



# 850 Purchase Order

Functional Group ID=**PO**

## Introduction:

This Draft Standard for Trial Use 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. 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.

## Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
	0005	ISA	Interchange Control Header	O	1		
	0010	GS	Functional Group Header	O	1		
M	0100	ST	Transaction Set Header	M	1		
M	0200	BEG	Beginning Segment for Purchase Order	M	1		
	0500	REF	Reference Identification	O	>1		
	0600	PER	Administrative Communications Contact	O	3		
	0800	FOB	F.O.B. Related Instructions	O	>1		
	0810	CSH	Sales Requirements	O	1		
	1300	ITD	Terms of Sale/Deferred Terms of Sale	O	>1		
	1310	DTM	Date/Time Reference	O	1		
	1320	TD5	Carrier Details (Routing Sequence/Transit Time)	O	1		
LOOP ID - N9						1000	
	2950	N9	Reference Identification	O	1		
	3000	MSG	Text	O	>1		
LOOP ID - N1						200	
	3100	N1	Name	O	1		
	3300	N3	Address Information	O	2		
	3400	N4	Geographic Location	O	>1		

## Detail:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
LOOP ID - PO1						100000	
M	0100	PO1	Baseline Item Data	M	1		n1
LOOP ID - PID						1000	
	0500	PID	Product/Item Description	O	1		

## Summary:

	<b>Pos. No.</b>	<b>Seg. ID</b>	<b>Name</b>	<b>Req. Des.</b>	<b>Max.Use</b>	<b>Loop Repeat</b>	<b>Notes and Comments</b>
			LOOP ID - CTT			1	
	0100	CTT	Transaction Totals	O	1		n2
	0200	AMT	Monetary Amount	O	1		n3
M	0300	SE	Transaction Set Trailer	M	1		
	0310	GE	Functional Group Trailer	O	1		
	0320	IEA	Interchange Control Trailer	O	1		

## Transaction Set Notes

1. PO102 is required.
2. The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.
3. If AMT is used in the summary area, then AMT01 will = TT and AMT02 will indicate total transaction amount as calculated by the sender.

**Segment:** **ISA** Interchange Control Header  
**Position:** 0005  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To start and identify an interchange of zero or more functional groups and interchange-related control segments

**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	ISA01	I01	<b>Authorization Information Qualifier</b> Code identifying the type of information in the Authorization Information Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	ISA02	I02	<b>Authorization Information</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)	M 1 AN 10/10
M	ISA03	I03	<b>Security Information Qualifier</b> Code identifying the type of information in the Security Information Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	ISA04	I04	<b>Security Information</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)	M 1 AN 10/10
M	ISA05	I05	<b>Interchange ID Qualifier</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	ISA06	I06	<b>Interchange Sender ID</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	M 1 AN 15/15
M	ISA07	I05	<b>Interchange ID Qualifier</b> Code indicating the system/method of code structure used to designate the sender or receiver ID element being qualified Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	ISA08	I07	<b>Interchange Receiver ID</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	M 1 AN 15/15
M	ISA09	I08	<b>Interchange Date</b> Date of the interchange	M 1 DT 6/6
M	ISA10	I09	<b>Interchange Time</b> Time of the interchange	M 1 TM 4/4
M	ISA11	I65	<b>Repetition Separator</b> Type is not applicable; the repetition separator is a delimiter and not a data element; this field provides the delimiter used to separate repeated occurrences of a simple data element or a composite data structure; this value must be different than the data element separator, component element separator, and the segment terminator	M 1 AN 1/1
M	ISA12	I11	<b>Interchange Control Version Number</b> Code specifying the version number of the interchange control segments	M 1 ID 5/5

			Refer to 004010 Data Element Dictionary for acceptable code values.		
<b>M</b>	<b>ISA13</b>	<b>I12</b>	<b>Interchange Control Number</b>	<b>M</b>	<b>1 N0 9/9</b>
			A control number assigned by the interchange sender		
<b>M</b>	<b>ISA14</b>	<b>I13</b>	<b>Acknowledgment Requested</b>	<b>M</b>	<b>1 ID 1/1</b>
			Code indicating sender's request for an interchange acknowledgment		
			Refer to 004010 Data Element Dictionary for acceptable code values.		
<b>M</b>	<b>ISA15</b>	<b>I14</b>	<b>Usage Indicator</b>	<b>M</b>	<b>1 ID 1/1</b>
			Code indicating whether data enclosed by this interchange envelope is test, production or information		
			Refer to 004010 Data Element Dictionary for acceptable code values.		
<b>M</b>	<b>ISA16</b>	<b>I15</b>	<b>Component Element Separator</b>	<b>M</b>	<b>1 AN 1/1</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		

**Segment:** **GS** Functional Group Header  
**Position:** 0010  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the beginning of a functional group and to provide control information  
**Syntax Notes:**  
**Semantic Notes:**

- 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 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.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	GS01	479	<b>Functional Identifier Code</b> Code identifying a group of application related transaction sets Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	GS02	142	<b>Application Sender's Code</b> Code identifying party sending transmission; codes agreed to by trading partners	M 1 AN 2/15
M	GS03	124	<b>Application Receiver's Code</b> Code identifying party receiving transmission; codes agreed to by trading partners	M 1 AN 2/15
M	GS04	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	M 1 DT 8/8
M	GS05	337	<b>Time</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)	M 1 TM 4/8
M	GS06	28	<b>Group Control Number</b> Assigned number originated and maintained by the sender	M 1 N0 1/9
M	GS07	455	<b>Responsible Agency Code</b> Code identifying the issuer of the standard; this code is used in conjunction with Data Element 480 Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 1/2
M	GS08	480	<b>Version / Release / Industry Identifier Code</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 Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 AN 1/12

**Segment:** **ST** Transaction Set Header  
**Position:** 0100  
**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).
- 2 The implementation convention reference (ST03) is used by the translation routines of the interchange partners to select the appropriate implementation convention to match the transaction set definition.

**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	ST01	143	<b>Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 3/3
M	ST02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M 1 AN 4/9
	ST03	1705	<b>Implementation Convention Reference</b> Reference assigned to identify Implementation Convention	O 1 AN 1/35

**Segment:** **BEG** Beginning Segment for Purchase Order  
**Position:** 0200  
**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:** 1 BEG05 is the date assigned by the purchaser to purchase order.  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BEG01	353	<b>Transaction Set Purpose Code</b> Code identifying purpose of transaction set 00 Original Purchase Order	M 1 ID 2/2
M	BEG02	92	<b>Purchase Order Type Code</b> Code specifying the type of Purchase Order Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/2
M	BEG03	324	<b>Purchase Order Number</b> Identifying number for Purchase Order assigned by the orderer/purchaser	M 1 AN 1/22
Not Used	BEG04	328	<b>Release Number</b> Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction	O 1 AN 1/30
M	BEG05	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	M 1 DT 8/8

**Segment:** **REF** Reference Identification  
**Position:** 0500  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify identifying information  
**Syntax Notes:**

- 1 At least one of REF02 or REF03 is required.
- 2 If either C04003 or C04004 is present, then the other is required.
- 3 If either C04005 or C04006 is present, then the other is required.

**Semantic Notes:**

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

**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	<b>Reference Identification Qualifier</b> Code qualifying the Reference Identification IA Internal Vendor Number 11 Account Number (Vendor Account Number for Party City) – Future Use	M 1 ID 2/3
	REF02	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50



**Segment:** **PER** Administrative Communications Contact  
**Position:** 0600  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 3  
**Purpose:** To identify a person or office to whom administrative communications should be directed  
**Syntax Notes:**

- 1 If either PER03 or PER04 is present, then the other is required.
- 2 If either PER05 or PER06 is present, then the other is required.
- 3 If either PER07 or PER08 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	PER01	366	<b>Contact Function Code</b> Code identifying the major duty or responsibility of the person or group named BD Buyer - <b>Used for Dept. Codes Please see Attached List</b>	M 1 ID 2/2
	PER02	93	<b>Name</b> Free-form name	O 1 AN 1/60

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 0800  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying the title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Comments:**

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	FOB01	146 <b>Shipment Method of Payment</b> Code identifying payment terms for transportation charges PP Prepaid CC Collect – Future Use	M 1 ID 2/2

**Segment:** **CSH Sales Requirements**  
**Position:** 0810  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify general conditions or requirements of the sale  
**Syntax Notes:**

- 1 If CSH02 is present, then CSH03 is required.
- 2 If either CSH06 or CSH07 is present, then the other is required.
- 3 If either CSH09 or CSH10 is present, then the other is required.

**Semantic Notes:**

- 1 CSH03 is the maximum monetary amount value which the order must not exceed.
- 2 CSH04 is the account number to which the purchase amount is charged.
- 3 CSH05 is the date specified by the sender to be shown on the invoice.
- 4 CSH06 identifies the source of the code value in CSH07.

**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
CSH01	563	Sales Requirement Code	O 1 ID 1/2
		Code to identify a specific requirement or agreement of sale	
		BK Backorder Allowed – Future Use	
		N No Backorder – Future Use	

**Segment: ITD Terms of Sale/Deferred Terms of Sale**

- Position:** 1300  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify terms of sale  
**Syntax Notes:**
  - 1 If ITD03 is present, then at least one of ITD04 ITD05 or ITD13 is required.
  - 2 If ITD08 is present, then at least one of ITD04 ITD05 or ITD13 is required.
  - 3 If ITD09 is present, then at least one of ITD10 or ITD11 is required.**Semantic Notes:**
  - 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.

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		
ITD01	336	<b>Terms Type Code</b> Code identifying type of payment terms Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 2/2
ITD02	333	<b>Terms Basis Date Code</b> Code identifying the beginning of the terms period Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 1/2
ITD03	338	<b>Terms Discount Percent</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	O 1 R 1/6
ITD04	370	<b>Terms Discount Due Date</b> Date payment is due if discount is to be earned expressed in format CCYYMMDD where CC represents the first two digits of the calendar year	X 1 DT 8/8
ITD05	351	<b>Terms Discount Days Due</b> Number of days in the terms discount period by which payment is due if terms discount is earned	X 1 N0 1/3
ITD06	446	<b>Terms Net Due Date</b> Date when total invoice amount becomes due expressed in format CCYYMMDD where CC represents the first two digits of the calendar year	O 1 DT 8/8
ITD07	386	<b>Terms Net Days</b> Number of days until total invoice amount is due (discount not applicable)	O 1 N0 1/3
Not Used	ITD08	362 <b>Terms Discount Amount</b> Total amount of terms discount	O 1 N2 1/10
Not Used	ITD09	388 <b>Terms Deferred Due Date</b> Date deferred payment or percent of invoice payable is due expressed in format CCYYMMDD where CC represents the first two digits of the calendar year	O 1 DT 8/8
Not Used	ITD10	389 <b>Deferred Amount Due</b> Deferred amount due for payment	X 1 N2 1/10
Not Used	ITD11	342 <b>Percent of Invoice Payable</b> Amount of invoice payable expressed in percent	X 1 R 1/5
	ITD12	352 <b>Description</b> A free-form description to clarify the related data elements and their content	O 1 AN 1/80

**Segment:** **DTM** Date/Time Reference  
**Position:** 1310  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:**

- 1 At least one of DTM02 DTM03 or DTM05 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM05 or DTM06 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	DTM01	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time 061 Cancel if not delivered by <span style="color: red;">Please Note</span> 064 Do not deliver before	M 1 ID 3/3
	DTM02	373	<b>Date</b> Date expressed as CCYYMMDD where CC represents the first two digits of the calendar year	X 1 DT 8/8

**Segment:** **TD5** Carrier Details (Routing Sequence/Transit Time)  
**Position:** 1320  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify the carrier and sequence of routing and provide transit time information  
**Syntax Notes:**

- 1 At least one of TD502 TD504 TD505 TD506 or TD512 is required.
- 2 If TD502 is present, then TD503 is required.
- 3 If TD507 is present, then TD508 is required.
- 4 If TD510 is present, then TD511 is required.
- 5 If TD513 is present, then TD512 is required.
- 6 If TD514 is present, then TD513 is required.
- 7 If TD515 is present, then TD512 is required.

**Semantic Notes:**

- 1 TD515 is the country where the service is to be performed.

**Comments:**

- 1 When specifying a routing sequence to be used for the shipment movement in lieu of specifying each carrier within the movement, use TD502 to identify the party responsible for defining the routing sequence, and use TD503 to identify the actual routing sequence, specified by the party identified in TD502.

#### Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Not Used	<b>TD501</b>	<b>133 Routing Sequence Code</b>	<b>O 1 ID 1/2</b>
		Code describing the relationship of a carrier to a specific shipment movement Refer to 004010 Data Element Dictionary for acceptable code values.	
	<b>TD502</b>	<b>66 Identification Code Qualifier</b>	<b>X 1 ID 1/2</b>
		Code designating the system/method of code structure used for Identification Code (67)	
		<b>92</b>	
	<b>TD503</b>	<b>67 Identification Code</b>	<b>X 1 AN 2/80</b>
		Code identifying a party or other code	

**Segment:** **N9 Reference Identification**  
**Position:** 2950  
**Loop:** N9 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier  
**Syntax Notes:**

- 1 At least one of N902 or N903 is required.
- 2 If N906 is present, then N905 is required.
- 3 If either C04003 or C04004 is present, then the other is required.
- 4 If either C04005 or C04006 is present, then the other is required.

**Semantic Notes:**

- 1 N906 reflects the time zone which the time reflects.
- 2 N907 contains data relating to the value cited in N902.

**Comments:**

**Data Element Summary**

<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	128	<b>Reference Identification Qualifier</b> Code qualifying the Reference Identification Refer to 004010 Data Element Dictionary for acceptable code values.	M 1 ID 2/3
	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X 1 AN 1/50

**Segment:** **MSG** Text  
**Position:** 3000  
**Loop:** N9 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify textual data  
**Syntax Notes:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
MSG01	363	Free Form Description Free Form Purchase Order Notes	O 1 ID 3/3



**Segment:** **N1** Name  
**Position:** 3100  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:** 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.  
**Semantic Notes:**  
**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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	N101	98	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual ST Ship To BT Bill To	M 1 ID 2/3
	N102	93	<b>Name</b> Free-form name	X 1 AN 1/60
	N103	66	<b>Identification Code Qualifier</b> Code designating the system/method of code structure used for Identification Code (67) Refer to 004010 Data Element Dictionary for acceptable code values.	X 1 ID 1/2
	N104	67	<b>Identification Code</b> Code identifying a party or other code	X 1 AN 2/80

**Segment:** N3 Address Information  
**Position:** 3300  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>		
M	N301	166	<b>Address Information</b> Address information	M 1 AN 1/55
	N302	166	<b>Address Information</b> Address information	O 1 AN 1/55

**Segment:** **N4 Geographic Location**  
**Position:** 3400  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:**

- 1 Only one of N402 or N407 may be present.
- 2 If N406 is present, then N405 is required.
- 3 If N407 is present, then N404 is required.

**Semantic Notes:**  
**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.

**Data Element Summary**

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
N401	19	City Name Free-form text for city name	O 1 AN 2/30
N402	156	State or Province Code Code (Standard State/Province) as defined by appropriate government agency	X 1 ID 2/2
N403	116	Postal Code Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O 1 ID 3/15
N404	26	Country Code Code identifying the country	X 1 ID 2/3
N405	309	Location Qualifier Code identifying type of location Refer to 004010 Data Element Dictionary for acceptable code values.	X 1 ID 1/2
N406	310	Location Identifier Code which identifies a specific location	O 1 AN 1/30
N407	1715	Country Subdivision Code Code identifying the country subdivision	X 1 ID 1/3

**Segment:** **PO1** **Baseline Item Data**  
**Position:** 0100  
**Loop:** PO1 Mandatory  
**Level:** Detail  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To specify basic and most frequently used line item data  
**Syntax Notes:**

- 1 If PO103 is present, then PO102 is required.
- 2 If PO105 is present, then PO104 is required.
- 3 If either PO106 or PO107 is present, then the other is required.
- 4 If either PO108 or PO109 is present, then the other is required.
- 5 If either PO110 or PO111 is present, then the other is required.

**Semantic Notes:**  
**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.

#### Data Element Summary

<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
PO101	350	<b>Assigned Identification</b> Alphanumeric characters assigned for differentiation within a transaction set	O 1 AN 1/20
PO102	330	<b>Quantity Ordered</b> Quantity ordered	X 1 R 1/15
PO103	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 2/2
PO104	212	<b>Unit Price</b> Price per unit of product, service, commodity, etc.	X 1 R 1/17
PO105	639	<b>Basis of Unit Price Code</b> Code identifying the type of unit price for an item Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 2/2
PO106	235	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) VP Vendor Part Number	X 1 ID 2/2
PO107	234	<b>Product/Service ID</b> Identifying number for a product or service	X 1 AN 1/48
PO108	235	<b>Product/Service ID Qualifier</b> UI UPC (11 Digit) UP UPC (12 digit) EN UPC (13 digit) UK UPC (14 digit) Refer to 004010 Data Element Dictionary for acceptable code values.	X 1 ID 2/2
PO109	234	<b>Product/Service ID</b> Identifying number for a product or service	X 1 AN 1/48
PO110	235	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) SK SKU Number	X 1 ID 2/2
PO111	234	<b>Product/Service ID</b> Identifying number for a product or service	X 1 AN 1/48

**Segment:** **PID** **Product/Item Description**

**Position:** 0500

**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:**

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

**Semantic Notes:**

- 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.

#### Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	PID01	349	<b>Item Description Type</b> Code indicating the format of a description F Free form description	M 1 ID 1/1
Not Used	PID02	750	<b>Product/Process Characteristic Code</b> Code identifying the general class of a product or process characteristic Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 2/3
Not Used	PID03	559	<b>Agency Qualifier Code</b> Code identifying the agency assigning the code values Refer to 004010 Data Element Dictionary for acceptable code values.	X 1 ID 2/2
Not Used	PID04	751	<b>Product Description Code</b> A code from an industry code list which provides specific data about a product characteristic	X 1 AN 1/12
	PID05	352	<b>Description</b> A free-form description to clarify the related data elements and their content	X 1 AN 1/80

**Segment:** **CTT** Transaction Totals  
**Position:** 0100  
**Loop:** CTT Optional  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To transmit a hash total for a specific element in the transaction set  
**Syntax Notes:** 1 If either CTT03 or CTT04 is present, then the other is required.  
 2 If either CTT05 or CTT06 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

**Data Element Summary**

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	CTT01	354	Number of Line Items Total number of line items in the transaction set	M 1 N0 1/6

**Segment:** **AMT** Monetary Amount  
**Position:** 0200  
**Loop:** CTT Optional  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the total monetary amount  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
M	AMT01	522	<b>Amount Qualifier Code</b> Code to qualify amount TT Transaction Total	M 1 ID 1/3
M	AMT02	782	<b>Monetary Amount</b> Monetary amount	M 1 R 1/18
	AMT03	478	<b>Credit/Debit Flag Code</b> Code indicating whether amount is a credit or debit Refer to 004010 Data Element Dictionary for acceptable code values.	O 1 ID 1/1

**Segment:** **SE** Transaction Set Trailer  
**Position:** 0300  
**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:** 1 SE is the last segment of each transaction set.

#### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	<b>Number of Included Segments</b> Total number of segments included in a transaction set including ST and SE segments	M 1 N0 1/10
M	SE02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	M 1 AN 4/9



**Segment:** **GE** Functional Group Trailer  
**Position:** 0310  
**Loop:**  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate the end of a functional group and to provide control information  
**Syntax Notes:**  
**Semantic Notes:** 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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	GE01	97	<b>Number of Transaction Sets Included</b> Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element	M 1 N0 1/6
M	GE02	28	<b>Group Control Number</b> Assigned number originated and maintained by the sender	M 1 N0 1/9

**Segment:** **IEA** Interchange Control Trailer  
**Position:** 0320  
**Loop:**  
**Level:** Summary  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To define the end of an interchange of zero or more functional groups and interchange-related control segments

**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

#### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	IEA01	I16	<b>Number of Included Functional Groups</b> A count of the number of functional groups included in an interchange	M 1 N0 1/5
M	IEA02	I12	<b>Interchange Control Number</b> A control number assigned by the interchange sender	M 1 N0 9/9