

# **Zappos EDI Guideline**

**ANSI X12 - 004010 855 Purchase Order Acknowledgment**

**Version: 1.0**

**Author:**  
**Created:**

**Zappos**  
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# Electronic Data Interchange

## 855 – Purchase Order Acknowledgment

(Inbound to Zappos, X12 4010)

July 2011

**Last updated:** Date: 2021-05-21

### Purpose

This document provides detailed guidelines and conventions for implementing purchase order acknowledgments with Zappos. Our 855 Purchase Order Acknowledgment, as detailed in this document, will provide you with all of the information necessary to fill our requirements.

These guidelines comply with published ASC X12 standards for EDI version 4010 for all data elements and segments.

Mandatory segments and elements are always required on every document. Optional segments and elements that are required by Zappos are marked as "Must Use". Segment usage is marked at the top of each page under Usage. Element usage is marked in the far-left column beside each element. If the column is blank, the element is optional. Information in the Attributes column is from the ASC X12 standards and is provided for reference only. Trading Partners must adhere to our requirements as indicated by "Must Use".

### Business Rules

Zappos requires the UPC/EAN, the QTY, and the Price to be returned as acknowledged on the line item level. An 855 is required back within 2 business days or 48 hrs. Start Ship date is acknowledged on a header level not on item level\* (see technical notes below). A second 855 is expected to be sent if something changes on the vendors end. This second 855 is expected to be sent at least 7 days before the start ship date of the PO. An 855 is not expected to be sent by a vendor in response to an 860 if an 855 has already been received by Zappos. The exception would be if there is a change request to the 860 on our vendors end.

Technical Notes: If an item is not available for shipment within the requested shipping window, the seller may request a change to the entire order with a BAK02 type of AC (Acknowledge - With Detail and Change) and updating the date information in the DTM segment or the seller may cancel the item from the current order and contact Zappos to request a separate PO for that item with a later shipping window. Only the start ship date should be requested to be changed.

### Contacts

EDI Team [zappos-edi@amazon.com](mailto:zappos-edi@amazon.com)

## Communication IDs

### Testing

S/R ID: ZZ/ZAPPOSKY

Account/User ID: VANS/HAMAIL

### Production

S/R ID: ZZ/ZAPPOSKY

Account/User ID: VANS/HAMAIL

### **Delimiters**

#### **Element Separator - “\*”**

(HEX “2A” in ASCII) (HEX “5C” in EBCDIC)

#### **Component (Sub Element) Separator - “>”**

(HEX “3E” in ASCII) (HEX “6E” in EBCDIC)

#### **Segment Terminator - “\n”**

(HEX “0A” in ASCII) (HEX “15” in EBCDIC)

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# 855 Purchase Order Acknowledgment

## Functional Group=PR

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Acknowledgment Transaction Set (855) 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 a seller's acknowledgment of a buyer's purchase order. This transaction set can also be used as notification of a vendor generated order. This usage advises a buyer that a vendor has or will ship merchandise as prearranged in their partnership.

### Not Defined:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
	ISA	Interchange Control Header	M	1			Must use
	GS	Functional Group Header	M	1			Must use

### Heading:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
010	ST	Transaction Set Header	M	1			Must use
020	BAK	Beginning Segment for Purchase Order Acknowledgment	M	1			Must use
050	REF	Reference Identification	O	>1			Must use
<b>LOOP ID - SAC</b>							
120	SAC	Service, Promotion, Allowance, or Charge Information	O	1			Used
130	ITD	Terms of Sale/Deferred Terms of Sale	O	5			Used
150	DTM	Date/Time Reference	M	10			Must use
<b>LOOP ID - N1</b>							
300	N1	Name	O	1			Used
310	N2	Additional Name Information	O	2			Used
320	N3	Address Information	O	2			Used
330	N4	Geographic Location	O	1			Used

### Detail:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
<b>LOOP ID - PO1</b>							
010	PO1	Baseline Item Data	O	1		N2/010	Dependent
<b>LOOP ID - PID</b>							
050	PID	Product/Item Description	O	1			Used
<b>LOOP ID - ACK</b>							
270	ACK	Line Item Acknowledgment	O	1			Dependent

### Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
030	SE	Transaction Set Trailer	M	1			Must use

**Not Defined:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
	GE	Functional Group Trailer	M	1			Must use
	IEA	Interchange Control Trailer	M	1			Must use

**Notes:**

2/010L PO102 is required.

2/010 PO102 is required.

**User Note 1:**

Zappos requires the 855 (Purchase Order Acknowledgement) document in response to all 850 (Purchase Order) documents within two (2) Business Days of receiving the 850.

**Change History:**

1/14/2019

Updated N1 segment Sample Data from ZAPPOS MERCHANDISING INC.to ZAPPOS MERCHANDISING LLC.

8/31/2012

Updated N2 segment Sample Data from C/O ZAPPOS FULFILLMENT CENTERS, INC. to C/O AMAZON.COM KYDC LLC.

2/17/2011

Removed the following qualifiers from the ACK01 element:

IC Item Accepted - Changes Made

DR Item Accepted - Date Rescheduled

Added User Note to ACK segment

If an item is not available for shipment within the requested shipping window, the seller may request a change to the entire order with a BAK02 type of AC (Acknowledge - With Detail and Change) and updating the date information in the DTM segment or the seller may cancel the item from the current order and contact Zappos to request a separate PO for that item with a later shipping window.

# ISA Interchange Control Header

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

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

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ISA01	I01	Authorization Information Qualifier	M	ID	2/2	Must use
		<b>Description:</b> Code to identify the type of information in the Authorization Information <b>All valid standard codes are used.</b>				
ISA02	I02	Authorization Information	M	AN	10/10	Must use
		<b>Description:</b> 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)				
ISA03	I03	Security Information Qualifier	M	ID	2/2	Must use
		<b>Description:</b> Code to identify the type of information in the Security Information <b>All valid standard codes are used.</b>				
ISA04	I04	Security Information	M	AN	10/10	Must use
		<b>Description:</b> 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)				
ISA05	I05	Interchange ID Qualifier	M	ID	2/2	Must use
		<b>Description:</b> Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified <b>All valid standard codes are used.</b>				
ISA06	I06	Interchange Sender ID	M	AN	15/15	Must use
		<b>Description:</b> 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				
		<b>External Information:</b> This field will be the sender's EDI ID				
ISA07	I05	Interchange ID Qualifier	M	ID	2/2	Must use
		<b>Description:</b> Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified <b>All valid standard codes are used.</b>				
		<b>Code</b> <b>Name</b>				
		ZZ      Mutually Defined				
ISA08	I07	Interchange Receiver ID	M	AN	15/15	Must use
		<b>Description:</b> 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				
		<b>External Information:</b> This field will be the Zappos EDI receiver ID				
		<b>Formatting Notes:</b> ZAPPOSKY				

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>						
ISA09	I08	<b>Interchange Date</b>	M	DT	6/6	Must use						
		<b>Description:</b> Date of the interchange										
		<b>External Information:</b> This field will be the date the EDI message was created										
		<b>Formatting Notes:</b> YYMMDD										
ISA10	I09	<b>Interchange Time</b>	M	TM	4/4	Must use						
		<b>Description:</b> Time of the interchange										
		<b>Formatting Notes:</b> HHMM										
ISA11	I10	<b>Interchange Control Standards Identifier</b>	M	ID	1/1	Must use						
		<b>Description:</b> Code to identify the agency responsible for the control standard used by the message that is enclosed by the interchange header and trailer										
		<b>All valid standard codes are used.</b>										
ISA12	I11	<b>Interchange Control Version Number</b>	M	ID	5/5	Must use						
		<b>Description:</b> Code specifying the version number of the interchange control segments										
		<b>All valid standard codes are used.</b>										
ISA13	I12	<b>Interchange Control Number</b>	M	NO	9/9	Must use						
		<b>Description:</b> A control number assigned by the interchange sender										
		<b>External Information:</b> This field will be a unique control number representing the ISA - IEA transaction										
ISA14	I13	<b>Acknowledgment Requested</b>	M	ID	1/1	Must use						
		<b>Description:</b> Code sent by the sender to request an interchange acknowledgment (TA1)										
		<b>All valid standard codes are used.</b>										
ISA15	I14	<b>Usage Indicator</b>	M	ID	1/1	Must use						
		<b>Description:</b> Code to indicate whether data enclosed by this interchange envelope is test, production or information										
		<b>All valid standard codes are used.</b>										
		<table border="1"> <thead> <tr> <th><u>Code</u></th><th><u>Data Type</u></th></tr> </thead> <tbody> <tr> <td>P</td><td>Production</td></tr> <tr> <td>T</td><td>Test</td></tr> </tbody> </table>	<u>Code</u>	<u>Data Type</u>	P	Production	T	Test				
<u>Code</u>	<u>Data Type</u>											
P	Production											
T	Test											
ISA16	I15	<b>Component Element Separator</b>	M		1/1	Must use						
		<b>Description:</b> 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										

**Sample Data::**

ISA\*00\* \*00\* \*ZZ\*VENDOR \*ZZ\*ZAPPOSKY \*120731\*0832\*U\*00400\*000000112\*0\*P\*&gt;

# GS Functional Group Header

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

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

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
GS01	479	<b>Functional Identifier Code</b>	M	ID	2/2	Must use
<p><b>Description:</b> Code identifying a group of application related transaction sets</p> <p><b>Code Name</b> PR Purchase Order Acknowledgement (855)</p>						
<p><b>GS02</b> 142 <b>Application Sender's Code</b> M AN 2/15 Must use</p> <p><b>Description:</b> Code identifying party sending transmission; codes agreed to by trading partners</p>						
GS03	124	<b>Application Receiver's Code</b>	M	AN	2/15	Must use
<p><b>Description:</b> Code identifying party receiving transmission; codes agreed to by trading partners</p>						
GS04	373	<b>Date</b>	M	DT	8/8	Must use
<p><b>Formatting Notes:</b> Date expressed as CCYYMMDD</p> <p><b>External Information:</b> This field will be the date that the EDI was created</p>						
GS05	337	<b>Time</b>	M	TM	4/8	Must use
<p><b>Description:</b> 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)</p>						
GS06	28	<b>Group Control Number</b>	M	N0	1/9	Must use
<p><b>Description:</b> Assigned number originated and maintained by the sender</p> <p><b>External Information:</b> This field will be a unique control number representing the GS - GE transaction</p>						
GS07	455	<b>Responsible Agency Code</b>	M	ID	1/2	Must use
<p><b>Description:</b> Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480</p> <p><b>All valid standard codes are used.</b></p>						
GS08	480	<b>Version / Release / Industry Identifier Code</b>	M	AN	1/12	Must use
<p><b>Description:</b> Code indicating the version, release, subrelease, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and subrelease, level of the version; and positions 7-12 are the industry or trade association identifiers (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed</p>						

**Code    Name**

004010 Draft Standards Approved for Publication by ASC X12 Procedures Review Board through October 1997

**Semantics:**

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

**Comments:**

1. 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.

**Sample Data::**

GS\*PR\*VENDOR\*ZAPPOSKY\*20120801\*1400\*367\*X\*004010

# ST Transaction Set Header

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

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

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ST01	143	Transaction Set Identifier Code	M	ID	3/3	Must use
<b>Description:</b> Code uniquely identifying a Transaction Set						
<b>Code Name</b>						
		855 Purchase Order Acknowledgment				
ST02	329	Transaction Set Control Number	M	AN	4/9	Must use
<b>Description:</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set						
<b>External Information:</b> <i>This field will be a unique control number representing the ST - SE transaction</i>						

## Semantics:

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

## Sample Data::

ST\*855\*0001

# BAK Beginning Segment for Purchase Order Acknowledgment

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

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

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

**Note:** *PO Acknowledgments with missing BAK segments will fail and cannot be processed by Zappos.*

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BAK01	353	Transaction Set Purpose Code	M	ID	2/2	Must use
		<b>Description:</b> Code identifying purpose of transaction set				
		<b>Code Name</b>				
		00 Original				
BAK02	587	Acknowledgment Type	M	ID	2/2	Must use
		<b>Description:</b> Code specifying the type of acknowledgment				
		<b>Code Name</b>				
		AC Acknowledge - With Detail and Change				
		AD Acknowledge - With Detail, No Change				
		RJ Rejected - No Detail				
		<b>User Note 1:</b>				
		When BAK02 = "AC" or "AD", PO1 is required.				
		When BAK02 = "RJ", PO1 is not used.				
BAK03	324	Purchase Order Number	M	AN	1/22	Must use
		<b>Description:</b> Identifying number for Purchase Order assigned by the orderer/purchaser				
		<b>External Information:</b> This field needs to contain the Zappos PO number				
		<b>User Note 1:</b> PO Acknowledgments with missing, incomplete, or invalid PO numbers will fail and cannot be processed by Zappos.				
BAK04	373	Date	M	DT	8/8	Must use
		<b>Description:</b> Date expressed as CCYYMMDD				
		<b>External Information:</b> This field will be the PO acknowledgment date				

## Semantics:

1. BAK04 is the date assigned by the purchaser to purchase order.
2. BAK08 is the seller's order number.
3. BAK09 is the date assigned by the sender to the acknowledgment.

## Sample Data::

BAK\*00\*AD\*ZUTSRQ6543217\*20110920

# REF Reference Identification

Pos: 050	Max: >1
Heading - Optional	
Loop: N/A	Elements: 2

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

To specify identifying information

## Element Summary:

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

**Description:** Code qualifying the Reference Identification

**User Note 1:** *REF (where REF01 = "VR") is mandatory. Other qualifiers are optional.*

### Code Name

VR Vendor ID Number

PRT Product Type

REF02	127	Reference Identification	X	AN	1/30	Used
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**Description:** Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

**User Note 1:** *Where REF01 = "PRT", This is a Zappos provided value that uniquely identifies each product line in the Zappos internal system. Valid codes are:*

*FW - Footwear*

*AP - Apparel*

*AC - Accessories*

*EL - Electronics*

*HW - Housewares*

*PC - Personal Care*

*BL - Bags or Luggage*

*HO - Hosiery*

*JE - Jewelry*

*HA - Hats*

*AC - Accessories*

*BE - Beauty*

**User Note 2:** *Where REF01 = "VR", Vendor ID Number - used to uniquely identify individual brands in the Zappos system. This number is assigned by Zappos.*

## Syntax Rules:

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

## Semantics:

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

**Note:** *PO Acknowledgments with missing REF segments will fail and cannot be processed by Zappos.*

## Sample Data::

REF\*PRT\*AP  
REF\*VR\*4321

# Loop SAC

Pos: 120	Repeat: 25
Optional	
Loop: SAC Elements: N/A	

**User Option (Usage):** Used

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

**Loop Summary:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
120	SAC	Service, Promotion, Allowance, or Charge Information	O	1		Used

# SAC Service, Promotion, Allowance, or Charge Information

Pos: 120 Max: 1  
Heading - Optional  
Loop: SAC Elements: 10

**User Option (Usage):** Used

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	Usage
SAC01	248	Allowance or Charge Indicator	M	ID	1/1	Must use
<b>Description:</b> Code which indicates an allowance or charge for the service specified						
<b>Code Name</b>						
		A Allowance				
		C Charge				
SAC02	1300	Service, Promotion, Allowance, or Charge Code	X	ID	4/4	Used
<b>Description:</b> Code identifying the service, promotion, allowance, or charge						
<b>Code Name</b>						
		C310 Discount				
		D500 Handling				
SAC05	610	Amount	O	N2	1/15	Used
<b>Description:</b> Monetary amount						
SAC06	378	Allowance/Charge Percent Qualifier	X	ID	1/1	Used
<b>Description:</b> Code indicating on what basis allowance or charge percent is calculated						
<b>Code Name</b>						
		1 Item List Cost				
		2 Item Net Cost				
		3 Discount/Gross				
		4 Discount/Net				
		5 Base Price per Unit				
		6 Base Price Amount				
SAC07	332	Percent	X	R	1/6	Used
<b>Description:</b> Percent expressed as a percent						
SAC08	118	Rate	O	R	1/9	Used
<b>Description:</b> Rate expressed in the standard monetary denomination for the currency specified						
SAC09	355	Unit or Basis for Measurement Code	X	ID	2/2	Used

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
<b>Code Name</b>						
		EA Each				
SAC10	380	<b>Quantity</b>	X	R	1/15	Used
<b>Description:</b> Numeric value of quantity						
SAC13	127	<b>Reference Identification</b>	X	AN	1/30	Used
<b>Description:</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier						
SAC15	352	<b>Description</b>	X	AN	1/80	Used
<b>Description:</b> A free-form description to clarify the related data elements and their content						

### Syntax Rules:

1. R0203 - At least one of SAC02 or SAC03 is required.
2. P0304 - If either SAC03 or SAC04 is present, then the other is required.
3. P0607 - If either SAC06 or SAC07 is present, then the other is required.
4. P0910 - If either SAC09 or SAC10 is present, then the other is required.
5. C1110 - If SAC11 is present, then SAC10 is required.
6. L130204 - If SAC13 is present, then at least one of SAC02 or SAC04 is required.
7. C1413 - If SAC14 is present, then SAC13 is required.
8. C1615 - If SAC16 is present, then SAC15 is required.

### Semantics:

1. If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.
2. SAC05 is the total amount for the service, promotion, allowance, or charge.
3. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
4. SAC08 is the allowance or charge rate per unit.
5. SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity.
6. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount that is applicable to a service, promotion, allowance, or charge.
7. SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
8. SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
9. SAC16 is used to identify the language being used in SAC15.

### Comments:

1. SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02.
2. In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to as "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

0

# ITD Terms of Sale/Deferred Terms of Sale

Pos: 130 Max: 5  
Heading - Optional  
Loop: N/A Elements: 6

**User Option (Usage):** Used

To specify terms of sale

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD01	336	<b>Terms Type Code</b>	O	ID	2/2	Used
<b>Description:</b> Code identifying type of payment terms						
<b>Code Name</b>						
	14	Previously agreed upon				
ITD02	333	<b>Terms Basis Date Code</b>	O	ID	1/2	Used
<b>Description:</b> Code identifying the beginning of the terms period						
<b>Code Name</b>						
	3	Invoice Date				
ITD03	338	<b>Terms Discount Percent</b>	O	R	1/6	Used
<b>Description:</b> 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	<b>Terms Discount Days Due</b>	X	N0	1/3	Used
<b>Description:</b> Number of days in the terms discount period by which payment is due if terms discount is earned						
ITD07	386	<b>Terms Net Days</b>	O	N0	1/3	Used
<b>Description:</b> Number of days until total invoice amount is due (discount not applicable)						
ITD12	352	<b>Description</b>	O	AN	1/80	Used
<b>Description:</b> A free-form description to clarify the related data elements and their content						

## Syntax Rules:

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

## Semantics:

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

## Comments:

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

## Sample Data::

ITD\*14\*3\*\*\*\*\*60\*\*\*\*\*NET

# DTM Date/Time Reference

Pos: 150	Max: 10
Detail – Mandatory	
Loop: N/A	Elements: 2

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

To specify pertinent dates and times

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use
<b>Description:</b> Code specifying type of date or time, or both date and time						
<b>Code Name</b>						
001	Cancel After					
010	Requested Ship					
DTM02	373	Date	X	DT	8/8	Used
<b>Description:</b> Date expressed as CCYYMMDD						

**Note:** The seller may request a change to the entire order with a BAK02 type of AC (Acknowledge - With Detail and Change) and updating the date information in the DTM segment. Only the start ship date should be requested to be changed. Zappos can only accept a header level date change.

## 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.

## Segment Use:

- 1) *Cancel After Date:* The latest date that Zappos expects the shipment to be delivered to the Amazon.com KYDC listed on the purchase order.
- 2) *Requested Ship Date:* The earliest date that Zappos expects the shipment to be delivered to the Amazon.com KYDC listed on the purchase order.

## Sample Data::

DTM\*010\*20110916

## Loop N1

Pos: 300	Repeat: 200
Optional	
Loop: N1	Elements: N/A

**User Option (Usage):** Used

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

**Loop Summary:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
300	N1	Name	O	1		Used
310	N2	Additional Name Information	O	2		Used
320	N3	Address Information	O	2		Used
330	N4	Geographic Location	O	1		Used

# N1 Name

Pos: 300	Max: 1
Heading - Optional	
Loop: N1	Elements: 4

## User Option (Usage): Used

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N101	98	<b>Entity Identifier Code</b>	M	ID	2/3	Must use
<p><b>Description:</b> Code identifying an organizational entity, a physical location, property or an individual</p>						
<p><b>Code Name</b></p>						
	ST	Ship To				
N102	93	<b>Name</b>	X	AN	1/60	Used
<p><b>Description:</b> Free-form name</p>						
N103	66	<b>Identification Code Qualifier</b>	X	ID	1/2	Used
<p><b>Description:</b> Code designating the system/method of code structure used for Identification Code (67)</p>						
<p><b>Code Name</b></p>						
	92	Assigned by Buyer or Buyer's Agent				
N104	67	<b>Identification Code</b>	X	AN	2/80	Used
<p><b>Description:</b> Code identifying a party or other code</p>						
<p><b>User Note 1:</b> 0001 - 376 Zappos.com Blvd. Shepherdsville KY, 40165 0002 - 280 Omega Pkwy, Shepherdsville KY, 40165</p>						

## Syntax Rules:

1. R0203 - At least one of N102 or N103 is required.
2. P0304 - If either N103 or N104 is present, then the other is required.

## Comments:

1. This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
2. N105 and N106 further define the type of entity in N101.

## Sample Data::

N1\*ST\*ZAPPOS MERCHANDISING LLC\*92\*0001

## N2 Additional Name Information

Pos: 310	Max: 2
Heading - Optional	
Loop: N1	Elements: 1

**User Option (Usage):** Used

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

### Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N201	93	Name	M	AN	1/60	Must use

**Description:** Free-form name

### Sample Data::

N2\*C/O AMAZON.COM KYDC LLC.

## N3 Address Information

Pos: 320	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

**User Option (Usage):** Used

To specify the location of the named party

### Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N301	166	<b>Address Information</b>	M	AN	1/55	Must use
		<b>Description:</b> Address information				
N302	166	<b>Address Information</b>	O	AN	1/55	Used
		<b>Description:</b> Address information				

### Sample Data::

N3\*376 ZAPPOS.COM BLVD.

N3\*FTZ#029, SITE 6

# N4 Geographic Location

Pos: 330	Max: 1
Heading - Optional	
Loop: N1	Elements: 4

**User Option (Usage):** Used

To specify the geographic place of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N401	19	<b>City Name</b>	O	AN	2/30	Used
<b>Description:</b> Free-form text for city name						
N402	156	<b>State or Province Code</b>	O	ID	2/2	Used
<b>Description:</b> Code (Standard State/Province) as defined by appropriate government agency						
N403	116	<b>Postal Code</b>	O	ID	3/15	Used
<b>Description:</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)						
N404	26	<b>Country Code</b>	O	ID	2/3	Used
<b>Description:</b> Code identifying the country						

## 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.

## Sample Data::

N4\*SHEPHERDSVILLE\*KY\*40165\*US

# Loop PO1

Pos: 010	Repeat: 100000
Optional	
Loop: PO1	Elements: N/A

**User Option (Usage):** Used

To specify basic and most frequently used line item data

## Loop Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Usage
010	PO1	Baseline Item Data	O	1		Dependent
050		Loop PID	O		1000	Used
270		Loop ACK	O		104	Used

# PO1 Baseline Item Data

Pos: 010 Max: 1  
Detail - Optional  
Loop: PO1 Elements: 11

**User Option (Usage):** Dependent

To specify basic and most frequently used line item data

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PO101	350	<b>Assigned Identification</b>	O	AN	1/20	Used
<b>Description:</b> Alphanumeric characters assigned for differentiation within a transaction set						
PO102	330	<b>Quantity Ordered</b>	X	R	1/15	Used
<b>Description:</b> Quantity ordered						
PO103	355	<b>Unit or Basis for Measurement Code</b>	O	ID	2/2	Used
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
<b>Code Name</b>						
EA Each						
PO104	212	<b>Unit Price</b>	X	R	1/17	Must use
<b>Description:</b> Price per unit of product, service, commodity, etc.						
PO105	639	<b>Basis of Unit Price Code</b>	O	ID	2/2	Must use
<b>Description:</b> Code identifying the type of unit price for an item						
<b>Code Name</b>						
WE Wholesale Price per Each						
PO106	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Must use
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>User Note 1:</b> Either "UP" or "EN" product will be sent, and must be returned on the 855 document.						
<b>Code Name</b>						
EN European Article Number (EAN) (2-5-5-1)						
UP U.P.C. Consumer Package Code (1-5-5-1)						
PO107	234	<b>Product/Service ID</b>	X	AN	1/48	Must use
<b>Description:</b> Identifying number for a product or service						
PO108	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>Code Name</b>						
PI Purchaser's Item Code						
VA Vendor's Style Number						
PO109	234	<b>Product/Service ID</b>	X	AN	1/48	Used

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
<b>Description:</b> Identifying number for a product or service						
PO110	235	<b>Product/Service ID Qualifier</b>	X	ID	2/2	Used
<b>Description:</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234)						
<b>Code Name</b>						
PI Purchaser's Item Code						
VA Vendor's Style Number						
PO111	234	<b>Product/Service ID</b>	X	AN	1/48	Used
<b>Description:</b> Identifying number for a product or service						

### Syntax Rules:

1. C0302 - If PO103 is present, then PO102 is required.
2. C0504 - If PO105 is present, then PO104 is required.
3. P0607 - If either PO106 or PO107 is present, then the other is required.
4. P0809 - If either PO108 or PO109 is present, then the other is required.
5. P1011 - If either PO110 or PO111 is present, then the other is required.
6. P1213 - If either PO112 or PO113 is present, then the other is required.
7. P1415 - If either PO114 or PO115 is present, then the other is required.
8. P1617 - If either PO116 or PO117 is present, then the other is required.
9. P1819 - If either PO118 or PO119 is present, then the other is required.
10. P2021 - If either PO120 or PO121 is present, then the other is required.
11. P2223 - If either PO122 or PO123 is present, then the other is required.
12. P2425 - If either PO124 or PO125 is present, then the other is required.

### 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.

### User Note 1:

*PO1 is required when BAK02 = "AC" or "AD".  
PO1 not used when BAK02 = "RJ".*

**Note:** *PO Acknowledgments with a BAK02 of "AC" or "AD" but are missing PO1 segments will fail and cannot be processed by Zappos.*

### Sample Data::

*PO1\*1\*6\*EA\*18.90\*WE\*UP\*801234567891\*PI\*ZZZ-49876543\*VA\*7607*

## Loop PID

Pos: 050	Repeat: 1000
Optional	
Loop: PID	Elements: N/A

**User Option (Usage):** Used

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

### Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
050	PID	Product/Item Description	O	1		Used

# PID Product/Item Description

Pos: 050	Max: 1
Detail – Optional	
Loop: PID	Elements: 3

## User Option (Usage): Used

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

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID01	349	Item Description Type	M	ID	1/1	Must use
<b>Description:</b> Code indicating the format of a description						
<b>Code Name</b>						
	F	Free-form				
PID02	750	Product/Process Characteristic Code	O	ID	2/3	Used
<b>Description:</b> Code identifying the general class of a product or process characteristic						
<b>Code Name</b>						
	08	Product				
	91	Buyer's Item Size Description				
PID05	352	Description	X	AN	1/80	Must use
<b>Description:</b> A free-form description to clarify the related data elements and their content						

## Syntax Rules:

1. C0403 - If PID04 is present, then PID03 is required.
2. R0405 - At least one of PID04 or PID05 is required.
3. C0703 - If PID07 is present, then PID03 is required.
4. C0804 - If PID08 is present, then PID04 is required.
5. C0905 - If PID09 is present, then PID05 is required.

## Semantics:

1. Use PID03 to indicate the organization that publishes the code list being referred to.
2. PID04 should be used for industry-specific product description codes.
3. PID08 describes the physical characteristics of the product identified in PID04. A "Y" indicates that the specified attribute applies to this item; an "N" indicates it does not apply. Any other value is indeterminate.
4. PID09 is used to identify the language being used in PID05.

## Comments:

1. If PID01 equals "F", then PID05 is used. If PID01 equals "S", then PID04 is used. If PID01 equals "X", then both PID04 and PID05 are used.
2. Use PID06 when necessary to refer to the product surface or layer being described in the segment.
3. PID07 specifies the individual code list of the agency specified in PID03.

# Loop ACK

Pos: 270	Repeat: 104
Optional	
Loop: ACK Elements: N/A	

**User Option (Usage):** Used

To acknowledge the ordered quantities and specify the ready date for a specific line item

## Loop Summary:

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
270	ACK	Line Item Acknowledgment	O	1		Dependent

# ACK Line Item Acknowledgment

Pos: 270 Max: 1  
Detail - Optional  
Loop: ACK Elements: 3

**User Option (Usage):** Dependent

To acknowledge the ordered quantities and specify the ready date for a specific line item

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ACK01	668	Line Item Status Code	M	ID	2/2	Must use
<b>Description:</b> Code specifying the action taken by the seller on a line item requested by the buyer						
<b>Code Name</b>						
		IA Item Accepted				
		IP Item Accepted - Price Changed				
		IQ Item Accepted - Quantity Changed				
		IR Item Rejected				
		R2 Item Rejected, Invalid Item Product Number				
ACK02	380	Quantity	X	R	1/15	Used
<b>Description:</b> Numeric value of quantity						
ACK03	355	Unit or Basis for Measurement Code	X	ID	2/2	Used
<b>Description:</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken						
<b>Code Name</b>						
		EA Each				

## Syntax Rules:

1. P0203 - If either ACK02 or ACK03 is present, then the other is required.
2. C0405 - If ACK04 is present, then ACK05 is required.
3. P0708 - If either ACK07 or ACK08 is present, then the other is required.
4. P0910 - If either ACK09 or ACK10 is present, then the other is required.
5. P1112 - If either ACK11 or ACK12 is present, then the other is required.
6. P1314 - If either ACK13 or ACK14 is present, then the other is required.
7. P1516 - If either ACK15 or ACK16 is present, then the other is required.
8. P1718 - If either ACK17 or ACK18 is present, then the other is required.
9. P1920 - If either ACK19 or ACK20 is present, then the other is required.
10. P2122 - If either ACK21 or ACK22 is present, then the other is required.
11. P2324 - If either ACK23 or ACK24 is present, then the other is required.
12. P2526 - If either ACK25 or ACK26 is present, then the other is required.
13. P2728 - If either ACK27 or ACK28 is present, then the other is required.
14. C282729 - If ACK28 is present, then ACK27 and ACK29 are required.

## Semantics:

1. ACK29 Industry Reason Code may be used to identify the item status. In addition, it may be used in

conjunction with ACK01 to further clarify the status.

**User Note 1:**

*If PO1 segment present, then ACK segment must also be present.*

*If ACK01 = IQ, ACK02 and 03 are required.*

*If ACK01 = IP, new price for this item must be sent in PO104.*

*If ACK01 = R2, this indicates either the item numbers provided on the 850 are wrong or the supplier does not recognize what is being ordered. If incorrect Vendor Style or UPC/EAN number, then use this code and provide the corrected number in the PO1 segment.*

**User Note 2:**

*If an item is not available for shipment within the requested shipping window, the seller may request a change to the entire order with a BAK02 type of AC (Acknowledge - With Detail and Change) and updating the date information in the DTM segment or the seller may cancel the item from the current order and contact Zappos to request a separate PO for that item with a later shipping window.*

**Sample Data::**

ACK\*IA

# SE Transaction Set Trailer

Pos: 030	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

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

To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

## Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SE01	96	<b>Number of Included Segments</b>	M	N0	1/10	Must use
		<b>Description:</b> Total number of segments included in a transaction set including ST and SE segments				
SE02	329	<b>Transaction Set Control Number</b>	M	AN	4/9	Must use
		<b>Description:</b> 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.

## Sample Data::

SE\*126\*0001

# GE Functional Group Trailer

Pos:	Max: 1
Not Defined – Mandatory	
Loop: N/A	Elements: 2

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

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

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
GE01	97	<b>Number of Transaction Sets Included</b>	M	N0	1/6	Must use
<b>Description:</b> Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element						
GE02	28	<b>Group Control Number</b>	M	N0	1/9	Must use
<b>Description:</b> Assigned number originated and maintained by the sender						

## Semantics:

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

## Comments:

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

## Sample Data::

GE\*1\*200001

# IEA Interchange Control Trailer

Pos:	Max: 1
Not Defined – Mandatory	
Loop: N/A	
Elements: 2	

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

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

## Element Summary:

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

## Sample Data::

IEA\*1\*000000385