



Eaton Corporation  
Electronic Data Interchange (EDI) Standards  
810 Invoice  
Version 4010

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# Required Fields

## Supplier EDI (810) Invoicing

- Invoice Date
- Invoice Number
- **Purchase Order Number**
- **Purchase Order Line Number**
- Quantity
- **Unit of Measure**
- **Price**
- **Part/Item Description**
- **Eaton Release/Shipment Number**
- Line Extended Price
- Invoice Amount
- **Tax Information** (if taxable - if purchase order is flagged taxable)

**Bolded** = Obtained from Purchase Order being invoiced against

- Invoice Date – Date invoice is submitted for payment
- Invoice Number – Created by supplier. Invoice numbering format is to be the same for electronic as it is for paper invoices. This will reduce the possibility of duplicate invoices being processed.
- Quantity – Order may not be fully shipped; quantity may divert from PO
- Line Extended Price – Qty billed \* Unit Price
- Invoice Amount – Item Total (plus Tax if applicable)

# 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:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
010	ST	Transaction Set Header	M	1			Must use
020	BIG	Beginning Segment for Invoice	M	1			Must use
040	CUR	Currency	O	1			Must use
<b>LOOP ID - N1</b>					<b>200</b>		
070	N1	Name	O	1			Used
090	N3	Address Information	O	2			Used
100	N4	Geographic Location	O	1			Used

**Detail:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
<b>LOOP ID - IT1</b>					<b>200000</b>		
010	IT1	Baseline Item Data (Invoice)	O	1			Must use
<b>LOOP ID - PID</b>					<b>1000</b>		
060	PID	Product/Item Description	O	1			Must use
120	REF	Reference Identification	O	>1			Must use
<b>LOOP ID - SAC</b>					<b>1</b>		
180	SAC	Service, Promotion, Allowance, or Charge Information	O	1			Used
<b>LOOP ID - N1</b>					<b>200</b>		
240	N1	Name	O	1			Used
260	N3	Address Information	O	2			Used
270	N4	Geographic Location	O	1			Used

**Summary:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Notes</u>	<u>Usage</u>
010	TDS	Total Monetary Value Summary	M	1			Must use
020	TXI	Tax Information	O	10			Must use
080	SE	Transaction Set Trailer	M	1			Must use

# ST Transaction Set Header

Pos: 010	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

**Purpose:** To indicate the start of a transaction set and to assign a control number

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
ST01	143	Transaction Set Identifier Code	M	ID	3/3	1
		<u>Code</u> <u>Name</u>				
		810 Invoice				
ST02	329	Transaction Set Control Number	M	AN	4/9	1

## Semantics:

1. The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).

# BIG Beginning Segment for Invoice

Pos: 020	Max: 1
Heading - Mandatory	
Loop: N/A	Elements: 4

**User Option (Usage):** Must use

**Purpose:** To indicate the beginning of an invoice transaction set and transmit identifying numbers and dates

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
BIG01	373	Date	M	DT	8/8	1
BIG02	76	Invoice Number	M	AN	1/22	1
BIG03	373	Date	O	DT	8/8	1
BIG04	324	Purchase Order Number	O	AN	1/22	1

## Semantics:

1. BIG01 is the invoice issue date.
2. BIG03 is the date assigned by the purchaser to purchase order.
3. The purchase order is mandatory. It should be sent in BIG04 if the invoice is against a single PO.
4. BIG10 indicates the consolidated invoice number. When BIG07 contains code CI, BIG10 is not used. (BIG10 is not used by Eaton)

## Comments:

1. BIG07 is used only to further define the type of invoice when needed. (not used by Eaton)

# CUR Currency

Pos: 040	Max: 1
Heading - Optional	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

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

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
CUR01	98	<b>Entity Identifier Code</b>	M	ID	2/3	1
		<b>Code Name</b>				
		SE Selling Party				
CUR02	100	<b>Currency Code</b>	M	ID	3/3	1

## Syntax Rules:

1. C0807 - If CUR08 is present, then CUR07 is required.
2. C0907 - If CUR09 is present, then CUR07 is required.
3. L101112 - If CUR10 is present, then at least one of CUR11 or CUR12 is required.
4. C1110 - If CUR11 is present, then CUR10 is required.
5. C1210 - If CUR12 is present, then CUR10 is required.
6. L131415 - If CUR13 is present, then at least one of CUR14 or CUR15 is required.
7. C1413 - If CUR14 is present, then CUR13 is required.
8. C1513 - If CUR15 is present, then CUR13 is required.
9. L161718 - If CUR16 is present, then at least one of CUR17 or CUR18 is required.
10. C1716 - If CUR17 is present, then CUR16 is required.
11. C1816 - If CUR18 is present, then CUR16 is required.
12. L192021 - If CUR19 is present, then at least one of CUR20 or CUR21 is required.
13. C2019 - If CUR20 is present, then CUR19 is required.
14. C2119 - If CUR21 is present, then CUR19 is required.

## Semantics:

1. Eaton is not using fields after CUR02, so the syntax rules can be disregarded.

## Comments:

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

# N1 Name

<b>Pos: 070</b>	<b>Max: 1</b>
<b>Heading - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used

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

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N101	98	<b>Entity Identifier Code</b>	M	ID	2/3	1
		<b>Code Name</b>				
		BT Bill-to-Party				
		DV Division				
		RE Party to receive commercial invoice remittance				
		ST Ship To				
		SU Supplier/Manufacturer				
N102	93	<b>Name</b>	C	AN	1/60	1
N103	66	<b>Identification Code Qualifier</b>	C	ID	1/2	1
		<b>Code Name</b>				
		1 D-U-N-S Number, Dun & Bradstreet				
		56 Division				
		97 Receiver's Code				
N104	67	<b>Identification Code</b>	C	AN	2/80	1

## 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.

## Semantics:

1. N101 = "BT", "ST" and "SU" are required.
2. N101 = "RE" overrides GS02 and is used in very limited situations.
3. N101 = "DV" is used for Eaton Corporate centralized purchases only. N104, in this instance, would be used to send back the Eaton "org-id" for the particular business unit.

## 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. (Not used by Eaton)

# N3 Address Information

Pos: 090	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

**User Option (Usage):** Used

**Purpose:** To specify the location of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N301	166	Address Information	M	AN	1/55	1
N302	166	Address Information	O	AN	1/55	1

# N4 Geographic Location

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

**User Option (Usage):** Used

**Purpose:** To specify the geographic place of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N401	19	City Name	O	AN	2/30	1
N402	156	State or Province Code	O	ID	2/2	1
N403	116	Postal Code	O	ID	3/15	1
N404	26	Country Code	O	ID	2/3	1

## 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. (Eaton does not use N405-N406)
2. N402 is required only if city name (N401) is in the U.S. or Canada.

# IT1 Baseline Item Data (Invoice)

Pos: 010	Max: 1
Detail - Optional	
Loop: IT1	Elements: 15

**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:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
IT101	350	<b>Assigned Identification</b>	O	AN	1/20	1
IT102	358	<b>Quantity Invoiced</b>	C	R	1/10	1
		<b>Notes:</b> Eaton can accept up to 2 decimals on qty invoiced.				
IT103	355	<b>Unit or Basis for Measurement Code</b>	C	ID	2/2	1
IT104	212	<b>Unit Price</b>	C	R	1/17	1
		<b>Notes:</b> Eaton accepts up to 10 decimal positions on unit price.				
IT105	639	<b>Basis of Unit Price Code</b>	O	ID	2/2	1
		<b>Code Name</b>				
		HP Price per Hundred				
		PE Price per Each				
		TP Price per Thousand				
IT106	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	1
		<b>Code Name</b>				
		BP Buyer's Part Number				
		PD Part Number Description				
		PO Purchase Order Number				
		VP Vendor's (Seller's) Part Number				
IT107	234	<b>Product/Service ID</b>	C	AN	1/48	1
IT108	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	1
IT109	234	<b>Product/Service ID</b>	C	AN	1/48	1
IT110	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	1
IT111	234	<b>Product/Service ID</b>	C	AN	1/48	1
IT112	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	1
IT113	234	<b>Product/Service ID</b>	C	AN	1/48	1
IT114	235	<b>Product/Service ID Qualifier</b>	C	ID	2/2	1
IT115	234	<b>Product/Service ID</b>	C	AN	1/48	1

## 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.
4. P1011 - If either IT110 or IT111 is present, then the other is required.
5. P1213 - If either IT112 or IT113 is present, then the other is required.
6. P1415 - If either IT114 or IT115 is present, then the other is required.
7. P1617 - If either IT116 or IT117 is present, then the other is required.
8. P1819 - If either IT118 or IT119 is present, then the other is required.
9. P2021 - If either IT120 or IT121 is present, then the other is required.
10. P2223 - If either IT122 or IT123 is present, then the other is required.
11. P2425 - If either IT124 or IT125 is present, then the other is required.

**Semantics:**

1. IT101 is the purchase order line item number and is required.
2. Seller's part number (qualifier VP) is required.
3. Eaton is not using fields after IT115. Snytax rules for unused fields can be disregarded.

**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.

# PID Product/Item Description

Pos: 060	Max: 1
Detail - Optional	
Loop: PID	Elements: 2

**User Option (Usage):** Must use

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

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
PID01	349	Item Description Type	M	ID	1/1	1
		<u>Code</u> <u>Name</u>				
		F Free-form				
PID05	352	Description	C	AN	1/80	1

## 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.

## Semantics:

1. Use PID03 to indicate the organization that publishes the code list being referred to.
2. PID04 should be used for industry-specific product description codes.
3. Eaton is not using fields after PID05. Syntax rules for unused fields can be disregarded.
4. PID08 describes the physical characteristics of the product identified in PID04. A "Y" indicates that the specified attribute applies to this item; an "N" indicates it does not apply. Any other value is indeterminate.
5. PID09 is used to identify the language being used in PID05.

## Comments:

1. If PID01 equals "F", then PID05 is used. If PID01 equals "S", then PID04 is used. If PID01 equals "X", then both PID04 and PID05 are used.
2. Use PID06 when necessary to refer to the product surface or layer being described in the segment.
3. PID07 specifies the individual code list of the agency specified in PID03.

# REF Reference Identification

Pos: 120	Max: >1
Detail - Optional	
Loop: IT1	Elements: 3

**User Option (Usage):** Must use

**Purpose:** To specify identifying information

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
REF01	128	Reference Identification Qualifier	M	ID	2/3	1
		<u>Code</u> <u>Name</u>				
		4N Special Payment Reference Number				
		A3 Assignment Number				
REF02	127	Reference Identification	C	AN	1/30	1
REF03	352	Description	C	AN	1/80	1

## 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.
2. Use REF02 = "A3" to return the Eaton Release/Shipment Number.
3. Use REF02 = "4N" as a supplier assigned token number. Most suppliers use the packing list number in this field. The token number should appear on shipping documents.

# SAC Service, Promotion, Allowance, or Charge Information

Pos: 180	Max: 1
Detail - Optional	
Loop: SAC	Elements: 4

**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:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
SAC01	248	<b>Allowance or Charge Indicator</b>	M	ID	1/1	1
		<u>Code</u> <u>Name</u>				
		C Charge				
SAC02	1300	<b>Service, Promotion, Allowance, or Charge Code</b>	C	ID	4/4	1
		<u>Code</u> <u>Name</u>				
		A610 Billed Demand				
SAC05	610	<b>Amount</b>	O	N2	1/15	1
SAC15	352	<b>Description</b>	C	AN	1/80	1

## Syntax Rules:

1. R0203 - At least one of SAC02 or SAC03 is required.
2. P0304 - If either SAC03 or SAC04 is present, then the other is required.
3. P0607 - If either SAC06 or SAC07 is present, then the other is required.
4. P0910 - If either SAC09 or SAC10 is present, then the other is required.
5. C1110 - If SAC11 is present, then SAC10 is required.
6. L130204 - If SAC13 is present, then at least one of SAC02 or SAC04 is required.
7. C1413 - If SAC14 is present, then SAC13 is required.
8. C1615 - If SAC16 is present, then SAC15 is required.

## Semantics:

1. Eaton is using the SAC for extended price for the item being billed. (Qty \* price each)
2. Eaton is not using all fields in the SAC. Syntax rules for unused fields can be disregarded.
3. If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.
4. SAC05 is the total amount for the service, promotion, allowance, or charge.
5. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
6. SAC08 is the allowance or charge rate per unit.
7. SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity.
8. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
9. SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
10. SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.
11. SAC16 is used to identify the language being used in SAC15.

## Comments:

1. SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02.
2. In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to as "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

# N1 Name

<b>Pos: 240</b>	<b>Max: 1</b>
<b>Detail - Optional</b>	
<b>Loop: N1</b>	<b>Elements: 4</b>

**User Option (Usage):** Used**Purpose:** To identify a party by type of organization, name, and code**Element Summary:**

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N101	98	<b>Entity Identifier Code</b>	M	ID	2/3	1
		<b>Code Name</b>				
		ST Ship To				
N102	93	<b>Name</b>	C	AN	1/60	1
N103	66	<b>Identification Code Qualifier</b>	C	ID	1/2	1
N104	67	<b>Identification Code</b>	C	AN	2/80	1

**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. (Not used by Eaton)

# N3 Address Information

Pos: 260	Max: 2
Detail - Optional	
Loop: N1	Elements: 2

**User Option (Usage):** Used

**Purpose:** To specify the location of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N301	166	Address Information	M	AN	1/55	1
N302	166	Address Information	O	AN	1/55	1

# N4 Geographic Location

Pos: 270	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

**User Option (Usage):** Used

**Purpose:** To specify the geographic place of the named party

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
N401	19	City Name	O	AN	2/30	1
N402	156	State or Province Code	O	ID	2/2	1
N403	116	Postal Code	O	ID	3/15	1
N404	26	Country Code	O	ID	2/3	1

## 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. (Eaton does not use N405-N406)
2. N402 is required only if city name (N401) is in the U.S. or Canada.

# TDS Total Monetary Value Summary

Pos: 010	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 1

**User Option (Usage):** Must use

**Purpose:** To specify the total invoice discounts and amounts

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
TDS01	610	Amount	M	N2	1/15	1

## Semantics:

1. TDS01 is the total amount of invoice (including charges, less allowances) before terms discount (if discount is applicable).
2. Eaton does not use TDS02-TDS04. Semantics for unused fields can be disregarded.
3. TDS02 indicates the amount upon which the terms discount amount is calculated.
4. TDS03 is the amount of invoice due if paid by terms discount due date (total invoice or installment amount less cash discount).
5. 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):** Must use

**Purpose:** To specify tax information

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
TXI01	963	<b>Tax Type Code</b>	M	ID	2/2	1
		<b><u>Code</u> <u>Name</u></b>				
		GS Goods and Services Tax				
		LS State and Local Sales Tax				
		MS Miscellaneous State Tax				
		OH Other Taxes				
		PG State or Provincial Tax on Goods				
TXI02	782	<b>Monetary Amount</b>	C	R	1/18	1
TXI03	954	<b>Percent</b>	C	R	1/10	1
TXI06	441	<b>Tax Exempt Code</b>	C	ID	1/1	1
		<b><u>Code</u> <u>Name</u></b>				
		1 Yes (Tax Exempt)				
		2 No (Not Tax Exempt)				

## Syntax Rules:

1. R020306 - At least one of TXI02, TXI03 or TXI06 is required.
2. P0405 - If either TXI04 or TXI05 is present, then the other is required.
3. C0803 - If TXI08 is present, then TXI03 is required.

## Semantics:

1. TXI02 is the monetary amount of the tax.
2. TXI03 is the tax percent expressed as a decimal.
3. Eaton does not use all TXI fields. Syntax/Semantics for unused fields can be disregarded.
4. TXI07 is a code indicating the relationship of the price or amount to the associated segment.
5. -----
6. TXI01 = MS = "Harmonized Sales Tax"
7. TXI01 = OH = "Quebec Sales Tax"

# SE Transaction Set Trailer

Pos: 080	Max: 1
Summary - Mandatory	
Loop: N/A	Elements: 2

**User Option (Usage):** Must use

**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)

## Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Rep</u>
SE01	96	Number of Included Segments	M	N0	1/10	1
SE02	329	Transaction Set Control Number	M	AN	4/9	1

## Comments:

1. SE is the last segment of each transaction set.

## **Requirements and Helpful Hints for Successful 810 Invoicing with Eaton Corporation**

- **EDI 997s:** The EDI 997 is sent once the EDI invoice has been received by the Eaton EDI software, indicating whether the invoice data is syntactically correct. For example, a 997 will not verify that a unit of measure is valid, only that it has been sent in the correct location in the file. Invoices will either be accepted or rejected. Accepted invoices are sent to our accounting system (Oracle) for processing, while rejected invoices are not.\*

- **EDI 824/E-mail Notifications:** The 824 is sent as either an EDI file or an e-mail once our accounts payable system (Oracle) has checked the invoice content. For example, the Oracle software will determine if the unit of measure matches what is on the purchase order. The EDI 824 or e-mail equivalent will provide a brief description of the reason the invoice was rejected for payment.\*

- **EDI file types (810, 855, 997):** Eaton's EDI software does not handle multiple EDI file types in a single EDI envelope (ISA-IEA). Please send invoices separate from all other EDI file types (855, 997).

**\*Resending invoices:** Invoices that have been rejected with an EDI 997 or an EDI 824/e-mail equivalent should be resent using the same invoice number. However, once an invoice has been accepted, changes to the invoice can only be accepted under a new invoice number. The new invoice number should follow the supplier's standard invoice numbering strategy.

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- **EDI Receiver ID (ISA08/GS03):** The EDI Receiver ID is either the Eaton plant DUNS for the ship-to location or a modification of the Eaton plant DUNS (provided by the Eaton EDI Coordinator).\* Invoices for all ship-to locations are processed centrally at the North American Financial Services Center.

\*EDI Receiver ID used for testing **only**: 01:183962349IDXT. Once a supplier goes live, the production Receiver IDs will be the respective Eaton plant ISA/GS IDs, provided by the Eaton EDI Coordinator.

- **Purchase Order Number (BIG04):** The purchase order number on the invoice must exactly match the original purchase order number being invoiced against in order for an exact match to what is in Eaton's system.\* For example, do not append the release number or any other numbers/letters to the original purchase order number. The invoice will reject, sending back either an EDI 824 document or e-mail equivalent. The supplier will have to correct and resend the invoice.

\*Some of Eaton's purchase orders begin with a four-digit plant ledger number followed by six or more characters (i.e., 4135-000000, 4135-K00000 or 4135000000). The ledger number has a direct correlation to the EDI file receiver (ISA08/GS03) and can be useful in ensuring the EDI invoice is intended for the correct Eaton location.

- **Ship-to Location (N102):** The ship-to location is simply the plant location name (refer to EDI Invoice (810) sample 1). While we prefer suppliers send our ship-to location on all invoices, it is absolutely required on taxable invoices.

*Note- Purchase Order Number, PO Line Item Number and Eaton Release/Shipment Number (ERSN) on invoice must exactly match to the original PO being invoiced against.*

- **Invoice Numbers (BIG or IT1):** The invoice numbers can never repeat. If a supplier recycles invoice numbers, they may want to append the current year to the invoice number to prevent “duplicate invoice” rejections. The supplier’s invoice numbering strategy **MUST** be the same for both EDI and paper invoices sent to Eaton. Paper invoices should only be sent for those Eaton locations not able to accept EDI invoices.
- **Purchase Order Line Item Number (IT101):** The supplier invoice line number needs to exactly match the PO line item number from the original PO. For example, if the line item number on the PO being invoiced was 01, it must be 01 in the IT101, not 001 or 1. If a PO line item number is not on the EDI invoice, the invoice will reject, sending back a 997 indicating that the invoice was not processed successfully. The supplier will have to correct and resend the invoice.
- **Unit of Measure (IT103):** The unit of measure must match exactly to what is on the PO. If the unit of measure on the invoice is incorrect, it will reject, sending back either an EDI 824 document or e-mail equivalent. The supplier will have to correct and resend the invoice.
- **Part / Item Description (IT1/PID05):** The buyer part and item description are only used to resolve invoices that may go on hold. One such reason is the invoice being received prior to receiving shipment of goods. It is important to use a part/item description the Eaton buyer will recognize so that any holds are resolved quickly.
- **Eaton Release Shipment Number (REF\*A3):** Eaton only sends the Eaton Release Shipment Number (ERSN) to suppliers on blanket purchase orders. If the ERSN is sent to suppliers, it must be returned to Eaton on the invoice, exactly how it appears on the PO. For discrete, one-time orders, an ERSN is not sent and suppliers should return just a ‘1’ on the invoice. If the ERSN is incorrect, the invoice will reject, sending back either an EDI 824 document or e-mail equivalent. The supplier will have to correct and resend the invoice.
- **Token Number (REF\*4N):** The token number can be any number found on the actual shipment. Some examples include a packing list number or the invoice number. This number should be something that is on the actual shipment should there be questions about the physical receipt.
- **Extended Price (SAC05):** We ask an extended price be sent to us for each invoice item. Our accounting system requires this information. To prevent invoices from being rejected (due to rounding issues between the supplier and Eaton not matching to the penny), we use the supplier’s extended price.

- **Sales Tax (TX1\*LS):** Our Tax Department requires taxable invoices to include the currency (CUR), Eaton's Oracle PO ship-to location information (N1\*ST loop), and tax amount (TXI). If the invoice is not taxable, the EDI record (TXI) must be sent indicating no tax is due. This should be represented in the invoice with a '1' in TXI06.
- **Freight:** Invoices can **only be sent** for items ordered on the original PO. Consult your Eaton buyer for freight handling procedures.
- **Surcharges:** To invoice Eaton for non-PO charges, such as minimum order quantity, material surcharges, and set-up fees, contact your Eaton buyer to discuss.

*Note- Purchase Order Number, PO Line Item Number and Eaton Release/Shipment Number (ERSN) on invoice must exactly match to the original PO being invoiced against.*

**Eaton Corporation**

**EDI Invoice (810) Sample 1**

**(single purchase order per invoice)**

ST\*810\*0535

BIG\*20020725\*6415552\*20020724\*4136-A04010

*Invoice 6415552, issued 7/25/02 against purchase order 4136-A04010 dated 07/24/02.*

CUR\*SE\*USD

*Currency is US Dollars*

N1\*SU\*Supplier Name

N1\*BT\*Brook Park OH NAFSC

N1\*ST\*Greenwood plant

N3\*2210 Hwy E

N4\*Greenwood\*SC\*29646

*Ship to address*

IT1\*1\*3\*EA\*120.1\*PE\*VP\*M141729

*Invoice line for purchase order line 1 is for 3 pieces of Vendor's part M41729 priced at \$120.10.*

PID\*F\*\*\*\*\*Part/Item Description

REF\*A3\*1

*Eaton Release/Shipment number 1*

REF\*4N\*3459802

*Supplier assigned token number found on shipping paperwork (ie...packing list)*

SAC\*C\*A610\*\*\*36030

*Extended price is \$360.30. Calculation is (3 \* 120.10)*

TDS\*16030

*Invoice total is \$360.30.*

TXI\*LS\*\*\*\*\*1

*Invoice is exempt from tax*

SE\*16\*0535

# Eaton Corporation

## EDI Invoice (810) Sample 2

(multiple purchase orders per invoice)

ST\*810\*0535

BIG\*20020725\*6415552

*Invoice 6415552, issued 7/25/02.*

CUR\*SE\*USD

*Currency is US Dollars*

N1\*SU\*Supplier Name

N1\*BT\*Brook Park OH NAFSC

N1\*ST\*Greenwood plant

N3\*2210 Hwy E

N4\*Greenwood\*SC\*29646

*Ship to address*

IT1\*2\*3\*EA\*120.1\*PE\*VP\*M141729\*PO\*4136-129506

*Invoice line for line 2 on purchase order 4136-129506 is for 3 pieces of Vendor's part M41729 priced at \$120.10.*

PID\*F\*\*\*\*\*Part/Item Description

REF\*A3\*1

*Eaton Release/Shipment number 1*

REF\*4N\*3459802

*Supplier assigned token number found on shipping paperwork (ie...packing list)*

SAC\*C\*A610\*\*\*36030

*Extended price is \$360.30. Calculation is (3 \* 120.10)*

IT1\*5\*13\*EA\*120.1\*PE\*VP\*M141729\*PO\*4365-129507

*Invoice line for line 5 on purchase order 4365-129507 is for 13 pieces of Vendor's part M41729 priced at \$120.10.*

PID\*F\*\*\*\*\*Part/Item Description

REF\*A3\*1

*Eaton Release/Shipment number 1*

REF\*4N\*3459802

*Supplier assigned token number found on shipping paperwork (ie...packing list)*

SAC\*C\*A610\*\*\*36030

*Extended price is \$1561.30. Calculation is (13 \* 120.10)*

TDS\*192160

*Invoice total is \$1921.60.*

TXI\*LS\*\*\*\*\*1

*Invoice is exempt from tax*

SE\*16\*0535

# Eaton Corporation

## EDI Invoice (810) Sample 3

(Special usage purchase example. DO NOT use unless instructed)

ST\*810\*0535

BIG\*20020725\*6415552\*20020724\*4136-AC00004101

*Invoice 6415552, issued 7/25/02 02 against purchase order 4136-AC00004010 dated 07/24/02.*

CUR\*SE\*USD

*Currency is US Dollars*

N1\*DV\*\*56\*0550

*Eaton org-id is 0550*

N1\*SU\*Supplier Name

N1\*BT\*Brook Park OH NAFSC

N1\*ST\*Greenwood plant

N3\*2210 Hwy E

N4\*Greenwood\*SC\*29646

*Ship to address*

IT1\*1\*3\*EA\*120.1\*\*VP\*M141729

*Invoice line for purchase order line 1 is for 3 pieces of Supplier's part M141729 priced at \$120.10.*

PID\*F\*\*\*\*Part/Item Description

REF\*A3\*1

*Eaton Release/Shipment number 1*

REF\*4N\*3459802

*Supplier assigned token number found on shipping paperwork (ie...packing list)*

SAC\*C\*A610\*\*\*360.30

*Extended price is \$360.30. Calculation is (3 \* 120.10)*

TDS\*18372

*Invoice total is \$383.72. Calculation is (3 \* 120.10) + 23.42*

TXI\*LS\*23.42\*7.65\*\*\*2

*Invoice is taxable. Sales tax is \$23.42, tax rate is 7.65%*

SE\*6\*0535