



**BOOKNET
CANADA**

**BookNet Canada / Indigo Books
and Music - EDI Implementation
Guidelines**

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Prepared by: BookNet Canada
Indigo Books and Music

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Indigo Specific Usage Notes

This document will highlight Indigo specific usage in ***bold italic*** anything else is considered industry-wide requirements or suggestions.

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EDI Documents

To improve and see benefit from Supply Chain Initiatives, BookNet Canada has set forth implementation guidelines of EDI (electronic data interchange) for the transference of business documents. The guidelines follow the EDI specifications set forth by and approved for use by BookNet Canada (please see specifications). The guidelines in this document are to be used as an adjunct to the BookNet Canada specifications for the documents. These guidelines will give clarity to the use of the standards in cases of ambiguity or optional areas in the standards as well as specific requirements as pertains to Indigo Books and Music Inc.

BookNet Canada suggests the use of the four core documents: the PO (850 - Purchase Order), the POA (855 - Purchase Order Acknowledgment), the ASN (856 - Advance Shipment Notice) and the Invoice (810). BookNet Canada also sets forth guidelines for the use of the optional Cross-Dock variants of these documents as well as the enhanced document set of the RASN (856 - Returns Advanced Shipment Notice), Returns Invoice (810) and PRA (820 - Payment Remittance Advice).

Indigo requires the use of four core documents: the PO (850 - Purchase Order), the POA (855 - Purchase Order Acknowledgment), the ASN (856 - Advance Shipment Notice) and the Invoice (810). These guidelines will also outline the differences in use for those vendors who are part of the optional (as determined by agreement between the vendor and the Indigo Procurement Team) cross-dock initiative for the core four documents. Indigo also supports the BookNet Canada approved use of the optional documents the PRA (820 – Payment Remittance Advice), the Returns ASN (856) and Returns Invoice (810).



Document Data Relationships

Implementers should pay particular attention to central data linkages between documents.

PO (850) to POA (855):

All purchase orders shall receive detailed acknowledgement information for each line item sent in the purchase order – whether the supplier’s business system has detailed information on the line item ordered or not.

Where a line item identifier has been updated to an equivalent item by the supplier, it is essential that the original identifier in the purchase order be returned to the purchaser along with the updated identifier.

Dropping or altering the identifier sent in the original purchase order line will result in failure in automated reconciliation processes necessitating expensive manual intervention.

PO (850) and POA (855) to ASN (856):

Where the advance shipping notice is used as the EDI shipping document, shipment purchase order line quantity details must reconcile properly with the original purchase order as subsequently acknowledged by the detailed purchase order acknowledgement.

PO (850) and POA (855) and ASN (856) to Invoice (810):

Where the invoice is used as the shipping document, shipment purchase order line quantity details must reconcile properly with the original purchase order as subsequently acknowledged by the detailed purchase order acknowledgement.

Where the advance ship notice is the shipping document, the packing slip number sent in the ASN (856) must link to the packing slip number sent in the Invoice (810).

Line item list price and discount details must reconcile properly with the original purchase order as subsequently acknowledged by the detailed purchase order acknowledgement.



General X12 Technical Notes

Implementers are encouraged to become familiar with X12 file structure including basic data structures, enveloping and looping concepts, and data format rules. The following is intended to highlight some key concepts in these areas but in no way is intended to be comprehensive.

Data structures: At the most atomic level, X12 files are comprised of *segments* which are, in turn comprised of data *elements*, which may occasionally (but not in any Booknet Canada/CBISAC implementations) be broken down into *components*. With the exception of the ISA (start of interchange) *segment* and the *elements* which comprise it, all *segments* and their associated *elements* should be assumed to be variable length subject to format rules.

Delimiters - data terminators and separators: *Segments* have corresponding terminators. *Elements* and *components* have their respective separators. Data terminators and separators are defined by the sender on an X12 file. See *delimiter definition* details below. It is essential that the sender check that data being sent does not conflict with the delimiters that have been defined or the X12 file will be corrupted and impossible to parse.

Enveloping concepts: An X12 document is comprised of one to many *interchanges*, which is comprised of one to many *groups*, and within a *group*, comprised of one to many *transaction sets/documents*.

ISA/IEA (interchange) envelope: The interchange is the smallest deliverable component of an X12 document. The ISA segment defines the start of an interchange. This fixed length (105 byte) segment contains fixed length elements including, among other things: to/from mailbox information used for delivery by a value added network (VAN), functional acknowledgement request indicator, and test/production indicator. The IEA segment defines the end of an interchange. Both the ISA and the IEA contain the sender's control number that should be used to help validate document integrity. It is essential that the sender increment the control number for each ISA sent to permit functional acknowledgement (997) validation.

GS/GE (group) envelope: The GS *segment* defines the start of a set of the same *document* type (purchase order, purchase order acknowledgment, invoice, etc). Booknet Canada/CBISAC implementations of X12 use the GS02 *element* within this *segment* to convey special *group document* parsing instructions to a trading partner. (see notes below regarding implementation of Indigo core cross-dock documents, and industry returns documents). The GE *segment* defines the end of a *group* and contains the *document* count within the GS/GE envelope, useful in helping to validate file integrity. Both GS and the GE contain the sender's



control number that should be used to help validate file integrity. It is essential that the sender increment the control number for each GS sent to permit functional acknowledgement (997) validation.

Delimiter definition: The fixed length characteristic of the ISA coupled with the guaranteed position of the GS allows the sender to define the *element* separator (byte 4 of the ISA), the *component* separator (byte 105 of ISA), and the *segment* terminator (the byte, or bytes following the fixed length ISA, but prior to the GS).

ST/SE (transaction set/document) envelope: The ST segment defines the start of a document. The SE defines the end of a document and contains the segment count within the ST/SE envelope, useful in helping to validate file integrity. Both the ST and SE contain the sender's control number that should be used to help validate file integrity. It is essential that the sender increment the control number for each ST sent to permit functional acknowledgement (997) validation.

Looping and sequence concepts: X12 documents have strict rules regarding segment sequence, looping and loop nesting of segments, and the number repetitions permitted when looping. Failure to comply with sequence and looping rules will result in X12 parsing problems.

Data format types: X12 documents may be comprised of a number of different data formats including: variable (but limited) length free-form text, fixed length codes from supported code lists, as well as various numeric formats which can sometimes be confusing (implied decimals, in particular). Care should be taken to populate and interpret data *elements* as defined by the X12 (and further specified by Booknet/CBISAC) standard.



X12 Functional Acknowledgement (997)

In the world of X12 EDI document exchange it is considered good practice to notify the sending trading partner that all documents sent (except functional acknowledgements (997)) were received. The functional acknowledge confirms intelligible delivery of EDI documents – not successful document processing.

In basic usage, the AK102 (group control number) will permit the sender to confirm the AK901 (group acknowledgement code) receipt status of a particular GS/GE *group of documents* received under a particular group control number. More detailed usage – also incorporating the AK2 and AK5 - permits notification of the receipt status of an individual ST/SE *document* sent under a particular *transaction set/document* control number.

While *transaction set/document* level acknowledgement can be useful, normally *group* level acknowledgement is acceptable.

Indigo requires functional acknowledgements for all non-functional acknowledgments sent.

Indigo will send functional acknowledgements for all non-functional acknowledgements received.



Contacts

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Core Documents

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EDI Purchase Orders

Changes from Prior EDI PO Implementation

- ***Indigo will use “1436008” exclusively for ISA and GS trading partner IDs.***
- ***Other Booknet Canada trading partners will use the trading partner ID provided by Booknet Canada in the ISA and GS.***
- ***Indigo will now send currency data in the PO.***
- ***Indigo will no longer send a cancel date, as POs will not be auto-cancelled. To cancel a PO it will have to be explicitly cancelled by Indigo or the supplier. (Key Change)***
- ***Indigo’s use of the ship date in the PO has changed. Indigo now sends the ship date as an expected arrival date at the receiving dock of the ship-to location. (Key Change)***
- ***Indigo will send a line item code representing that the price is a net price.***
- ***Indigo will make use of a manufacturer’s code if available.***



EDI Purchase Order Notes

- Ordering of product will be sent out as an electronic Purchase Order (PO). A Functional Acknowledgement (FA) and a complete Purchase Order Acknowledgement (POA) must be returned in response of the PO.
- **Indigo requires that a PO be sent electronically.**
- The PO will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the PO and will end with a trailer section.
- The PO may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - PO Number
 - PO Date
 - Currency
 - *Promotional Deal Number*
 - *Buyer's Name*
 - Back-Order Status Code
 - *Cancel Date*
 - **Ship Date**
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - *Details Section:*
 - Line Number
 - Quantity Ordered
 - **Unit of Measure**
 - **Net Price (cost)**
 - Item Code (ISBN, UPC, EAN or manufacturer's code)
 - **List Price**
 - **Discount**
 - **Product Description**
 - *Trailer Section:*
 - Total Number of Lines
 - Total Number of Items
- POs will have one ship to location on it (either a store or the distribution center) located in the N1 (Ship To) segment found at the header level of the document.



- ***Indigo makes use of the DTM (Ship Date) segment to send an expected arrival date. This date is the expected arrival date at the dock of the ship to location. (Change from prior implementation)***
- ***Indigo will send the net price (cost) in PO104 to indicate the amount that the retailer is expecting to be charged on the invoice unless otherwise changed in the POA's CTP segment.***
- ***Indigo will send the CTP segment. The net price (cost) in PO104 must equal the list price in CTP03 multiplied by the discount in CTP07.***

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EDI Purchase Order Technical Usage

Suggested usage in italics
Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - ***Indigo uses “1436008” for ISA06.***
 - Other Booknet Canada trading partners will use the trading partner ID provided by Booknet Canada in the ISA06
- GS Segment
 - ***Indigo uses “1436008” for GS02 for a non-cross-dock PO.***
 - Other Booknet Canada trading partners will use the trading partner ID provided by Booknet Canada in the GS02
- PER Segment
 - ***Indigo will not send the optional PER segment.***
- REF Segment (Promotional Deal/Reference Number)
 - ***Indigo will not send the optional REF segment.***
- CSH Segment
 - *Use “O” for CSH01 representing to back-order product if the product is out of stock or not yet printed.*
- **DTM Segment (Cancel Date)**
 - ***Indigo will not send a cancel date (DTM01 is “001”). POs will no longer auto cancel and must be explicitly cancelled by either Indigo or the supplier.***
 - Other Booknet Canada trading partners will expect that cancel dates for purchase orders are respected as sent.
- **DTM Segment (Ship Date)**
 - ***Indigo will send a current scheduled delivery date (DTM01 is “067”). Indigo expects this date to be the expected arrival date at the receiving dock of the ship to location. This is no longer the date at which the shipment has left the supplier.***
 - Other Booknet Canada trading partners will expect that ship date (DTM01 is “010”) mean ship date from the supplier.
- N1 Segment (Bill To)
 - ***Indigo uses “1436007” for N104.***
 - ***Indigo does not use N102.***
 - Other Booknet Canada trading partners use their assigned bill to SAN (standard address number) in N104.
- **PO1 Segment**
 - *Use PO103 for sending unit of measure.*
 - *Use PO104 for sending cost of the product.*
 - *Use “NT” in PO105 for qualifying PO104 as the net price (cost).*
 - *Use “IB” for ISBN in PO106 if available.*



- *Use an ISBN in PO107 if available.*
 - *Use “UP” for UPC or EAN in PO108 if an ISBN is unavailable.*
 - *Use a UPC or EAN in PO109 if an ISBN code is unavailable.*
 - ***Indigo will use “MG” in PO110 if available.***
 - ***Indigo will use the vendor’s manufacturing code in PO111 if available.***
- CTP Segment
 - *Use CTP03 as the suggested list price.*
 - The discount multiplier in CTP07 if multiplied by CTP03 will equal the amount of the cost in PO104.
 - PID Segment
 - ***Indigo uses the PID segment.***

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EDI Purchase Order Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-850-ratified-2005.pdf>

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Purchase Order Acknowledgements

Changes from Prior POA Implementation

- ***Indigo will use “1436008” exclusively for ISA and GS trading partner IDs.***
- Other Booknet Canada trading partners will use the trading partner ID provided by Booknet Canada in the ISA and GS.
- ***Indigo expects currency data in the POA.***
- Other Booknet Canada trading partners expect currency data in POA.
- ***Indigo requires an expected ship to the receiving dock to be sent. (Key Change)***
- Other Booknet Canada trading partners require and expected ship date from the supplier.

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Purchase Order Acknowledgment Notes

- A complete Purchase Order Acknowledgment (POA) must be sent back for every EDI PO that has been sent out. A Functional Acknowledgement (FA) will be returned for every POA sent.
- ***Indigo requires a POA.***
- The POA will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the PO and will end with a trailer section.
- The POA may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - PO Number
 - PO Date
 - ***POA Reference Number***
 - POA Date
 - ***Currency***
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - *Details Section:*
 - ***Line Number***
 - Quantity Ordered
 - Unit of Measure
 - ***Net Price (cost)***
 - Item Code (ISBN, UPC or EAN)
 - ***List Price***
 - ***Discount***
 - ***Product Description***
 - POA Acceptance Code
 - POA Quantity
 - POA Unit of Measure
 - *Alternate ISBN (required if product is substituted for)*
 - Item BISAC Status Code (see list in Purchase Order Acknowledgement Technical Usage)
 - ***Scheduled Ship Date***
 - *Ship From Location*
 - *Trailer Section:*
 - Total Number of Lines
 - Total Number of Items



- ***The POA must be complete and acknowledge every line item on the matching PO. Indigo does not except partial or exception based POAs.***
- The PO1 segment must be the same as the corresponding segment sent in the original PO.
- Price changes must be communicated in the CTP segment, otherwise the net price (cost) from the PO1 segment is assumed to be the price that will be invoiced.
- The supplier must send as many ACK segments as required to fully describe the accompanying line item. For example if a line item were partially accepted and partially back-ordered then the retailer would expect an ACK segment for the accepted product and another for the back-ordered product. The total product in the ACK segments for a particular line item must equal the corresponding amount in the PO segment.
- The code “IA” in the ACK01 element is to be used for both accepted and back-ordered product and “IR” only for cancelled product.
- Detailed acknowledgment code is mandatory in ACK29 element whether ACK01 is “IA” or “IR”.
- ***Cancelled product on the POA will be cancelled off the PO and will need to be re-ordered if still needed.***
- The use of alternate ISBNs for alternate or substitute products is required. The substituted product’s ID must be used in the ACK segment. The use of non-substituted product in this spot (i.e. please do not use this element unless it is actually an alternate ISBN).
- ***Indigo requires the use of the SCH segment to send a current delivery date (SCH05 is “067”). This date is the current delivery date at the dock of the ship to location. Please allow the lead-time in getting to the destination. (Change from prior implementation)***
- Other Booknet Canada trading partners require the use of the SCH segment to send the expected ship date (SCH05 is “010”) from the supplier.



Purchase Order Acknowledgment Technical Usage

Suggested usage in italics

Changes from previous implementation in bold

Indigo specific usage in bold italics

- ISA Segment
 - ***Indigo expects “1436008” for ISA08.***
 - Other Booknet Canada trading partners expect the trading partner ID provided by Booknet Canada in the ISA08.
- GS Segment
 - ***Indigo expects “1436008” for GS03.***
 - Other Booknet Canada trading partners expect the trading partner ID provided by Booknet Canada in the GS03.
- BAK Segment
 - Use “00” for an original POA and “04” for a follow-up POA in BAK01. All subsequent POAs after the first original must use “04” in BAK01.
 - ***Indigo only accepts “AC” in BAK02.***
 - Other Booknet Canada trading partners will only accept “AE” when the POA is a followup POA. “AC” is mandatory on the original POA.
- **CUR Segment**
 - ***Indigo requires the optional CUR segment.***
 - Other Booknet Canada trading partners require the CUR.
- PO1 Segment
 - The PO1 segment should match the PO1 segment sent in the matching PO.
- CTP Segment
 - The supplier can make use of the CTP segment for any price changes or discount changes.
- ACK Segment
 - It is required that as many ACK segments as necessary to give status to the total quantity ordered in the PO1 segment of the matching PO be used.
 - The total of all ACK02 elements should match the quantity ordered in PO102.
 - “IA” is expected in ACK01 for accepted or back-ordered quantities. “IR” is to be used for cancelled quantities only.
 - The use of ACK07 and ACK08 is required for a substituted product or alternate ISBN. ACK07 and ACK08 are not to be used if the product is not being substituted for.



- o BookNet Canada approved ACK29 codes:

Supported BISAC Industry Codes for Element 1271 in ACK29

Note: New ISBN will be indicated in ACK07/08 whether shipping, backordered, or cancelled

Revised Date: 29 July 2002

Meaning	Code	Note
<i>Shipping immediately</i> Item accepted and shipping	AC	
<i>Backordered</i> Backordered: Not yet printed	BA	
Backordered: Reprint under consideration	BB	<i>Out of stock indefinitely</i>
Backordered: Credit hold	BH	<i>stock reserved till cancel date?</i>
Backordered: Out of stock	BO	
Backordered: Partial shipment	BP	should use 2 ACK's, one for AC, one for BP - watch quantity
Backordered: Reprinting	BR	<i>not Out of stock indefinitely</i>
<i>Cancelled</i> Cancelled: Not yet printed	CA	
Cancelled: Not out publication	CB	unknown ISBN should use 2 ACK's, one for AC, one for CE - watch quantity
Cancelled: Partial shipment	CE	quantity
Cancelled: No geographical rights	CG	no Canadian Rights
Cancelled: Out of stock	CO	
Cancelled: Below order minimum	CQ	value or quantity
Cancelled: Reprinting	CR	<i>not Out of stock indefinitely</i>
Cancelled: Publication cancelled	CX	
Cancelled: Item rejected (credit hold)	IR	special CBISAC meaning?
Cancelled: Reprint under consideration	KC	<i>Out of stock indefinitely</i>
Cancelled: Market type restriction	KM	school vs professional vs retail etc
Cancelled: Out of print	OP	

- ACK Segment Examples:

- o E.g. If 100 of a product is ordered and all 100 is accepted:
 - ACK*IA*100*EA*****BI*ACK*AC
- o E.g. If 100 of a product is ordered and all 100 is back-ordered:
 - ACK*IA*100*EA*****BI*ACK*BO
- o E.g. If 100 of a product is ordered and all 100 is cancelled:
 - ACK*IR*100*EA*****BI*ACK*CO
- o E.g. If 100 of a product is ordered and 60 is accepted and 40 is back-ordered:
 - ACK*IA*60*EA*****BI*ACK*AC
ACK*IA*40*EA*****BI*ACK*BO



- E.g. If 100 of a product is ordered and 60 is accepted and 40 is cancelled:
 - ACK*IA*60*EA*****BI*ACK*AC
ACK*IR*40*EA*****BI*ACK*CO
- E.g. If 100 of a product is ordered and all 100 is accepted but substituted with an alternate ISBN of 1234567890:
 - ACK*IA*100*EA***AI*1234567890*****BI*ACK*AC
- **SCH Segment**
 - **Indigo requires the optional SCH segment.**
 - Other Booknet Canada trading partners require the SCH segment.
 - **Indigo requires the date in SCH06 to be the current scheduled delivery date (SCH05 is “067”) at the receiving dock of the ship to location of the last scheduled shipment. For back-ordered product Indigo still requires an expected arrival date.**
 - Other Booknet Canada trading partners require the date to be the expected ship date (SCH05 is “010”) from the supplier.
 - SCH01 should match the total of the ACK02 elements with ACK01 of “IA”.



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Purchase Order Acknowledgement Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-855-ratified-2005.pdf>

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Advanced Shipment Notices

Changes from Prior ASN Implementation

- *Indigo will use “1436008” exclusively for ISA and GS trading partner IDs.*

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Advanced Shipment Notice Notes

- If required a supplier should send a carton level Advanced Shipment Notice (ASN) to them. An ASN gives information as to what is being sent on a shipment prior to its arrival at the receiving dock. This information will include everything up to and including, which items are in which carton. A Functional Acknowledgement (FA) will be returned for every ASN sent to it.
- ***Indigo requires an ASN.***
- The ASN will have a header section at the beginning of the document followed by a shipment section that will specify information specific to the shipment. An order section will loop under the shipment section for every order on the shipment. A pack section will loop under the order section for every carton on the order. An item section will loop under the pack section for each product in the carton. The ASN will end with a trailer section.
- The ASN may have the following fields (*optional in italics*, ***optional but required by Indigo in bold italic***, all others are mandatory) in it:
 - *Header Section:*
 - ASN Number
 - ASN Date
 - ASN Time
 - ***Shipment Date***
 - *Shipment Section:*
 - Packaging Code
 - Packaging Quantity
 - *Shipment Weight*
 - *Weight Unit of Measure*
 - Carrier Code
 - Carrier Name
 - Bill of Lading Number
 - ***Packing Slip Number***
 - Ship-to Company
 - Ship-from Company
 - *Order Section:*
 - PO Number
 - PO Date
 - *Pack Section:*
 - Carton Number



- *Item Section:*
 - *Line Number*
 - *Item Code (ISBN, UPC, or EAN)*
 - *Quantity Shipped*
 - *Unit of Measure*
 - *Product Description*
- *Trailer Section:*
 - *Total Number of HL segments*
 - *Total Number of Items*
- ***Indigo allows for multiple purchase orders on a shipment to be sent on a single ASN.***
- ***Indigo requires that all cartons must contain a shipping label as specified (see Appendix A --Shipping Label Spec). The carton number must be represented in the ASN in MAN segment and must include a 2 digit label identifier (usually "00") followed by a company identifier of up to 7 digits and then a unique 10 digit carton number followed by a check digit.***
- ***Indigo requires that the items that are specified in the specific cartons be in these cartons. If this procedure is not followed the items may be considered short shipped.***
- ASNs will have one ship to location on it (either a store or the distribution center) located in the N1 (Ship To) segment found at the header level of the document.



Advanced Shipment Notice Technical Usage

Suggested usage in italics

Changes from previous implementation in bold

Indigo specific usage in bold italics

- ISA Segment
 -
 - ***Indigo expects “1436008” for ISA08***
- GS Segment
 - ***Indigo expects “1436008” for GS03***
- **DTM Segment**
 - *Use the DTM segment to send the ship date.*
 - ***Indigo requires the use of the optional DTM segment for ship date.***

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Advanced Shipment Notice Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-856-ratified-2005.pdf>

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EDI Invoices

Changes from Prior EDI Invoice Implementation

- ***Indigo will use “1436008” exclusively for ISA and GS trading partner IDs.***
- Other Booknet Canada trading partners will use the trading partner ID provided by Booknet Canada in the ISA and GS.
- ***Indigo requires that all taxes be split out in TXI segments at the trailer level. If a freight charge is to be charged to Indigo then the taxes on freight must be included (note: Indigo is working with BookNet to facilitate the addition of these segments to the BookNet standard). (Key Change)***

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EDI Invoice Notes

- If required a supplier must send an electronic Invoice to them to bill for products. A Functional Acknowledgement (FA) will be returned for every Invoice sent to it.
- ***Indigo requires an electronic Invoice.***
- The Invoice will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the Invoice and will end with a trailer section with totals.
- The Invoice may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - Invoice Number
 - Invoice Date
 - PO Number
 - Currency
 - ***Packing Slip Number***
 - *Account Number*
 - *Bill of Lading Number*
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - ***Invoice Terms***
 - *Ship Date*
 - *Details Section:*
 - *Line Number*
 - Quantity Invoiced
 - Unit of Measure
 - ***Net Price (cost)***
 - Item Code (ISBN, UPC, EAN or manufacturer's code)
 - *PO Override Number (required for more than one PO)*
 - ***List Price***
 - ***Discount***
 - *Product Description*



- *Trailer Section:*
 - Invoice Total
 - *Federal Tax Total (required if federal tax charged)*
 - *Provincial Tax Total (required if provincial tax charged)*
 - Carrier Name
 - *Other Charges (required if any other charges applied)*
 - ***Federal Tax on Other Charges (required if other charges applied have federal tax charged)***
 - ***Provincial Tax on Other Charges (required if other charges applied have provincial tax charged)***
 - Number of Cartons
 - Weight
 - Total Number of Lines
 - Total Number of Items
- It is required that the PO number of the first PO being referenced by the Invoice be in the BIG segment. It is permissible for multiple POs to be referenced on an individual Invoice, in such a case these POs will be referenced at the line level in the IT1 segment.
- ***Indigo requires that multiple POs can only be referenced to a single Invoice if the ship-to locations on the purchase orders are all the same (i.e. all to the same store).***
- ***Indigo requires that all taxes be split out in TXI segments at the trailer level. If freight or another extra charge is charged to Indigo then Indigo requires that the taxes for this particular charge be explicitly broken out on its own TXI segments. Indigo is working with BookNet to facilitate the addition of these segments to the BookNet standard. (Change from prior implementation)***
- The price in IT104 must match either the net price (cost) from the PO in PO104 or the adjusted price calculated in the CTP segment of the POA in the case of a price change.
- TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.
- TDS01 should also equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the discount in CTP07 plus the



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extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.

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EDI Invoice Technical Usage

Suggested usage in italics

Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - ***Indigo uses “1436008” for ISA08***
 - Other Booknet Canada trading partners use the trading partner ID provided by Booknet Canada in the ISA08.
- GS Segment
 - ***Indigo uses “1436008” for GS03***
 - Other Booknet Canada trading partners use the trading partner ID provided by Booknet Canada in the GS03.
- N1 Segment (Bill To)
 - ***Indigo expects “1436007” for N104.***
 - Other Booknet Canada trading partners expect their bill to SAN in N104.
- **SAC Segment**
 - ***If freight is charged to Indigo in the SAC segment then a not yet approved segment to represent the tax upon the freight must be used here.***
 - ***E.g. SAC*C*G830***1001*****06
TXI*GS*70.07***
- TDS Segment
 - TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.
 - ***TDS01 should equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the in CTP07 plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.***

EDI Invoice Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-810-ratified-2005.pdf>

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Cross-Dock Documents

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Cross-Dock Purchase Orders

Changes from Prior Cross-Dock PO Implementation

- *Indigo will use “1436008” exclusively for ISA trading partner ID.*
- *Indigo will use “1436008X” for GS trading partner IDs.*
- *Indigo will now send currency data in the PO.*
- *Indigo will no longer send a cancel date, as POs will not be auto-cancelled. To cancel a PO it will have to be explicitly cancelled by Indigo or the supplier. (Key Change)*
- *Indigo’s use of the ship date in the PO has changed. Indigo now sends the ship date as an expected arrival date at the receiving dock of the ship-to location. (Key Change)*
- *Indigo will send a line item code representing that the price is a net price.*
- *Indigo will make use of a manufacturer’s code if available.*
- *Indigo will send a store allocation breakdown section with each line item. This section will detail the ordered quantity each store will ultimately receive. This section will loop for every ten stores. (Key Change)*



Cross-Dock Purchase Order Notes

- Ordering of product will be sent out as an electronic Purchase Order (PO). A Functional Acknowledgement (FA) and a complete Purchase Order Acknowledgement (POA) must be returned in response of the PO.
- ***Indigo requires that a PO be sent electronically.***
- To distinguish between use of a cross-dock and a non-cross-dock PO a different ID in the GS02 element will be used (see EDI Purchase Order Technical Usage for details). (Change from prior implementation)
- The PO will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the PO and will end with a trailer section. The detail section will have a sub-loop section that will repeat for every ten stores for each line item.
- The PO may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - PO Number
 - PO Date
 - Currency
 - *Promotional Deal Number*
 - *Buyer's Name*
 - Back-Order Status Code
 - *Cancel Date*
 - ***Ship Date***
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - *Details Section:*
 - Line Number
 - Quantity Ordered
 - ***Unit of Measure***
 - ***Net Price (cost)***
 - Item Code (ISBN, UPC, EAN or manufacturer's code)
 - ***Store Allocation Breakdown Section (cross-dock only):***
 - ***Store SAN***
 - ***Ordered Quantity for Store for Item***
 - ***List Price***
 - ***Discount***
 - ***Product Description***



- *Trailer Section:*
 - Total Number of Lines
 - Total Number of Items

- ***Indigo Cross-Dock POs will have one ship to location (the distribution center) expressed in the N1 (Ship To) segment but also one or more final destination ship to locations located in the SDQ segments found at each line level of the document. (Change from prior implementation)***

- ***Indigo makes use of the DTM (Ship Date) segment to send an expected arrival date. This date is the expected arrival date at the dock of the ship to location. (Change from prior implementation)***

- Indigo will send the the net price (cost) in PO104 to indicate the amount that the retailer is expecting to be charged on the invoice unless otherwise changed in the POA's CTP segment.

- Indigo will send the CTP. The net price (cost) in PO104 must equal the list price in CTP03 multiplied by the discount in CTP07.



Cross-Dock Purchase Order Technical Usage

Suggested usage in italics

Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - *Indigo uses “1436008” for ISA06.*
- **GS Segment**
 - An “X” will be appended onto the end of the GS02 element to represent a Cross-Dock PO versus a regular non-Cross-Dock PO.
 - *Indigo uses “1436008X” for GS02 for a Cross-Dock PO.*
- PER Segment
 - ***Indigo will not send the optional PER segment.***
- REF Segment (Promotional Deal/Reference Number)
 - ***Indigo will not send the optional REF segment.***
- CSH Segment
 - Use “O” for CSH01 representing to back-order product if the product is out of stock or not yet printed.
- **DTM Segment (Cancel Date)**
 - ***Indigo will not send a cancel date (DTM01 is “001”). POs will no longer auto cancel and must be explicitly cancelled by either Indigo or the supplier.***
- **DTM Segment (Ship Date)**
 - ***Indigo will send a current scheduled delivery date (DTM01 is “067”). Indigo expects this date to be the expected arrival date at the receiving dock of the ship to location. This is no longer the date at which the shipment has left the supplier.***
- N1 Segment (Bill To)
 - *Indigo uses “1436007” for N104.*
 - *Indigo does not use N102.*
- **PO1 Segment**
 - Use PO103 for sending unit of measure.
 - Use PO104 for sending cost of the product.
 - Use “NT” in PO105 for qualifying PO104 as the net price (cost).
 - Use “IB” for ISBN in PO106 if available.
 - Use an ISBN in PO107 if available.
 - Use “UP” for UPC or EAN in PO108 if an ISBN is unavailable.
 - Use a UPC or EAN in PO109 if an ISBN code is unavailable.
 - ***Indigo will use “MG” in PO110 if available.***
 - ***Indigo will use the vendor’s manufacturing code in PO111 if available.***



- **SDQ Segment**
 - *Indigo uses this segment for cross-dock only.*
 - *This segment will be used to convey final destination for a maximum of 10 stores, any more stores will be conveyed in subsequent SDQ segments.*
- **CTP Segment**
 - *Use CTP03 as the suggested list price.*
 - *The discount multiplier in CTP07 if multiplied by CTP03 will equal the amount of the cost in PO104.*
- **PID Segment**
 - *Indigo uses the PID segment.*

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Cross-Dock Purchase Order Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-850-cross-dock-ratified-2005.pdf>

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Cross-Dock Purchase Order Acknowledgements

Changes from Prior Cross-Dock POA Implementation

- *Indigo will use "1436008" exclusively for ISA trading partner ID.*
- *Indigo will use "1436008X" for GS trading partner IDs.*
- *Indigo expects currency data in the POA.*
- *Indigo requires an expected ship to the receiving dock to be sent.
(Key Change)*
- *Final destination address no longer required.*
- *Override POs in POA no longer accepted.*

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Cross-Dock Purchase Order Acknowledgment Notes

- A complete Purchase Order Acknowledgment (POA) must be sent back for every EDI PO that has been sent out. A Functional Acknowledgement (FA) will be returned for every POA sent.
- ***Indigo requires a POA.***
- To distinguish between use of a cross-dock and a non-cross-dock PO a different ID in the GS03 element will be used (see EDI Purchase Order Technical Usage for details). (Change from prior implementation)
- The POA will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the PO and will end with a trailer section.
- The POA may have the following fields (*optional in italics*, ***optional but required by Indigo in bold italic***, all others are mandatory) in it:
 - *Header Section:*
 - PO Number
 - PO Date
 - ***POA Reference Number***
 - POA Date
 - ***Currency***
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - *Details Section:*
 - ***Line Number***
 - Quantity Ordered
 - Unit of Measure
 - ***Net Price (cost)***
 - Item Code (ISBN, UPC or EAN)
 - ***List Price***
 - ***Discount***
 - ***Product Description***
 - POA Acceptance Code
 - POA Quantity
 - POA Unit of Measure
 - *Alternate ISBN (required if product is substituted for)*
 - Item BISAC Status Code (see list in Purchase Order Acknowledgement Technical Usage)



- **Scheduled Ship Date**
 - *Ship From Location*
 - *Trailer Section:*
 - Total Number of Lines
 - Total Number of Items
- ***The POA must be complete and acknowledge every line item on the matching PO. Indigo does not except partial or exception based POAs.***
- The PO1 segment must be the same as the corresponding segment sent in the original PO.
- Price changes must be communicated in the CTP segment, otherwise the net price (cost) from the PO1 segment is assumed to be the price that will be invoiced.
- The supplier must send as many ACK segments as required to fully describe the accompanying line item. For example if a line item were partially accepted and partially back-ordered then the retailer would expect an ACK segment for the accepted product and another for the back-ordered product. The total product in the ACK segments for a particular line item must equal the corresponding amount in the PO segment.
- The code “IA” in the ACK01 element is to be used for both accepted and back-ordered product and “IR” only for cancelled product.
- Detailed acknowledgment code is mandatory in ACK29 element whether ACK01 is “IA” or “IR”.
- ***Cancelled product on the POA will be cancelled off the PO and will need to be re-ordered if still needed.***
- The use of alternate ISBNs for alternate or substitute products is required. The substituted product’s ID must be used in the ACK segment. The use of non-substituted product in this spot (i.e. please do not use this element unless it is actually an alternate ISBN).
- ***Indigo requires the use of the SCH segment to send a current delivery date (SCH05 is “067”). This date is the current delivery date at the dock of the ship to location. Please allow the lead-time in getting to the destination. (Change from prior implementation)***



Cross-Dock Purchase Order Acknowledgment Technical Usage

Suggested usage in italics
Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - *Indigo expects “1436008” for ISA08.*
- **GS Segment**
 - **An “X” will be appended onto the end of the GS03 element to represent a Cross-Dock POA versus a regular non-Cross-Dock POA.**
 - ***Indigo uses “1436008X” for GS03 for a Cross-Dock POA.***
- BAK Segment
 - Use “00” for an original POA and “04” for a follow-up POA in BAK01. All subsequent POAs after the first original must use “04” in BAK01.
 - ***Indigo only accepts “AC” in BAK02.***
- **CUR Segment**
 - ***Indigo requires the optional CUR segment.***
- PO1 Segment
 - The PO1 segment should match the PO1 segment sent in the matching PO.
- CTP Segment
 - The supplier can make use of the CTP segment for any price changes or discount changes.
- ACK Segment
 - It is required that as many ACK segments as necessary to give status to the total quantity ordered in the PO1 segment of the matching PO be used.
 - The total of all ACK02 elements should match the quantity ordered in PO102.
 - “IA” is expected in ACK01 for accepted or back-ordered quantities. “IR” is to be used for cancelled quantities only.
 - The use of ACK07 and ACK08 is required for a substituted product or alternate ISBN. ACK07 and ACK08 are not to be used if the product is not being substituted for.



- o BookNet Canada approved ACK29 codes:

Supported BISAC Industry Codes for Element 1271 in ACK29

Note: New ISBN will be indicated in ACK07/08 whether shipping, backordered, or cancelled

Revised Date: 29 July 2002

Meaning	Code	Note
<i>Shipping immediately</i>		
Item accepted and shipping	AC	
<i>Backordered</i>		
Backordered: Not yet printed	BA	
Backordered: Reprint under consideration	BB	<i>Out of stock indefinitely</i>
Backordered: Credit hold	BH	<i>stock reserved till cancel date?</i>
Backordered: Out of stock	BO	
		should use 2 ACK's, one for AC, one for BP - watch quantity
Backordered: Partial shipment	BP	
Backordered: Reprinting	BR	<i>not Out of stock indefinitely</i>
<i>Cancelled</i>		
Cancelled: Not yet printed	CA	
Cancelled: Not out publication	CB	unknown ISBN
		should use 2 ACK's, one for AC, one for CE - watch quantity
Cancelled: Partial shipment	CE	
Cancelled: No geographical rights	CG	no Canadian Rights
Cancelled: Out of stock	CO	
Cancelled: Below order minimum	CQ	value or quantity
Cancelled: Reprinting	CR	<i>not Out of stock indefinitely</i>
Cancelled: Publication cancelled	CX	
Cancelled: Item rejected (credit hold)	IR	special CBISAC meaning?
Cancelled: Reprint under consideration	KC	<i>Out of stock indefinitely</i>
Cancelled: Market type restriction	KM	school vs professional vs retail etc
Cancelled: Out of print	OP	

- ACK Segment Examples:
 - o E.g. If 100 of a product is ordered and all 100 is accepted:
 - ACK*IA*100*EA*****BI*ACK*AC
 - o E.g. If 100 of a product is ordered and all 100 is back-ordered:
 - ACK*IA*100*EA*****BI*ACK*BO
 - o E.g. If 100 of a product is ordered and all 100 is cancelled:
 - ACK*IR*100*EA*****BI*ACK*CO
 - o E.g. If 100 of a product is ordered and 60 is accepted and 40 is back-ordered:



- ACK*IA*60*EA*****BI*ACK*AC
ACK*IA*40*EA*****BI*ACK*BO
- E.g. If 100 of a product is ordered and 60 is accepted and 40 is cancelled:
 - ACK*IA*60*EA*****BI*ACK*AC
ACK*IR*40*EA*****BI*ACK*CO
- E.g. If 100 of a product is ordered and all 100 is accepted but substituted with an alternate ISBN of 1234567890:
 - ACK*IA*100*EA***AI*1234567890*****BI*ACK*AC
- **SCH Segment**
 - ***Indigo requires the optional SCH segment.***
 - ***Indigo requires the date in SCH06 to be the expected arrival date at the receiving dock of the ship to location of the last scheduled shipment. For back-ordered product Indigo still requires an expected arrival date.***
 - SCH01 should match the total of the ACK02 elements with ACK01 of "IA".

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Cross-Dock Purchase Order Acknowledgement Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-855-cross-dock-ratified-2005.pdf>

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Cross-Dock Advanced Shipment Notices

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Changes from Prior Cross-Dock ASN Implementation

- ***Indigo will use “1436008” exclusively for ISA trading partner ID.***
- ***Indigo will use “1436008X” for GS trading partner IDs.***
- ***Final destination address moved from shipment level to order level.
(Key Change)***

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Cross-Dock Advanced Shipment Notice Notes

- If required a supplier should send a carton level Advanced Shipment Notice (ASN) to them. An ASN gives information as to what is being sent on a shipment prior to its arrival at the receiving dock. This information will include everything up to and including, which items are in which carton. A Functional Acknowledgement (FA) will be returned for every ASN sent to it.
- ***Indigo requires an ASN.***
- To distinguish between use of a cross-dock and a non-cross-dock PO a different ID in the GS03 element will be used (see EDI Purchase Order Technical Usage for details). (Change from prior implementation)
- The ASN will have a header section at the beginning of the document followed by a shipment section that will specify information specific to the shipment. An order section will loop under the shipment section for every order on the shipment. A pack section will loop under the order section for every carton on the order. An item section will loop under the pack section for each product in the carton. The ASN will end with a trailer section.
- The ASN may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - ASN Number
 - ASN Date
 - ASN Time
 - ***Shipment Date***
 - *Shipment Section:*
 - Packaging Code
 - Packaging Quantity
 - *Shipment Weight*
 - *Weight Unit of Measure*
 - Carrier Code
 - Carrier Name
 - Bill of Lading Number
 - ***Packing Slip Number***
 - Ship-to Company
 - Ship-from Company
 - *Order Section:*
 - PO Number



- PO Date
 - *Pack Section:*
 - Carton Number
 - Final Destination
 - *Item Section:*
 - *Line Number*
 - Item Code (ISBN, UPC, or EAN)
 - Quantity Shipped
 - Unit of Measure
 - Product Description
 - *Trailer Section:*
 - Total Number of HL segments
 - Total Number of Items
- ***Indigo allows for multiple purchase orders on a shipment to be sent on a single ASN.***
- ***Indigo requires that all cartons must contain a shipping label as specified (see Appendix A --Shipping Label Spec). The carton number must be represented in the ASN in MAN segment and must include a 2 digit label identifier (usually "00") followed by a company identifier of up to 7 digits and then a unique 10 digit carton number followed by a check digit.***
- ***Indigo requires that the items that are specified in the specific cartons be in these cartons. If this procedure is not followed the items may be considered short shipped.***
- Cross-Dock ASNs will have one ship to location (the distribution center) expressed in the N1 (Ship To) segment but also one or more final destination ship-to locations located in the N1 (Final Destination) segments found at each carton level of the document.



Cross-Dock Advanced Shipment Notice Technical Usage

Suggested usage in italics
Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 -
 - ***Indigo expects “1436008” for ISA08***
- **GS Segment**
 - An “X” will be appended onto the end of the GS03 element to represent a Cross-Dock ASN versus a regular non-Cross-Dock ASN.
 - ***Indigo uses “1436008X” for GS03 for a Cross-Dock ASN.***
- **DTM Segment**
 - *Use the DTM segment to send the ship date.*
 - ***Indigo requires the use of the optional DTM segment for ship date.***
- N1 Segment (Ship To)
 - ***Indigo expects “1186213” (Indigo Distribution Center) for N104 for all cross-dock shipments as this is where the supplier is sending the products.***
- N1 Segment (Final Destination)
 - The ultimate store destination for N104 for all cross-dock shipments is required.



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Cross-Dock Advanced Shipment Notice Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-856-cross-dock-ratified-2005.pdf>

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Cross-Dock Invoices

Changes from Prior Cross-Dock Invoice Implementation

- ***Indigo will use “1436008” exclusively for ISA trading partner ID.***
- ***Indigo will use “1436008X” for GS trading partner IDs.***
- ***Indigo requires that all taxes be split out in TXI segments at the trailer level. If a freight charge is to be charged to Indigo then the taxes on freight must be included (note: Indigo is working with BookNet to facilitate the addition of these segments to the BookNet standard). (Key Change)***
- ***For cross-dock Invoices Indigo requires a consolidated Invoice. (Key Change)***

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Cross-Dock Invoice Notes

- If required a supplier must send an electronic Invoice to them to bill for products. A Functional Acknowledgement (FA) will be returned for every Invoice sent to it.
- **Indigo requires an electronic Invoice.**
- To distinguish between use of a cross-dock and a non-cross-dock PO a different ID in the GS03 element will be used (see EDI Purchase Order Technical Usage for details). (Change from prior implementation)
- **For cross-dock Invoices Indigo requires a consolidated Invoice. The Invoice is for the ship to location of the distribution center not the individual final destinations (i.e. Indigo does not want a cross-dock shipment billed to by multiple Invoices to each final destination). (Change from prior implementation)**
- The Invoice will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the Invoice and will end with a trailer section with totals.
- The Invoice may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - Invoice Number
 - Invoice Date
 - PO Number
 - Currency
 - **Packing Slip Number**
 - *Account Number*
 - *Bill of Lading Number*
 - Bill-to Company
 - Ship-to Company
 - Vendor Company
 - **Invoice Terms**
 - *Ship Date*
 - *Details Section:*
 - *Line Number*
 - Quantity Invoiced
 - Unit of Measure
 - **Net Price (cost)**
 - Item Code (ISBN, UPC, EAN or manufacturer's code)



- *PO Override Number (required for more than one PO)*
- **List Price**
- **Discount**
- *Product Description*
- *Trailer Section:*
 - Invoice Total
 - *Federal Tax Total (required if federal tax charged)*
 - *Provincial Tax Total (required if provincial tax charged)*
 - *Carrier Name*
 - *Other Charges (required if any other charges applied)*
 - **Federal Tax on Other Charges (required if other charges applied have federal tax charged)**
 - **Provincial Tax on Other Charges (required if other charges applied have provincial tax charged)**
 - Number of Cartons
 - Weight
 - Total Number of Lines
 - Total Number of Items
- It is required that the PO number of the first PO being referenced by the Invoice be in the BIG segment. It is permissible for multiple POs to be referenced on an individual Invoice, in such a case these POs will be referenced at the line level in the IT1 segment.
- ***Indigo requires that all taxes be split out in TXI segments at the trailer level. If freight or another extra charge is charged to Indigo then Indigo requires that the taxes for this particular charge be explicitly broken out on its own TXI segments. Indigo is working with BookNet to facilitate the addition of these segments to the BookNet standard. (Change from prior implementation)***
- The price in IT104 must match either the net price (cost) from the PO in PO104 or the adjusted price calculated in the CTP segment of the POA in the case of a price change.
- TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments.
- TDS01 should equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the discount (1 minus CTP07)) plus the extra charges in the SAC segment and all taxes in TXI segments.



Cross-Dock Invoice Technical Usage

Suggested usage in italics

Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - *Indigo uses "1436008" for ISA08*
- **GS Segment**
 - **An "X" will be appended onto the end of the GS03 element to represent a Cross-Dock Invoice versus a regular non-Cross-Dock Invoice.**
 - *Indigo uses "1436008X" for GS03 for a Cross-Dock Invoice.*
- N1 Segment (Bill To)
 - *Indigo expects "1436007" for N104.*
- **SAC Segment**
 - ***If freight is charged to Indigo in the SAC segment then a not yet approved segment to represent the tax upon the freight must be used here.***
 - ***E.g. SAC*C*G830***1001*****06
TXI*GS*70.07***
- TDS Segment
 - TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.
 - *TDS01 should equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the discount in CTP07 plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.*



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Cross-Dock Invoice Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-810-cross-dock-ratified-2005.pdf>

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Enhanced Documents

All Enhanced Documents are undergoing ratification by the BookNet Canada EDI Document Standards Committee. The ratification process includes a period of request for comment from the industry. As the following documents have not been formally accepted by the BookNet Canada EDI Document Standards Committee the following implementation guidelines are in draft form and will be updated once the standards are finalized.

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Returns Advanced Shipment Notices

Returns Advanced Shipment Notice Notes

- Retailers can optionally send a supplier a carton level Returns Advanced Shipment Notice (RASN) to them. An RASN gives information as to what is being sent on a shipment prior to its arrival at the receiving dock. This information will include everything up to and including, which items are in which carton. Indigo Expects a Functional Acknowledgement (FA) for every RASN it sends.
- The RASN will have a header section at the beginning of the document followed by a shipment section that will specify information specific to the shipment. A claim section will loop under the shipment section for every claim on the shipment. A pack section will loop under the claim section for every carton on the claim. An item section will loop under the pack section for each product in the carton. The RASN will end with a trailer section.
- The RASN may have the following fields (*optional in italics*, **optional but required by Indigo in bold italic**, all others are mandatory) in it:
 - *Header Section:*
 - ASN Number
 - ASN Date
 - ASN Time
 - **Shipment Date**
 - *Shipment Section:*
 - Packaging Code
 - Packaging Quantity
 - **Shipment Weight**
 - **Weight Unit of Measure**
 - Carrier Code
 - Carrier Name
 - **Returns Bill of Lading Number**
 - **Packing Slip Number**
 - Ship-to Company
 - Ship-From Company
 - Claimant Company
 - *Claim Section:*
 - Claim Number
 - *Pack Section:*
 - Carton Number



- *Item Section:*
 - **Line Number**
 - Item Code (ISBN, UPC, or EAN)
 - Quantity Shipped
 - Unit of Measure
 - Product Description
- *Trailer Section:*
 - Total Number of HL Segments
 - Total Number of Items
- Multiple claims on a shipment can be sent on a single RASN.
- ***All cartons will contain a shipping label as specified (see Appendix A --Shipping Label Spec). The carton number will be represented in the RASN in MAN segment and will include a 2 digit label identifier (usually "00") followed by a company identifier of up to 7 digits and then a unique 10 digit carton number followed by a check digit.***
- ***Indigo will specify which items are in which specific cartons.***
- RASNs will have one ship to location on it located in the N1 (Ship To) segment found at the header level of the document.
- Use of a returns ASN will be differentiated from a regular ASN by using a slightly different ID in the GS02 element (see EDI Advanced Shipment Notice Usage for details).



Returns Advanced Shipment Notice Technical Usage

Suggested usage in italics

Changes from previous implementation in bold

Indigo specific usage in bold italics

- ISA Segment
 -
 - ***Indigo uses “1436008” for ISA06***
- **GS Segment**
 - **An “R” will be appended onto the end of the GS02 element to represent a Returns ASN versus a regular ASN.**
 - ***Indigo uses “1436008R” for GS02 for a Returns ASN.***
 - Other Booknet Canada trading partners will append an “R” to their trading partner ID number assigned by Booknet Canada for GS02.
- DTM Segment
 - ***Indigo requires the use of the optional DTM segment for ship date.***
- N1 Segment (Ship From)
 - ***Indigo uses “1186213” (Indigo Distribution Center) for N104 for all return shipments.***
 - Other Booknet Canada trading partners use their ship from SAN in N104.
- N1 Segment (Claimant)
 - ***Indigo uses “1436007” for N104 for all return shipments***
 - Other Booknet Canada trading partners use their bill to SAN in N104.
- REF Segment
 - ***Indigo will send the returns claims number in REF02***



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Returns Advanced Shipment Notice Specifications

http://www.booknetcanada.com/mambo/images/media/edi/856R_dec_2005.pdf

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Returns Invoices

Returns Invoice Notes

- Retailers can optionally send a supplier a Returns Invoice to them. A Returns Invoice gives financial information to match a previously sent RASN. Indigo Expects a Functional Acknowledgement (FA) for every Returns Invoice it sends.
- The Returns Invoice will have a header section at the beginning of the document followed by a details section that will loop for each product sent in the Invoice and will end with a trailer section with totals.
- The Returns Invoice may have the following fields (*optional in italics*, **optional but required by Indigo in bold italic**, all others are mandatory) in it:
 - *Header Section:*
 - Claims Number
 - Invoice Date
 - Currency
 - Shipment Number
 - **Packing Slip Number**
 - Account Number
 - *Bill of Lading Number*
 - Payer Company
 - Ship-to Company
 - Remit-to Company
 - *Invoice Terms*
 - **Ship Date**
 - *Details Section:*
 - **Line Number**
 - Quantity Invoiced
 - Unit of Measure
 - **Net Price (cost)**
 - Item Code (ISBN, UPC, EAN or manufacturer's code)
 - *Original Invoice Number*
 - **List Price**
 - **Discount**
 - Product Description



- *Trailer Section:*
 - Invoice Total
 - *Federal Tax Total (required if federal tax charged)*
 - *Provincial Tax Total (required if provincial tax charged)*
 - *Carrier Name*
 - *Other Charges (required if any other charges applied)*
 - *Number of Cartons*
 - *Weight*
 - Total Number of Lines
 - Total Number of Items

- Use of a returns Invoice will be differentiated from a regular Invoice by using a slightly different ID in the GS02 element (see EDI Advanced Shipment Notice Usage for details).

- The price in IT104 must match either the net price (cost) from the PO in PO104 or the adjusted price calculated in the CTP segment of the POA in the case of a price change.

- TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.

- TDS01 should also equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the discount in CTP07 plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.

Returns Invoice Technical Usage

Suggested usage in italics
Changes from previous implementation in bold
Indigo specific usage in bold italics

- ISA Segment
 - **Indigo uses “1436008” for ISA06**
 - Other Booknet Canada trading partners use their trading partner ID for ISA06
- **GS Segment**
 - **An “R” will be appended onto the end of the GS02 element to represent a Returns Invoice versus a regular Invoice.**
 - **Indigo uses “1436008R” for GS02 for a Returns Invoice.**
 - Other Booknet Canada trading partners use an “R” appended to their trading partner ID assigned by Booknet Canada in GS02.
- N1 Segment (Remit To)
 - Indigo uses “1436007” for N104.
 - Other Booknet Canada trading partners use their bill to SAN in N104.
- ITD Segment
 - **Indigo will not use the optional ITD segment.**
- DTM Segment
 - **Indigo uses the optional DTM segment.**
- IT1 Segment
 - **Indigo will not use the optional IT108 and IT109 elements**
- CTP Segment
 - **Indigo will not use the optional CTP segment.**
- TDS Segment
 - TDS01 must equal the total of the (line quantities in IT102 multiplied by the cost) plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.
 - *TDS01 should also equal the total of the (line quantities in IT102 multiplied by the list price in CTP03 multiplied by the discount in CTP07 plus the extra charges in the SAC segment and all taxes in TXI segments. An allowance of one cent per IT1 segment for rounding errors is permissible.*



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Returns Invoice Specifications

http://www.booknetcanada.com/mambo/images/media/edi/810D_R_dec_2005.pdf

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EDI Payment Remittance Advices

EDI Payment Remittance Advice Notes

- Retailers can optionally send an electronic Payment Remittance Advice (PRA) detailing the payment to invoices and the debit and credit adjustments associated with the payment. Indigo requires a Functional Acknowledgement (FA) returned in response of the PRA.
- The PRA will have a header section at the beginning of the document followed by a details section that will loop for each adjustment or remittance or remittance/adjustment combination. An adjustment loop may appear in the detail section. A remittance loop that may or may not have an adjustment sub-loop may appear in the details section.
- The details section of the PRA begins with the ENT segment. This segment is used as a line number for the particular remittance and/or adjustment. The details section has two loops an ADX loop and an RMR loop.
- The ADX loop is used for detailing adjustments to the payment that reference numbers available only to Indigo at the time of payment (for example a chargeback number). If an adjustment is not self-explanatory an NTE segment will be used to explain the adjustment. This NTE segment will not have any required numbers in it. Any numbers will be supplied in the ADX or REF segments.
- The RMR loop will be used to specify remittances towards the overall payment. Typically the RMR segment itself would be used for showing payment of a particular invoice. The RMR loop has an adjustment ADX sub-loop similar to the above ADX loop but pertaining to the particular remittance spelled out in the RMR segment. All reference numbers (for example an invoice number or supplier's credit memo) will be included in this RMR loop.
- ***At present Indigo only will use segments and elements pertaining to payment by cheques not by EFT (electronic funds transfer) (see EDI Payment Remittance Advice Technical Usage for details)***



- The PRA may have the following fields (*optional in italics, optional but required by Indigo in bold italic*, all others are mandatory) in it:
 - *Header Section:*
 - Total Remittance Amount
 - Trace Number
 - PRA Date
 - Cheque/EFT Date
 - Payee Company
 - *Billing Account Number*
 - Payer Company
 - *Details Section:*
 - Line Number
 - *Retailer's Adjustments Loop (required if retailer based adjustments are calculated in the remittance total):*
 - ❖ Adjustment Code
 - ❖ Reference Qualifier Code
 - ❖ Reference Code
 - ❖ *Additional Notes*
 - ❖ *Store Number*
 - ❖ Adjustment Date
 - *Remittance Loop (required if supplier based remittances or adjustments are calculated in the remittance total):*
 - ❖ Reference Qualifier Code
 - ❖ Invoice or Credit Memo Number
 - ❖ Payment Action Code
 - ❖ Remittance Net Amount
 - ❖ Remittance Gross Amount
 - ❖ Total Adjustments for this Remittance Line
 - ❖ Invoice or Credit Memo Date
 - ❖ *Supplier's Adjustments Sub-Loop (required if supplier based adjustments are calculated in the remittance total):*
 - Adjustment Code
 - Reference Qualifier Code
 - Reference Code
 - *Additional Notes*
 - *Store Number*
 - Adjustment Date



EDI Payment Remittance Advice Technical Usage

Suggested usage in italics

Changes from previous implementation in bold

Indigo specific usage in bold italics

- ISA Segment
 - ***Indigo uses “1436008” for ISA06***
 - Other Booknet Canada trading partners will use their trading partner ID assigned by Booknet Canada for ISA06.
- GS Segment
 - ***Indigo uses “1436008” for GS02***
 - Other Booknet Canada trading partners will use their trading partner ID assigned by Booknet Canada for GS02.
- BPR Segment
 - Use “CHK” for BPR04
 - Use “PBC” for BPR05
- ADX Segment
 - This segment is only to be used for adjustments for which there is no reference from the seller (i.e. Chargebacks, credits, etc). All other adjustments, referring to seller documents are made in the ADX that is included in RMR loop.
 - ADX02 – ‘07’ code business process will have to distinguish between the return of incorrect product and a regular return. Product returned using ‘07’ will require separate handling and must be kept out of the regular returns process to avoid double-crediting.
- DTM Segment (Cheque/EFT Date)
 - Use “020” for DTM01
- RMR Segment
 - In RMR03 ‘AJ’ should be used only in reference to an invoice which has already been paid otherwise either ‘PI’ or ‘PP’ should be used.
- N1 Segment (Payee)
 - ***Indigo uses “1436007” for N104***
 - Other Booknet Canada trading partners will use their bill to SAN for N104.
- REF Segment
 - ***Optional segment not presently in use by Indigo.***
- NTE Segment
 - ***Optional segment not presently in use by Indigo.***
 - If using L8 in ADX02 this segment is required.
- REF Segment (ADX Loops)
 - ***Indigo will send the store number if available in REF02***



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EDI Payment Remittance Advice Specifications

<http://www.booknetcanada.com/mambo/images/media/edi/bnc-edi-820-2004-01.pdf>

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Appendix A – Indigo Label Specification

OVERVIEW

In an effort to streamline its supply chain, Indigo Books & Music (Indigo) is undertaking a vendor compliance initiative. We are asking all suppliers to be fully EDI compliant by a future date, as previously communicated.

The purpose of this communication is to provide additional information on carton labeling requirements. We request that all cartons destined for Indigo must comply with labeling standards as set out in this document. This will allow for quick and accurate receipt of these items leading to increased accuracy, improved order picking, and streamlined inventory and will provide solid evidence that a bar code labeling system benefits both sides. The bottom line is to get the right product to right place in the shortest possible time.

REQUIREMENTS

All cartons destined for the Indigo Distribution Center and direct-to-store shipments should be labeled with an industry-standard MH-10 label as indicated in Figure 1.

SPECIFICATION

- ANSI MH-10.8 compliant 4" X 6" label
- UCC / EAN 128 symbology Serial Shipping Container Code (min. height 1")
- UCC 128 symbology supplementary information
- Common Label format (not Extended)
- SSCC in 20 digit UPC format

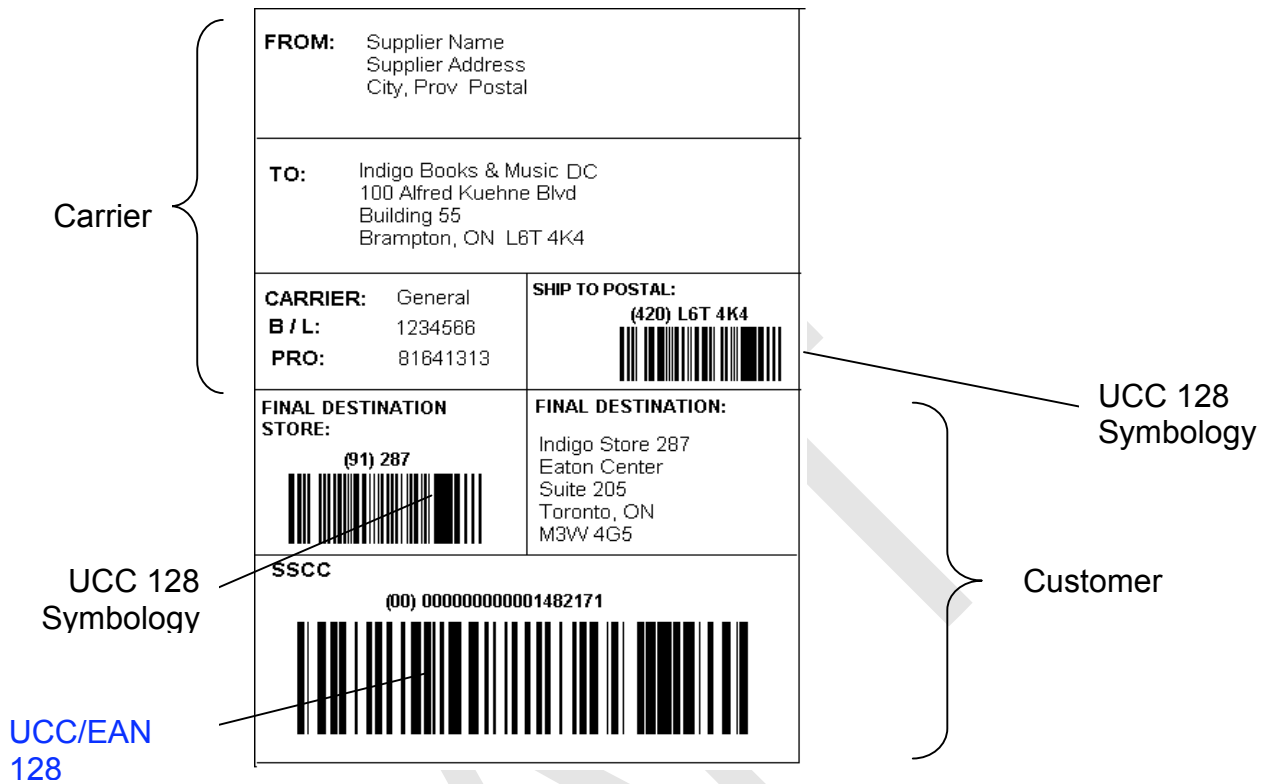


Fig. 1: Suggested Shipping Label

LABEL DETAIL

- Final Destination Store

This field will be filled with the final destination (Indigo) store number. For example, any cross-docked shipments would have a destination of the Indigo Distribution Center, at which point they will be sent to the final destination of the package. In the sample above, the final destination would be store #287 (Eaton Center Indigo), but the package will be shipped from the supplier to the Indigo Distribution Center. Currently the Indigo Distribution Center also houses four “stores” (970 – Online, 956 – Warehouse, 911 – Expedited warehouse, 999 – Corporate). In cases of non-cross-docked shipments, the final destination store would be one of these “stores”.

- Final Destination

This is the final destination address of the package. In the event of cross-docked packages, this will be the full address of the store; for any DC-bound shipments, this would be the full address of the Indigo Distribution Center.



LABEL PLACEMENT

Labels must be placed on the carton front and face up. When building a pallet, all barcodes must face out from the center of the pallet, allowing visibility to the carton label. See Figure 2.

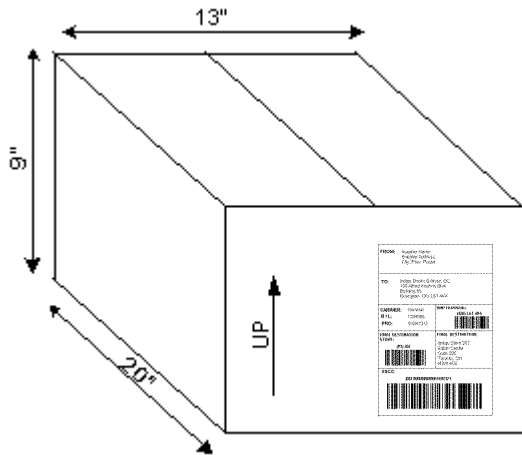


Fig. 2: Label Placement

CARTON DIMENSIONS

The maximum dimensions on a carton basis are: 13"W X 9"H X 20"L