 3/4

Segment: N3 Party Location
Position: 0900
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element Name</u>		<u>Attributes</u>	
		<u>166</u>	<u>Address Information</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: 1000
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

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

Segment: **N1 Party Identification - Remit to Identification**
Position: 1010
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement. This must be your company name, and not a Factoring company.

Data Element Summary

	Ref. Des.	Data Element	Name	Attributes
M	N101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual RI Remit To	M 1 ID 2/3
Must Use	N102	93	Name Free-form name	X 1 AN 1/60

Segment: N3 Party Location
Position: 1012
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 2
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes:

MUST USE - FGL Requirement. If you use a factoring company, you can include the name in the first address field, and then use the second address field for the address.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element Name</u>		<u>Attributes</u>	
		<u>166</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: 1014
Loop: N1 Optional (Must Use)
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

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

Segment: **ITD** Terms of Sale/Deferred Terms of Sale
Position: 1300
Loop:
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify terms of sale
Syntax Notes: 1 If ITD03 is present, then ITD04 is required.
 2 If ITD04 is present, then ITD03 is required.
Semantic Notes:
Comments:
Usage Notes:

MUST USE - FGL Requirement
 This outlines FGL AP's payment terms. The segment must have three items, the type of payment terms (Mutually defined), the Invoice date and the Due Date. Any anticipation or pre-payment terms must be outlined in your Vendor Policy Agreement these data fields are used.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	ITD01	336	Terms Type Code Code identifying type of payment terms ZZ Mutually Defined	O 1 ID 2/2
Must Use	ITD02	333	Terms Basis Date Code Code identifying the beginning of the terms period 3 Invoice Date	O 1 ID 1/2
	ITD03	338	Terms Discount Percent Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date	O 1 R 1/6
	ITD04	370	Terms Discount Due Date Date payment is due if discount is to be earned expressed in format CCYYMMDD where CC represents the first two digits of the calendar year	X 1 DT 8/8
Must Use	ITD06	446	Terms Net Due Date Date when total invoice amount becomes due expressed in format CCYYMMDD where CC represents the first two digits of the calendar year	O 1 DT 8/8
	ITD08	362	Terms Discount Amount Total amount of terms discount.	O 1 N2 1/10
	ITD12	352	Description A free-form description to clarify the related data elements and their content Provide a free-form description of the terms.	O 1 AN 1/80

Segment: **DTM** Date/Time Reference – Shipped Date
Position: 1400
Loop:
Level: Heading
Usage: Optional (Must Use)
Max Use: 1
Purpose: To specify pertinent dates and times
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	DTM01	374	Date/Time Qualifier Code specifying type of date or time, or both date and time 011 Shipped	M 1 ID 3/3
Must Use	DTM02	373	Date Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	X 1 DT 8/8

Segment: **IT1** **Baseline Item Data (Invoice)**

Position: 0100

Loop: IT1 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use: 1

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

- Syntax Notes:**
- 1 If any of IT102 IT103 or IT104 is present, then all are required.
 - 2 If either IT106 or IT107 is present, then the other is required.
 - 3 If either IT108 or IT109 is present, then the other is required.
 - 4 If either IT110 or IT111 is present, then the other is required.
 - 5 If either IT112 or IT113 is present, then the other is required.
 - 6 If either IT114 or IT115 is present, then the other is required.

Semantic Notes: 1 IT101 is the line item identification.

Comments: 1 Element 235/234 combinations should be interpreted to include products and/or services. See the Data Dictionary for a complete list of IDs.

Usage Notes: MUST USE - FGL Requirement

Notes: The elements required by FGL vary depending on whether the line refers to a bulk item or a pre-pack. The following table outlines the usage of elements based on whether the segment refers to a pack or bulk item.

Elements used for open stock (bulk) items are used in the following order:

- IT101 – Assigned Identification (MANDATORY)
- IT102 – Quantity (MANDATORY)
- IT103 – EA - Unit of Measurement (MANDATORY)
- IT104 – Unit Price (MANDATORY)
- IT106/07 – UP/EN – UCC-12 or EAN/UCC-13 (MANDATORY)
- IT108/09 – SK – Forzani Stock Keeping Unit (SKU)
- IT110/11 – IT – Buyers Style Number
- IT112/13 – VA – Vendor's Style Number

Elements used for pre-pack items are used in the following order:

- IT101 – Assigned Identification (MANDATORY)
- IT102 – Quantity (MANDATORY)
- IT103 – CA - Unit of Measurement (MANDATORY)
- IT104 – Unit Price (MANDATORY)
- IT106/07 – IN – Buyer's Item Number (FGL Pre-Pack number) (MANDATORY)
- IT110/11 – IT – Buyers Style Number
- IT112/13 – VA – Vendor's Style Number
- IT114/15 – PG – Packaging Specification Number (Case Pack ID)

Note: UP and EN are mutually exclusive. i.e. only one will appear.

Note: Franchise Invoices require IT12 and IT13 for each item invoiced.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	IT101	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set This element is MANDATORY even when responding to non-EDI purchase orders. FGL prefers to receive the original purchase order line number sent on the 850 in the PO101 element. If the vendor is unable to supply the value from the 850 PO101 element then this element must be a unique number for each IT1 segment within the document.	O 1 AN 1/20
Must Use	IT102	358	Quantity Invoiced Number of units invoiced (supplier units)	X 1 R 1/15
Must Use	IT103	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 CA Case EA Each	X 1 ID 2/2
Must Use	IT104	212	Unit Price Price per unit of product, service, commodity, etc. FGL is not supporting the item level SAC at this time therefore this element must be net of any item charges levied or allowances offered by the supplier at the item level.	X 1 R 1/17
Must Use	IT106	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) EN EAN/UCC - 13 Data structure for the 13 digit EAN.UCC (EAN International.Uniform Code Council) Global Trade Identification Number (GTIN) 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.) IN Buyer's Item Number The FGL style pre-pack number from the 850 PO117. This element is MANDATORY even when responding to non-EDI purchase orders. When shipping bulk items the qualifier must be either 'UN' or 'UP'. When shipping pre-packs the qualifier must be 'IN'. (Pre-Pack ID) Franchise Invoices: If you are not provided with a Pre-Pack ID, you can insert a Vendor Style Number.	X 1 ID 2/2
Must Use	IT107	234	Product/Service ID Identifying number for a product or service	X 1 AN 1/48

R	IT108	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) SK Stock Keeping Unit (SKU)	X	1 ID 2/2
R	IT109	234	Product/Service ID Identifying number for a product or service	X	1 AN 1/48
R	IT110	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) IT Buyer's Style Number	X	1 ID 2/2
R	IT111	234	Product/Service ID Identifying number for a product or service	X	1 AN 1/48
R	IT112	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) VA Vendor's Style Number	X	1 ID 2/2
R	IT113	234	Product/Service ID Identifying number for a product or service	X	1 AN 1/48
R	IT114	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234) PG Packaging Specification Number (Case Pack ID)	X	1 ID 2/2
R	IT115	234	Product/Service ID Identifying number for a product or service	X	1 AN 1/48

Segment: **TXI Tax Information**
Position: 0400
Loop: IT1 Optional (Conditional)
Level: Detail
Usage: Optional
Max Use: 2
Purpose: To specify tax information
Syntax Notes: 1 If either TXI04 or TXI05 is present, then the other is required.
Semantic Notes: 1 TXI02 is the monetary amount of the tax.
 2 TXI03 is the tax percent expressed as a decimal.
Comments:
Usage Notes:
Notes:

This applies to the item referenced in the IT1 segment. FGL will accept up to two TXI segments per IT1 segment.

When PG or BE is sent in TXI01 then TXI04 & TXI05 must be sent.

The TXI segment is required for items that are tax exempt (TXI06 = 1).

The TXI segment is not required (but will be allowed) for items that are not tax exempt. If TXI is sent for items that are not tax exempt then set TXI06 = 2.

Tax amounts/percent are communicated to FGL in the summary level TXI segment.

Example – Item is exempt from harmonized sales tax in New Brunswick :
 TXI*BE***SP*NB*1***ABC123~

Example – Item is exempt from GST:
 TXI*GS*****1***XYZ789~

Example – Item is exempt from provincial sales tax in BC:
 TXI*PG***SP*BC*1***ABC789~

Data Element Summary

Ref.	Data Element	Name	Attributes
M	TXI01	963 Tax Type Code	M 1 ID 2/2
		Code specifying the type of tax	
		BE Harmonized Sales Tax	
		Canadian HST	
		GS Goods and Services Tax	
		Canadian value-added tax	
		Canadian GST	
		PG State or Provincial Tax on Goods	
		Canadian PST	
	TXI04	955 Tax Jurisdiction Code Qualifier	X 1 ID 2/2
		Code identifying the source of the data used in tax jurisdiction code	
		This data element is used when TXI01 contains the code PG or BE.	
		SP State or Province	

	TXI05	956	Tax Jurisdiction Code	X 1 AN 1/10
			Code identifying the taxing jurisdiction. This element is required for PST and HST taxes. This data element is used when TX101 contains PG or BE and is used to identify the corresponding province.	
			AB Alberta	
			BC British Columbia	
			MB Manitoba	
			NB New Brunswick	
			NL Newfoundland and Labrador	
			NT Northwest Territories	
			NS Nova Scotia	
			NU Nunavut	
			ON Ontario	
			PE Prince Edward Island	
			QC Quebec	
			SK Saskatchewan	
			YT Yukon	
Must Use	TXI06	441	Tax Exempt Code	X 1 ID 1/1
			1 Yes (Tax Exempt)	
			2 No (Not Tax Exempt)	
	TXI09	325	Tax Identification Number	O 1 AN 1/20
			Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number This element is used by the supplier to provide a tax code number as appropriate.	

Segment: **PID** Product/Item Description
Position: 0600
Loop: PID Optional
Level: Detail
Usage: Optional
Max Use: 5
Purpose: To describe a product or process in coded or free-form format
Syntax Notes:
Semantic Notes:
Comments:
Usage Notes: Franchise Orders: Product is a required field. As well, color and size are required when applicable.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	PID01	349	Item Description Type Code indicating the format of a description F Free-form	M 1 ID 1/1
Must Use	PID02	750	Product/Process Characteristic Code Code identifying the general class of a product or process characteristic 08 Product 73 Vendor color description 74 Vendor size description 75 Buyer's Color Description DM Dimensional	O 1 ID 2/3
Must Use	PID05	352	Description A free-form description to clarify the related data elements and their content	X 1 AN 1/80

Segment: **TDS** Total Monetary Value Summary
Position: 0100
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To specify the total invoice discounts and amounts
Syntax Notes:
Semantic Notes: 1 TDS01 is the total amount of invoice (including charges, less allowances) before terms discount (if discount is applicable).
Comments:

Data Element Summary

Ref.	Data Element	Name	Attributes
M	TDS01	610 Amount Monetary amount Total amount of the invoice The calculation to arrive at TDS01 is: Sum of all (IT102 * IT104) plus/minus SAC (Summary) plus TXI (Summary) Amounts in SAC where SAC01= C are to be added; amounts where SAC01 = A are to be subtracted. .	M 1 N2 1/15

Segment: **TXI Tax Information**
Position: 0200
Loop:
Level: Summary
Usage: Optional
Max Use: 2
Purpose: To specify tax information
Syntax Notes: 1 At least one of TXI02 or TXI03 is required.
 2 If either TXI04 or TXI05 is present, then the other is required.
Semantic Notes: 1 TXI02 is the monetary amount of the tax.
 2 TXI03 is the tax percent expressed as a decimal.
Comments:
Notes:

FGL will accept up to two TXI segments at the summary level.

Example: TXI with BE in TXI01 (Harmonized Sales Tax) will have only one TXI segment sent.

Example: TXI with GS in TXI01 (Goods and Services Tax) can be sent alone or in conjunction with an additional TXI segment with PG in TXI01 (Provincial Tax on Goods).

When PG or BE is sent in TXI01 then TXI04 & TXI05 must be sent.

If the goods are non-taxable, this should be communicated in the item level TXI segment

If the services are non-taxable, this should be communicated in the summary level TXI segment within the SAC loop.

Example – New Brunswick HST amount :
 TXI*BE*13*.13*SP*NB****R123456~

Example – GST amount:
 TXI*GS*5*.05*****R456789~

Example – BC PST amount:
 TXI*PG*7*.07*SP*BC****R789123~

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	TXI01	963	Tax Type Code Code specifying the type of tax	M 1 ID 2/2
			BE	Harmonized Sales Tax Canadian HST
			GS	Goods and Services Tax Canadian GST. Canadian value-added tax.
			PG	State or Provincial Tax on Goods Canadian PST
Must Use	TXI02	782	Monetary Amount Monetary amount	X 1 R 1/18

TXI03	954	Percentage as Decimal	X 1	R 1/10
		Percentage expressed as a decimal (e.g., 0.0 through 1.0 represents 0% through 100%)		
TXI04	955	Tax Jurisdiction Code Qualifier	X 1	ID 2/2
		Code identifying the source of the data used in tax jurisdiction code This data element is used when TX101 contains the code PG or BE. SP State or Province This element is required for PST and HST taxes.		
TXI05	956	Tax Jurisdiction Code	X 1	AN 1/10
		Code identifying the taxing jurisdiction. This element is required for PST and HST taxes. This data element is used when TX101 contains PG or BE and is used to identify the corresponding province. AB Alberta BC British Columbia MB Manitoba NB New Brunswick NL Newfoundland and Labrador NT Northwest Territories NS Nova Scotia NU Nunavut ON Ontario PE Prince Edward Island QC Quebec SK Saskatchewan YT Yukon		
TXI09	325	Tax Identification Number	O 1	AN 1/20
		Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number This element is to be used by the supplier to provide their GST # or PST# as appropriate.		

Segment: **CAD** Carrier Detail
Position: 0300
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To specify transportation details for the transaction
Syntax Notes: 1 At least one of CAD05 or CAD04 is required.
 2 If CAD07 is present, then CAD08 is required.
Semantic Notes:
Comments:

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	CAD01	91	Transportation Method/Type Code Code specifying the method or type of transportation for the shipment C Consolidation M Motor (Common Carrier) U Private Parcel Service	M 1 ID 1/2
	CAD04	140	Standard Carrier Alpha Code Standard Carrier Alpha Code	X 1 ID 2/4
	CAD05	387	Routing Free-form description of the routing or requested routing for shipment, or the originating carrier's identity	X 1 AN 1/35
R	CAD07	128	Reference Identification Qualifier Code qualifying the Reference Identification CN Carrier's Reference Number (PRO/Invoice) 08 Carrier assigned tracking number	O 1 ID 2/3
			Use the carrier assigned tracking numbers from one of the cartons if there is more than one carton for the shipment.	
R	CAD08	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50

Segment: SAC Service, Promotion, Allowance, or Charge Information

Position: 0400
Loop: SAC Optional
Level: Summary
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 If either SAC06 or SAC07 is present, then the other 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.

Comments:
Notes:

Charges are allowed only as defined in your Vendor Policy Agreement.

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SAC01	248	Allowance or Charge Indicator Code which indicates an allowance or charge for the service specified A Allowance C Charge	M 1 ID 1/1
Must Use	SAC02	1300	Service, Promotion, Allowance, or Charge Code Code identifying the service, promotion, allowance, or charge A730 Brokerage or Duty. I060 Ticketing Service. C310 Product Discount. Only allowed with SAC01 = A. Summary level taxes should be calculated after this discount is applied D240 Freight. D500 Handling. This code includes both handling and minimum charges.	X 1 ID 4/4
Must Use	SAC05	610	Amount Monetary amount	O 1 N2 1/15
	SAC06	378	Allowance/Charge Percent Qualifier Code indicating on what basis allowance or charge percent is calculated 6 Base Price Amount	X 1 ID 1/1
	SAC07	332	Percent, Decimal Format Percent given in decimal format (e.g., 0.0 through 100.0 represents 0% through 100%)	X 1 R 1/6
Must Use	SAC12	331	Allowance or Charge Method of Handling Code Code indicating method of handling for an allowance or charge 02 Off Invoice	O 1 ID 2/2
Must Use	SAC15	352	Description A free-form description to clarify the related data elements and their content	X 1 AN 1/80

Segment: **TXI Tax Information**
Position: 0500
Loop: TXI Optional
Level: Summary
Usage: Optional (Conditional)
Max Use: 2
Purpose: To specify tax information
Syntax Notes: 1 If either TXI04 or TXI05 is present, then the other is required.
Semantic Notes: 1 TXI02 is the monetary amount of the tax.
 2 TXI03 is the tax percent expressed as a decimal.
Comments:
Usage Notes:
Notes:

This segment applies to the charges and allowances defined in the SAC segment. FGL will accept up to two TXI segments per SAC segment .

The TXI segment is required for charges and allowances that are tax exempt (TXI06 = 1).

The TXI segment is not required (but will be allowed) for charges and allowances that are not tax exempt. If TXI is sent for items that are not tax exempt then set TXI06 = 2.

When PG or BE is sent in TXI01 then TXI04 & TXI05 must be sent.

Tax amounts/percent are communicated to FGL in the Summary level TXI segment

Example – Service is exempt from harmonized sales tax in New Brunswick :
 TXI*BE***SP*NB*1***ABC123~

Example – Service is exempt from GST:
 TXI*GS*****1***XYZ789~

Example – Service is exempt from provincial sales tax in BC:
 TXI*PG***SP*BC*1***ABC789~

Data Element Summary

Ref.	Data Element	Name	Attributes
M	TXI01	963 Tax Type Code	M 1 ID 2/2
		Code specifying the type of tax	
		BE Harmonized Sales Tax	
		Provincial HST	
		GS Goods and Services Tax	
		Canadian value-added tax	
		Canadian GST	
		PG State or Provincial Tax on Goods	
		Provincial PST	

	TXI04	955	Tax Jurisdiction Code Qualifier	X 1	ID 2/2
			Code identifying the source of the data used in tax jurisdiction code This data element is used when TX101 contains the code PG or BE. SP State or Province This element is required for PST and HST taxes.		
	TXI05	956	Tax Jurisdiction Code	X 1	AN 1/10
			Code identifying the taxing jurisdiction. This element is required for PST and HST taxes. This data element is used when TX101 contains PG or BE and is used to identify the corresponding province. AB Alberta BC British Columbia MB Manitoba NB New Brunswick NL Newfoundland and Labrador NT Northwest Territories NS Nova Scotia NU Nunavut ON Ontario PE Prince Edward Island QC Quebec SK Saskatchewan YT Yukon		
Must Use	TXI06	441	Tax Exempt Code	X 1	ID 1/1
			1 Yes (Tax Exempt) 2 No (Not Tax Exempt)		
	TXI09	325	Tax Identification Number	O 1	AN 1/20
			Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number This element is used by the supplier to provide their tax exemption number as appropriate.		

Segment: **CTT** Transaction Totals
Position: 0700
Loop:
Level: Summary
Usage: Optional (Must Use)
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.
Usage Notes: MUST USE - FGL Requirement

Data Element Summary

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

Segment: **SE** Transaction Set Trailer
Position: 0800
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

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	Number of Included Segments Total number of segments included in a transaction set including ST and SE segments	M 1 N0 1/10
M	SE02	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