810 Invoice

Version: 1.3 Final

Company:	**Fastenal Company**
Publication:	**8/14/2003**
Trading Partner:	**Fastenal Company**
Modified:	**4/20/2012**

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810   Invoice

Functional Group= IN

Purpose: This Draft Standard for Trial Use contains the format and establishes the data contents of the Invoice Transaction Set (810) 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 billing for goods and services provided.

Heading:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
020	BIG	Beginning Segment for Invoice	M	1			Must use
030	NTE	Note/Special Instruction	O	100			Used
040	CUR	Currency	O	1			Recommended
050	REF	Reference Identification	O	12			Used
060	PER	Administrative Communications Contact	O	3			Used
LOOP ID - N1					**200**		
070	N1	Name	O	1			Must use
080	N2	Additional Name Information	O	2			Recommended
090	N3	Address Information	O	2			Must use
100	N4	Geographic Location	O	1			Must use
110	REF	Reference Identification	O	12			Used
120	PER	Administrative Communications Contact	O	3			Used
130	ITD	Terms of Sale/Deferred Terms of Sale	O	>1			Must use
140	DTM	Date/Time Reference	O	10			Must use
170	MEA	Measurements	O	40			Used

Detail:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
LOOP ID - IT1					**200000**		
010	IT1	Baseline Item Data (Invoice)	O	1			Must use
015	QTY	Quantity	O	5		N2/015	Used
050	CTP	Pricing Information	O	1			Must use
LOOP ID - PID					**1000**		
060	PID	Product/Item Description	O	1			Must use
120	REF	Reference Identification	O	>1			Used

Summary:

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
010	TDS	Total Monetary Value Summary	M	1			Must use
020	TXI	Tax Information	O	10			Used
030	CAD	Carrier Detail	O	1			Used
LOOP ID - SAC					**25**		

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
040	SAC	Service, Promotion, Allowance, or Charge Information	O	25			Used
070	CTT	Transaction Totals	O	1		N3/070	Must use

Pos	Id	Segment Name	Req	Max Use	Repeat	Notes	Usage
	A	Appendix A - Special Charges	M	1			Must use

Notes:

2/015   The QTY segment is used to specify a quantity of units which are expected as payments, e.g., trade-ins or returns.

3/070   Number of line items (CTT01) is the accumulation of the number of IT1 segments. If used, hash total (CTT02) is the sum of the value of quantities invoiced (IT102) for each IT1 segment.

User Note 1:

04/20/2012, JoAnn Reinholdt: Clarification Notes

BIG Beginning Segment for Invoice

Pos: 020   Max: 1
Heading - Mandatory
Loop: N/A   Elements: 7

User Option (Usage): Must use
Purpose: To indicate the beginning of an invoice transaction set and transmit identifying numbers and dates

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG01	373	**Date**	M	DT	8/8	Must use

Description: Date expressed as CCYYMMDD
Note: Invoice Date

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG02	76	**Invoice Number**	M	AN	1/22	Must use

Description: Identifying number assigned

by issuer

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG03	373	**Date**	O	DT	8/8	Used

Description: Date expressed as CCYYMMDD
Note: PO Date

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG04	324	**Purchase Order Number**	O	AN	1/22	Must use

Description: Identifying number for Purchase Order assigned by the orderer/purchaser
Note: Must match exactly what was sent on the PO.

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG05	328	**Release Number**	O	AN	1/30	Used

Description: Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG07	640	**Transaction Type Code**	O	ID	2/2	Must use

Description: Code specifying the type of transaction

CodeList Summary (Total Codes: 446, Included: 2)

Code	Name
CR	Credit Memo
DR	Debit Memo

Ref	Id	Element Name	Req	Type	Min/Max	Usage
BIG08	353	**Transaction Set Purpose Code**	O	ID	2/2	Must use

Description: Code identifying purpose of transaction set

CodeList Summary (Total Codes: 65, Included: 1)

Code	Name
00	Original

Semantics:

1. BIG01 is the invoice issue date.
2. BIG03 is the date assigned by the purchaser to purchase order.
3. BIG10 indicates the consolidated invoice number. When BIG07 contains code CI, BIG10 is not used.

Comments:

1. BIG07 is used only to further define the type of invoice when needed.

Note:

Each Document sent to us must have a unique invoice number / date combination.

Freight-only invoices must be mailed to:

Fastenal Company
Attn: A/P
P.O. Box 529
Winona, MN 55987

NTE   Note/Special Instruction

Pos: 030	Max: 100
Heading - Optional	
Loop: N/A	Elements: 2

User Option (Usage): Used

Purpose: To transmit information in a free-form format, if necessary, for comment or special instruction

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
NTE01	363	**Note Reference Code**	O	ID	3/3	Used

Description: Code identifying the functional area or purpose for which the note applies

CodeList Summary (Total Codes: 241, Included: 1)

Code	Name
INV	Invoice Instruction

Ref	Id	Element Name	Req	Type	Min/Max	Usage
NTE02	352	**Description**	M	AN	1/80	Must use

Description: A free-form description to clarify the related data elements and their content

Comments:

1. The NTE segment permits free-form information/data which, under ANSI X12 standard implementations, is not machine processable. The use of the NTE segment should therefore be avoided, if at all possible, in an automated environment.

CUR Currency

<table>
<tr><td>Pos: 040</td><td>Max: 1</td></tr>
<tr><td colspan="2">Heading - Optional</td></tr>
<tr><td>Loop: N/A</td><td>Elements: 2</td></tr>
</table>

User Option (Usage): Recommended

Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CUR01	98	**Entity Identifier Code**	M	ID	2/3	Must use

Description: Code identifying an organizational entity, a physical location, property or an individual

CodeList Summary (Total Codes: 1312, Included: 3)

Code	Name
BY	Buying Party (Purchaser)
SE	Selling Party
ZZ	Mutually Defined

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CUR02	100	**Currency Code**	M	ID	3/3	Must use

Description: Code (Standard ISO) for country in whose currency the charges are specified

Comments:

1. See Figures Appendix for examples detailing the use of the CUR segment.

Note:

If no CUR Segment is sent then a Currency Code of USD is assumed

REF Reference Identification

Pos: 050	Max: 12
Heading - Optional	
Loop: N/A	**Elements: 3**

User Option (Usage): Used

Purpose: To specify identifying information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF01	128	**Reference Identification Qualifier**	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

CodeList Summary (Total Codes: 1503, Included: 8)

Code	Name
2I	Tracking Number
BM	Bill of Lading Number
JB	Job (Project) Number
O8	Original Filing

> **Note:**
> Original Invoice Number

OQ	Order Number

> **Note:**
> Internal Order #

PK	Packing List Number
VR	Vendor ID Number
ZZ	Mutually Defined

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF02	127	**Reference Identification**	X	AN	1/30	Must use

Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

Note: When REF01 = VR, return Fastenal's 10-digit Vendor ID that was supplied on the PO. This information will greatly speed processing of your payment.

User Note 2: When BIG07 = DR (Debit Memo) and REF01 = ZZ (Mutually Defined), include Contract Number from the PO

User Note 3: When BIG07 = CR (Credit Memo) then the following information should be included:
REF01 = O8 REF02 Original Invoice Number
REF01 = OQ REF02 Internal Order Number / RGA#/RMA#
Including these pieces of information will greatly speed processing of the transaction.

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF03	352	**Description**	X	AN	1/80	Used

Description: A free-form description to clarify the related data elements and their content

Note: When REF01 = VR, Vendor Name or Description.

Syntax Rules:

1. R0203 - At least one of REF02 or REF03 is required.

PER   Administrative Communications Contact

Pos: 060	**Max: 3**
Heading - Optional	
Loop: N/A	**Elements: 8**

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	366	**Contact Function Code**	M	ID	2/2	Must use

Description: Code identifying the major duty or responsibility of the person or group named

Note: Only one instance of each code is allowed.

CodeList Summary (Total Codes: 230, Included: 3)

Code	Name
AP	Accounts Payable Department
AR	Accounts Receivable Department
IC	Information Contact

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER02	93	**Name**	O	AN	1/60	Used

Description: Free-form name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER03	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 3)

Code	Name
EM	Electronic Mail
FX	Facsimile
TE	Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER04	364	**Communication Number**	X	AN	1/80	Used

Description: Complete communications number including country or area code when applicable

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER05	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 3)

Code	Name
EM	Electronic Mail
FX	Facsimile
TE	Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER06	364	**Communication Number**	X	AN	1/80	Used

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
		Description: Complete communications number including country or area code when applicable				
PER07	365	**Communication Number Qualifier**	X	ID	2/2	Used
		Description: Code identifying the type of communication number				

CodeList Summary (Total Codes: 40, Included: 3)

<u>Code</u>	<u>Name</u>
EM	Electronic Mail
FX	Facsimile
TE	Telephone

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PER08	364	**Communication Number**	X	AN	1/80	Used
		Description: Complete communications number including country or area code when applicable				

Syntax Rules:

1. P0304 - If either PER03 or PER04 is present, then the other is required.
2. P0506 - If either PER05 or PER06 is present, then the other is required.
3. P0708 - If either PER07 or PER08 is present, then the other is required.

N1　Name

User Option (Usage): Must use

Purpose: To identify a party by type of organization, name, and code

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N101	98	**Entity Identifier Code**	M	ID	2/3	Must use

Description: Code identifying an organizational entity, a physical location, property or an individual

CodeList Summary (Total Codes: 1312, Included: 5)

Code	Name
BT	Bill-to-Party (Fastenal Corporate)
BY	Buying Party (Purchaser)
RE	Party to receive commercial invoice remittance
SF	Ship From
ST	Ship To (Fastenal Branch or Hub)

> **Note:**
> Ship-To is required

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N102	93	**Name**	X	AN	1/60	Used

Description: Free-form name

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N103	66	**Identification Code Qualifier**	X	ID	1/2	Used

Description: Code designating the system/method of code structure used for Identification Code (67)

CodeList Summary (Total Codes: 215, Included: 3)

Code	Name
1	D-U-N-S Number, Dun & Bradstreet
91	Assigned by Seller or Seller's Agent
92	Assigned by Buyer or Buyer's Agent

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N104	67	**Identification Code**	X	AN	2/80	Used

Description: Code identifying a party or other code

Note: If N101 = RE Then N104 will contain the Vendor Location Number (provided by Fastenal A/P) and the N104 is Mandatory. ex. ###-###

User Note 2: If Fastenal supplied a Bill-To Location Code in the PO (header level N101 = BT, N104 is the Bill-To Location Code)
That value should be returned here, with N101 = BT and N103 = 92.

Ref	**Id**	**Element Name**	**Req**	**Type**	**Min/Max**	**Usage**

Syntax Rules:

1. R0203 - At least one of N102 or N103 is required.
2. P0304 - If either N103 or N104 is present, then the other is required.

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.

Note:

Your Vendor Location Number will be supplied to you by Fastenal.
If you have more than one remittance address then a cross-reference table of addresses and location numbers will be sent to you.

Code BT is Mandatory
Code RE is Mandatory
Code ST is Mandatory

User Note 2:

The BT iteration should look exactly as follows:

N1~BT~Fastenal Company}
N2~Attn: A/P}
N3~P.O. Box 529}   -P.O. Box for Canada is "P.O. Box 30"
N4~Winona~MN~55987}

N2   Additional Name Information

<table>
<tr><td>Pos: 080</td><td>Max: 2</td></tr>
<tr><td colspan="2">Heading - Optional</td></tr>
<tr><td>Loop: N1</td><td>Elements: 2</td></tr>
</table>

User Option (Usage): Recommended

Purpose: To specify additional names or those longer than 35 characters in length

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N201	93	**Name**	M	AN	1/60	Must use
		Description: Free-form name				
N202	93	**Name**	O	AN	1/60	Used
		Description: Free-form name				

Note:

If N101 = BT Then N201 is Recommended
If N101 = RE Then N201 is Recommended
If N101 = ST Then N201 is Recommended

N3 Address Information

User Option (Usage): Must use
Purpose: To specify the location of the named party

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N301	166	**Address Information**	M	AN	1/55	Must use
		Description: Address information				
N302	166	**Address Information**	O	AN	1/55	Used
		Description: Address information				

Note:

If N101 = BT Then N301 is Mandatory
If N101 = RE Then N301 is Mandatory
If N101 = ST Then N301 is Mandatory

N4 Geographic Location

Pos: 100	Max: 1
Heading - Optional	
Loop: N1	**Elements: 4**

User Option (Usage): Must use

Purpose: To specify the geographic place of the named party

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
N401	19	**City Name**	O	AN	2/30	Must use
		Description: Free-form text for city name				
N402	156	**State or Province Code**	O	ID	2/2	Must use
		Description: Code (Standard State/Province) as defined by appropriate government agency				
N403	116	**Postal Code**	O	ID	3/15	Must use
		Description: Code defining international postal zone code (zip code for United States)				
N404	26	**Country Code**	O	ID	2/3	Used
		Description: Code identifying the country				
		Note: If no N404 is sent then a Country Code of USA is assumed				

Syntax Rules:

1. C0605 - If N406 is present, then N405 is required.

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.

Note:

If N101 = BT Then N401-N403 are Mandatory
If N101 = RE Then N401-N403 are Mandatory
If N101 = ST Then N401-N403 are Mandatory

REF   Reference Identification

User Option (Usage): Used
Purpose: To specify identifying information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF01	128	**Reference Identification Qualifier**	M	ID	2/3	Used

Description: Code qualifying the Reference Identification

CodeList Summary (Total Codes: 1503, Included: 2)

Code	Name
11	Account Number
12	Billing Account

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF02	127	**Reference Identification**	X	AN	1/30	Used

Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

Syntax Rules:

1. R0203 - At least one of REF02 or REF03 is required.

Semantics:

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

PER   Administrative Communications Contact

Pos: 120	Max: 3
Heading - Optional	
Loop: N1	**Elements: 8**

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	366	**Contact Function Code**	M	ID	2/2	Must use

Description: Code identifying the major duty or responsibility of the person or group named

CodeList Summary (Total Codes: 230, Included: 2)

Code	**Name**
IC	Information Contact
SR	Sales Representative or Department

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER02	93	**Name**	O	AN	1/60	Used

Description: Free-form name

Note: If N101 = BY or ST Then PER02 will contain the Name of the Sales Representative

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER03	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 3)

Code	**Name**
EM	Electronic Mail
FX	Facsimile
TE	Telephone

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER04	364	**Communication Number**	X	AN	1/80	Used

Description: Complete communications number including country or area code when applicable

Note: If N101 = RE Then PER04 will contain the contact information of the association that payment is remitted to

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER05	365	**Communication Number Qualifier**	X	ID	2/2	Used

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 3)

Code	**Name**
EM	Electronic Mail
FX	Facsimile

		Code **Name**					
		TE Telephone					
PER06	364	**Communication Number**	X	AN	1/80		Used

Description: Complete communications
number including country or area code
when applicable

PER07	365	**Communication Number Qualifier**	X	ID	2/2		Used

Description: Code identifying the type of
communication number

CodeList Summary (Total Codes: 40, Included: 3)

Code **Name**
EM Electronic Mail
FX Facsimile
TE Telephone

PER08	364	**Communication Number**	X	AN	1/80		Used

Description: Complete communications
number including country or area code
when applicable

Syntax Rules:

1. P0304 - If either PER03 or PER04 is present, then the other is required.
2. P0506 - If either PER05 or PER06 is present, then the other is required.
3. P0708 - If either PER07 or PER08 is present, then the other is required.

ITD Terms of Sale/Deferred Terms of Sale

Pos: 130	Max: >1
Heading - Optional	
Loop: N/A	Elements: 8

User Option (Usage): Must use

Purpose: To specify terms of sale

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD01	336	**Terms Type Code**	O	ID	2/2	Must use

Description: Code identifying type of payment terms

CodeList Summary (Total Codes: 65, Included: 6)

Code	Name
05	Discount Not Applicable
08	Basic Discount Offered
14	Previously agreed upon
22	Cash Discount Terms Apply
23	Payment Due Upon Receipt of Invoice
NC	No Charge

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD02	333	**Terms Basis Date Code**	O	ID	1/2	Used

Description: Code identifying the beginning of the terms period

CodeList Summary (Total Codes: 17, Included: 1)

Code	Name
3	Invoice Date

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD03	338	**Terms Discount Percent**	O	R	1/6	Used

Description: Terms discount percentage, expressed as a percent, available to the purchaser if an invoice is paid on or before the Terms Discount Due Date

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD04	370	**Terms Discount Due Date**	X	DT	8/8	Used

Description: Date payment is due if discount is to be earned expressed in format CCYYMMDD

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD05	351	**Terms Discount Days Due**	X	N0	1/3	Used

Description: Number of days in the terms discount period by which payment is due if terms discount is earned

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD06	446	**Terms Net Due Date**	O	DT	8/8	Used

Description: Date when total invoice amount becomes due expressed in format CCYYMMDD

Ref	Id	Element Name	Req	Type	Min/Max	Usage
ITD07	386	**Terms Net Days**	O	N0	1/3	Used

Ref	Id	Element Name	Req	Type	Min/Max	Usage
		Description: Number of days until total invoice amount is due (discount not applicable)				
ITD12	352	**Description**	O	AN	1/80	Used
		Description: A free-form description to clarify the related data elements and their content				

Syntax Rules:

1. L03040513 - If ITD03 is present, then at least one of ITD04, ITD05 or ITD13 is required.

Comments:

1. If the code in ITD01 is "05", then ITD06 or ITD07 is required.

DTM Date/Time Reference

User Option (Usage): Must use

Purpose: To specify pertinent dates and times

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
DTM01	374	**Date/Time Qualifier**	M	ID	3/3	Must use

Description: Code specifying type of date or time, or both date and time

CodeList Summary (Total Codes: 1112, Included: 2)

Code	Name
011	Shipped
074	Requested for Delivery (Prior to and Including)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
DTM02	373	**Date**	X	DT	8/8	Used

Description: Date expressed as CCYYMMDD

Syntax Rules:

1. R020305 - At least one of DTM02, DTM03 or DTM05 is required.

Note:

DTM01 with a value of 011 is Mandatory

MEA Measurements

<table>
<tr><td>Pos: 170</td><td>Max: 40</td></tr>
<tr><td colspan="2">Heading - Optional</td></tr>
<tr><td>Loop: N/A</td><td>Elements: 3</td></tr>
</table>

User Option (Usage): Used

Purpose: To specify physical measurements or counts, including dimensions, tolerances, variances, and weights

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
MEA02	738	**Measurement Qualifier**	O	ID	1/3	Used

Description: Code identifying a specific product or process characteristic to which a measurement applies

CodeList Summary (Total Codes: 920, Included: 1)

Code Name
G   Gross Weight

Ref	Id	Element Name	Req	Type	Min/Max	Usage
MEA03	739	**Measurement Value**	X	R	1/20	Used

Description: The value of the measurement

Ref	Id	Element Name	Req	Type	Min/Max	Usage
MEA04	C001	**Composite Unit of Measure**	X	Comp		Used

Description: To identify a composite unit of measure

Ref	Id	Element Name	Req	Type	Min/Max	Usage
MEA04-01	355	**Unit or Basis for Measurement Code**	M	ID	2/2	Must use

Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

CodeList Summary (Total Codes: 794, Included: 5)

Code Name
26   Actual Tons
GR   Gram
KG   Kilogram
LB   Pound
ME   Milligram

Syntax Rules:

1. R03050608 - At least one of MEA03, MEA05, MEA06 or MEA08 is required.
2. E0803 - Only one of MEA08 or MEA03 may be present.

Semantics:

1. MEA04 defines the unit of measure for MEA03, MEA05, and MEA06.

IT1 Baseline Item Data (Invoice)

Pos: 010	Max: 1
Detail - Optional	
Loop: IT1	**Elements: 9**

User Option (Usage): Must use

Purpose: To specify the basic and most frequently used line item data for the invoice and related transactions

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT101	350	**Assigned Identification**	O	AN	1/20	Recommended

Description: Alphanumeric characters assigned for differentiation within a transaction set

Note: Line Item Number as it appears on the Purchase Order.

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT102	358	**Quantity Invoiced**	X	R	1/10	Must use

Description: Number of units invoiced (supplier units)

Note: The quantity should be passed as a negative value if the BIG07 is equal to "CR".

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT103	355	**Unit or Basis for Measurement Code**	X	ID	2/2	Must use

Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

Note: Should match what was sent on the PO.

All valid standard codes are used. (Total Codes: 794)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT104	212	**Unit Price**	X	R	1/17	Must use

Description: Price per unit of product, service, commodity, etc.

Note: Unit price may have 5 decimal places. Unit Price should match PO Unit Price.

User Note 2: Unit Price should not be truncated or rounded prior to multiplying by Quantity to calculate Extended Amount for the Line/Item.

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT105	639	**Basis of Unit Price Code**	O	ID	2/2	Used

Description: Code identifying the type of unit price for an item

All valid standard codes are used. (Total Codes: 91)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT106	235	**Product/Service ID Qualifier**	X	ID	2/2	Must use

Description: Code identifying the

Ref	Id	Element Name	Req	Type	Min/Max	Usage
		type/source of the descriptive number used in Product/Service ID (234)				

CodeList Summary (Total Codes: 477, Included: 1)

Code Name
VP   Vendor's (Seller's) Part Number

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT107	234	**Product/Service ID**	X	AN	1/48	Must use

Description: Identifying number for a product or service

Note: Vendor Part Number.

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT108	235	**Product/Service ID Qualifier**	X	ID	2/2	Recommended

Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)

CodeList Summary (Total Codes: 477, Included: 1)

Code Name
BP   Buyer's Part Number

Ref	Id	Element Name	Req	Type	Min/Max	Usage
IT109	234	**Product/Service ID**	X	AN	1/48	Must use

Description: Identifying number for a product or service

Note: Fastenal Part Number, must match what was sent on the PO.

Syntax Rules:

1. P020304 - If either IT102, IT103 or IT104 are present, then the others are required.
2. P0607 - If either IT106 or IT107 is present, then the other is required.
3. P0809 - If either IT108 or IT109 is present, then the other is required.

Semantics:

1. IT101 is the purchase order line item identification.

Comments:

1. Element 235/234 combinations should be interpreted to include products and/or services. See the Data Dictionary for a complete list of IDs.
2. IT106 through IT125 provide for ten different product/service IDs for each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

QTY   Quantity

Pos: 015	Max: 5
Detail - Optional	
Loop: IT1	Elements: 2

User Option (Usage): Used

Purpose: To specify quantity information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
QTY01	673	**Quantity Qualifier**	M	ID	2/2	Must use

Description: Code specifying the type of quantity

CodeList Summary (Total Codes: 832, Included: 3)

Code	Name
38	Original Quantity

> **Note:**
> Quantity Ordered, recommend that you include.

39	Shipped Quantity

> **Note:**
> Shipped Qty is Required.

BQ	Backorder Quantity

Ref	Id	Element Name	Req	Type	Min/Max	Usage
QTY02	380	**Quantity**	X	R	1/15	Used

Description: Numeric value of quantity

Syntax Rules:

1. R0204 - At least one of QTY02 or QTY04 is required.
2. E0204 - Only one of QTY02 or QTY04 may be present.

CTP   Pricing Information

Pos: 050	**Max: 1**
Detail - Optional	
Loop: IT1	**Elements: 2**

User Option (Usage): Must use

Purpose: To specify pricing information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CTP02	236	**Price Identifier Code**	X	ID	3/3	Must use

Description: Code identifying pricing specification

CodeList Summary (Total Codes: 164, Included: 1)

Code	Name
NET	Net Item Price

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CTP03	212	**Unit Price**	X	R	1/17	Must use

Description: Extended Price

Note: IT102 x IT104 = CTP03, rounded to two decimal precision

User Note 2: IT04 must not be rounded or truncated prior to use in this calculation.

Note:

This segment is used as a check when the UOP (IT105) is passed in the IT1 segment.

This segment is mandatory regardless of the UOP being used.

PID Product/Item Description

Pos: 060	Max: 1
Detail - Optional	
Loop: PID	**Elements: 3**

User Option (Usage): Must use

Purpose: To describe a product or process in coded or free-form format

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID01	349	**Item Description Type**	M	ID	1/1	Must use

Description: Code indicating the format of a description

CodeList Summary (Total Codes: 3, Included: 1)

Code	Name
F	Free-form

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID02	750	**Product/Process Characteristic Code**	O	ID	2/3	Used

Description: Code identifying the general class of a product or process characteristic

CodeList Summary (Total Codes: 217, Included: 1)

Code	Name
08	Product

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PID05	352	**Description**	X	AN	1/80	Must use

Description: A free-form description to clarify the related data elements and their content

Note: Item description is mandatory for Fastenal A/P.   They use this field to match when part numbers do not match.

Syntax Rules:

1. C0403 - If PID04 is present, then PID03 is required.
2. R0405 - At least one of PID04 or PID05 is required.
3. C0703 - If PID07 is present, then PID03 is required.
4. C0804 - If PID08 is present, then PID04 is required.
5. C0905 - If PID09 is present, then PID05 is required.

REF Reference Identification

User Option (Usage): Used

Purpose: To specify identifying information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF01	128	**Reference Identification Qualifier**	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

CodeList Summary (Total Codes: 1503, Included: 1)

Code	Name
2I	Tracking Number

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF02	127	**Reference Identification**	X	AN	1/30	Used

Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

Ref	Id	Element Name	Req	Type	Min/Max	Usage
REF03	352	**Description**	X	AN	1/80	Used

Description: A free-form description to clarify the related data elements and their content

Syntax Rules:

1. R0203 - At least one of REF02 or REF03 is required.

TDS Total Monetary Value Summary

<table>
<tr><td>Pos: 010</td><td>Max: 1</td></tr>
<tr><td colspan="2">Summary - Mandatory</td></tr>
<tr><td>Loop: N/A</td><td>Elements: 4</td></tr>
</table>

User Option (Usage): Must use

Purpose: To specify the total invoice discounts and amounts

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TDS01	610	**Amount**	M	N2	1/15	Must use

Description: Monetary amount

Note: Total Invoice Amount

If TDS01 does not equal the sum of the extended price of all lines (including charges, less allowances), the invoice will be rejected as "Out of Balance".

The amount should be passed as a negative value if the BIG07 is equal to "CR".

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TDS02	610	**Amount**	O	N2	1/15	Used

Description: Monetary amount

Note: Amount Discount Is Applied To

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TDS03	610	**Amount**	O	N2	1/15	Used

Description: Monetary amount

Note: Total Amount Due

(Total Invoice Amount - Cash Discount)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TDS04	610	**Amount**	O	N2	1/15	Used

Description: Monetary amount

Note: Discount Amount

Semantics:

1. TDS01 is the total amount of invoice (including charges, less allowances) before terms discount (if discount is applicable).
2. TDS02 indicates the amount upon which the terms discount amount is calculated.
3. TDS03 is the amount of invoice due if paid by terms discount due date (total invoice or installment amount less cash discount).
4. TDS04 indicates the total amount of terms discount.

Comments:

1. TDS02 is required if the dollar value subject to discount is not equal to the dollar value of TDS01.

TXI Tax Information

Pos: 020	Max: 10
Summary - Optional	
Loop: N/A	**Elements: 4**

User Option (Usage): Used

Purpose: To specify tax information

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TXI01	963	**Tax Type Code**	M	ID	2/2	Must use

Description: Code specifying the type of tax

CodeList Summary (Total Codes: 74, Included: 6)

Code	Name
CS	City Sales Tax
CT	County Tax
GS	Goods and Services Tax
LS	State and Local Sales Tax
OH	Other Taxes
PG	State or Provincial Tax on Goods

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TXI02	782	**Monetary Amount**	X	R	1/18	Used

Description: Monetary amount

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TXI06	441	**Tax Exempt Code**	X	ID	1/1	Used

Description: Code identifying exemption status from sales and use tax

Note: If TXI06 = 1 Then TXI09 will contain the Tax Exemption Number and is Mandatory

CodeList Summary (Total Codes: 34, Included: 3)

Code	Name
1	Yes (Tax Exempt)
2	No (Not Tax Exempt)
C	Not Taxable

Ref	Id	Element Name	Req	Type	Min/Max	Usage
TXI09	325	**Tax Identification Number**	O	AN	1/20	Used

Description: Number assigned to a purchaser (buyer, orderer) by a taxing jurisdiction (state, county, etc.); often called a tax exemption number or certificate number

Syntax Rules:

1. R020306 - At least one of TXI02, TXI03 or TXI06 is required.

Semantics:

1. TXI02 is the monetary amount of the tax.

CAD Carrier Detail

Pos: 030	Max: 1
Summary - Optional	
Loop: N/A	**Elements: 2**

User Option (Usage): Used

Purpose: To specify transportation details for the transaction

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CAD01	91	**Transportation Method/Type Code**	O	ID	1/2	Used

Description: Code specifying the method or type of transportation for the shipment

CodeList Summary (Total Codes: 71, Included: 13)

Code	Name
6	Military Official Mail
A	Air
B	Barge
D	Parcel Post
H	Customer Pickup
M	Motor (Common Carrier)
P	Private Carrier
R	Rail
T	Best Way (Shippers Option)
AE	Air Express
AF	Air Freight
SR	Supplier Truck
VE	Vessel, Ocean

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CAD05	387	**Routing**	X	AN	1/35	Used

Description: Free-form description of the routing or requested routing for shipment, or the originating carrier's identity

Note: Tracking/Routing Number

Syntax Rules:

1. R0504 - At least one of CAD05 or CAD04 is required.

SAC Service, Promotion, Allowance, or Charge Information

<div style="border:1px solid">
Pos: 040   Max: 25
Summary - Optional
Loop: SAC   Elements: 5
</div>

User Option (Usage): Used

Purpose: To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SAC01	248	**Allowance or Charge Indicator**	M	ID	1/1	Must use

Description: Code which indicates an allowance or charge for the service specified

CodeList Summary (Total Codes: 7, Included: 3)

Code	Name
A	Allowance
C	Charge
P	Promotion

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SAC02	1300	**Service, Promotion, Allowance, or Charge Code**	X	ID	4/4	Must use

Description: Code identifying the service, promotion, allowance, or charge

CodeList Summary (Total Codes: 1056, Included: 2)

Code	Name
D240	Freight
F050	Other (See related description)

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SAC05	610	**Amount**	O	N2	1/15	Must use

Description: Monetary amount

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SAC12	331	**Allowance or Charge Method of Handling Code**	O	ID	2/2	Used

Description: Code indicating method of handling for an allowance or charge

CodeList Summary (Total Codes: 22, Included: 3)

Code	Name
05	Charge to be Paid by Vendor
06	Charge to be Paid by Customer
PP	Prepaid

Ref	Id	Element Name	Req	Type	Min/Max	Usage
SAC15	352	**Description**	X	AN	1/80	Must use

Description: If SAC02 = F050 (Other), the description will contain the name of the Special Charge and the description is

Ref	**Id**	**Element Name**	**Req**	**Type**	**Min/Max**	**Usage**

Mandatory.

See Appendix A for a list of Special Charges

The value of this field must exactly match one of the values in Appendix A (case insensitive).

Please advise if there are special charges typically sent from your company that do not exist in Appendix A.

Syntax Rules:

1. R0203 - At least one of SAC02 or SAC03 is required.

Semantics:

1. If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.
2. SAC05 is the total amount for the service, promotion, allowance, or charge.
3. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.

Note:

Ex.
SAC*C*D240***550*******06***Freight~
SAC*C*F050***15*******06***Minimum Order Charge~
SAC*A*F050***5*******06***Freight Allowance~

CTT **Transaction Totals**

Pos: 070   Max: 1
Summary - Optional
Loop: N/A   Elements: 1

User Option (Usage): Must use

Purpose: To transmit a hash total for a specific element in the transaction set

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
CTT01	354	**Number of Line Items**	M	N0	1/6	Must use

Description: Total number of line items in the transaction set

Comments:

1. This segment is intended to provide hash totals to validate transaction completeness and correctness.

A Appendix A - Special Charges

Pos:	Max: 1
Not Defined - Mandatory	
Loop: N/A	Elements: 0

User Option (Usage): Must use

Purpose: --

SPECIAL CHARGES - INVENTORY

1% FREIGHT REBATE

24 HOUR TURNABOUT CHARGE

48 HOUR RUSH

AIR BOXES

BAKE CHARGE

BROKEN PACKAGE CHARGE

CALIFORNIA HAZARDOUS MATERIALS

CARRIAGE FEE

CARTON CHARGE

CERTS MTR'S

CLEANING CHARGE

CUSTOM CARE CHARGE

CUTTING CHARGE

DEFECTIVE ALLOWANCE

DELIVERY FEE

DISCOUNT

DROP SHIP

ENERGY

ENERGY CHARGE

ENERGY SURCHARGE

ENVIRONMENTAL SURCHARGE

EXPEDITING CHARGE

FABRICATION

FAST TALK ALLOWANCE

FASTENAL 2% PICK UP ALLOWANCE

FIRE PROTECTION FREIGHT

FLUID HANDLING CHARGE

FLUID HANDLING SURCHARGE

FREIGHT ALLOWANCE

FREIGHT DROP OFF CHARGE

FUEL SURCHARGE

FUNCTIONAL SERVICES

HANDLING CHARGE

HANDLING CHG

HAZARDOUS SHIPPING CHARGE

LABOR

LABOR CHARGE

MATERIAL SERVICE FEE

MATERIAL SURCHARGE

METRO CHARGE

MFG CHARGE

MINIMUM ORDER CHARGE

MISC. REPACK FEE

ORDER DISCOUNT

PACKAGING FEE

PACKAGING ON BOARD

PALLET CHARGES

PALLET STRETCH WRAPPED

PARTIAL KEG CHARGE

PARTS DISCOUNT

PROCESS FEE

ROUNDING ADJUSTMENT

RUSH CHARGE

SERVICE CHARGE

SERVICE FEE

SETUP CHARGE

SHIPPING

SHIPPING AND HANDLING

SMALL ORDER CHARGE

SPECIAL SHOW ALLOWANCE

STOP OFF CHARGE

SURCHARGE

TRANSPORTATION

WASTE TREATMENT SURCHARGE

ZINC SURCHARGE

SPECIAL CHARGES - DIFFERENT GL

GST = 1221

PST = 1221

HST = 1221