

IX. Invoice Layout Form 810

Outlined below are requirements for invoice certification and processing.

Order of Segments - It is important that all segments be sent in the order that they are listed in this document.

Beginning Segment (BIG) Mandatory –The invoice number in the BIG02 cannot be longer than 16 characters and must not contain any dashes, slashes, spaces, or wildcard symbols.

Currency (CUR) Optional – segment should exist with USD.

Reference Segment for Vendor Number (REF02) Mandatory – MUST return the vendor number, using the qualifier of VN.

Name, Address, Location Loops (N1) Mandatory for “ST” – MUST have one loop each with the following qualifiers:

Ship-To (ST). The Ship-To location must match the store number.

Remit-To (RE). The Remit-To location must identify whom the payment goes to.

Terms Segment (ITD) Optional – Must have the ITD12.

Date Segment (DTM) Mandatory – Must contain the 011 qualifier, “date shipped”.

Line Item Information (IT1) Mandatory – The line item information provided on the invoice needs to have IT1-06 value of “UI” for qualifier.

IT101 – Line item number.

IT102 – Quantity

IT103 – UOM for IT1-02.

IT104 – Price

IT106 – Qualifier “UI”

IT107 – Valid UPC code

Product Description (PID) Optional – may be the description (only first line needed).

Total Summary (TDS01) Mandatory – The TDS01 is total for the invoice

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
ISA		Interchange Control Header		
	ISA01	Authorization inf. Qualifier	2/2	'00'
	ISA02	Authorization information	10/10	Blank
	ISA03	Security inf. Qualifier	2/2	'00'
	ISA04	Security information	10/10	Blank
	ISA05	Interchange ID qualifier	2/2	Assigned by partner
	ISA06	Interchange Sender ID	15/15	Assigned by partner
	ISA07	Interchange ID qualifier	2/2	'ZZ'
	ISA08	Interchange Receiver ID	15/15	DIAMONDSHAM(prod) VALEROT (test)
	ISA09	Interchange date	6/6	Format YYMMDD
	ISA10	Interchange time	4/4	Format HHMM
	ISA11	Interchange Control Standards ID	1/1	'U'
	ISA12	Interchange version ID	5/5	'00400'
	ISA13	Interchange Control Numbers	9/9	Unique sequential number to identify transmissions to trading partner
	ISA14	Acknowledgment requested	1/1	'0' = No
Acknowledgement	ISA15	Test indicator	1/1	'T' = Test data 'P' = Prod data
	ISA16	Sub-element separator	1/1	'>'
GS		Functional Group Header		
	GS01	Functional ID	2/2	'IN'
	GS02	Application Sender ID	2/15	'partnerid'
	GS03	Application Receiver ID	2/15	DIAMONDSHAM (prod) VALEROT (test)
	GS04	Data Interchange date	8/8	Format CCYYMMDD
	GS05	Data Interchange time	4/8	Format HHMM
	GS06	Data Interchange control #	1/9	Number assigned to the transmission
	GS07	Responsible Agency Code	1/2	'X' = ANSI X12
	GS08	Version/Release	1/12	'004010'

	<u>Seg</u> <u>Code/Definition</u>	<u>Element</u>	<u>Description</u>		<u>Min/Max</u>
ST	ST01		Transaction Set Header		
			Transaction Set ID	3/3	'810'
	ST02		Transaction Set Control Number	4/9	Partner assigned
sequential					number for transaction set
	<u>Example ST:</u> ST*810*0001~				
BIG	BIG01		Beginning Segment for Invoice		
			Invoice Date	8/8	Partner Ship Date Format CCYYMMDD
	BIG02		Invoice Number	2/16	No dashes, spaces,
slashes or wildcard symbols	BIG03		Purchase Order Date	8/8	Format CCYYMMDD
	BIG04		Purchase Order Number	1/22	Assigned PO Number
Invoice)	BIG07		Transaction Type Code	2/2	'DI' = Debit (Original
	<u>Example BIG:</u> BIG*00000315*1324595*00000313*4500756052**DI~				
CUR	CUR01		Currency		
			Entity Identifier Code	2/3	'BY' = Buying Party
	CUR02		Currency Code	3/3	
	<u>Example CUR:</u> CUR*BY*USD~				
REF	REF01		Reference Numbers		
			Reference Number Qualifier	2/3	'VN' = Vendor Number
Number	REF02		Reference Number	1/30	Vendor Number.
	<u>Example REF:</u> REF*VN*0000654321~				

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
<u>Name Loop Starts Here</u>				
N1		Name		
	N101	Entity Identifier Code	2/3	'ST' = Ship To
	N102	Name	1/60	
	N103	Qualifier	1/2	
	N1042	Value	1/6	

Example N1: N1*ST*Valero Store*92*12345~

Name Loop Ends Here

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
<u>Name Loop Starts Here</u>				
N1	N101	Name Entity Identifier Code	2/3	'RE' = Party to receive remittance
	N102	Name	1/60	
<u>Example N1:</u> N1*RE*Vendor Name~				
N3	N301	Address Information Remit Address Information	1/55	
	<u>Example N3:</u> N3*One Remit Pkwy ~			
N4	N401	Geographic Location City Name	2/30	City
	N402	State Code	2/2	State
	N403	Postal Code	3/15	Zip Code
<u>Example N4:</u> N4*City*ST*12345~				

Name Loop Ends Here

ITD	ITD12	Terms of Sale/Deferred Terms of Sale Description	1/80	
	<u>Example ITD:</u> ITD***** 2% 30 Days, Net 45 Days.~			
DTM	DTM01	Date/Time Reference Date/Time Qualifier	3/3	'011' = Shipped Date Format CCYYMMDD
	DTM02	Date	8/8	
<u>Example DTM:</u> DTM*011*20000506~				

<u>Seg</u>	<u>Element</u>	<u>Description</u>	<u>Min/Max</u>	<u>Code/Definition</u>
<u>Line Item Loop Starts Here</u>				
IT1		Invoice Baseline Item Data		
	<i>IT101</i>	Assigned ID	1/20	Unique line number (Format 999)
	<i>IT102</i>	Quantity invoiced	1/10	Format 999
	<i>IT103</i>	Unit of Measure	2/2	Valid ANSI UOM
	<i>IT104</i>	Unit Price	1/17	Format 999
	<i>IT106</i>	Product/Service ID Qualifier	2/2	'UI' = UPC Package
Code				
	<i>IT107</i>	Product/Service ID	1/48	Valid Product (Material)
Code				

Example IT1: IT1*00010*20*CT*61.6**UI*001234528508~

PID		Product Item Description		
	<i>PID01</i>	Item Description Type	1/1	'F' = Free Form
	<i>PID05</i>	Description	1/80	

Example PID: PID*F**** Valero Ice Cream~

Line Item Loop Ends Here

TDS		Total Monetary Value Summary		
	<i>TDS01</i>	Total Invoice Amount	1/15	Total amount due
before discounts				
				* USE IMPLIED

DECIMAL
Example TDS: TDS*999988~

TXI		Tax Information		
	<i>TXI01</i>	Tax Type Code	2/2	'ST' State Sales Tax ***
Contact Valero for acceptable Taxes				
	<i>TXI02</i>	Monetary Amount	1/18	

Example TXI: TXI*ST*93.26~

SAC		Allowance, Charge, or Service		
	<i>SAC01</i>	Allowance/Charge ID	1/1	'C' Charge
	<i>SAC02</i>	Charge Code	1/10	
	<i>SAC05</i>	Charge Total Amount	1/9	Format 999
				* USE IMPLIED

DECIMAL
Example SAC: SAC*C*D240***17566~

CTT		Transaction Totals		
	<i>CTT01</i>	Number of Line Items	1/6	Format 999

Example CTT: CTT*2~

SE Transaction Set Trailer

including the	SE01	Number of included segments	1/6	Total segments,
	SE02	Transaction Set Control Number	4/9	ST and SE segments. Same number as ST02

Example SE: SE*42*96001~

GE	Functional Group Trailer			
	GE01	Number of Transaction Sets included	1/6	Total number of
		transaction sets		in functional group
	GE02	Data Interchange Control Number	1/9	Same number as GS06

Example GE: GE*1*96~

IEA	Interchange Control Trailer			
	IEA01	Number of Functional Groups	1/5	Total number of group
		in interchange		
	IEA02	Interchange Control Number	9/9	Same number as ISA13

Example IEA: IEA*1*000000096~