

## Factors To Consider When Implementing EDI With VANTAGE GROUP®

1. VANTAGE GROUP® requires all sales transactions to be reported to us via an EDI 810 Document. This includes transactions that are
  - to be billed to end customer by VANTAGE GROUP®
  - transactions that are paid by Credit Cards provided by end customer
  - transactions that are billed directly the end customer by the servicing member, if the contract allows for this
2. Transactions that are not billed through VANTAGE GROUP® should include a code of “PP” in the BIG 07. This will instruct VANTAGE GROUP® to not bill this invoice but capture it for reporting only. Failure to provide a code of “PP” will cause the customer to be billed again by VANTAGE GROUP®
3. Debit and Credit invoices should include a code of “DR” in the BIG 07 to signify a VANTAGE GROUP® billed transaction. The one exception is if your system is unable to generate negative numbers on credit invoices. If this is the case you can use a code of “CR” in the BIG 07 and all positive quantities on the invoice will become negative quantities. You cannot mix positive and negative quantities on an invoice if you use the “CR”
4. A REF PO segment is required and should include the customer's purchase order number. (If the Customer PO # is provided in the BIG 04 Segment this is optional)
5. A REF PK segment is required if the customer is using Pay on Receipt (POR). It should include the Packing Slip Number for the delivery that this is the invoice for.
6. The N1 ST 04 needs to include a facility (ship to) code that will be provided by VANTAGE GROUP®. This code will change for each ship to location you serve. Contact VANTAGE GROUP® if you do not possess these codes
7. The N1 BY 04 needs to include a customer (buyer) code that will be provided by VANTAGE GROUP®. This code will change for each VANTAGE GROUP® contract that you participate in. Contact VANTAGE GROUP® if you do not possess these codes
8. The N1 SF 04 needs to include a Supplier (Ship From) code that identifies which of your facilities serviced the order. This code can be anything you choose that uniquely identifies your facilities. Most use a Dunns+4 code for the ID. Please provide VANTAGE GROUP® with a list of the codes you will be using and the corresponding branch addresses.
9. The N1 VN 04 needs to include a Vendor code that will be provided by VANTAGE GROUP®. This code determines where we remit payment. If you have more than one location that you desire payments remitted to, you will need to get additional codes set up by VANTAGE GROUP®. Contact the VANTAGE GROUP® Accounting department to get these codes.
10. The IT1 02 segment must be a whole number equaling the EXACT quantity invoiced per EACH.
11. The IT1 03 segment is effectively ignored and will always be resolved to a UOM of EACH regardless of what is sent in this field.

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12. The IT1 05 segment is used to define the cost basis. We accept the following codes:

- TC, C or HU                      Contract Price per Hundred
- TE, E or EA                     Contract Price per Each
- TM, M or TH                   Contract Price per Thousand

13. In the IT1 segment at least (1) Product ID Qualifier and (1) Product ID are required: Acceptable Product Id Qualifier are:

- UI                      Manufacturer's UPC # follows.
- PN                     Manufacturers Part Number follows
- VN                     Distributor's Part Number follows.
- IN                     Customer's Part Number follows

14. If the contract calls for the customer part number to be passed to VANTAGE GROUP®, this can be done in the IT1 Segment with a Product ID Qualifier of "IN"

15. If the contract requires that your cost be passed to VANTAGE GROUP®, this is done via the CTP segment.

**This document is designed to give you the highlights of the VANTAGE GROUP® EDI 810 document. Please refer to the actual map and specification for further information. Any questions regarding this document can be directed to the EDI team at 815-526-5051 or [edi@vantage-group.com](mailto:edi@vantage-group.com).**