

Stage Stores Inc.
810 Electronic Invoice Implementation Guide
4010 VICS

Stage Stores Inc, which includes the Peebles chain, strongly supports the EDI 810 Invoice to facilitate the supply chain. This document allows receipts and invoices to be more accurately matched and allows payment processing to flow more quickly and smoothly. The additional detail provided by the EDI Invoice also facilitates more complete remittance information benefiting both Stage Stores and our Vendor community.

Stage Stores requires the EDI 810 Invoice to accompany every shipment.

Listed below are several EDI Invoice issues that affect our ability to fully utilize the vendor's Invoices. These issues may result in delayed processing, require retransmission or initiate the creation of violations.

- Invoice numbers should be unique. A number sequence should be used that will minimize the possibility of duplicating an invoice number.
- The extended line item cost must match the total invoice amount. This statement references the sum of the quantity from the IT1 02 field multiplied by the cost from the IT1 04 field, for all IT1 segments in an invoice should equal the TDS 01 field. If they do not match, the invoice will reject and will not be loaded into Stage Store IM system.
- The EDI invoice must only include merchandise line items, transmitted at their actual costs.
- Invoices for a zero dollar amount do not need to be transmitted. If the TDS 01 value is zero, the invoice is not required.
- The Purchase Order number referenced in the invoice must match the Purchase Order number provided to the vendor by Stage Stores.

Your support in avoiding these issues will facilitate the processing of your invoice through our system.

810 - ELECTRONIC INVOICE

Stage Stores, Inc. (SRI)

Segment Hierarchy

ISA - INTERCHANGE CONTROL HEADER

GS - FUNCTIONAL GROUP HEADER

ST - TRANSACTION SET HEADER

INVOICE HEADER

BIG	BEGINNING SEGMENT FOR INVOICE
REF	REFERENCE NUMBERS
N1	REMIT TO NAME
N3	REMIT TO ADDRESS INFORMATION
N4	REMIT TO GEOGRAPHIC LOCATION
N1	BILL TO NAME
N3	BILL TO ADDRESS INFORMATION
N4	BILL TO GEOGRAPHIC LOCATION
N1	MARK FOR
ITD	TERMS OF SALE/DEFERRED TERMS OF SALE
DTM	DATE/TIME REFERENCE (SHIP DATE)
FOB	F.O.B. RELATED INSTRUCTIONS

INVOICE DETAIL

IT1 BASELINE ITEM DATA

INVOICE SUMMARY

TDS	TOTAL MONETARY VALUE SUMMARY
CAD	CARRIER DETAIL
SAC	ALLOWANCE, CHARGE OR SERVICE
ISS	INVOICE SHIPMENT SUMMARY
CTT	TRANSACTION TOTALS

SE - TRANSACTION SET TRAILER

GE - GROUP CONTROL TRAILER

IEA - INTERCHANGE CONTROL TRAILER

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Stage Stores, Inc. (SRI)

'ISA' SEGMENT - MANDATORY
Interchange Control Header

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
ISA	M	SEGMENT ID	3/3	'ISA'
		Separator	1/1	'*'
ISA01	M	AUTHORIZATION	2/2	'00'
		Info Qualifier		
		Separator	1/1	'*'
ISA02	M	AUTHORIZATION INFO	10/10	Blank
		Separator	1/1	'*'
ISA03	M	SECURITY INFO	2/2	'00'
		Qualifier		
		Separator	1/1	'*'
ISA04	M	SECURITY INFO	10/10	Blank
		Separator	1/1	'*'
ISA05	M	SENDER ID	2/2	Vendor ID Qualifier
		QUALIFIER		
		Separator	1/1	'*'
ISA06	M	SENDER ID	15/15	Vendor ID
		Separator	1/1	'*'
ISA07	M	RECEIVER ID	2/2	'08'
		QUALIFIER		
		Separator	1/1	'*'
ISA08	M	RECEIVER ID	10/10	'6135630001'
		Separator	1/1	'*'
ISA09	M	DATE	6/6	YYMMDD Format
		Separator	1/1	'*'
ISA10	M	TIME	4/4	HHMM Format
		Separator	1/1	'*'
ISA11	M	CONTROL STANDARD	1/1	'U'
		Separator	1/1	'*'
ISA12	M	CONTROL VERSION	5/5	'00401'
		Separator	1/1	'*'
ISA13	M	INTERCHANGE	9/9	Sequential number
		CONTROL NUMBER		assigned by vendor
		Separator	1/1	'*'
ISA14	M	ACKNOWLEDGMENT	1/1	'0'
		REQUESTED		
		Separator	1/1	'*'
ISA15	M	TEST INDICATOR	1/1	'T' Test
				'P' Production
		Separator	1/1	'*'
ISA16	M	SUB-ELEMENT	1/1	'>'
		SEPARATOR		
		Terminator	1/1	HEX15

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Stage Stores, Inc. (SRI)

'GS' SEGMENT - MANDATORY

Functional Group Header

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
GS	M	SEGMENT ID	2/2	'GS'
		Separator	1/1	'*'
GS01	M	FUNCTIONAL ID	2/2	'IN'
		Separator	1/1	'*'
GS02	M	SENDER ID	9/10	Vendor ID code
		Separator	1/1	'*'
GS03	M	RECEIVER ID	10/10	'6135630001'
		Separator	1/1	'*'
GS04	M	DATE	8/8	CCYYMMDD Format
		Separator	1/1	'*'
GS05	M	TIME	4/8	HHMMSSDD Format
		Separator	1/1	'*'
GS06	M	GROUP CONTROL NUMBER	1/9	Sequential number assigned by vendor
		Separator	1/1	'*'
GS07	M	AGENCY CODE	1/1	'X'
		Separator	1/1	'*'
GS08	M	VERSION	10/10	'004010VICS'
		Terminator	1/1	HEX15

'ST' SEGMENT - MANDATORY

Transaction Set Header

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
ST	M	SEGMENT ID	2/2	'ST'
		Separator	1/1	'*'
ST01	M	TRANSACTION SET ID	3/3	'810'
		Separator	1/1	'*'
ST02	M	TRANSACTION SET CONTROL NUMBER	4/9	Sequential number assigned by vendor
		Terminator	1/1	HEX15

'BIG' SEGMENT - MANDATORY

Beginning Segment for Invoice

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
BIG	M	SEGMENT ID	3/3	'BIG'
		Separator	1/1	'*'
BIG01	M	INVOICE DATE	8/8	CCYYMMDD Format
		Separator	1/1	'*'
BIG02	M	INVOICE NUMBER	1/22	Invoice number
		Separator	1/1	'*'
BIG03	O	P.O. DATE	8/8	CCYYMMDD Format
		Separator	1/1	'*'
BIG04	M	P.O. NUMBER	7/8	Purchase order number
		Terminator	1/1	HEX15

'REF' SEGMENT - OPTIONAL

Reference Numbers

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
REF	O	SEGMENT ID	3/3	'REF'
		Separator	1/1	'*'
REF01	O	REFERENCE NUMBER	2/2	'DP' Dept Number
		Qualifier		
		Separator	1/1	'*'
REF02	O	REFERENCE NUMBER	3/4	Department number
		Terminator	1/1	HEX15

Note: This segment is optional for vendors approved to use the multi-department format. For additional details, see the Implementation Guide for the 850 Purchase Order.

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
REF	O	SEGMENT ID	3/3	'REF'
		Separator	1/1	'*'
REF01	O	REFERENCE NUMBER	2/2	'IA' Internal Vendor Number
		Qualifier		
		Separator	1/1	'*'
REF02	O	REFERENCE NUMBER	4/10	Internal vendor number
		Terminator	1/1	HEX15

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
REF	O	SEGMENT ID	3/3	'REF'
		Separator	1/1	'*'
REF01	O	REFERENCE NUMBER	2/2	'IT' Internal Customer Number
		Qualifier		
		Separator	1/1	'*'
REF02	O	REFERENCE NUMBER	2/30	Ship Notice/Manifest number
		Terminator	1/1	HEX15

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
REF	O	SEGMENT ID	3/3	'REF'
		Separator	1/1	'*'
REF01	O	REFERENCE NUMBER	2/2	'SE' Serial Number
		Qualifier		
		Separator	1/1	'*'
REF02	O	REFERENCE NUMBER	1/5	SRI Class Number (5 alpha-numeric)
		Terminator	1/1	HEX15

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Stage Stores, Inc. (SRI)

'N1' SEGMENT - OPTIONAL

Name - Remit To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N1	M	SEGMENT ID	2/2	'N1'
		Separator	1/1	'*'
N101	M	ENTITY IDENTIFIER CODE	2/2	'RE' Remit to
		Separator	1/1	'*'
N102	M	NAME	1/35	Name of remit to party
		Terminator	1/1	HEX15

'N3' SEGMENT - OPTIONAL

Address Information - Remit To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N3	M	SEGMENT ID	2/2	'N3'
		Separator	1/1	'*'
N301	M	ADDRESS INFO	1/35	Address
		Separator	1/1	'*'
N302	M	ADDRESS INFO	1/35	Address2
		Terminator	1/1	HEX15

'N4' SEGMENT - OPTIONAL

Geographic Location - Remit To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N4	M	SEGMENT ID	2/2	'N4'
		Separator	1/1	'*'
N401	M	CITY NAME	2/30	City
		Separator	1/1	'*'
N402	M	STATE CODE	2/2	State
		Separator	1/1	'*'
N403	M	POSTAL CODE	3/9	Zip code
		Terminator	1/1	HEX15

'N1' SEGMENT - OPTIONAL

Name - Bill To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N1	M	SEGMENT ID	2/2	'N1'
		Separator	1/1	'*'
N101	M	ENTITY IDENTIFIER CODE	2/2	'BT' Bill to
		Separator	1/1	'*'
N102	M	NAME	1/35	'Specialty Retailers, Inc.'
		Terminator	1/1	HEX15

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Stage Stores, Inc. (SRI)

'N3' SEGMENT - OPTIONAL

Address Information - Bill To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N3	M	SEGMENT ID	2/2	'N3'
		Separator	1/1	'*'
N301	M	ADDRESS INFO	1/35	'PO Box 20768'
		Separator	1/1	'*'
N302	O	ADDRESS INFO	1/35	Address2
		Terminator	1/1	HEX15

'N4' SEGMENT - OPTIONAL

Geographic Location - Bill To

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N4	M	SEGMENT ID	2/2	'N4'
		Separator	1/1	'*'
N401	M	CITY NAME	2/30	'Houston'
		Separator	1/1	'*'
N402	M	STATE CODE	2/2	'TX'
		Separator	1/1	'*'
N403	M	POSTAL CODE	3/9	'772250768'
		Terminator	1/1	HEX15

'N1' SEGMENT - OPTIONAL

Name - Mark For

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
N1	M	SEGMENT ID	2/2	'N1'
		Separator	1/1	'*'
N101	M	ENTITY ID CODE	2/2	'Z7' Mark For Party
		Separator	1/1	'*'
N102	M	NAME	3/35	'SRI'
		Separator	1/1	'*'
N103	M	ID CODE QUALIFIER	2/2	'92' Store Number
		Separator	1/1	'*'
N104	M	ID CODE	5/5	SRI Store Number
		Terminator	1/1	HEX15

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Stage Stores, Inc. (SRI)

'ITD' SEGMENT - OPTIONAL

Terms of Sale/Deferred Terms of Sale

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
ITD	O	SEGMENT ID	3/3	'ITD'
		Separator	1/1	'*'
ITD01	O	TERMS TYPE CODE	2/2	'01' Basic '08' Basic discount offered '12' 10 EOM
		Separator	1/1	'*'
ITD02	O	TERMS BASIC DATE CODE	1/1	'3' Invoice date
		Separator	1/1	'*'
ITD03	O	TERMS DISCOUNT PERCENT	1/6	Discount percent
		Separator	1/1	'*'
ITD04	O	TERMS DISCOUNT DUE DATE	8/8	CCYYMMDD Format
		Separator	1/1	'*'
ITD05	O	TERMS DISCOUNT DAYS DUE	1/3	Number of days payment is due for discount
		Separator	1/1	'*'
ITD06	O	NET DUE DATE	8/8	CCYYMMDD Format
		Separator	1/1	'*'
ITD07	O	TERMS NET DAYS	1/3	Number of days invoice balance is due
		Separator	1/1	'*'
ITD08	O	TERMS DISCOUNT AMOUNT	1/10	Total amount of terms discount
		Separator	1/1	'*'
ITD12	O	DESCRIPTION	1/80	Terms Description
		Terminator	1/1	HEX15

'DTM' SEGMENT - OPTIONAL

Date/Time Reference

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
DTM	O	SEGMENT ID	3/3	'DTM'
		Separator	1/1	'*'
DTM01	O	QUALIFIER	3/3	'011' Shipped date
		Separator	1/1	'*'
DTM02	O	DATE	8/8	CCYYMMDD Format
		Terminator	1/1	HEX15

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Stage Stores, Inc. (SRI)

'FOB' SEGMENT - OPTIONAL
F.O.B. Related Instructions

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
FOB	O	SEGMENT ID	3/3	'FOB'
		Separator	1/1	'*'
FOB01	O	SHIPMENT METHOD	2/2	'CC' Collect 'PP' Prepaid
		Separator	1/1	'*'
FOB02	O	LOCATION Qualifier	2/2	'WH' Warehouse
		Separator	1/1	'*'
FOB03	O	FREIGHT F.O.B.	1/80	Freight F.O.B.
		Separator	1/1	'*'
FOB04	O	TRANSPORTATION TERMS Qualifier	2/2	'01' Incoterms
		Separator	1/1	'*'
FOB05	O	TRANSPORTATION TERMS CODE	3/3	'CAF' Cost & Freight 'CIF' Cost, Insurance & Freight 'DAF' Delivered at Frontier 'DDP' Delivered Duty Paid
		Terminator	1/1	HEX15

'IT1' SEGMENT - MANDATORY
Baseline Item Data

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
IT1	M	SEGMENT ID	3/3	'IT1'
		Separator	1/1	'*'
IT101	O	ASSIGNED ID	1/5	Invoice line number
		Separator	1/1	'*'
IT102	M	QUANTITY INVOICED	1/10	Number of units invoiced
		Separator	1/1	'*'
IT103	M	UNIT OF MEASUREMENT	2/2	'EA'
		Separator	1/1	'*'
IT104	M	UNIT PRICE	1/14	Unit Price
		Separator	1/1	'*'
IT105	M	BASIS OF UNIT PRICE CODE	2/2	'LE' Catalog price per each 'WE' Wholesale price per each
		Separator	1/1	'*'
IT106	M	PRODUCT/SERVICE ID Qualifier	2/2	'UP' UPC 'EN' EAN
		Separator	1/1	'*'
IT107	M	PRODUCT/SERVICE IDENTIFICATION	12/13	UPC/EAN number
		Terminator	1/1	HEX15

Note: The 'EA' value in the IT103 field should be 'CA' when the vendor is approved for the SLN pack format. For additional details, see the Implementation Guide for the 850 Purchase Order.

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Stage Stores, Inc. (SRI)

'TDS' SEGMENT - MANDATORY

Total Monetary Value Summary

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
TDS	M	SEGMENT ID	3/3	'TDS'
		Separator	1/1	'*'
TDS01	M	INVOICE TOTAL	1/15	Invoice Total
		Separator	1/1	'*'
TDS02	O	AMOUNT ELIGIBLE FOR TERMS DISCOUNT	1/15	Amount
		Separator	1/1	'*'
TDS03	O	DISCOUNTED AMOUNT DUE	1/15	Amount
		Separator	1/1	'*'
TDS04	O	TOTAL AMOUNT OF TERMS DISCOUNT	1/15	Amount
		Terminator	1/1	HEX15

Note: Per VICS standards, the values in the TDS01, TDS02, TDS03 and TDS04 fields should be in the N2 format. This format indicates that the data is numeric (N) and the last digits (in this case, the last 2 digits) will be interpreted to the right of the decimal point. If the total is an even dollar amount, the amount should display trailing zeros. E.g., \$126925.00 should be transmitted as 12692500.

Note: Per the Logistics Guideline, only include the amount of the merchandise total in the TDS01 field.

'CAD' SEGMENT - OPTIONAL

Carrier Detail

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
CAD	O	SEGMENT ID	3/3	'CAD'
		Separator	1/1	'*'
CAD01	O	TRANSPORTATION METHOD / TYPE CODE	1/2	'A' Air 'AE' Air Express 'C' Consolidation 'L' Contract Carrier 'M' Common Carrier 'P' Private Carrier 'U' Private Parcel Service
		Separator	1/1	'*'
CAD04	O	STANDARD CARRIER ALPHA CODE	2/4	Carrier code
		Separator	1/1	'*'
CAD05	O	ROUTING	1/35	Carrier name
		Separator	1/1	'*'
CAD06	O	SHIPMENT / ORDER STATUS CODE	2/2	'CC' Shipped Complete 'PR' Partial Shipment 'SS' Split Shipment
		Separator	1/1	'*'
CAD07	O	REFERENCE NUMBER QUALIFIER	2/3	'BM' Bill of Lading 'CN' PRO Number
		Separator	1/1	'*'
CAD08	O	REFERENCE NUMBER	1/30	Bill of Lading PRO number
		Separator	1/1	'*'
CAD09	O	SERVICE LEVEL CODE	2/2	'ND' Next Day Air 'PB' Priority Mail

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Stage Stores, Inc. (SRI)

Terminator

1/1

'SC' Second Day Air
HEX15

'SAC' SEGMENT - OPTIONAL
Service, Promotion allowance, or Charge Information

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
SAC	M	SEGMENT ID	3/3	'SAC'
		Separator	1/1	'*'
SAC01	M	ALLOWANCE OR CHARGE INDICATOR	1/1	'A' Allowance 'C' Charge 'N No Allowance or Charge
		Separator	1/1	'*'
SAC02	M	SERVICE, PROMOTION ALLOWANCE OR CHARGE CODE	4/4	'C670' Engraving 'D170' Free Goods 'G760' Set-up 'I060' Ticketing Service 'D240' Freight 'H060' Special Handling 'D500' Handling 'D980' Insurance
		Separator	1/1	'*'
SAC03	C	AGENCY CODE	2/2	'VA'
		Separator	1/1	'*'
SAC04	C	AGENCY SERVICE, PROMOTION, ALLOWANCE OR CHARGE CODE	2/2	'HA' Hanger Charge
		Separator	1/1	'*'
SAC05	O	AMOUNT	1/15	Amount
		Separator	1/1	'*'
SAC06	C	PERCENT QUALIFIER	1/1	'1' Item List Cost '2' Item Net Cost '3' Discount/Gross '4' Discount/Net '5' Base Price Per Item '6' Base Price Amount '7' Base Price Amount Less Previous Discount
		Separator	1/1	'*'
SAC07	C	PERCENT	1/6	Percent
		Separator	1/1	'*'
SAC08	O	RATE	1/9	Rate
		Separator	1/1	'*'
SAC09	C	UNIT OF MEASURE	2/2	'EA'
		Separator	1/1	'*'
SAC10	C	QUANTITY	1/15	Quantity
		Separator	1/1	'*'
SAC 12	O	METHOD OF HANDLING CODE	2/2	'02' - Off Invoice '05' - Paid by Vendor '06' - Paid by Customer
		Separator	1/1	'*'
SAC 13	C	REFERENCE IDENTIFICATION	1/30	Description
		Terminator	1/1	HEX15

'ISS' SEGMENT - OPTIONAL**Invoice Shipment Summary**

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
ISS	M	SEGMENT ID	3/3	'ISS'
		Separator	1/1	'*'
ISS01	M	NUMBER OF UNITS SHIPPED	1/10	Number of cartons
		Separator	1/1	'*'
ISS02	M	UNIT OR BASIS FOR MEASUREMENT	2/2	'CT' Carton
		Separator	1/1	'*'
ISS03	M	WEIGHT	1/10	Weight of Shipment
		Separator	1/1	'*'
ISS04	M	UNIT OR BASIS FOR MEASUREMENT	2/2	'LB' Pound
		Terminator	1/1	HEX15

'CTT' SEGMENT - MANDATORY**Transaction Totals**

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
CTT	M	SEGMENT ID	3/3	'CTT'
		Separator	1/1	'*'
CTT01	M	NUMBER OF LINE ITEMS	1/6	Number of line items
		Terminator	1/1	HEX15

'SE' SEGMENT - MANDATORY**Transaction Set Trailer**

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
SE	M	SEGMENT ID	2/2	'SE'
		Separator	1/1	'*'
SE01	M	NUMBER OF INCLUDED SEGMENTS	1/10	Number of segments in transaction set
		Separator	1/1	'*'
SE02	M	TRANSACTION SET CONTROL NUMBER	4/9	Sequential number assigned by vendor
		Terminator	1/1	HEX15

'GE' SEGMENT - MANDATORY**Functional Group Trailer**

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
GE	M	SEGMENT ID	2/2	'GE'
		Separator	1/1	'*'
GE01	M	NUMBER OF TRANSACTION SETS INCLUDED	1/6	Number of transaction sets included in the functional group
		Separator	1/1	'*'
GE02	M	GROUP CONTROL NUMBER	2/2	Sequential number assigned by vendor
		Terminator	1/1	HEX15

'IEA' SEGMENT - MANDATORY**Interchange Control Trailer**

REFERENCE DESIGNATOR	USAGE	DATA ELEMENT NAME	MIN/MAX LENGTH	VALUE
IEA	M	SEGMENT ID	3/3	'IEA'
		Separator	1/1	'*'
IEA01	M	NUMBER OF FUNCTIONAL GROUPS INCLUDED	1/5	Number of functional groups included in transmission
		Separator	1/1	'*'
IEA02	M	INTERCHANGE CONTROL NUMBER	9/9	Sequential number assigned by vendor
		Terminator	1/1	HEX15