# Menards Implementation Guidelines



810 Invoice 3/22/2006



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General contact and setup information you will need to properly set up Menards in your systems.

#### q 810 Business Rules

This section outlines the general requirements and expectations of the program. It also presents the document segments and details.

#### **q** Version 4010 Document Mapping Specifications – 810 Invoice

This is the EDI mapping specification for the 810 document. Any questions concerning the definition and/or use of any of the segments should be communicated immediately to avoid possible misunderstandings.

#### q 810 Business Examples

This is example data according to the 810 specifications provided. It contains several shipping scenarios and display expectations for various types of purchase orders.

#### q Electronic Invoicing Testing Guidelines

This outlines the flow of testing with regards to what we expect from our vendors and what our vendors can expect from Menard, Inc.

#### q 810 Validation Sheet

This document should be used as a checklist. Please plan to review your 810 data prior to sending to Menards for the specifics outlined in this document.

#### **Q** Version 4010 Document Mapping Specifications – 864 Text Message

This is the EDI mapping specifications for the 864 document. Any questions concerning the definition and/or use of any of the segments should be communicated immediately to avoid possible misunderstandings.

#### q 864 Business Examples

This is example data according to the 864 specifications provided.



# **Electronic Commerce Information**

**General Information:** 

Mailing Address: Menard, Inc. Fax Number: (715) 876-2868

4777 Menard Drive Eau Claire, WI 54703

Contacts: Jason Solberg Brian Fechter Tom Weniger

EDI Coordinator EDI Analyst EDI Analyst 715-876-2612 715-876-2417 715-876-2169

<u>isolberg@menard-inc.com</u> <u>bfechter@menard-inc.com</u> <u>tweniger@menard-inc.com</u>

Shirley Mance Chris Taylor EDI Specialist EDI Analyst 715-876-2575 715-876-2685

smance@menard-inc.com ctaylor@menard-inc.com

**Documents Information:** 

Standard: ASC X.12 Version / Release: 004010

**Document Type** Current **Future** 810 Invoice Х Χ 850 Purchase Order Χ 852 Product Activity Χ 855 PO Acknowledgment 856 Advance Ship Notice Χ 860 PO Change Request Χ 864 Text Message Χ 870 Order Status Report Χ 997 Functional Acknowledgment Χ

**Transmission Information:** 

Primary Value Added Network: Sterling Commerce

EDI/INT Software: IPNet/Inovis – BizManager v2.4

AS1 E-mail – Production: <a href="mailto:ediprod@menard-inc.com">ediprod@menard-inc.com</a>
AS1 E-mail – Production: <a href="mailto:ediprod@menard-inc.com">ediprod@menard-inc.com</a>
<a href="mailto:ediprod@menard-inc.com">editest@menard-inc.com</a>

AS2 URL: <a href="http://partners.menard-inc.com:9080/msgsrv/as2">http://partners.menard-inc.com:9080/msgsrv/as2</a>

AS2 ID: 006203210PAS2
AS2 IP Address: 12.30.69.1
AS2 MDNs: Synchronous
Encryption Algorithm: DES3 168

Encryption Algorithm: DES3 168
Signature Algorithm: SHA1 160

Authorization Information Qualifier (ISA 01): 03

Authorization Information (ISA 02): Internal Menards Vendor #

Security Information Qualifier (ISA 03): 01

Security Information: (ISA 04): Internal Menards Vendor #

Interchange ID Qualifier (ISA 05): 01

Interchange Sender ID (ISA 06): 006203210P Functional Group Sender ID (GS 02): 006203210

Segment Delimiter: ~ (7E)
Element Delimiter: \* (2A)
Sub Element Delimiter: > (3E)



### **Menard Inc. 810 Business Rules**

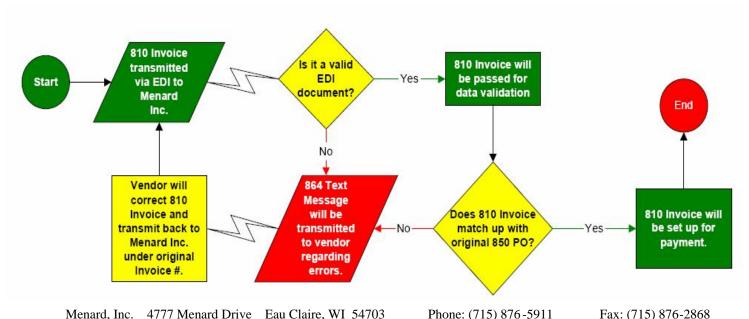
#### **Expectations:**

- We expect our vendors to provide an 810 Invoice on all orders transmitted via EDI.
- We expect that our vendors will not transmit an 810 Invoice before the product has shipped.
- We expect our vendors to provide a unique Invoice # for each 810 Invoice transmitted, unless an 810 Invoice was previously rejected and a corrected 810 Invoice is being submitted.
- We expect our vendors to return our line number, SKU number and unit of measure from the 850 PO for each line item on an 810 Invoice.
- We expect our vendors to provide a shipped date for each 810 Invoice transmitted.
- We expect our vendors to continue supplying any monthly summary reports as presently being sent.

#### **Exception Handling:** (Invalid EDI data and Payment Refusals)

- If the 810 Invoice received is deemed an invalid EDI document, an 864 Text Message will be returned to the vendor stating the reasons the 810 Invoice was rejected. Vendor will be expected to correct the 810 Invoice and retransmit to Menard, Inc. under the same Invoice #.
- If the 810 Invoice passes EDI format error checking but is rejected due to not matching the original 850 PO, an 864 Text Message will be sent to the vendor identifying the issues. Vendor will be expected to correct the 810 Invoice and resend under the same Invoice #.
  - Reasons a payment refusal may be sent at this time:
    - Freight or other miscellaneous charges do not match up with the original 850 PO.
    - **§** SKU #'s do not match the original 850 PO.
    - **§** Cost does not match the original 850 PO.
      - Note: If the total \$ amount of the 810 Invoice is  $\leq$  \$2.00 from the original 850 PO, Menard Inc. will pay the Invoice and bill back the vendor for the difference.
- If the 810 Invoice is received for a PO already considered closed, an 864 Text Message (Payment Refusal) will be sent to the vendor stating that the Invoice has been moved to manual processing for review and resolution.
- If quantity received/invoiced is greater than the quantity ordered on the 850 PO, Menard, Inc. will take a 25% chargeback on the over shipped quantity.

#### 810 Invoice Flow



Menard, Inc. 4777 Menard Drive Eau Claire, WI 54703 Phone: (715) 876-5911



# **Menard Inc. 810 Business Rules**

• An acceptable Invoice will contain valid data in all of the Mandatory segments below as well as the Conditional segments when the condition is present.

<u>nformation</u>	Segment	<u>Details</u>	Required?
Invoice Date	BIG01	Date of invoice creation	Mandatory
Invoice Number	BIG02	Unique number identifying invoice	Mandatory
Purchase Order Number	BIG04	Original PO# from BEG03 of 850 PO	Mandatory
Transaction Type Code	BIG07	"CR"= Credit Memo "DR"= Debit Memo	Mandatory
Currency Code	CUR02	USD	Mandatory
Accounts Payable Number (Vendor Number)	REF02	Menard Accounts Payable Number	Mandatory
Ship To/Bill To Location	N102	If Bill To and Ship To are same location N1*BS should be sent rather than separate N1*BT and N1*ST.	Mandatory
Ordered By Location	N102	N1*OB from the 850 PO	Mandatory
Payment terms that the vendor has assigned	ITD01	01-Basic, 09-Proximo, 14-Previously agreed upon, etc	Mandatory
Terms Basis Date Code	ITD02	Code identifying beginning of terms period	Mandatory
Terms Discount Percent	ITD03	Discount percentage	Conditional
Discount Payment Due Date	ITD04	Discount Due Date	Conditional
Terms Discount Days Due	ITD05	Number of days in discount terms period	Conditional
Net Payment Due Date	ITD06	Net Due Date	Mandatory
Terms Net Days	ITD07	Number of days in net terms period	Mandatory
Terms Discount Amount	ITD08	Total amount of terms discount	Conditional
Terms Description	ITD12	Terms requested by Vendor	Mandatory
Day of Month	ITD13	Day of month due, typically seen with Prox terms.	Conditional
Ship Date	DTM02	"011" Qualifier will be used	Mandatory
Sku Sequence Number	IT101	Line item Sequence # from PO101 of 850 PO	Mandatory
Quantity Invoiced	IT102	Quantity being invoiced for this shipment	Mandatory
Sales Unit	IT103	Unit of Measure from PO103 of the 850 PO	Mandatory
Unit Price	IT104	Menard Cost	Mandatory
Sku	IT107	Line Item Menard SKU from the PO107 of the 850 PO. IT106 will use "SK" qualifier	Mandatory
Vendor Part Number	IT109	Internal Vendor Part #. IT108 will use "VP" qualifier.	Mandatory
Product Description	PID05	Line Item Description. PID01 will use "F" qualifier	Mandatory
Total amount of the invoice (including charges, less allowances) before terms discount.	TDS01	Total invoice amount	Mandatory
Amount upon which the terms discount amount is calculated	TDS02	Only provided if amount differs from TDS01	Conditional
Amount of invoice due if paid by terms discount due date	TDS03	Total invoice amount less discount. Equals TDS001 if no discount applicable.	Mandatory
Standard Carrier Alpha Code	CAD04	Carrier's SCAC	Mandatory
Routing	CAD05	Carrier Name	Mandatory
		SAC01 will contain one of the following qualifiers: A= Allowance C= Charge SAC02 will contain one of the following qualifiers: D240= Freight H400= Stop Charge D270= Fuel Surcharge	
Freight Charge – (When applicable)	SAC05	H605= Tarp Charge	Conditiona

ISA -	Interch	ange Control Header			Us	age: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
ISA01	I01	Authorization Information Qualifier	ID	2/2	03 = Additional Data Information	
ISA02	102	Authorization Information	AN	10/10	Authorization ID	
ISA03	103	Security Information Qualifier	ID	2/2	01 = Password	
ISA04	104	Security Information	AN	10/10	Security Password	
ISA05	105	Interchange ID Qualifier	ID	2/2	Sender's ID Qualifier	
ISA06	106	Interchange Sender ID	AN	15/15	Sender's ID	
ISA07	105	Interchange ID Qualifier	ID	2/2	Receiver's ID Qualifier	
ISA08	107	Interchange Receiver ID	AN	15/15	Receiver's ID	
ISA09	108	Interchange Date	DT	6/6	YYMMDD	
ISA10	109	Interchange Time	TM	4/4	HHMM	
ISA11	I10	Interchange Control Standards Identifier	ID	1/1	U = ASC X12	
ISA12	l11	Interchange Control Version Number	ID	5/5	00401	
ISA13	l12	Interchange Control Number	NO	9/9	Sender's Interchange Control Num	
ISA14	I13	Acknowledgment Requested	ID	1/1	0 = No Ack (TA1) Requested	
ISA15	l14	Test Indicator	ID	1/1	P = Production Data, T = Test Data	
ISA16	l15	Component Element Separator	AN	1/1	>	

GS -	Function	onal Group Header				Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes	
GS01	479	Functional Identifier Code	ID	2/2	IN = Invoice Information	
GS02	142	Application Sender's Code	AN	2/15	Sender's Identifier	
GS03	124	Application Receiver's Code	AN	2/15	Receiver's Identifier	
GS04	373	Date	DT	8/8	Date (YYYYMMDD)	
GS05	337	Time	TM	4/4	Time (HHMM)	
GS06	28	Group Control Number	NO	1/9	Sender's Group Control Number	
GS07	455	Responsible Agency Code	ID	1/2	X = ASC X12	
GS08	480	Version/ Release/Industry Identifier Code	AN	1/12	004010	

ST -		ction Set Header	_		Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes
ST01	143	Transaction Set Identifier Code	ID	3/3	810 = Invoice
ST02	329	Transaction Set Control Number	NO	4/9	Sender's Transaction Set Control Number

BIG -	Beginr	ning Segment For Invoice				Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
BIG01	373	Date	DT	8/8	Invoice Issue Date (YYYYMMDD)	
BIG02	76	Invoice Number	AN	1/22	Invoice Number	
BIG04	324	Purchase Order Number	AN	12/12	Purchase Order Number	
BIG07	640	Transaction Type Code	ID	2/2	CR = Credit Memo, DR = Debit Memo	

	- Curre					Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes	
CUR01	98	Entity Identifier Code	ID	2/3	SE = Selling Party	
CUR02	100	Currency Code	ID	3/3	USD = U.S. Dollars	

REF -	- Vendo	or Account Number				Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
REF01	128	Reference Identification Qualifier	ID	2/2	VR = Vendor ID Number	
REF02	127	Reference Identification	AN	8/8	Menard Accounts Payable Number	

Loop	D - N	1			
N1 -		o/Bill To Location			Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes
N101	98	Entity Identifier Code	ID	2/2	ST = Ship To, BT = Bill To, BS = Bill and Ship To - If the Bill and Ship To locations are the same, send 1 N1 with a BS qualifier. If they are different, send 2 N1 segments, one with a ST qualifier and one with a BT qualifier.
N102	93	Name	NO	4/4	Menard 4 digit Store Number

		By Location				Usage: Mandatory
ID E	lement	Description	Type	Min/Max	Notes	
N101	98	Entity Identifier Code	ID	2/2	OB = Ordered By	
N102	93	Name	NO	4/4	Menard 4 digit Store Number	

ITD -	Terms	of Sale/Deferred Terms of	Sale		Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes
					01 = Basic, 05 = Discount Not Applicable, 09 = Proximo, 14 =
					Previously Agreed UponCode identifying type of payment
ITD01	336	Terms Basis Date Code	ID	2/2	terms
ITD02	333	Terms Basis Date Code	ID	1/2	Code identifying the beginning of the terms period
					Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before
ITD03	338	Terms Discount Percent Description	R	1/6	the Terms Discount Due Date
ITD04	370	Terms Discount Due Date	DT	8/8	Terms discount due date is used if a terms discount applies
					Number of days in the terms discount period by which
ITD05	351	Terms Discount Days Due	N0	1/3	payment is due if terms discount is earned
ITD06	446	Terms Net Due Date	DT	8/8	
ITD07	386	Terms Net Days	N0	1/3	
ITD08	362	Terms Discount Amount	N2	1/10	Total amount of terms discount
ITD12	352	Description	ID	1/80	Terms requested by Vendor
ITD13	765	Day of Month	N0	1/2	The numeric value of the day of the month between 1 and the maximum day of the month being referenced

		Time Reference				Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
DTM01	374	Date/Time Qualifier	ID	3/3	011	
DTM02	373	Date	DT	8/8	Shipped Date	

Loop	ID - IT				
IT1 -	<b>Baselin</b>	e Item Data			Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes
IT101	350	Assigned Identification	AN	1/20	Line Item Sequence Number from the Purchase Order
IT102	358	Quantity Invoiced	R	1/10	Quantity of Item Invoiced
IT103	355	Unit or Basis for Measurement Code	ID	2/2	Menard Ordering Unit
IT104	212	Unit Price (Include Decimal Points)	R	1/7	Unit Price of the Item Purchased (includes decimal)
IT106	235	Product/Service ID Qualifier	ID	2/2	SK = SKU
IT107	234	Product/Service ID	AN	7/7	SKU assigned by Menard Inc.
IT108	235	Product/Service ID Qualifier	ID	2/2	VP = Vendor's (Seller's) Part Number
IT109	234	Product/Service ID	AN	1/48	Vendor Part Number

PID -	Usage: Mandatory					
ID	Element	Description	Туре	Min/Max	Notes	
PID01	349	Item Description Type	ID	1/1	F = Free Form	
PID05	352	Description	AN	1/80	Line Item Description	

TDS - Total Monetary Value Summary					Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes
					Total Invoice Amount - total amount of the invoice (including
					charges, less allowances) before terms discount (if discount is
TDS01	610	Amount	N2	2/15	applicable).
					Amount upon which the terms discount amount is calculated.
					This field is required if the dollar value subject to discount is
TDS02	610	Amount	N2	2/15	not equal to the dollar value of TDS01
					Total amount of invoice due if paid by terms discount due
TDS03	610	Amount	N2	2/15	date (total invoice amount less discount)

CAD	CAD - Carrier Details Usage: Condition							
ID	Element	Description	Туре	Min/Max	Notes			
CAD04	140	Standard Carrier Alpha Code	ID	2/4	Standard Carrier Alpha Routing Code			
0.4.005	007	Pouting		4/05	Free-form description of the routing or requested routing for			
CAD05	387	Routing	AN	1/35	shipment, or the originating carrier's identity			

Loop	Loop ID - SAC										
SAC - Service Promotion, Allowance, or Charge Usage: Con-											
ID	Element	Description	Type	Min/Max	Notes						
SAC01	248	Allowance or Charge Indicator	ID	1/1	A = Allowance, C = Charge						
SAC02	1300	Service, Promotion, Allowance or Charge Code	ID	4/4	Code to indicate what type of Service, Promotion, Allowance or Charge is being taken D240 = Freight, H400 = Stop charge, D270 = Fuel Surcharge, H605 = Tarp Charge						
SAC05	610	Amount	N2	1/15	Dollar amount of the Service, Promotion, Allowance or Charge.						

CTT - Transaction Totals					Usage: Optional
<mark>ID</mark>	Element	Description	Туре	Min/Max	Notes
CTT01	354	Number of Line Items	NO	1/6	Total number of Line Items (IT1) in the transaction Set.

SE -	SE - Transaction Set Trailer							
<mark>ID</mark>	Element	Description	Type	Min/Max	Notes			
SE01	96	Number of Included Segments	NO	1/10	Total Number of Segments			
SE02	329	Transaction Set Control Number	NO	4/9	Transaction Set Control Number			

GE -	GE - Functional Group Trailer								
ID	Element	Description	Type	Min/Max	Notes				
GE01	97	Number of Transactions Sets Included	NO	1/6	Total Number of Transaction Sets				
GE02	28	Group Control Number	NO	1/9	Group Control Number				

	EA - Interchange Control Trailer							
ID	Element	Description	Туре	Min/Max	Notes			
IEA01	l16	Number of Included Functional Groups	NO	1/5	Total Number of Functional Groups			
IEA02	l12	Interchange Control Number	NO	9/9	Interchange Control Number			



#### **Standard Orders**

#### 1) Menard DC Stock Order

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*DIST51231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*BS\*3039~

N1\*OB\*3039~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2237\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*111850\*\*109613~

CAD\*\*\*\*FDCC\*FED EX GROUND~

CTT\*3~

SE\*18\*0001~

GE\*1\*1~

IEA\*1\*00000001~

### 2) Menard Store Direct Order

 $ISA*03*VENDR001*01*VENDR001*ZZ*VENDR0010000*01*006203210P*051101*1000*U*00401*000000001*0*P*>\sim GS*IN*VENDR0010000*006203210*20051101*1200*1*X*004010\sim$ 

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE51231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*BS\*3011~

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*19\*0001~

GE\*1\*1~

IEA\*1\*00000001~



#### **Standard Orders (continued)**

## 3) Menard Store ASN Order (Shipped Through Menard Inc. DC)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE51231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*ST\*3499~

N1\*BT\*3039~

N1\*OB\*3011~

ITD\*14\*3\*\*\*\*20051201\*30\*\*\*\*\*NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*112600~

CAD\*\*\*\*FDCC\*FED EX GROUND~

CTT\*3~

SE\*19\*0001~

GE\*1\*1~

IEA\*1\*00000001~

## 4) Menard Crossdock Order (Non-ASN)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*00000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*DCXD51231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*ST\*3499~

N1\*BT\*3039~

N1\*OB\*3499~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*20\*0001~

GE\*1\*1~

IEA\*1\*00000001~



## **Standard Orders (continued)**

#### 5) Menard Store NON-ASN Order (Shipped Through Menard Inc. DC)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE51231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*ST\*3499~

N1\*BT\*3011~

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

CTT\*3~

SE\*19\*0001~

GE\*1\*1~

IEA\*1\*00000001~



#### **Special Orders**

#### 1) Menard Special Order (Ship Direct to Store)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE31231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*BS\*3011~

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*19\*0001~

GE\*1\*1~

IEA\*1\*00000001~

## 2) Menard Special Order (Ship Direct to Guest/Jobsite)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*00000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE31231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*ST\*GUEST NAME from N1\*ST of the 850~

N1\*BT\*3011

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*20\*0001~

GE\*1\*1~

IEA\*1\*00000001~



# **Special Orders (continued)**

#### 3) Menard ASN Special Order (Shipped through Menard DC Included on ASN)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE31231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*ST\*3499~

N1\*BT\*3039~

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*20\*0001~

GE\*1\*1~

IEA\*1\*00000001~

## 4) Menard Special Order (Shipped through Menard DC, NOT Included on ASN)

ISA\*03\*VENDR001 \*01\*VENDR001 \*ZZ\*VENDR0010000 \*01\*006203210P \*051101\*1000\*U\*00401\*000000001\*0\*P\*>~ GS\*IN\*VENDR0010000\*006203210\*20051101\*1200\*1\*X\*004010~

ST\*810\*0001~

BIG\*20051101\*1234567890\*\*ECWE31231234\*\*\*DR~

CUR\*SE\*USD~

REF\*VR\*VENDR001~

N1\*BS\*3011~

N1\*OB\*3011~

ITD\*14\*3\*2\*20051116\*15\*20051201\*30\*2252\*\*\*\*2 / 15 NET 30 DAYS~

DTM\*011\*20051031~

IT1\*1\*50\*EA\*9.95\*\*SK\*1234567\*VP\*ABCDEFG~

PID\*F\*\*\*\*HIGH QUALITY ABCDEFG~

IT1\*2\*30\*EA\*20.25\*\*SK\*1231234\*VP\*TUVWXYZ~

PID\*F\*\*\*\*HIGH QUALITY TUVWXYZ~

IT1\*4\*18\*EA\*.75\*\*SK\*1237890\*VP\*LMNOPQR~

PID\*F\*\*\*\*HIGH QUALITY LMNOPQR~

TDS\*112600\*\*110348~

CAD\*\*\*\*FDCC\*FED EX GROUND~

SAC\*C\*D240\*\*\*750~

CTT\*3~

SE\*19\*0001~

GE\*1\*1~

IEA\*1\*00000001~



## **Electronic Invoice Testing Guidelines**

- · Vendor will notify Menard, Inc. when ready to begin testing.
- Menard, Inc. will provide a batch of test PO's, where necessary, for which 810 Invoices should be created and returned.
  - o Test PO's may include a stock order, a special order and a new store order.
  - o The test PO's sent will be in accordance with what the vendor receives presently.
  - o EDI data should be emailed to Menard, Inc. for review. Data should not be sent via EDI until approval has been given.
  - o A total of three 810 Invoices will be provided for each sample PO.
    - **§** 1 example reflecting a complete shipment.
    - **§** 1 example reflecting a partial shipment.
    - § 1 example reflecting the remainder of the partial example.
- · Menard, Inc will send a test 864 to vendor for review/acceptance.
- Upon completion of all testing, vendor will be asked to begin providing 810s on all production EDI orders in a parallel test mode.
  - o Paper invoices will continue to be sent to Menard, Inc. during this period.
  - o After a minimum 1 week "parallel" period, the 810 will be moved to production assuming no outstanding issues with the documents received in parallel.
    - § Extra care will be taken to make sure once moved to production that Menard Inc. will not receive any duplicate invoices either via EDI or by both mail (Paper Copy) and EDI.
    - § Final "batch" of Paper Invoices will be identified and PO#'s communicated by the Vendor to Menard Inc.
- · Note: Payment will continue to be made by paper at this time.

#### **810 Invoice Testing Checklist**

850 PO TYPE	Stock Order	Special Order	<b>New Store Order</b>
Approved			
N/A			



# **Menard Inc. 810 Invoice Document Requirements**

Note: All data in the table below should be validated before an example is submitted for review.

Segment	Field	Data	Validation
BIG	01	Invoice Date	Does Invoice date = Transmission date?
BIG	02	Invoice Number	Unique?
BIG	04	PO #	Match 850 PO?
BIG	07	Transaction Type	CR = Credit Memo DR = Debit Memo
CUR	01	Entity Identifier	SE = Selling Party
CUR	02	Currency Code	USD = U.S. Dollar
REF	01	Reference ID Qualifier	VR = Vendor ID #
REF	02	Reference ID	Accounts Payable #
N1	01	ID Code	1st N1 Loop should contain either an N1*BS or N1*ST depending on 850. If 1st N1 loop = ST then following N1 loop will = BT. Final N1 Loop = OB
N1	02	Name	Associated Menard Inc. 4 digit Store or DC #
ITD	01	Terms Type Code	Accurate payment terms code
ITD	02	Terms Basis Date Code	Accurate code identifying beginning terms period
ITD	03	Terms Discount %	Discount expressed as a percent
ITD	04	Discount Due Date	Accurate discount due date
ITD	05	Discount Days Due	Accurate # of days provided?
ITD	06	Net Due Date	Accurate Net Due Date?
ITD	07	Net Days Due	Accurate # of days provided?
ITD	08	Discount Amount	Accurate discount amount?
ITD	12	Terms Description	Accurate terms description?
ITD	13	Day of Month	Day included in Prox terms?
DTM	01	Date Qualifier	011 = Shipped
DTM	02	Date	Correct shipping date included?
IT1	01	Line Item #	Original line item # from the PO101 of the 850 PO?
IT1	02	Quantity Invoiced	Accurate quantity shipped for this shipment?
IT1	03	Unit of Measure	Unit of measure from the PO103 of the 850 PO
IT1	04	Unit Price w/Decimal	Accurate cost?
IT1	06	Product ID Qualifier	SK = SKU #
IT1	07	Product ID	SKU # from the PO107 of 850 PO
IT1	08	Product ID Qualifier	VP = Vendor Part #
IT1	09	Product ID	Vendor (Internal) Part #
PID	01	Item Description Type	F = Free Form
PID	05	Description	Accurate Line Item Description?
TDS	01	Amount (Implied Decimal 2)	Accurate total invoice amount before discount
TDS	02	Amount (Implied Decimal 2)	Accurate amount upon which terms discount is calculated. This field should be populated only if the amount differs from that listed in the TDS01
TDS	03	Amount (Implied Decimal 2)	Accurate amount due if paid by terms discount due date
CAD	04	Carrier SCAC	Accurate SCAC code?
CAD	05	Routing	Carrier Name
SAC	01	Allowance/Charge ID	A = Allowance, C = Charge
SAC	02	Associated Code	D240 = Freight, H400 = Stop Charge, D270 = Fuel Surcharge, H605 = Tarp Charge
SAC	05	Amount (Implied Decimal 2)	Accurate dollar amount per corresponding freight charge?

# Menard, Inc ASC X12 (V4010) Mapping Specifications 864 - Text Message (11/03/2005)

ISA -	Interch	ange Control Header			Us	age: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
ISA01	I01	Authorization Information Qualifier	ID	2/2	03 = Additional Data Information	
ISA02	102	Authorization Information	AN	10/10	Authorization ID	
ISA03	103	Security Information Qualifier	ID	2/2	01 = Password	
ISA04	104	Security Information	AN	10/10	Security Password	
ISA05	105	Interchange ID Qualifier	ID	2/2	Sender's ID Qualifier	
ISA06	106	Interchange Sender ID	AN	15/15	Sender's ID	
ISA07	105	Interchange ID Qualifier	ID	2/2	Receiver's ID Qualifier	
ISA08	107	Interchange Receiver ID	AN	15/15	Receiver's ID	
ISA09	108	Interchange Date	DT	6/6	YYMMDD	
ISA10	109	Interchange Time	TM	4/4	HHMM	
ISA11	I10	Interchange Control Standards Identifier	ID	1/1	U = ASC X12	
ISA12	l11	Interchange Control Version Number	ID	5/5	00401	
ISA13	l12	Interchange Control Number	NO	9/9	Sender's Interchange Control Num	
ISA14	I13	Acknowledgment Requested	ID	1/1	0 = No Ack (TA1) Requested	
ISA15	l14	Test Indicator	ID	1/1	P = Production Data, T = Test Data	
ISA16	l15	Component Element Separator	AN	1/1	>	

GS -	Function	onal Group Header				Usage: Mandatory
ID	Element	Description	Type	Min/Max	Notes	
GS01	479	Functional Identifier Code	ID	2/2	TX - Text Message	
GS02	142	Application Sender's Code	AN	2/15	Sender's Identifier	
GS03	124	Application Receiver's Code	AN	2/15	Receiver's Identifier	
GS04	373	Date	DT	8/8	Date (YYYYMMDD)	
GS05	337	Time	TM	4/4	Time (HHMM)	
GS06	28	Group Control Number	NO	1/9	Sender's Group Control Number	
GS07	455	Responsible Agency Code	ID	1/2	X = ASC X12	
GS08	480	Version/ Release/Industry Identifier Code	AN	1/12	004010	

ST -	ST - Transaction Set Header Usage: Mandatory							
ID	Element	Description	Туре	Min/Max	Notes			
ST01	143	Transaction Set Identifier Code	ID	3/3	864 - Text Message			
ST02	329	Transaction Set Control Number	NO	4/9	Sender's Transaction Set Control Number			

BMG	BMG - Beginning Segment for Text Message Usage: Mandai							
ID	Element	Description	Type	Min/Max	Notes			
BMG01	353	Transaction Set Purpose	ID	2/2	Purpose			
BMG02	352	Description	AN	1/80	Invoice Number			

# Menard, Inc ASC X12 (V4010) Mapping Specifications 864 - Text Message (11/03/2005)

Loop	Loop ID - MIT							
		ge Identification		/	Usage: Mandatory			
ID	Element	Description	Туре	Min/Max	Notes			
MIT01	127	Reference Identification	AN	1/30	The message number to identify the beginning of a specific message and to allow the identification of a subject for the message			
MIT02	352	Description	AN	1/80	Subject			

	- Mess	age Text				Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
MSG01	933	Free Form Message	AN	1/264	Free Form Message	

SE -	Usage: Mandatory					
ID	Element	Description	Туре	Min/Max	Notes	
SE01	96	Number of Included Segments	NO	1/10	Total Number of Segments	
SE02	329	Transaction Set Control Number	NO	4/9	Transaction Set Control Number	
		onal Group Trailer			North	Usage: Mandatory
ID	Element	Description	Туре	Min/Max	Notes	
GE01	97	Number of Transactions Sets Included	NO	1/6	Total Number of Transaction Sets	
GE02	28	Group Control Number	NO	1/9	Group Control Number	·

IEA -	Usage: Mandatory					
ID	Element	Description	Type	Min/Max	Notes	
IEA01	I16	Number of Included Functional Groups	NO	1/5	Total Number of Functional Groups	
IEA02	l12	Interchange Control Number	NO	9/9	Interchange Control Number	



# Menard, Inc. 864 Business Rules and Examples

- · An EDI 864 Text Message will be returned detailing rejected 810 documents.
  - o A code 18 Reissue will be sent in the BMG01 reflecting our request
  - o Two levels of validation result in an 864
    - § EDI Format any failures during the translation of the 810 document will result in an 864 detailing the problem, where possible.
    - § Matching any failures during the matching process to PO and Receiving data will result in an 864 detailing the problem with a given invoice number.
- When a corrected 810 Invoice is submitted per the issues outlined in the 864 Text Message, the original Invoice # must be used when resubmitted.

#### 864 Sample Data

ISA\*03\*VENDR001 \*01\*VENDR001 \*01\*006203210P \*ZZ\*VENDR0010000 \*051101\*1000\*U\*00401\*00000001\*0\*P\*>~ GS\*TX\*006203210\*VENDR0010000\*20051101\*1200\*1\*X\*004010~ ST\*864\*0001~

BMG\*18\*9876543210~ MIT\*ECWE12345678\*PAYMENT REFUSAL~ MSG\*INVALID PO# FOR INVOICE 9876543210~ SE\*5\*0001~ GE\*1\*1~ IEA\*1\*000000001~