## © GANDERmт

## 850 Purchase Order

## Functional Group ID=PO

## Introduction:

This Standard contains the format and establishes the data contents of the Purchase Order Transaction Set (850) for use within the context of an Electronic Data Interchange (EDI) environment using ANSI X12 version 4010. The transaction set can be used to provide for customary and established business and industry practice relative to the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information.

## Notes:

Gander Mountain will use the PO for 3 different shipment types -

1) Ship to Warehouse for warehouse replenishment - One Header Level Ship-To going to the Distribution Center
2) Ship to Warehouse for Cross-dock - One Header Level Ship-To going to the Distribution Center and SDQ segment will be used at the detail level to include the store allocation.
3) Ship Direct to store - No Header Level Ship-To. Store information included in SDQ segment will be used at the detail level

Change History -

- Effective 6/18/07
a. Qualifiers $063 / 064$ in the DTM segment will be replaced with qualifiers $037 / 038$
- Effective 2/1/07 (for International orders)
a. Added new occurrence of header level REF for Port of Export
b. Added FOB04 and FOB05
- Effective - 12/5/05
a. Removed Header Level REF segment. Gander Mountain will no longer be creating multiple 850 's with the same PO number.
b. Removed Header Level SAC loops for Allowance and Charges
c. Added notation on interpretation of New Store Opening Notification (SAC01)
d. Added notes on the use of the N1 Ship To and SDQ segment
e. Remove use of PO101
f. Removed use of REF04 and added separate REF segment occurrence for both Dept and Class values at the item level and each will be a min/max of $1 / 4$
g. Added EAN number to PO1 segment
h. Moved Vendor number from N1 (SU) to new REF (IA). Removed N1 (SU) loop and


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## added REF occurrence at PO Header.

- 3/1/04
a. Add back qualifiers $\mathrm{ZZ}, \mathrm{FF}, \mathrm{TL}$ and WH to FOB02
b. Added qualifiers DE and OR to FOB06
- 2/16/04
a. Changed DTM qualifiers from 037 and 038 to 063 and 064
- 11/14/03
a. Removed qualifiers ZZ, FF, TL and WH and added qualifier DE to FOB02
b. Combined Allowance and Charge SAC segments to one, repeatable loop
c. Combined DTM occurrences to one, repeatable
d. Changed notation on Ship To N1 loop, (N104) regarding which location number will be send
e. Removed SAC segments at item level
f. Business change will now have the item level CTP and REF segments used (previous note on future use removed)
- 9/23/03 New Store orders
a. Added qualifier NS to BEG02
b. Added new SAC occurrence, for New Store identification


## Heading:

|  | Pos. No. | Seg. <br> ID | Name | Req. Des. | Max.Use | Loop Repeat | Notes and Comments |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| M | 010 | ST | Transaction Set Header | M | 1 |  |  |
| M | 020 | BEG | Beginning Segment for Purchase Order | M | 1 |  |  |
| M | 040 | CUR | Currency | M | 1 |  |  |
| M | 050 | REF | Reference Identification | M | 1 |  |  |
|  | 055 | REF | Reference Identification | C | 1 |  |  |
|  | 060 | PER | Administrative Communications Contact | O | 1 |  |  |
|  | 080 | FOB | F.O.B. Related Instructions | O | 1 |  |  |
|  |  |  | LOOP ID - SAC |  |  |  |  |
|  | 120 | SAC | Service, Promotion, Allowance, or Charge Information | O | 1 |  |  |
|  | 130 | ITD | Terms of Sale/Deferred Terms of Sale | O | 1 |  |  |
| M | 150 | DTM | Date/Time Reference | M | 2 |  |  |
|  |  |  | LOOP ID - N9 |  |  |  |  |
|  | 295 | N9 | Reference Identification | O | 1 |  |  |
|  | 300 | MSG | Message Text | O | 1 |  |  |
|  |  |  | LOOP ID - N1 - Bill To |  |  |  |  |

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| M | 310 | N1 | Name | M | 1 |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| M | 330 | N3 | Address Information | M | 1 |  |
| M | 340 | N4 | Geographic Location | M | 1 |  |
|  |  |  | LOOP ID - N1 - Ship To (Optional) |  |  | 1 |
|  | 310 | N1 | Name | O | 1 |  |
|  | 330 | N3 | Address Information | O | 1 | 1 |
|  | G4 | Geographic Location | O | 1 |  |  |

## Detail:

| Pos. <br> No. <br> Com | Seg. ID <br> ments | Name | Req. <br> Des. | Max.Use | Loop Notes and Repeat |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 010 | PO1 | LOOP ID - PO1 |  |  | 650 |
|  |  | Baseline Item Data | M | 1 |  |
|  |  | LOOP ID - CTP |  |  | 1 |
| 040 | CTP | Pricing Information | O | 1 |  |
|  |  | LOOP ID - PID |  |  | 1 |
| 050 | PID | Product/Item Description | O | 1 |  |
|  |  | LOOP ID - PID |  |  | 1 |
| 050 | PID | Product/Item Description | O | 1 |  |
|  |  | LOOP ID - PID |  |  | 1 |
| 050 | PID | Product/Item Description | O | 1 |  |
| 090 | PO4 | Item Physical Details | O | 1 |  |
| 100 | REF | Reference Identification | O | 2 |  |
| 190 | SDQ | Destination Quantity | O | 15 |  |

## Summary:

| Pos. Seg. <br> No. ID | Name | Req. Des. | Max.Use | Loop Notes and Repeat |
| :---: | :---: | :---: | :---: | :---: |
| Comments |  |  |  |  |
| 030 SE | Transaction Set Trailer | M | 1 |  |

```
    Segment: ST Transaction Set Header
    Position: 010
        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

Ref. Data
Des. Element Name
Attributes

ST02
143 Transaction Set Identifier Code
M ID 3/3
Code uniquely identifying a Transaction Set $850 \quad$ Purchase Order
M
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

| Segment: | BEG Beginning Segment for Purchase Order |
| ---: | :--- |
| Position: | 020 |
| Loop: |  |
| Level: | Heading |
| Usage: | Mandatory |
| Max Use: | 1 |
| Purpose: | To indicate the beginning of the Purchase Order Transaction Set |
| and transmit identifying numbers and dates |  |
| Syntax Notes: |  |
| Semantic Notes: $\mathbf{1}$ BEG05 is the date assigned by the purchaser to purchase order. <br> Comments:  |  |

Data Element Summary
Ref. Data
Des. Element Name

M ID 2/2 Code identifying purpose of transaction set $00 \quad$ Original
M BEG02 92 Purchase Order Type Code $\quad$ M ID 2/2
Code specifying the type of Purchase Order
NS New Store Opening SA Stand-alone Order
M
BEG03 324 Purchase Order Number
M AN 1/8
Identifying number for Purchase Order assigned by the orderer/purchaser

M
BEG05
373
Date
M DT 8/8
Date expressed as CCYYMMDD

```
    Segment: CUR Currency
    Position: 040
            Loop:
            Level: Heading
            Usage: Mandatory
Max Use: 1
    Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a
                transaction
    Syntax Notes:
Semantic Notes:
Comments:
```


## Data Element Summary

Ref. Data
Des. Element Name
Attributes
M CUR01 98

M
CUR02
100 Currency Code
M ID 3/3
Code (Standard ISO) for country in whose currency the charges are specified
Currency Code will always be USD.

| Segment: |  | REF Reference Identification |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Position: 050 |  |  |  |  |  |
| Loop: |  |  |  |  |  |
|  | Level: | Heading |  |  |  |
|  | Usage: | Mandatory |  |  |  |
|  | Max Use: | 1 |  |  |  |
|  | Purpose: | To specify identifying information |  |  |  |
| Syntax Notes: |  |  |  |  |  |
| Semantic Notes: |  |  |  |  |  |
| Comments: |  |  |  |  |  |
|  | Notes: | This is the Gander Mountain assigned Supplier vendor number |  |  |  |
| Data Element Summary |  |  |  |  |  |
|  | Ref. | Data |  |  |  |
| $\begin{gathered} \text { Des. } \\ \hline \text { Attributes } \end{gathered}$ |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| M | REF01 | 128 | Reference Identification Qualifier | M | ID 2/2 |
|  |  |  | Code qualifying the Reference Identification |  |  |
| M | I REF02 | 127 | Reference Identification | M | AN 2/10 |
|  |  |  | Reference information as defined for a partic or as specified by the Reference Identification |  | action Set |

```
            Segment: REF Reference Identification
            Position: 050
            Loop:
            Level: Heading
            Usage: Conditional
            Max Use: 1
            Purpose: To specify identifying information
        Syntax Notes:
    Semantic Notes:
            Comments:
            Notes: This is only used for International shipments
```


## Data Element Summary

```
Ref. Data
Des. Element Name
Attributes
M \(\quad\) REF01 128 Reference Identification Qualifier
M ID 2/2
Code qualifying the Reference Identification
ZX County Code (Used for Imports only) Represents City and Country Port of Export
M REF03 352 Description M AN 2/30
Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier
```

```
    Segment: PER Administrative Communications Contact
    Position: 060
            Loop:
            Level: Heading
            Usage: Optional
            Max Use: 1
            Purpose: To identify a person or office to whom administrative
                                    communications should be directed
Syntax Notes:
Semantic Notes:
Comments:
```




| FOB05 | 335 | Transportation Terms Code <br> Code identifying the trade terms which apply to the shipment transportation responsibility | X | ID $\mathbf{2} / \mathbf{2}$ |
| :---: | :---: | :---: | :---: | :---: |
| FOB06 | 309 | Location Qualifier <br> Code identifying type of location | X | ID 2/2 |
| FOB07 | 352 | Description <br> A free-form description to clarify the and their content |  | AN 1/45 elements |



```
    Segment: ITD Terms of Sale/Deferred Terms of Sale
    Position: 130
            Loop:
            Level: Heading
            Usage: Optional
Max Use: 1
    Purpose: To specify terms of sale
    Syntax Notes:
Semantic Notes:
Comments:
```


## Data Element Summary

```
Ref. Data
Des. Element Name
Attributes
\(\begin{array}{lll}\text { M ITD12 } & 352 \text { Description } & \text { M }\end{array}\)
A free-form description to clarify the related data elements and their content
```



| Segment: | N9 Reference Identification |
| ---: | :--- | :--- |
| Position: | 295 |
| Loop: | N9 Optional |
| Level: | Heading |
| Usage: | Optional |
| Max Use: | 1 |
| Purpose: | To transmit identifying information as specified by the Reference |
|  | Identification Qualifier |
| Syntax Notes: |  |
| Semantic Notes: |  |
| Comments: |  |

Data Element Summary
Ref. Data
Des. Element Name
Attributes
M
N901
128
Reference Identification Qualifier
M ID 2/3
Code qualifying the Reference Identification
This segment is used only because it is required when sending the MSG segment within the N9 loop
ZZ Mutually Defined
Free-form Description
M AN 1/20
Free-form descriptive text
"Special Instructions"

```
    Segment: MSG Message Text
    Position: 300
        Loop: N9 Optional
        Level: Heading
        Usage: Optional
Max Use: 1
    Purpose: To provide a free-form format that allows the transmission of text
                information
    Syntax Notes:
Semantic Notes:
Comments:
```


## Data Element Summary

Ref. Data
Des. Element Name
Attributes


Segment: N3 Address Information<br>Position: 330<br>Loop: N1 Mandatory<br>Level: Heading<br>Usage: Mandatory<br>Max Use: 1<br>Purpose: To specify the location of the named party<br>Syntax Notes:<br>Semantic Notes:<br>Comments:

## Data Element Summary

Ref. Data
Des. Element Name
Attributes

| M | N301 | $\mathbf{1 6 6}$ | Address Information <br> Address information |
| :--- | :--- | :--- | :--- |
| N302 | $\mathbf{1 6 6}$ | Address Information <br> Address information | O |

Segment: $\quad$ N4 Geographic Location<br>Position: 340<br>Loop: N1 Mandatory<br>Level: Heading<br>Usage: Mandatory<br>Max Use: 1<br>Purpose: To specify the geographic place of the named party<br>Syntax Notes:<br>Semantic Notes:<br>Comments:

## Data Element Summary

Ref. Data
Des. Element Name
Attributes
N401 19 City Name

M AN 1/20
Free-form text for city name
$\begin{array}{lllll}\text { M } & \mathbf{N} 402 & \text { State or Province Code } & \text { M ID 2/3 }\end{array}$
Code (Standard State/Province) as defined by appropriate government agency
M
N403 116 Postal Code
M ID 1/10
Code defining international postal zone code excluding punctuation and blanks (zip code for United States)

| Segment: <br> Position: |  | N1 Name |  |
| :---: | :---: | :---: | :---: |
|  |  | 310 |  |
|  | Loop: | N1 | Optional |
|  | Level: | Heading |  |
|  | Usage: | Optional |  |
|  | Max Use: | 1 |  |
|  | Purpose: | To identify a party by type of organization, name, and code |  |
| Semantic Notes: |  |  |  |
|  |  |  |  |  |  |
|  | Comments: |  |  |
|  | Notes: | This occurrence of the N1 loop will not be sent for Direct Store Delivery |  |
| Data Element Summary |  |  |  |
|  | Ref. | Data <br> Element Name |  |
|  | Des. |  |  |
| Attributes |  |  |  |
| M | N101 | 98 | Entity Identifier Code M ID 2/2 |
|  |  |  | Code identifying an organizational entity, a physical location, property or an individual |
|  |  |  | ST Ship To |
| M | N102 | 93 | Name M AN 1/32 |
|  |  |  | Free-form name |
| M | N103 | 66 | Identification Code Qualifier M ID 2/2 |
|  |  |  | Code designating the system/method of code structure used for Identification Code (67) |
|  |  |  | Identification Code (67) <br> 92 Assigned by Buyer or Buyer's Agent |
| M | N104 | 67 | Identification Code M AN 2/4 |
|  |  |  | Code identifying a party or other code |
|  |  |  | Gander Mountain's internal Warehouse (Cross Dock or bulk orders) |

Segment: N3 Address Information<br>Position: 330<br>Loop: N1 Optional<br>Level: Heading<br>Usage: Optional<br>Max Use: 1<br>Purpose: To specify the location of the named party<br>Syntax Notes:<br>Semantic Notes:<br>Comments:

## Data Element Summary

Ref. Data
Des. Element Name
Attributes
$\begin{array}{llll}M & \text { N301 } & 166 \text { Address Information }\end{array}$
Address information
N302 166 Address Information O AN 1/30

```
    Segment: N4 Geographic Location
    Position: 340
        Loop: N1 Optional
        Level: Heading
        Usage: Optional
Max Use: 1
    Purpose: To specify the geographic place of the named party
        Syntax Notes:
Semantic Notes:
Comments:
```


## Data Element Summary

Ref. Data
Des. Element Name
Attributes
N401 19 City Name

M AN 1/20
Free-form text for city name
M
N402 156 State or Province Code
M ID 2/3
Code (Standard State/Province) as defined by appropriate government agency
M
N403 116 Postal Code M ID 1/10
Code defining international postal zone code excluding punctuation and blanks (zip code for United States)


Segment: CTP Pricing Information<br>Position: 040<br>Loop: CTP Optional<br>Level: Detail<br>Usage: Optional<br>Max Use: 1<br>Purpose: To specify pricing information<br>Syntax Notes:<br>Semantic Notes:<br>Comments:



```
Segment: PID Product/Item Description
Position: 050
    Loop: PID Optional
    Level: Detail
    Usage: Optional
Max Use: 1
Purpose: To describe a product or process in coded or free-form format
    Syntax Notes:
Semantic Notes:
Comments:
```



```
Segment: PID Product/Item Description
Position: 050
        Loop: PID Optional
        Level: Detail
        Usage: Optional
Max Use: 1
    Purpose: To describe a product or process in coded or free-form format
    Syntax Notes:
Semantic Notes:
Comments:
```



```
Segment: PID Product/Item Description
Position: 050
        Loop: PID Optional
        Level: Detail
        Usage: Optional
Max Use: 1
    Purpose: To describe a product or process in coded or free-form format
    Syntax Notes:
Semantic Notes:
Comments:
```



```
    Segment: PO4 Item Physical Details
    Position: 090
        Loop: PO1 Mandatory
        Level: Detail
        Usage: Optional
    Max Use: 1
    Purpose: To specify the physical qualities, packaging, weights, and
        dimensions relating to the item
    Syntax Notes:
Semantic Notes:
Comments:
```


## Data Element Summary

Ref. Data
Des. Element Name
Attributes
$\begin{array}{llll}\text { M PO401 } 356 & \text { Pack } & \text { M } & \text { N0 1/4 }\end{array}$
The number of inner containers, or number of eaches if there are no inner containers, per outer container

|  | Segment: | REF Reference Identification |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Position: | 100 |  |  |  |
|  | Loop: | PO1 | Mandatory |  |  |
|  | Level: | Detail |  |  |  |
|  | Usage: | Optional |  |  |  |
|  | Max Use: | 1 |  |  |  |
|  | Purpose: | To specify identifying information |  |  |  |
|  | Syntax Notes: |  |  |  |  |
| Semantic Notes: <br> Comments: |  |  |  |  |  |
| Notes: |  | This is Gander Mountain's Department number that should be printed on the item tag |  |  |  |
| Data Element Summary |  |  |  |  |  |
|  | Ref. | Data |  |  |  |
|  | Des. | Element | Name |  |  |
| $\xrightarrow{\text { Attributes }}$ |  |  |  |  |  |
| M | REF01 | 128 | Reference Identification Qualifier | M | ID 2/2 |
| Code qualifying the Reference Identification |  |  |  |  |  |
| M | REF02 | 127 | Description | M AN 1/4 |  |
| Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier |  |  |  |  |  |


|  | Segment: | REF Reference Identification |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Position: | 100 |  |  |  |
|  | Loop: | PO1 | Mandatory |  |  |
|  | Level: | Detail |  |  |  |
|  | Usage: | Optional |  |  |  |
|  | Max Use: | 1 |  |  |  |
|  | Purpose: | To specify identifying information |  |  |  |
|  | Syntax Notes: |  |  |  |  |
| Semantic Notes: |  |  |  |  |  |
| Comments: |  |  |  |  |  |
| Notes: |  | This is Gander Mountain's Product "CLASS" Code that should be printed on the item tag |  |  |  |
| Data Element Summary |  |  |  |  |  |
|  | Ref. | Data |  |  |  |
|  | Des. | Element | Name |  |  |
| Attributes |  |  |  |  |  |
| M | REF01 | 128 | Reference Identification Qualifier | M | ID 2/2 |
| Code qualifying the Reference Identification |  |  |  |  |  |
| M | REF02 | 127 | Description | M | AN 1/4 |
|  |  | or as specified by the Reference Identification Qualifier |  |  |  |


| Segment: | SDQ Destination Quantity |
| :---: | :---: |
| Position: | 190 |
| Loop: | PO1 Mandatory |
| Level: | Detail |
| Usage: | Optional |
| Max Use: | 15 |
| Purpose: | To specify destination and quantity detail |
| Syntax Notes: | 1 If either SDQ05 or SDQ06 is present, then the other is required. |
|  | 2 If either SDQ07 or SDQ 08 is present, then the other is required. |
|  | 3 If either SDQ09 or SDQ10 is present, then the other is required. |
|  | 4 If either SDQ11 or SDQ12 is present, then the other is required. |
|  | 5 If either SDQ13 or SDQ14 is present, then the other is required. |
|  | 6 If either SDQ15 or SDQ16 is present, then the other is required. |
|  | 7 If either SDQ17 or SDQ18 is present, then the other is required. |
|  | 8 If either SDQ19 or SDQ20 is present, then the other is required. |
|  | 9 If either SDQ21 or SDQ22 is present, then the other is required. |
| Semantic Notes: | 1 SDQ23 identifies the area within the location identified in SDQ03, SDQ05, SDQ07, SDQ09, SDQ11, SDQ13, SDQ15, SDQ17, SDQ19, and SDQ21. |
| Comments: | 1 SDQ02 is used only if different than previously defined in the transaction set. <br> 2 SDQ03 is the store number. |
| Notes: | If order is shipping to a warehouse (N1 Ship To is present), this is the Cross-Dock/Marked-For/Pre-mark information providing, the store number and quantity of the item. |
|  | If order is shipping direct to a Store (N1 Ship To is not present), this is the store number and quantity of the item |
|  | Data Element Summary |
| Ref. | Data |
| Des. | Element Name |
| Attributes |  |
| SDQ01 | 355 Unit or Basis for Measurement Code M ID 2/2 |

EA Each
Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

M

M

M
SDQ04
SDQ05

SDQ06

SDQ07

SDQ08

SDQ09

SDQ10

SDQ11

SDQ12

SDQ13

SDQ14

SDQ15

SDQ16

SDQ17
SDQ03

Identification Code Qualifier
M ID 2/2
Code designating the system/method of code structure used for Identification Code (67)
92 Assigned by Buyer or Buyer's Agent
67 Identification Code
M AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
M R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
Gander Mountain's 4-digit Store Number
380 Quantity
X R 1/12
Numeric value of quantity
67 Identification Code
O AN 2/4
Code identifying a party or other code
$\left.\begin{array}{lclll} & & \text { Gander Mountain's 4-digit Store Number }\end{array}\right)$ X $\quad$ R 1/12

Segment: SE Transaction Set Trailer
Position: 030
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:
SE is the last segment of each transaction set.

## Data Element Summary

Ref. Data
Des. Element Name

| M | Attributes SE01 $\mathbf{9 6}$Number of Included Segments <br> Total number of segments included in a transaction set including |  |  |  |
| :--- | :---: | :---: | :--- | :--- |
| $\mathbf{M}$ | SE02 | $\mathbf{3 2 9}$ | ST and SE segments <br> Transaction Set Control Number | Identifying control number that must be unique within the <br> transaction set functional group assigned by the originator for a <br> transaction set |

