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**Electronic Data Interchange (EDI) Standards
Inbound Purchase Order Acknowledgment (855)
Version 004010**

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Purpose:

This document contains the format and establishes the data contents of 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.

The segments listed below are a subset of the Purchase Order Confirmation Transaction Set (858) and represents the segments that CDW prefers to receive.

Heading:

Id	Segment Name	Req	Max Use	Repeat	Usage
ISA	Interchange Control Header	M	1		Must Use
ST	Transaction Set Header	M	1		Must Use
BAK	Beginning Segment for Purchase Order Acknowledgment	M	1		Must Use
REF	Reference Numbers	O	>1		Used
FOB	F.O.B. Related Instructions	O	>1		Used
ITD	Terms of Sale/Deferred terms of Sale	O	1		Used
TD5	Carrier Details	O	1		Used
Loop ID – N1		O		200	
N1	Name	O	1		Used
N3	Address Information	O	2		Used
N4	Geographic Location	O	1		Used

Detail:

Id	Segment Name	Req	Max Use	Repeat	Usage
Loop ID – PO1				100000	
PO1	Baseline Item Data	O	1		Must Use
REF	Reference Numbers	O	>1		Used
DTM	Date/Time Reference	O	10		Used
Loop ID – ACK				>1	
ACK	Line Item Acknowledgment	O	1		Used
DTM	Date/Time Reference	O	1		Used

Summary:

Id	Segment Name	Req	Max Use	Repeat	Usage
CTT	Transactions Totals	M	1		Must Use
AMT	Monetary Amount	O	1		Must Use
SE	Transaction Set Trailer	M	1		Must Use

The following is a guide to the notation that is used to present the specifications:

Required or Usage

- C Conditional
- M Mandatory
- O Optional
- U Used
- X Relational

Element Type

- AN Alpha Numeric
- DT Date, in the form of YYMMDD
- ID Identifier or Qualifier
- Nx Numeric, 'x' is the number of decimal positions
- R Decimal, with the decimal point included
- TM Time, in the form of HHMM

Please note that the segment terminators are not shown.

ST Transaction Set Header

User Option (Usage): Mandatory
Purpose: To indicate the start of a transaction set and to assign a control number.

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>
ST01	143	Transaction Set Identifier	M	ID	3/3	M

Description Code uniquely identifying a Transaction Set

<u>Code</u>	<u>Name</u>
855	Purchase Order Acknowledgment

ST02	329	Transaction Set Control Number	M	AN	4/9	M
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Description Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set. The transaction set control number is used to determine if data has been lost or duplicated.

Example:

ST~855~5730001

BAK Beginning Segment for Purchase Order Acknowledgment

User Option (Usage): Mandatory
Purpose: To indicate the beginning of the Purchase Order Acknowledgment Transaction Set and transmit identifying numbers and dates

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>
BAK01	353	Transaction Set Purpose Code	M	ID	2/2	M

Description Code identifying purpose of transaction set

<u>Code</u>	<u>Name</u>
00	Original

BAK02	587	Acknowledgment Type	M	ID	2/2	M
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Description Code specifying the type of acknowledgment

Note: The following BAK02 code indicates the order was accepted without errors and will be shipped. Only use if all Line Items are Confirmed.

<u>Code</u>	<u>Name</u>
AT	Accepted

Note: The following code indicates the order was accepted with changes and will be shipped. Only use when more than one, but less than all Line Items are Acknowledged.

<u>Code</u>	<u>Name</u>
AC	Acknowledged With Detail and change

Note: The following code indicates at least one item on the order had an error and the order will not ship. Only use when all Line Items are Rejected.

<u>Code</u>	<u>Name</u>
RD	Rejected with Detail

BAK03	324	Purchase Order Number	M	AN	1/22	M
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Description Identifying number for Purchase Order assigned by the orderer/purchaser

BAK04	373	Date	M	DT	8/8	M
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Description CCYYMMDD, purchase order date

Example:

BAK~00~AC~1047023~20001003

REF Reference Numbers

User Option (Usage): Used
Purpose: To specify identifying 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>
REF01	128	Reference Number Qualifier	M	ID	2/3	U

Description Code qualifying the Reference Identification

<u>Code</u>	<u>Name</u>
VN	Vendor Order Number

REF02	127	Reference Number	X	AN	1/30	U
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Description Identifying number for original CDW Purchase Order

REF03	352	Description	X	AN	1/80	U
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Description CDW's original Purchase Order Number

Example:

REF~VN~000907

FOB F.O.B Related Instructions

User Option (Usage): Used
Purpose: To specify transportation instructions relating to shipment.

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>
FOB01	146	Shipment Payment Method	M	ID	2/2	U

Description Code identifying payment terms for transportation charges

<u>Code</u>	<u>Name</u>
CA	Advance Collect
PA	Advance Pre Pay
CC	Collect
MX	Mixed
BP	Paid by Buyer
PC	Prepaid but charge to customer
PP	Pre Paid
PS	Paid by Supplier/Vendor
TP	Third Party Pays

FOB02	309	Location Qualifier	X	ID	1/2	O
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Description Code identifying type of location

<u>Code</u>	<u>Name</u>
DE	Destination (Shipping)
OR	Origin (Shipping Point)

FOB03	352	Description	C	AN	1/8	O
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Description A free-form description to clarify the related data elements and their content

Example:

FOB~CA	Example of Advance Collect
FOB~PA	Example of Advance Pre Pay
FOB~CC	Example of Collect
FOB~MX	Example of Mixed
FOB~BP	Example of Paid by Buyer
FOB~PC	Example of Prepaid but charge to customer
FOB~PP	Example of Pre Paid
FOB~PS	Example of Paid by Supplier/Vendor
FOB~TP	Example of Third Party Pays

ITD Terms of Sale/Deferred Terms of Sale

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

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>
ITD01	336	Terms Type Code	O	ID	1/2	M

Description Code identifying type of payment terms.

ITD02	333	Terms Basis Date Code	O	ID	1/2	M
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Description Code identifying the beginning of the terms period.

<u>Code</u>	<u>Name</u>
2	Delivery Date
3	Invoice Date
5	Invoice Receipt Date

ITD03	338	Terms Discount Percentage	O	R	1/6	U
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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	X	N0	1/3	U
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Description Number of days in the terms discount period by which payment is due if terms discount is earned.

Note: If ITD03 is sent, ITD05 is required. ITD03 must be greater than zero (0).

ITD07	560	Terms Net Days	O	N0	1/3	M
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Description Number of days until total invoice amount is due (discount not applicable)

Example:

ITD~01~3~1~~10~~30

TD5 Carrier Details

User Option (Usage): Optional
Purpose: To specify the carrier and sequence of routing and provide transit time 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>
TD501	133	Routing Sequence Code	O	ID	1/2	Used

Description Code describing the relationship of a carrier to a specific shipment movement.

<u>Code</u>	<u>Name</u>
B	Origin/Delivery Carrier (Any Mode)
O	Origin Carrier (Air, Motor, or Ocean)

TD502	66	Identification Code Qualifier	O	ID	1/2	Used
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Description Code designating the system/method of code structure used for Identification Code (67).

<u>Code</u>	<u>Name</u>
91	Assigned by Seller or Seller's Agent
ZZ	Mutually Defined

TD503	67	Identification Code	O	AN	2/80	Used
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Description Code identifying a party or other code

TD504	91	Transportation Method/Type Code	M	ID	1/2	Used
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Description Code specifying the method or type of transportation for the shipment.

<u>Code</u>	<u>Name</u>
A	Air
AE	Air Express
D	Parcel Post
E	Expedited Truck
H	Customer Pickup
M	Motor (Common Carrier)
R	Rail
S	Ocean
SR	Supplier Truck
T	Best Way (Shippers Option)

TD505	387	Routing	O	AN	1/35	Used
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Description Free-form description of the routing or requested routing for shipment, or the originating carrier's identity.

Example:

TD5~~~~T

N1 Name

User Option (Usage): Optional
Purpose: To identify a party by type of organization, name, and code

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>
N101	98	Type of Organization	M	ID	2/3	Used

Description Code identifying an organizational entity, a physical location, property or an individual

<u>Code</u>	<u>Name</u>
ST	ShipTo
BT	Bill To
VN	Vendor
EN	End User

N102	93	Name	X	AN	1/60	Used
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Description Free-form name

N103	66	ID Code Qualifier	X	ID	1/2	Used
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Description Code designating the system/method of code structure used for Identification Code (67)

<u>Code</u>	<u>Name</u>
91	Assigned by Seller or Seller's Agent
93	Code assigned by the organization originating the transaction set
94	Code assigned by the organization that is the ultimate destination of the transaction set
ZZ	Mutually Defined

N104	67	Identifying Code	X	AN	2/80	Used
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Description Code identifying a party or other code

Example:

N1~ST~CDW COMPUTER CENTERS, INC.~92~DS

N2 Additional Name Information

User Option (Usage): Optional
Purpose: 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	Used

Description Free-form name

N202	93	Name	O	AN	1/60	Used
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Description Free-form name

Example:

N2~JOHN~DOE

N3 Address Information

User Option (Usage): Optional
Purpose: 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	Address Information	M	AN	1/55	Used
		<u>Description</u> Address information				
N302	166	Address Information	O	AN	1/55	Used
		<u>Description</u> Address information				

Example:

N3~200 N Milwaukee Ave~One CDW Parkway

N4 Geographic Location

User Option (Usage): Optional
Purpose: 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	City Name	O	AN	2/30	Used
		<u>Description</u> Free-form text for city name				
N403	116	Postal Code	O	ID	3/15	Used
		<u>Description</u> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)				
N404	26	Country Code	O	ID	2/3	
		<u>Description</u> Code identifying the country				
N405	309	Location Qualifier	M	ID	1/2	Used
		<u>Description</u> Code identifying type of location.				
		<u>Code</u> <u>Name</u>				
		DE Destination (Shipping) (applies only to "ST" loop)				
		OR Origin (Shipping Point) (applies only to "VN" loop)				
N406	310	Location Identifier	X	AN	1/30	Used
		<u>Description</u> Code which identifies a specific location.				

Example:

N4~Vernon Hills~IL~60061~US~DE~01

PO1 Baseline Item Data

User Option (Usage): Optional
Purpose: 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	Assigned Identification	O	AN	1/20	Used
		Description	Alphanumeric characters assigned for differentiation within a transaction set			
		Note:	From 850 PO1			
PO102	330	Quantity Ordered	X	R	1/15	CDW req
		Description	Quantity ordered			
PO103	335	Unit of Measurement Code	O	ID	2/2	Used
		Description	Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken			
		Code	Name			
		EA	Each			
PO104	212	Unit Price	X	R	1/17	CDW req
		Description	Price per unit of product, service, commodity, etc.			
PO105	639	Basis of Unit Price Code	O	ID	2/2	
		Description	Code identifying the type of unit price for an item			
PO106	235	Product/Service ID Qualifier	X	ID	2/2	CDW req
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		BP	CDW's part number			
PO107	234	Product/Service ID	X	AN	1/48	CDW req
		Description	Identifying number for a product or service			
PO108	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		MG	Manufacturer's Part Number			
PO109	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			

PO110	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		VP	Vendor's Part Number			
PO111	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			
PO112	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		OE	OEM Part Number			
PO113	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			
PO114	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		UP	U.P.C. Consumer Package Code			
PO115	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			
PO116	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		UR	UCC/EAN-128 Coupon Extended Code			
PO117	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			
PO118	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description	Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		Code	Name			
		AC	Aggregation Code (Used to Consolidate Part Families)			
PO119	234	Product/Service ID	X	AN	1/48	Used
		Description	Identifying number for a product or service			

Example:

PO1~000000~1~EA~9817.92~~BP~217220~MG~1234567~VP~C7834A#ABA~OE~OEM1234~UP~88698919064~UR~1234567890123~AC~XYZ123

REF Reference Numbers

User Option (Usage): Optional
Purpose: To specify identifying 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>
REF01	128	Reference Number Qualifier	M	ID	2/3	M

Description Code qualifying the Reference Identification

<u>Code</u>	<u>Name</u>
PO	CDW purchase order number
EU	CDW customer's purchase order number
GC	Bid Contract Number
BB	Manufacturer Authorization Number
BD	Bid Request Number
AH	License Authorization Number
IA	Internal vendor Number
CT	Contract Number
VN	Vendor Order Number

REF02	127	Reference Number	X	AN	1/30	M
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Description Reference information as defined for a particular Transaction Set or as specified by the reference Identification Qualifier

REF03	352	Description	X	AN	1/80	U
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Example:

REF~VN~000907

DTM Date/Time Reference

User Option (Usage): Optional
Purpose: 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	U

Description Code specifying type of date or time, or both date and time.

<u>Code</u>	<u>Name</u>
017	Estimated Delivery Date
067	Current Schedule Delivery

DTM02	373	Date	X	DT	8/8	U
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Description Date (YYMMDD).

Example:

DTM~067~20060616
 DTM~017~20060617

ACK Date/Time Reference

User Option (Usage): Used
Purpose: To acknowledge the ordered quantities and specify the ready date for a specific line item

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>
ACK01	668	Line Item Status Code	M	ID	2/2	CDW req

Description Code specifying the action taken by the seller on a line item requested by the buyer

Note: The following ACK01 codes indicate the line is fully accepted and will be shipped.
Code Name
 IA Item Accepted.

Note: The following codes indicate the order was entered. Acceptance pending changes.
Code Name
 BP Partial Backordered
 DR Item Accepted - Date Rescheduled
 IB Item Backordered
 IE Price Pending
 IF Item on hold, incomplete description
 IH Item on hold
 IP Item Accepted - Price Changed
 IQ Item Accepted - Quantity Changed
 SP Item Accepted - Scheduled Date Pending

Note: The following ACK01 codes indicate the line was rejected:

Code Name
 IR Item Rejected
 R2 Item not carried

ACK02	380	Quantity	X	R	1/15	Used
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Description Number of items

ACK03	355	Unit of Measurement Code	X	AN	2/2	Used
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Description To identify a composite unit of measure

ACK04	374	Date/Time Qualifier	O	ID	3/3	See note
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Description Code specifying type of date or time, or both date and time

Code Name
 017 Estimated Delivery Date
 067 Current Schedule Delivery

ACK05	373	Date	X	DT	8/8	See note
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Description Date expressed as CCYYMMDD

ACK06	326	Request Reference Number	O	AN	1/30	
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Description Reference number to use to identify a particular transaction set

ACK07	235	Product/Service ID Qualifier	X	ID	2/2	
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Description Code identifying the type/source of the descriptive number used in Product/Service ID (234)

Note: This element can be used to include a reason code. Work with the CDW implementer to determine valid codes.

ACK08 234 **Product/Service ID** X AN 1/48

Description Identifying number for a product or service

Note: This element can be used to include a reason code. Work with the CDW implementer to determine valid codes.

Example:

ACK~IA~1~EA~017~20060623~0001059436

DTM Date/Time Reference

User Option (Usage): Optional
Purpose: 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	U

Description Code specifying type of date or time, or both date and time.

Note: An estimated delivery date is required. This can be included in either the ACK or DTM segments.

<u>Code</u>	<u>Name</u>
017	Estimated Delivery Date
067	Current Schedule Delivery

DTM02 373 **Date** X DT 8/8 U

Description Date (YYMMDD).

Example:

DTM~067~20060616
 DTM~017~20060617

CTT Transaction Totals

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

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>
CTT01	354	Number of Line Items	M	N0	1/6	

Description: Total number of line items in the transaction set

Example:

CTT~1

AMT Monetary Amount

User Option (Usage): Optional
Purpose: To indicate the total monetary amount

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>
AMT01	522	Amount Qualifier code	O	ID	1/3	

Description: Code to qualify amount

<u>Code</u>	<u>Name</u>
1	Line Item Total
TT	Total Transaction amount

AMT02	782	Monetary Amount	O	R	1/18	
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Description: Monetary amount

Example:

AMT~TT~1234.56

SE Transaction Set Trailer

User Option (Usage): Mandatory
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
SE01	96	Segments in Transaction	M	N0	1/10	Mandatory

Description: Total number of segments included in a transaction set including ST and SE segments

SE02	329	Transaction Set Control	M	AN	4/9	Mandatory
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Description: Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set.

Comments:

- SE is the last segment of each transaction set.

Example:

SE*18* 5730001

Appendix A – Change List

SEGMENT	ELEMENT	QUAL	DESCRIPTION
HEADER			
BAK	02		Acceptable codes limited to "AT", "AC" and "RD" and qualifying rule(s) defined
REF	01/02	VN	Vendor's Order Number
FOB			Acceptable codes listed
ITD			Segment added for Terms of Sale information
TD5			Carrier Details segment added
DETAIL			
PO1	06/07	BP	Buyer (CDW) Part Number
PO1	08/09	MG	Manufacturer Part Number
PO1	10/11	VP	Vendor Part Number
PO1	12/13	OE	OEM Part Number
PO1	14/15	UP	U.P.C. Consumer Package Code
PO1	16/17	UR	UCC/EAN-128 Code
PO1	18/19	AC	Aggregation Code (Used to Consolidate Part Families)
REF	01/02	EU	End User Purchase Order Number
REF	01/02	GC	Bid Contract Number
REF	01/02	BB	Manufacturer Authorization Number
REF	01/02	BD	Bid Request Number
REF	01/02	AH	License Authorization Number
REF	01/02	IA	Internal (CDW) fVendor ID
REF	01/02	CT	Contract Number
ACK			Acceptable acknowledgment codes related to header level acknowledgment code listed

Appendix B - Sample Inbound Purchase Order Acknowledgement (855)

ST~855~5730001
BAK~00~AC~1047023~20001003
REF~VN~000907
FOB~CA
ITD~01~3~1~~10~~30
TD5~~~~T
N1~ST~CDW COMPUTER CENTERS, INC.~92~DS
N2~JOHN~DOE
N3~200 N Milwaukee Ave~One CDW Parkway
N4~Vernon Hills~IL~60061~US~DE~01
PO1~000000~1~EA~9817.92~~BP~217220~MG~1234567~VP~C7834A#ABA~OE~OEM1234~UP~8869891906
4~ UR~1234567890123~AC~XYZ123
REF~VN~000907
ACK~IA~1~EA~017~20060623~0001059436
DTM~067~20060616
DTM~017~20060617
CTT~1
AMT~TT~1234.56
SE*18* 5730001

Note: Segment terminators are not shown.