

OfficeMax[®] Contract Division

**Electronic Data
Interchange**

TRANSACTION SET

810

Invoice
version 4010

General Information

ANSI

The intent of this document is to inform our suppliers how OfficeMax Contract Division interprets the X12 data segments for the 810 Invoice.

Interchange Information

ISA/IEA envelope structure and interchange format name 'U'.
Interchange format version **00400 for version 4010**.

Document Information

Document format name 'X' and format version **004010**.

Third Party Network

Sterling Commerce

Mailbox IDs

Test mailbox qualifier and ID is **to be assigned**

Production mailbox qualifier and ID is **to be assigned**

Transmission Schedule

Pick up from the networks occur every 1/2-hour.

Standard Separators

The following separators and terminators are utilized.

<i>element separator</i>	' ~ '	HEX A1
<i>sub element separator</i>	' * '	HEX 5C
<i>segment terminator</i>	' . '	HEX 15

Exceptions will be reported to the vendor through and email notification. At this point we do not generate 824 or 864 documents.

Invoice / Credit Format

ISA	<i>Interchange</i>	Interchange Control Header	M
GS	<i>Functional Group</i>	Functional Group Header	M
ST	<i>Transaction Set</i>	Transaction Group Header	M
BIG		Invoice Number	M
REF*BT		Batch Number	O
REF*AN		Associated Number	O
REF*OR		Sales Order Number	O
REF*RZ		Returned Goods Authorization Number (Mandatory for Credits)	
N1*BY		Buying Party	M
N1*ST	<i>NI Loop</i>	Ship To	M
N2		Address	O
N3		Address	O
N4		City, State, Zip	O
N1*RI	<i>NI Loop</i>	Remit To	M
N2		Address	O
N3		Address	O
N4		City, State, Zip	O
ITD		Terms	O
DTM		Shipped Date	O
IT1	<i>ITI Loop</i>	Baseline Item Data	M
MEA		Measurement	M
PID	<i>PID Loop</i>	Product Item Description	M
REF*SE		Serial Numbers	O
DTM		Shipped Date	M
CAD		Trace Number	M
SAC	<i>SAC Loop</i>	Freight Charges	O
SLN	<i>SLN Loop</i>	Subline Item	M
PID		Product Item Description	M
TDS		Invoice Total	M
CAD		Freight Charge	O
SAC	<i>SAC Loop</i>	Allowance Charge	M
CTT		Total Line Items	M
SE		Transaction Set Trailer	M
GE		Functional Group Trailer	M
IEA		Interchange Control Trailer	M

M= Mandatory; O=Optional

Segment Directory

OfficeMax Contract Division EDI 810 Map

Boise R/O/X column: R data is required for all transactions
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Segment	M/O Elem	OMX R / O	Element	Description	Length Min/Max	Type	Value
ISA	M	R	ISA01	Authorization Information Qualifier	2/2	ID	'00'
	M	R	ISA02	Authorization Information	10/10	AN	spaces
	M	R	ISA03	Security Information Qualifier	2/2	ID	'00'
	M	R	ISA04	Security Information	10/10	AN	spaces
	M	R	ISA05	Interchange ID Qualifier	2/2	ID	Trading Partner's ID Qualifier
	M	R	ISA06	Interchange Sender ID	15/15	AN	Trading Partner's ID
	M	R	ISA07	Interchange ID Qualifier	2/2	ID	'ZZ' Test Qualifier
	M	R	ISA08	Interchange Receiver ID	15/15	AN	'01' Production Qualifier 'BCOPECTST' Test ID '178923231AP' Production ID
	M	R	ISA09	Interchange Date	6/6	DT	System Generated YYMMDD
	M	R	ISA10	Interchange Time	4/4	TM	System Generated
	M	R	ISA11	Interchange Control ID	1/1	ID	'U' – X12
	M	R	ISA12	Interchange Version #	5/5	ID	'00401'
	M	R	ISA13	Interchange Control #	9/9	N0	System Incremented (Matches IEA segment)
	M	R	ISA14	Acknowledgment Requested	1/1	ID	'0' Interchange Acknowledgement Not Requested
	M	R	ISA15	Usage Indicator	1/1	ID	'T' Test 'P' Production
	M	R	ISA16	Component Element Separator	1/1		Separator Mutually Define by Trading Partners
GS	M	R	GS01	Functional ID Code	2/2	ID	'IN' Invoice
	M	R	GS02	Application Sender's Code	2/15	AN	Sender's Interchange Mailbox ID
	M	R	GS03	Application Receiver's Code	2/15	AN	OfficeMax Contract Division's Interchange Mailbox ID 'BCOPECTST' Test ID '178923231AP' Production ID
	M	R	GS04	Date	8/8	DT	'178923231AP' Production ID
	M	R	GS05	Time	4/8	TM	System Generated System Generated
	M	R	GS06	Group Control Number	1/9	N0	System Incremented (Matches GE segment)
	M	R	GS07	Responsible Agency Code	1 / 2	ID	'X' – X12
	M	R	GS08	Version Number	1/12	AN	'004010'
Table 1 – Invoice Header							
ST	M	R	ST01	Transaction Set Identifier Code	3/3	ID	'810' Invoice
	M	R	ST02	Transaction Set Ctrl Number	4/9	AN	Control Number (Matches SE Segment)
BIG	M	R	BIG01	Invoice Date	8/8	DT	'CCYYMMDD' Invoice Issue Date
	M	R	BIG02	Invoice Number	1/22	AN	Identifying Number assigned by Issuer
	O	X	BIG04	Purchase Order Number	1/22	AN	Identifying Number of PO assigned by purchaser 7 position value. This field is required for all inventory and drop ship invoices.
	O	R	BIG07	Transaction Type Code	2/2	ID	'PR' for Product 'CR' for Credit Memos

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Segment	M/O Elem	OMX R/O	Element	Description	Length Min/Max	Type	Value
REF	O	X	REF01	Reference Number Qualifier	2/3	ID	'BT' – Batch Number Required to associate 831 controls to the batch of invoices for balancing and tracking purposes. If 831 controls are not being sent, this is an optional segment. When not provided, each functional group will be treated as a batch of invoices for balancing and tracking purposes.
	O	X	REF02	Reference Number	1/30	AN	Sequential number grouping invoices together. This is a unique number used to associate the 831 controls with the batch of invoices. When provided, all invoices within a functional group must have the same value.
REF	O	X	REF01	Reference Number Qualifier	2/3	ID	'AN' – Associated Number Required for WIN.
	O	X	REF02	Reference Number	1/30	AN	Optional for Drop Ship Customer Sales Order Number This is the customer sales order number from the 850 purchase order. We accept an 8-position value.
REF	O	X	REF01	Reference Number Qualifier	2/3	ID	'RZ' – Returned Goods Authorization Number Required on credit transactions (BIG07 = 'CR')
	O	X	REF02	Reference Number	1/30	AN	Supplier RA 15-position value.
Loop ID – N1 – Name and Address Loop							
N1	M	R	N101	Entity Identifier Code	2/3	ID	'ST' – Ship To
	X	R	N102	Name	1/60	AN	Ship to Name 40-position, left justified.
	X	R	N103	Identification Code Qualifier	1 / 2	ID	'92' Assigned by Buyer
	X	R	N104	Identification Code	1/80	AN	OfficeMax Location Number This is the location number from the N1 ST04 element of the 850 purchase order. 3-position value.
N2	M	O	N201	Additional Name	1/55	AN	Address Information 40-position value.
	O	O	N202	Additional Address	1/55	AN	Address Information 40-position value.
N3	M	R	N301	Address Information	1/55	AN	Address Information 40-position value.
	O	O	N302	Address Information	1/55	AN	Address Information 40-position value.

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N4	O	R	N401	City Name	2/30	AN	City Name 25-position value.
	O	R	N402	State or Province Code	2/2	ID	State or Province Code
	O	R	N403	Postal Code	3/15	ID	Postal Code 12-position value.
	X	O	N405	Location Qualifier	1 / 2	ID	'CC' Country
	O	O	N406	Location Identifier	1/30	AN	Country Code from table 3-position value from the attached country code table.
N1	M	R	N101	Entity Identifier Code	2/3	ID	'RI' – Remit To
	X	R	N102	Name	1/60	AN	Remit To Name 40-position value.
N2	M	O	N201	Additional Name	1/55	AN	Address Information 40-position value.
	O	O	N202	Additional Address	1/55	AN	Address Information 40-position value.
N3	M	R	N301	Address Information	1/55	AN	Address Information 40-position value..
	O	O	N302	Address Information	1/55	AN	Address Information 40-position value
N4	O	R	N401	City Name	2/30	AN	City Name 25-position value.
	O	R	N402	State or Province Code	2/2	ID	State or Province Code
	O	R	N403	Postal Code	3/15	ID	Postal Code 12-position value.
	X	O	N405	Location Qualifier	1 / 2	ID	'CC' Country
	O	O	N406	Location Identifier	1/30	AN	Country Code (3-position value. If needed request table from OfficeMax Contract Division.)
ITD	O	R	ITD01	Terms Type Code	2/2	ID	'01'
	O	R	ITD03	Terms Percent	1/6	R	Terms Discount Percent
	C	R	ITD05	Terms Discount Days Due	1/3	N0	Terms Discount Days Due
	O	R	ITD07	Terms Net Days	1/3	N0	Terms Net Days
	O	O	ITD08	Terms Discount Amount	1/10	N2	Total Amount of terms discount
	O	R	ITD12	Description	1/80	AN	Description of terms
DTM	M	O	DTM01	Date/Time Qualifier	3/3	ID	'011' Shipped Date
	X	O	DTM02	Date	8/8	DT	CCYYMMDD Product Ship Date Use this DTM segment when the ship date on all items is the same.

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Segment	M/O Elem	OMX R/O	Element	Description	Length Min/Max	Type	Value
Table 2 – Invoice Line Item Detail							
Loop ID – IT1 – Item Detail Loop							
Baseline Item Data							
IT1	O	R	IT101	Assigned Identification	1/20	AN	Invoice Line Number A sequential number identifying the line within the invoice. 4-position value.
	X	R	IT102	Quantity Invoiced	1/10	R	Quantity Invoiced 7-position value.
	X	R	IT103	Unit of Measure Code	2/2	ID	Unit of Measure This value should match the UOM from our 850.
	X	R	IT104	Unit Price	1/17	R	Unit Price 11-position value.
	O	R	IT105	Basis of Unit Price	2/2	ID	'UM'
	X	R	IT106	Product/Service ID Qualifier	2/2	ID	'BP' Buyer's Part Number
	X	R	IT107	Product/Service ID	1/48	AN	OfficeMax Contract Division Item Number 20-position value. Required in order for us to match to our PO line. This should be the item number from our 850.
	X	O	IT108	Product/Service ID Qualifier	2/2	ID	'VN' Vendor Item Number
	X	O	IT109	Product/Service ID	1/48	AN	Vendor Item Number 20-position value.
	X	O	IT110	Product/Service ID Qualifier	2/2	ID	'PL' Purchaser's Order Line Number
	X	O	IT111	Product/Service ID	1/48	AN	OfficeMax Purchase Order Line Number This is the line number for the item from the 850 purchase order. 4-position value.
	X	O	IT112	Product/Service ID Qualifier	2/2	ID	'RA' Return Code Optional for Credit transactions (BIG07 = 'CR') for OfficeMax-to-Supplier returns. Optional for all other credit transactions. Ignored for invoices (BIG07 = 'PR').
	X	O	IT113	Product/Service ID	1/48	AN	OfficeMax Return Number OfficeMax's return number for OfficeMax-to-Supplier returns. OfficeMax's ATR number for Direct-to-Supplier (from the OfficeMax customer) returns. One return number per line item is accepted on credit transactions. 15 position value.
	X	O	IT114	Product/Service ID Qualifier	2/2	ID	'PO' Purchase Order Number Optional for Credit transactions (BIG07 = 'CR') for OfficeMax-to-Supplier returns. Optional for all other credit transactions. Ignored for invoices (BIG07 = 'PR').

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	X	X	IT115	Product/Service ID	1/48	AN	Order number for original transaction from OfficeMax. One order number per line item is accepted on credit transactions. For WIN credits, this will be the Customer Sales Order Number. 22 position value.
MEA	O	X	MEA01	Measurement Reference ID Code	2/2	ID	'CF' Conversion Factor Required if invoice unit of measure is different from purchase order unit of measure.
	X	X	MEA03	Measurement Value	1/20	R	Unit of Measure Multiplier Whole number to use as multiplier to convert invoice quantity to purchase order unit of measure. 5-position value.
Loop ID – PID – Item Description							
PID	M	R	PID01	Item Description Type	1/1	ID	'F' Free Format
	X	R	PID05	Description	1/80	AN	Product Description
This REF segment can occur multiple times up to the Quantity Invoiced in the associated IT1 segment.							
REF	O	O	REF01	Reference Identification Qualifier	2/3	ID	'SE' Serial Number
	O	O	REF02	Reference Identification	1/30	AN	Serial Number
DTM	M	O	DTM01	Date/Time Qualifier	3/3	ID	'011' Shipped Date
	X	O	DTM02	Date	8/8	DT	CCYYMMDD Product Ship Date Use this DTM segment when items on the invoice have different ship dates.
This CAD segment can occur multiple times up to the Quantity Invoiced in the associated IT1 segment.							
CAD	X	O	CAD04	Standard Carrier Alpha Code	2/4	ID	SCAC code is not required within IT1 loop. Carrier information is expected in the CAD in the invoice trailer below.
	O	R	CAD07	Reference Identification Qualifier	2/3	ID	'TQ' Trace Number
	O	R	CAD08	Reference Identification	1/30	AN	Shipment Tracking Number
Loop ID – SAC – Line Item Allowances and Charges Loop							
When the SAC segment is used, all fields are required.							
Both allowances and charges are allowed at the line item level. Multiple allowances will be added together and treated as one discount to the line. Multiple charges will be added together and treated as one charge to the line. Tax and freight charges are not allowed at the line item level. If received here, they will be added to the invoice level tax and freight charges.							
SAC	M	X	SAC01	Allowance or Charge Indicator	1/1	ID	'A' Allowance 'C' Charge An allowance is an amount that is subtracted from the line item extended amount. A Charge is an amount that is added to the line item extended amount.

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Segment	M/O Elem	OMX R/O	Element	Description	Length Min/Max	Type	Value
	X	X	SAC02	Service, Promotion, Allowance, or Charge Code	4/4	ID	Per the element 1300 ID table
	X	X	SAC05	Amount	1/15	N2	Amount of charge or allowance
	X	X	SAC15	Description	1/80	AN	Description of charge or allowance
Loop ID – SLN – Subline Item Detail							
Obsolete (This is not used) - This loop is used when the baseline product in the associated IT1 segment is comprised of identifiable sub-items that may be ordered separately. When used, all fields in the SLN and PID are required.							
SLN	M	X	SLN03	Relationship Code	1/1	ID	'I' Included
	X	X	SLN04	Quantity	1/15	R	Number of this sub-item included in the baseline item
	X	X	SLN09	Product/Service ID Qualifier	2/2	ID	We can accept 7 N0 'A7' Subline Item Number
	X	X	SLN10	Product/Service ID	1/48	AN	Subline Item Number 20-position field.
PID	M	X	PID01	Item Description Type	1/1	ID	'F' Free Format
	X	X	PID05	Description	1/80	AN	Product Description
Table 3– Invoice Trailer							
TDS	M	R	TDS01	Amount	1/15	N2	Total amount of invoice
	X	R	TDS02	Amount	1/15	N2	Amount subject to terms discount.
CAD	X	R	CAD04	Standard Carrier Alpha Code	2/4	ID	Standard Carrier Alpha Code Used in combination with CAD09 to define Shipment method.
	X	R	CAD05	Routing	1/35	AN	Description of the routing defined by the combination of CAD04 and CAD09
	O	O	CAD09	Service Level Code	2/2	ID	Used in combination with CAD04 to define Shipment method.
Loop ID – SAC – Invoice Allowances and Charges Loop							
When the SAC segment is used, all fields are required.							
Freight, Tax, and Invoice Discount should also be sent in this segment.							
SAC	M	X	SAC01	Allowance or Charge Indicator	1/1	ID	'A' Allowance 'C' Charge An allowance is an amount that is subtracted from the amount that OfficeMax. A Charge is an amount that is added to the amount that OfficeMax owes.

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Segment	M/O Elem	OMX R/O	Element	Description	Length Min/Max	Type	Value
	X	X	SAC02	Service, Promotion, Allowance, or Charge Code	4/4	ID	Per the element 1300 ID table
	X	X	SAC05	Amount	1/15	N2	Amount of charge or allowance
	X	X	SAC15	Description	1/80	AN	Description of charge or allowance
CTT	M	R	CTT01	Number of Line Items	1/6	N0	Number of IT1 segments
	O	O	CTT02	Hash Total	1/10	R	Hash Total
SE	M	R	SE01	Number of Included Segments	1/10	N0	Total number of segments included in a transaction set including ST and SE segments
	M	R	SE02	Transaction Set Control Number	4/9	AN	Control Number to match ST segment
GE	M	R	GE01	Number of Included Transaction Sets	1/6	N0	Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element
	M	R	GE02	Group Control Number	1/9	N0	Control Number to match GS segment
IEA	M	R	IEA01	Number of Included Functional Groups	1/5	N0	A count of the number of functional groups included in an interchange
	M	R	IES02	Interchange Control Number	9/9	N0	Control Number to match ISA segment