

# **Golub 880 Specifications (4010 UCS)**

(November 2, 2006; last updated September 23, 2008)

## **Invoice Identification (mandatory)**

G0101 -- 8-digit date when invoice was produced (mandatory)

G0102 -- invoice number (mandatory)

G0103 -- 8-digit date when p.o. was written (per Golub) (mandatory); p.o. received/entered date also OK

G0104 -- p.o. number (mandatory)

G0105 -- vendor order number (mandatory)

(no other elements needed)

## **Reference Identification (optional)**

N9 -- see sample; several occurrences of N9 possible

## **Date/Time (mandatory)**

G6201 -- 2-character qualifier; (11 to indicate ship date) (mandatory)

G6202 -- 8-digit date (ship date) (mandatory)

## **Carrier Detail (optional)**

G27 -- see sample for rough idea of what it may look like; if you include it, segments 01, 04, and 05 are mandatory

## **Terms of Sale (mandatory) (see sample for elements typically included)**

G2301 -- 2-character terms type code (08 is commonly used; indicates standard terms)

G2302 -- 2-character terms basis date code (3 is commonly used; indicates invoice date to follow)

G2303 -- 8-digit date (invoice date preferred)

G2304 -- 2-digit terms due date qualifier (code to indicate what the date that follows means) (not mandatory; 01 = postmark date; 02 = received by date)

G2305 -- terms discount percent (2.00 is the most common value)

G2306 -- 8-digit terms discount due date (deadline to receive terms discount)

G2307 -- 1 to 3 digit number of days remaining until payment is due under terms discount

G2308 -- 8-digit net due date

G2309 -- 1 to 3 digit number of days until net payment is due

G2310 -- terms discount amount (implied decimal; 2 decimal places)

G2311 -- discounted amount due (implied decimal; 2 decimal places)

G2312 -- amount subject to terms discount (implied decimal; 2 decimal places)

G2313 -- installment total due (implied decimal; 2 decimal places)

G2314 -- percent of invoice payable (if fractional percent involved, use explicit decimal and 3 decimal places)

G2315 -- free-form message

## **F.O.B. Information (preferred, but optional)**

G2501 -- 2-character ship method of payment (such as PP for prepaid by seller)  
G2502 -- 2-character FOB point code (such as 02 for destination)  
G2503 -- not needed

**Ship To Address (mandatory)**

N1 thru N4 see sample  
N101 -- include value of ST

**Bill To Address (optional)**

N1 thru N4 see sample  
N101 -- include value of BT

**Remit To Address (mandatory)**

N1 thru N4 see sample  
N101 -- include value of RE

**Invoice Item Detail (mandatory)**

G1701 -- quantity invoiced (to date, we can only process integer quantities—no decimals) (mandatory)  
G1702 -- unit of measure (such as CA) (mandatory)  
G1703 -- item list cost; this element is R4 (4 decimal places required if fraction involved; negative sign may be included; decimal and sign not included in maximum of 9 digits) (mandatory)  
G1704 -- 12-digit UPC case code (mandatory)  
G1705 -- 2-character product id qualifier (a value of VN, for vendor's product id, is commonly used) (optional)  
G1706 -- up to 48-character product id (optional)  
G1707 thru G1709 are not needed (optional)  
G1710 -- number of units shipped (optional)  
G1711 -- unit of measure (optional)

**Item Free-Form Description (though standards indicate this segment is optional, our system requires it)**

G6901 see sample

**Item Packing Detail (not required, but helpful)**

G2001 -- pack  
G2002 -- size  
G2003 -- unit of measure  
G2004 -- weight (if there is a decimal, it must be shown)  
G2005 -- unit of measure

**Total Invoice Quantity (mandatory)**

G3101 -- total units shipped this invoice (mandatory)  
G3102 -- unit of measure (mandatory)

G3103 -- total weight this invoice (mandatory)  
G3104 -- unit of measure (such as LB) (mandatory)  
G3105 -- total volume (optional)  
G3106 -- unit of measure (such as CF for cubic feet) (optional)

**Total Invoice Amount (mandatory)**

G3301 -- total invoice amount (2 decimal places; decimal implied) (mandatory)

**Allowances/Charges (G72)**

This is an *optional* segment. But if there is no allowance/charge, please don't include it.

Please note that an allowance/charge that applies to the invoice as a whole should be included in a G72 that appears in the header information (before the first G17). Any other G72 included will be interpreted as an allowance/charge associated with the G17 it follows.

G7201 -- 3-digit allowance/charge code (required) (such as 47 = allowances, 504 = freight, 518 = service/emergency charge, 999 = other)

G7202 -- 2-character allowance/charge handling code (required) (the meanings of 01 and 02 are reversed in EDI880; please send 01 as off-invoice, 02 as bill-back, 06 as surcharge, ZZ as mutually defined)

G7204 and G7211 are *optional*

G7203, 05, 06, 07, 08, 09, and 10 may or may not be required as follows:

One of the following *must* be included: 03, 05, 08, or 09

But *only one* of the following *may* be included: 05, 08, 09

Elements 06 and 07 are a conditional pair; if one is included, the other must be included

Elements 09 and 10 are a conditional pair; if one is included, the other must be included

G7203 -- allowance/charge number (up to 16 chars.)

G7204 -- exception number (up to 16 chars.)

G7205 -- allowance/charge rate (include 4 decimal places after decimal if fraction included)

G7206 -- allowance/charge quantity (up to 10 digits)

G7207 -- unit of measure (2 chars.)

G7208 -- allowance/charge total amount (2 implied decimal places) (negative sign acceptable as appropriate); trading partners that send a value in this field successfully send a total of 15 characters, including all leading zeroes

G7209 -- allowance/charge percent (include 3 decimal places after decimal if fraction included)

G7210 -- dollar basis for percentage (include 2 decimal places after decimal if fraction included)

G7211 -- option number (convention agreed upon by trading partners involved to specify an allowance/charge when multiple possibilities are involved) (up to 20 chars.)

**Allowance/Charge Description (G73)**

If you include a G72, you may also choose to include a G73. But its use is also *optional*.

G7301 -- free-form description of allowance/charge