



Header Information Segments

BIG Segment - Required

Indicates the beginning of the Invoice transaction set.

Data		Name	
Element			
BIG01	373	Invoice Date	(CCYYMMDD)
BIG02	76	Invoice Number	(Maximum 10 positions) Do not include punctuation such as dashes, commas, or periods
BIG03	373	Purchase Order Date.	(CCYYMMDD)
BIG04	324	Purchase Order Number	Maximum 22 positions PO# assigned by Do it Best Corp. Must appear exactly as specified on the original Purchase Order. (10 positions on a stock order and 11 positions on a promotional order.)

Examples:
 Warehouse BIG*20020106*K0600*20020103*HA1971C5491
 BIG*20020106*K0600*20020103*01971M2232
 Drop Ship BIG*20020421*12345*20020417*042192
 BIG*20020421*12345*20020417*12340115042192 (With preceding Credit Authorization number)

Note: *The preferred segment for a Drop Ship Credit Authorization number (CA#) is the REF segment with the 'CD' qualifier. If usage of that segment is not possible, then the CA# may be included in the first 8 positions of the purchase order number followed immediately by the member's PO#. Your internal customer PO# field must accommodate both the 8 digit CA# and the entire member PO# (Maximum=22). When formatted properly our application system can separate and process the two fields correctly.*

**REF Segment - Credit Authorization - Conditional
 Required for Do it Best Member orders over \$350.**

Used only for Member Store Drop ship orders. Do it Best Corp. will delay payment of invoices received without the required credit authorization number. A Credit authorization number is provided by Do it Best Corp. when you call for a member credit check. Phone: 260/748-5375

Note: *The REF segment will take precedence, when the CA# is transmitted in both the BIG and REF segments.*

Data		Name	
Element			
REF01	128	Reference Qualifier	CD = Credit Note
REF02	127	Reference Number	Credit Authorization number (8 numeric digits)

Examples: REF*CD*99990102

REF Segment - Reference Number - Optional

Identifies the original invoice number that a Credit Memo references.

Data

Element	Name	
REF01 128	Reference Qualifier	CM = Credit Memo
REF02 127	Reference Number	Original invoice number this credit memo is referencing (22 characters)

Example: REF*CM*123456789

REF Segment - Vendor Number - Optional

Identifies the internal vendor number assigned by Do it Best Corp. to your company.

Data

Element	Name	
REF01 128	Reference Qualifier	IA = Internal Vendor number
REF02 127	Reference Number	Vendor number assigned by Do it Best Corp. (4 numeric digits)

Example: REF*IA*5491

REF Segment - Customer Number - Optional

Identifies the internal customer number assigned to Do it Best Corp. by the vendor.

Data

Element	Name	
REF01 128	Reference Qualifier	IT = Internal Customer number
REF02 127	Reference Number	Customer number assigned to Do it Best Corp. by the vendor (10 characters)

Example: REF*IT*123456

REF Segment - Packing List Number - Optional

Identifies the internal packing list number assigned to the shipment by the vendor.

Data

Element	Name	
REF01 128	Reference Qualifier	PK = Packing List Number
REF02 127	Reference Number	Packing List number assigned by the vendor (12 characters)

Example: REF*PK*12345678

REF Segment - Vendor Order Number - Optional

Identifies the internal order number assigned by the vendor for use within the vendor's system.

Data

Element	Name	
REF01 128	Reference Qualifier	VN = Vendor Internal Order number
REF02 127	Reference Number	Order number assigned by the vendor (10 characters)

Example: REF*VN*12345678

N1 Segment - Ship to Name - Required

Required for all Invoices. Identifies the Do it Best Distribution Center or Do it Best Member Store.

Data		
Element	Name	
N101 98	Entity ID Code	ST = Ship To
N102 93	Name	Ship to Name
N103 66	ID code qualifier	9 = D-U-N-S+4, D-U-N-S Number with Four Character Suffix 92 = assigned by Buyer (Do it Best Corp.) See proper use below
N104 67	ID code	Distribution Center Identifier or Member Store number. See the included Distribution Center Address list for the complete listing of Distribution Center Identifiers. Contact Do it Best EDI Invoice contact to receive a complete list or file of all Member Store locations.

NOTE: For Distribution Centers you may specify a 9 qualifier followed by the DUNS number plus four digit Distribution Center Identifier. For member stores, **must** use the 92 qualifier followed by the 4 or 5 digit Member Store number.

Drop Ship Example: N1*ST*JOHN DOE HARDWARE*92*5643T
Warehouse Example: N1*ST*DO IT BEST CORP.*92*0001
Warehouse Example: N1*ST*DO IT BEST CORP.*9*0069371300001

N3 Segment - Ship to Address - Required

Data		
Element	Name	
N301 166	Address	Ship To address (35 characters)

Example: N3*123 SOMEWHERE ST

N4 Segment - Ship to City, State, & Zip - Required

The zip code is used to validate the Do it Best member/Distribution Center number from the name segment (N104 element).

Data		
Element	Name	
N401 19	City Name	Ship To city (19 characters)
N402 156	State Code	Ship To state (2 characters)
N403 116	Postal Code	Ship To zip code (9 characters)

Example: N4*ANY WHERE*MO*63702-0824

N1 Segment - Receiving Location - Optional

Specifies the Receiving location's name. Use when the receiving location is different than the location identified in the 'Ship To' (N1 ST)

Data

Element	Name	
N101 98	Entity ID code	RC =Receiving Location
N102 93	Name	Job Site Name (35 characters)
N103 66	ID code qualifier	92 = assigned by Do it Best Corp. 9 = D-U-N-S+4, D-U-N-S Number with Four Character Suffix
N104 67	ID code	See proper use below Distribution Center Identifier. See the included Distribution Center Address list for the complete listing of Distribution Center Identifiers.

NOTE: N103 and N104 only apply to Distribution Center Orders. For Distribution Centers you may specify a 9 qualifier followed by the DUNS number plus four digit Distribution Center Identifier.

Drop Ship Example: N1*RC*BILL'S BACK YARD

Warehouse Example: N1*RC*DO IT BEST CORP.*92*0001
or

Warehouse Example: N1*RC*DO IT BEST CORP.*9*0069371300001

N3 Segment - Receiving Location - Optional

Specifies the Receiving location's address.

Data

Element	Name	
N301 166	Address	Job Site Address (35 characters)

Example: N3*CORNER OF RTE 88 AND RTE 30

N4 Segment - Receiving Location - Optional

Specifies the Receiving location's City, State, & Zip.

Data

Element	Name	
N401 19	City Name	Job Site City (19 characters)
N402 156	State Code	Job Site State (2 characters)
N403 116	Postal Code	Job Site Zip Code (9 characters)

Example: N4*ROCK FALLS*IL*61071

ITD Segment - Conditional

Terms of Sale Segment. If not specified, Do it Best will use previously agreed upon terms. Send when special (non-standard) terms apply to the invoice. **Failure to send special terms could result in a \$25 charge per affected invoice.**

Data

Element	Name	
ITD03 338	Terms Discount Percent	Percentage that can be deducted if the invoice is paid on or before the terms discount due date The percent is sent with a decimal point only when needed, e.g., 1.5% is sent as "1.5", and 2% is sent as "2".
ITD04 370	Terms Disc Due Date	(CCYYMMDD)
ITD05 351	Terms Disc Days Due	Days till payment is due to receive a discount
ITD06 446	Terms Net Due Date	(CCYYMMDD)
ITD07 386	Terms Net Days Due	Number of Days till total payment is due

2% 30 days example: ITD***2**30
Net 30 days example: ITD*****30
2 ½ % 2/10/2002 example: ITD***2.5*20020210
Net 2/10/2002 example: ITD*****20020210

DTM Segment - Optional

Specifies the date the purchase order was shipped.

Data

Element	Name	
DTM01 374	Date/Time Qualifier	011=Shipped
DTM02 373	Date	(CCYYMMDD)

Examples: DTM*011*20020106

DTM Segment - Optional

Specifies the ship date a Do it Best Member requested on a drop ship order.

Data

Element	Name	
DTM01 374	Date/Time Qualifier	010=Requested Shipped
DTM02 373	Date	(CCYYMMDD)

Examples: DTM*010*20020110

Detail Information Segments

IT1 Segment - Invoice Item Data – Optional (Required for RSC Invoices)

If more than one UPC item code is sent, then the system will look for all possible codes but ultimately take the UPC Item Code over all the others.

Data		
Element	Name	
IT102 358	Quantity Invoiced	3 decimal positions are allowed to provide accurate line item extensions
IT103 355	Unit of Measure Code	
IT104 212	Unit Price	6 decimal positions are allowed to provide accurate line item extensions
IT106 235	Product ID Qualifier	CB or IN = Do it Best Item number
IT107 234	Product ID	Do it Best SKU Number (6 digits) Do it Best Corp. SKUs are required for warehouse invoices and requested for Drop Ship invoices (if applicable)
IT108 235	Product ID Qualifier	VC or VN = Vendor's MFG#
IT109 234	Product ID	Vendor's Part number (30 characters)
IT110 235	Product ID Qualifier	UK = 14 Digit GTIN Code EN = European UPC Item Code UP = UPC Item Code
IT111 234	Product ID	UCC14 Product Code UCC13 Product Code UCC12 Product Code

Examples: IT1*0050*10*EA*.986**CB*101827*VC*40403*UK*03861311435739
Examples: IT1*0050*10*EA*.986**CB*101827*VC*40403*EN*0386131143574
Examples: IT1*0050*10*EA*.986**CB*101827*VC*40403*UP*038613114357

Having either a Do it Best SKU (where applicable) or UPC code is critical for our Member-Retailers, particularly those using Point of Sale (POS) systems.

CTP Segment – Optional

Specifies additional pricing information for vendors who provide two methods of pricing for the same item on an invoice. (E.g. lumber priced by the each and by the board foot.)

Data		
Element	Name	
CTP03 212	Unit Price	6 decimal positions are accepted.
CTP04 380	Quantity Invoiced	6 decimal positions are accepted.
CTP05 355	Unit of Measure Code	

Examples: CTP***9.8655*1*SF

PID - Product/Item Description Segment

Do it Best Corp. prefers to receive 1 PID segment per item, but can accept up to 5 PID segments per item. The first PID is combined with the vendor part number (IT109) into one 50 character field. Additional PID segments are loaded into 60 character fields.

Data

Element	Name	
PID01 349	Item Description Type	F = Free Form
PID05 352	Description	Product Description

Examples: PID*F****V118 3X5/8 MEND PLATE ZN

SAC Segment - Item Allowance/Charge - Conditional

Allowance, Charge or Service Segment used to communicate line item discounts/charges

Data

Element	Name	
SAC01 248	Allowance/Charge indicator	A = Allowance, C = Charge, N = Information only, Not used to compute invoice total.
SAC02 1300	Allowance/Charge code	Used to determine additional processing of tax and freight allowance/charges.
SAC05 610	Allowance/Charge Amt.	Do it Best Corp. accepts 2 decimal positions. Negative numbers not accepted. Processing is determined by value of SAC01. Allowances are subtracted and charges are added to the invoice total.
SAC15 352	Description	Free-form description of Allowance/Charge (40 characters)

Examples: SAC*A*C310***602*****ITEM DISCOUNT

**Summary Information Segments
TDS Segment - Required**

Total Monetary Value Segment.

Data

Element	Name	
TDS01 610	Total Invoice Amount	Invoice amount including charges, less allowances, before terms discount
TDS02 610	Amt. Subject to Discount	Amount upon which the terms discount is calculated. Use when different that TDS02 total invoice amount.

Examples: TDS*3667*3336

CAD Segment - Carrier Detail - Optional

Data

Element	Name	
CAD02 206	Equipment Initial	Alpha prefix used to identify trailer or rail car
CAD03 207	Equipment Number	Used to identify trailer or rail car
CAD05 387	Routing	Originating Carrier's Name (35 characters)
CAD07 128	Reference No. Qualifier	CN = Carrier's reference number
CAD08 127	Reference No.	Pro Number, Bill of Lading Number or Tracking number (14 characters)

Examples: CAD****YELLOW FREIGHT**CN*K0600
CAD****UPS**CN*1Z7E490W0343767063

SAC Segment - Item Allowance/Charge - Conditional

At the summary level the SAC segment is used to communicate Allowances/Charges that apply to the entire invoice. (Freight, pallet charges, Discounts, Tax, Etc.) (Our system can handle a maximum of 10 SAC segments)

Data

Element	Name	
SAC01 248	Allowance/Charge indicator	A = Allowance, C = Charge, N = Information only, Not used to compute invoice total.
SAC02 1300	Allowance/Charge code	Used by Do it Best Corp. to determine proper processing of tax and freight allowance/charges.
SAC05 610	Allowance/Charge Amt.	Do it Best Corp. accepts 2 decimal positions. Negative numbers not accepted. Processing is determined by value of SAC01. Allowances are subtracted and charges are added to the invoice total.
SAC15 352	Description	Free-form description of Allowance/Charge (40 characters)

Examples: SAC*A*C310***602*****ITEM DISCOUNT
SAC*C*H750***250*****TAX - SALES TAX (STATE AND LOCAL)
SAC*C*D240***2500*****FREIGHT
SAC*A*F810***5000*****PROMOTIONAL DISCOUNT

CTT Segment - Required

Transaction totals. Contains hash total for line items in transaction set.

Data

Element	Name	
CTT01 354	Number of Line Items	Number of IT1 Segments

Examples: CTT*85

INVOICE REQUIREMENT SUMMARY

Required segments.

BIG*20020330*0043501*20020323*00811C7638
N1*ST*DO IT BEST CORP*92*0001
N4*ANYWHERE*MO*63702
IT1**3*EA*3.81**CB*502682*VC*500-0001*UP*044427001813
PID*F****ITEM DESCRIPTION
IT1**2*EA*49**CB*505285*VC*SFL-70H*UP*044427001493
PID*F****ITEM DESCRIPTION
TDS*10952*10000
CTT*2

Conditional segments. These segments are conditional and required when certain conditions exist. Failure to provide them may cause the invoice to reject.

REF*CD*99990102

Required for Do it Best Member drop ship orders over \$350. Do it Best Corp. will delay payment of invoices received without the required credit authorization number.

ITD***2*20020529

Send when special(non-standard) terms apply to the invoice. **Failure to send special terms could result in a \$25 charge per affected invoice.**

The SAC segment may be at the item level or summary level depending on the vendor's invoice system

SAC*A*C310***602*****ITEM DISCOUNT
SAC*C*H750***250*****TAX - SALES TAX (STATE AND LOCAL)
SAC*C*D240***2500*****FREIGHT
SAC*A*F810***5000*****PROMOTIONAL DISCOUNT

Required for computing the correct invoice total. All line items are extended and summed. Any allowances or charges are applied and the total is compared to the TDS total amount.

Optional segments. Although these segments are optional any information provided enhances invoice processing and problem resolution. Several segments are dependent on the vendor's requirements for processing invoice inquiries.

REF*CM*123456789

Used when the invoice is a Credit Memo for a previously processed invoice. When the Credit Memo is not related to a specific invoice, this segment is not needed.

REF*IA*5491	Used when Do it Best Corp. assigns more than one vendor number to your company. This usually occurs when different programs are set up by product line.
REF*IT*123456	Used when the Vendor's customer service department needs the customer number assigned to Do it Best Corp. to process an invoice inquiry.
REF*PK*123456789	Used when the Vendor's customer service department needs their packing list number to process an invoice inquiry.
REF*VN*12345678	Used when the Vendor's customer service department needs their internal order number to process an invoice inquiry.
N1*RC*BILL'S BACK YARD N3*CORNER OF RTE 88 AND RTE 30 N4*ROCK FALLS*IL*61071	This N1, N3, N4 loop is used when a delivery location other than the member's store has been specified.
DTM*011*20020330	Specifies the purchase order ship date.
CTP***9.86*1*Sf	Used for vendors who provide two methods of pricing for items on an invoice. (E.g. lumber priced by the each and board foot. Roofing priced by the bundle and square.)
CAD*****CARRIER NAME**CN*92934	Specifies Carrier and carrier reference number

SAC02 Special Charge Code List

All valid special charge codes for X12 version 4010 are supported, however the following two lists of codes are used to identify Freight and Tax charges.

The following codes will be identified and accumulated as freight charges.

A310 - Air Express Charge	A320 - Air Transportation Charge
A970 - Cartage Charge	A980 - Cartage
B140 - City Delivery	C030 - Delivery Surcharge
C040 - Delivery	C150 - Destination Charge
C160 - Detention - Special Type Flat Car	C930 - Export Shipping Charge
D180 - Freight Based on Dollar Minimum	D190 - Freight Charges to Border
D200 - Freight Charges to Destination	D210 - Freight Equalization
D220 - Freight Passthrough	D230 - Freight Surcharge
D240 - Freight	D242 - Freight, International
D244 - Freight, International, U.S. Dollars	D246 - Freight, International, Non-U.S. Dollars
D260 - Fuel Charge	D270 - Fuel Surcharge
D650 - Home Line Freight Charge	D750 - Inbound Freight Charges
D760 - Income Freight (Manufacturing to Shipping Point)	
E430 - Local Delivery/Drayage	E890 - Ocean Freight
F170 - Pallet Exchange Charge	F180 - Pallet
F460 - Postage	G450 - Residential Delivery
G460 - Residential Pick-up	G610 - Saturday Delivery
G620 - Saturday Pick-up or Delivery Charge	G630 - Saturday Pick-Up
G821 - Shipping	G830 - Shipping and Handling
H040 - Special Delivery	H390 - Stop-off Charge
R080 - Packing, Crating, Handling, and Transportation Charge	

The following codes will be identified and accumulated as tax charges.

F210 - Parish/County Sales Tax (only)	H610 - Tax - Airport Tax, Destination
H620 - Tax - Airport Tax, Origin	H625 - Tax - Beverage Tax
H630 - Tax - City Sales Tax (Only)	H640 - Tax - Excise Tax - Destination
H650 - Tax - Excise Tax – Origin	H660 - Tax - Federal Excise Tax, FET
H670 - Tax - Federal Excise Tax, FET, on Tires	
H680 - Tax – Governmental	H690 - Tax - Handling Charge Tax
H700 - Tax - Local Tax	H710 - Tax - Metropolitan Transit Tax
H720 - Tax - Regulatory Tax	H730 - Tax - Local Sales Tax
H740 - Tax - Sales and Use	H750 - Tax - Sales Tax (State and Local)
H760 - Tax - State Hazardous Substance	H770 - Tax - State Tax
H780 - Tax - Super Fund Excise Tax	H790 - Tax - Use Tax
H800 - Tax - Value Added Tax (VAT)	H806 - Tax Credit
H810 - Tax Liability – Amortized	H820 - Tax Liability - One Time
H830 - Tax on Miscellaneous Charges	H840 - Tax on Transportation
H850 - Tax	PTAX - Payroll Taxes