



Getting Started with Direct EDI

The requirements for implementing Direct EDI with The Uniform Solution are fairly simple. Each vendor will host their own FTP site. The Uniform Solution will use this site to send purchase orders and to check for a functional acknowledgement. Once an incoming purchase order is transmitted to the FTP site, the vendor is responsible for processing the incoming purchase order and creating the functional acknowledgement.

FTP Setup Information Needed by The Uniform Solution

Item	Example	Actual
FTP Address	ftp.uniformvendor.net	
User Name		
Password		
Orders Directory	orders	
Account Directory	account	
Acknowledgement Directory	acknowledge	
EDI Account Administrator and Phone Number	David Johnson 972-235-2800 ext 199	

1. EDI Purchase Order File Name* (placed in the Orders Directory)

Name Format customeraccountnumber_edi_ponumber.txt **(lower case)**
Example a10532_edi_1045.txt
File Format EDI-like matching the vendor's specification.

2. Account Validation File Name* (validated in the Account Directory) – Only accounts with an account file in the Account Directory will be allowed to send a purchase order to the FTP site.

Name Format customeraccountnumber.txt **(lower case)**
Example a10532.txt
File Format None - only the existence of the file is needed

3. Functional Acknowledgement File Name* (placed in the Acknowledgement Directory) – This file name should match the name of the purchase order file sent originally except that the extension _ack is added to the file name.

Name Format customeraccountnumber_edi_ponumber_ack.txt **(lower case)**
Example a10532_edi_1045_ack.txt
File Format EDI like matching the vendor's specification

*all file and directory names must be lower case



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Direct EDI Purchase Order File

The purchase order file created by The Uniform Solution is an EDI-like text file which can be tailored to meet the specific needs of a vendor.

An example of a file that can be immediately provided to a vendor's FTP site is listed below:

```

BEG*00*RE*106**021114~
DTM*010*20021114~
DTM*001*20021128~
N1*BT*051911*92*1~
TD5***U*UPSR~
REF*PD*MARCH06~
PO1*8*1*EA*11.25***UP*716605356755~
PO1*9*2*EA*11.25***UP*716605356755~
PO1*10*3*EA*11.25***UP*716605356755~
PO1*11*1*EA*11.00***UP*737314574032~
PO1*12*2*EA*11.00***UP*737314574032~
CTT*5*9~

```

Segment/Item		Position	Definition
BEG Purchase Order Date	00	1	00
	PO Release	2	RE – Normal, SC-Ship Complete, CB-Cancel Backorders
	PO Number	3	The purchase order number
	Extra	4	Blank, WM-Waive Minimums (or Ignore Minimums)
	YYMMDD	5	Purchase Order date in format CCYYMMDD
DTM Start Ship Date	010	1	Start Ship Date Tag
	YYMMDD	2	Start ship date in format CCYYMMDD
DTM Cancel Date	001	1	Cancel Date Tag
	YYMMDD	2	Cancel date in format CCYYMMDD
N1 Account Number	Bill To	1	BT- Bill To indicator
	Account No.	2	The customer's account number
	92	3	Fixed
	Store	4	The store number
TD5 Shipping Method	U	4	Fixed
	Ship Method	5	UPSG, UPSO, UPSB, UPSR
REF Promotion Code	PD	1	Promotion/Deal
	Promotion Code	2	Promotion Code
P01 Item to Order	Line Item No.	1	The line item number from The Uniform Solution
	Quantity	2	The quantity ordered
	EA	3	EA – pricing is always each
	Unit Price	4	The unit price of the item
	UP	8	UP – defines the item as referenced by UPC number
	UPC Number	9	The item's UPC number
CTT Hash Totals	Total Line Items	1	The total line items on the PO
	Total Quantity	2	The total quantity ordered



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If a vendor would like to accept purchase orders that are drop shipped to an address other than the primary address for an account, drop Shipments are handled by using the normal N1 to N4 segments found in an EDI file. The example below is followed by the definition.

N1*ST*ABC UNIFORMS*92*1~
N2*ATTN: JOHN DOE~
N3*123 MAIN ST*SUITE 400~
N4*ANYTOWN*VA*12345~

Segment/Item		Position	Definition
N1 Drop Ship Indicator	ST	1	ST – Ship to indicator
	Name	2	Name portion of ship to address
	N/A	3	92
	Store Number	4	The store number that ordered to merchandise or blank
N2 Drop Ship Additional Name – Not required	Name	1	An additional address name
N3 Drop Ship Address	1 st Address	1	Address information
	2 nd Address	2	Address information – can be blank
N4 Drop Ship City, Etc.	City Name	1	City name
	State	2	State or province
	Postal Code	3	Postal code



Direct EDI Acknowledgement File

The standard acknowledgement file used by The Uniform Solution is a Comma Delimited file with a single header record and multiple detail records (if needed).

Header Record – 1 Per File – Must be the 1st Record

There is only one header record in the acknowledgement file and should always be the first record. The first field identifies the version of the acknowledgement file so that it can be properly read by The Uniform Solution. Please see the chart below for a description of the fields in the header record.

Field	Description	Length	Required	Values
Version	The version of the acknowledgement file	5	Y	V1.0
PO Number	The purchase order number	20	Y	
Accepted	Was the po accepted or rejected	1	Y	A – Accepted E – Rejected (Error) AE – Accepted with Errors
Line Items with Error	The number of line items with errors and reported in the detail area	6	Y	1-999,999
Sales Order Number	The vendor's sales order number for the purchase order	20	N	
Sales Order Date	The date of the sales order	8	N	Format mm/dd/yy
Shipment Date	The date the order will ship	8	N	Format mm/dd/yy
Message	Additional information about the order or why it was rejected	100	N	

Detail Record – Multiple records per file if needed

The detail records in the acknowledgement file are used to provide additional information about line items submitted in the original purchase order. The primary use is to provide the reason for rejecting a particular item on a purchase order. Each line item on a purchase order that was rejected or contains additional information will be referenced in a single detail record. Please see the chart below for a description of the fields in the detail record.

Field	Description	Length	Required	Values
Line Item Number	The original line item submitted in the purchase order	5	Y	1-99999
Return Code	The return code about the item	10	Y	DISC – Discontinued NOTAVAIL – Not Available INVALID – Invalid Item PRICE – Price Correction SHIPDATE – Shipment date
Return Descriptor 1	Descriptor for the return code	20	N	Dependent on Return Code. 1. UPC number returned or 2. Revised Price or 3. Ship Date (format mm/dd/yy)
Return Descriptor 2	Descriptor for the return code	20	N	Dependent on Return Code. 1. Style Color and Size or 2. Ship Date Quantity