

# 840 Request for Quotation

Functional Group ID= **RQ**

## Introduction:

This specification provides the format and establishes the data contents of a request for quotation transaction set. The request for quotation transaction set provides potential buyers with the ability to solicit price, delivery schedule, and other items from potential sellers of goods and services.

## Notes:

*This transaction set table represents the specifications for DOD system APADE and not the X12 2003 standard.*

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BQT	Beginning Segment for Request For Quotation	M	1		
	030	NTE	Note/Special Instruction	F	100		
N/U	040	CUR	Currency	O	1		
	050	REF	Reference Numbers	O	12		
	060	PER	Administrative Communications Contact	O	3		
N/U	070	TAX	Tax Reference	O	3		
	080	FOB	F.O.B. Related Instructions	O	1		
N/U	090	SSS	Special Services	O	25		
N/U	100	CSH	Header Sale Condition	O	1		
N/U	110	ITA	Allowance, Charge or Service	O	10		
N/U	120	ITD	Terms of Sale/Deferred Terms of Sale	O	5		
N/U	130	DIS	Discount Detail	O	20		
	140	DTM	Date/Time Reference	O	10		
	150	LDT	Lead Time	O	12		
N/U	160	SHH	General Schedule	O	5		
N/U	170	PRN	Product ID Numbers	O	5		
N/U	180	PID	Product/Item Description	O	1000		
N/U	190	MEA	Measurements	O	40		
N/U	200	PWK	Paperwork	O	25		
N/U	210	PKG	Marking, Packaging, Loading	O	25		
N/U	220	TD1	Carrier Details (Quantity and Weight)	O	2		
N/U	230	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12		
N/U	240	TD3	Carrier Details (Equipment)	O	12		
N/U	250	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5		
N/U	260	MAN	Marks and Numbers	O	10		

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		LOOP ID - N9		1000
	265	N9	Reference Number	O 1
	267	MSG	Message Text	O 1000
		LOOP ID - N1		200
	270	N1	Name	O 1
	280	N2	Additional Name Information	O 2
	290	N3	Address Information	O 2
	300	N4	Geographic Location	O 1
N/U	310	REF	Reference Numbers	O 12
N/U	320	PER	Administrative Communications Contact	O 3
N/U	330	FOB	F.O.B. Related Instructions	O 1
N/U	340	TD1	Carrier Details (Quantity and Weight)	O 2
N/U	350	TD5	Carrier Details (Routing Sequence/Transit Time)	O 12
N/U	360	TD3	Carrier Details (Equipment)	O 12
N/U	370	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O 5
N/U	380	PKG	Marking, Packaging, Loading	O 25
		LOOP ID - PO1		100000
Must Use	390	PO1	Purchase Order Baseline Item Data	M 1
N/U	400	CUR	Currency	O 1
	410	PO3	Additional Item Detail	O 25
	415	NTE	Note/Special Instruction	F 100
	420	PID	Product/Item Description	O 1000
	430	MEA	Measurements	O 40
N/U	440	PWK	Paperwork	O 25
	450	PKG	Marking, Packaging, Loading	O 25
N/U	460	PO4	Item Physical Details	O 1
N/U	470	REF	Reference Numbers	O 12
N/U	480	PER	Administrative Communications Contact	O 3
N/U	490	SSS	Special Services	O 25
N/U	500	ITA	Allowance, Charge or Service	O 10
N/U	510	IT8	Conditions of Sale	O 1
N/U	520	ITD	Terms of Sale/Deferred Terms of Sale	O 2
N/U	530	DIS	Discount Detail	O 20
N/U	540	TAX	Tax Reference	O 3
	550	FOB	F.O.B. Related Instructions	O 1
N/U	560	SDQ	Destination Quantity	O 50
	570	DTM	Date/Time Reference	O 10
	580	LDT	Lead Time	O 12
N/U	590	SCH	Line Item Schedule	O 104
N/U	600	TD1	Carrier Details (Quantity and Weight)	O 1
	610	TD5	Carrier Details (Routing Sequence/Transit Time)	O 12
N/U	620	TD3	Carrier Details (Equipment)	O 12
N/U	630	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O 5
	640	MAN	Marks and Numbers	O 10

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	645	NTE	Note/Special Instruction	F	100
			LOOP ID - SLN		1000
N/U	650	SLN	Subline Item Detail	O	1
N/U	660	PID	Product/Item Description	O	1000
			LOOP ID - N9		1000
	665	N9	Reference Number	O	1
	667	MSG	Message Text	O	1000
			LOOP ID - N1		200
	670	N1	Name	O	1
	680	N2	Additional Name Information	O	2
	690	N3	Address Information	O	2
	700	N4	Geographic Location	O	1
N/U	710	REF	Reference Numbers	O	12
N/U	720	PER	Administrative Communications Contact	O	3
N/U	730	FOB	F.O.B. Related Instructions	O	1
N/U	740	TD1	Carrier Details (Quantity and Weight)	O	2
N/U	750	TD5	Carrier Details (Routing Sequence/Transit Time)	O	12
N/U	760	TD3	Carrier Details (Equipment)	O	12
N/U	770	TD4	Carrier Details (Special Handling, or Hazardous Materials, or Both)	O	5
N/U	780	PKG	Marking, Packaging, Loading	O	25
Must Use	790	CTT	Transaction Totals	M	1
Must Use	800	SE	Transaction Set Trailer	M	1

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 The transaction set identifier (ST01) is intended for use by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the invoice transaction set).

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use ST01</b>	<b>143 Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set 840 X12.7 Request for Quotation	<b>M ID 3/3</b>
<b>Must Use ST02</b>	<b>329 Transaction Set Control Number</b> Identifying control number assigned by the originator for a Transaction Set. Also see: Data Interchange Control Number (28.)	<b>M AN 4/9</b>

**Segment:** **BQT** Beginning Segment for Request For Quotation  
**Position:** 020  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of a Request for Quotation Transaction Set and transmit identifying numbers and dates  
**Syntax Notes:** 1 If BQT05 is present, then BQT04 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

Ref.	Data			Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>		
Must Use	BQT01	353	<b>Transaction Set Purpose Code</b>	M ID 2/2
			Code identifying purpose of transaction set	
		00	Original	
			<i>Entered when the solicitation is new.</i>	
Must Use	BQT02	586	<b>Request for Quote Reference Number</b>	M AN 1/45
			Number assigned by the purchaser to identify his request for quote	
			<i>Solicitation PIIN Number when BQT01 is 00.</i>	
Must Use	BQT03	652	<b>Request Quotation Control Date</b>	M DT 6/6
			Date to be used for reference purposes in an RFQ and a response to RFQ.	
			<i>Solicitation Issue Date</i>	
	BQT04	374	<b>Date/Time Qualifier</b>	C ID 3/3
			Code specifying type of date or time, or both date and time	
			<i>Date that the response must be received by the buyer.</i>	
		106	Required By	
	BQT05	373	<b>Date</b>	O DT 6/6
			Date (YYMMDD)	
			<i>Solicitation Closing Date</i>	
Must Use	BQT07	960	<b>Request for Quote Type Code</b>	O ID 2/2
			Code specifying the type of request for quote	
		01	Request For Quote	

**Segment:** **NTE** Note/Special Instruction  
**Position:** 030  
**Loop:**  
**Level:**  
**Usage:** Floating  
**Max Use:** 100  
**Purpose:** To transmit information in a free-form format, if necessary, for comment or special instruction

**Syntax Notes:**  
**Semantic Notes:**

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

**Data Element Summary**

Ref.	Data		Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	
NTE01	363	Note Reference Code	O ID 3/3
		Code identifying the functional area or purpose for which the note applies. Also see: Free Form Message (3).	
		GEN Entire Transaction Set <i>Use when SLCTATN-SPCL-PRVSN-IN is Y.</i>	
		QUT Quotation Instruction <i>Use when SLCTATN-SET-ASIDE-CD is 1.</i>	
Must Use NTE02	3	Free Form Message	M AN 1/60
		Free-form text <i>For QUT enter the literal "SMALL BUSINESS SMALL PURCHASE SET-ASIDE".</i>	
		<i>For GEN enter the actual Special Provisions Information. Repeat this segment until all text has been formatted.</i>	

**Segment:** **REF** Reference Numbers  
**Position:** 050  
**Loop:**  
**Level:**  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
			DS Defense Priorities Allocation System (DPAS) Priority Rating	
			RQ Purchase Requisition No.	
	REF02	127	Reference Number	C AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. Also see Reference Number Qualifier, (128).	
			<i>When REF01 is "RQ" enter the PR NR. When REF01 is "DS" enter DMS Rating.</i>	
	REF03	352	Description	C AN 1/80
			A free-form description to clarify the related data elements and their content	

**Segment:** **PER Administrative Communications Contact**  
**Position:** 060  
**Loop:**  
**Level:**  
**Usage:** Optional  
**Max Use:** 3  
**Purpose:** To identify a person or office to whom administrative communications should be directed

**Syntax Notes:** 1 If PER03 is present, then PER04 is required.

**Semantic Notes:**

**Comments:** 1 This segment is used to specify who is to be contacted on various conditions related to the transaction. The term "Communication" in the title and purpose relates to interpersonal communications, not network or telecommunications contacts.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use PER01</b>	<b>366 Contact Function Code</b> Code identifying the major duty or responsibility of the person or group named BD Buyer Name or Department	<b>M ID 2/2</b>
<b>Must Use PER02</b>	<b>93 Name</b> Free-form name <i>Enter Buyer Name from Employee Record.</i>	<b>O AN 1/35</b>
<b>Must Use PER03</b>	<b>365 Communication Number Qualifier</b> Code identifying the type of communication number TE Telephone	<b>O ID 2/2</b>
<b>PER04</b>	<b>364 Communication Number</b> Complete communications number including country or area code when applicable. Also see: Communications Number Qualifier (365). <i>Enter number that applies to the Qualifier in PER03.</i>	<b>C AN 7/21</b>

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 080  
**Loop:**  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:** 1 If FOB03 is present, then FOB02 is required.  
 2 If FOB04 is present, then FOB05 is required.  
 3 If FOB07 is present, then FOB06 is required.

**Semantic Notes:**

**Comments:** 1 FOB01 indicates which party will pay the carrier.  
 2 FOB02 is the code specifying transportation responsibility location.  
 3 FOB06 is the code specifying title passage location.

**Notes:** *For FOB to be included at the header level of the EDI transaction, all the CLIN level FOB codes must be equal and all Accept At codes must be equal. If this is not true, enter the FOB at the detail level.*

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use	FOB01	146	Shipment Method of Payment	M ID 2/2
			Code identifying payment terms for transportation charges	
		PP	Prepaid (by Seller) <i>PP if FOB equals D, E, F, G, H, I, J, K, L, M, or N.</i>	
		ZZ	Mutually Defined <i>ZZ if FOB equals P, Q, R, S, or T: ZZ agreed to mean "Paid by Buyer".</i>	
FOB02	309	Location Qualifier		C ID 1/2
			Code identifying type of Location Identifier (310) used.	
		DE	Destination (Shipping) <i>DE if FOB equals D, E, F, G, H, I, J, K, L, M, or N</i>	
		OR	Origin (Shipping Point) <i>OR if FOB equals P, Q, R, S, or T</i>	
FOB03	352	Description		O AN 1/80
			A free-form description to clarify the related data elements and their content <i>Not Used if FOB equals D or S; otherwise contains the literal meaning of the FOB code.</i>	
FOB06	309	Location Qualifier		C ID 1/2
			Code identifying type of Location Identifier (310) used.	
		DE	Destination (Shipping) <i>DE if Accept At code is D</i>	
		OR	Origin (Shipping Point)	

*OR if Accept At code is S*

**Segment:** **DTM** Date/Time Reference  
**Position:** 140  
**Loop:**  
**Level:**  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 or DTM03 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier	M ID 3/3
			Code specifying type of date or time, or both date and time	
			<i>Always 073</i>	
		073	Scheduled for Delivery (Prior to and Including)	
DTM02		373	Date	C DT 6/6
			Date (YYMMDD)	
			<i>Enter the Delivery Date</i>	

**Segment:** **LDT** Lead Time  
**Position:** 150  
**Loop:**  
**Level:**  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify lead time for availability of products and services  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 LDT04 is the effective date of lead time information.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use LDT01</b>	<b>345 Lead Time Code</b> Code indicating the time range <i>Always AF</i> AF From date of PO receipt to delivery.	<b>M ID 2/2</b>
<b>Must Use LDT02</b>	<b>380 Quantity</b> Numeric value of Quantity. Also see: Unit of Measurement Code (355). <i>Number of Days ADO</i>	<b>M R 1/10</b>
<b>Must Use LDT03</b>	<b>344 Unit of Time Period or Interval</b> Code indicating the time period or interval <i>Always DA</i> DA Calendar Days	<b>M ID 2/2</b>

**Segment:** **N9** Reference Number  
**Position:** 265  
**Loop:** N9  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier

**Syntax Notes:** 1 At least one of N902 or N903 is required.

**Semantic Notes:**

**Comments:**

**Notes:** *This loop handles clauses and section text. Only the fill-in portion of the clause will be transmitted.*

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N901	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
			CJ Clause Number <i>CJ if clause is FIRMR, Local or NARSUP clause (CLAUSE-SRCE-CODE equals E, F, or D)</i>	
			DF Defense Federal Acquisition Regulations (DFAR) <i>DF if clause is a DFAR clause (CLAUSE-SRCE -CODE equals B)</i>	
			FA Federal Acquisition Regulations (FAR) <i>FA if clause is a FAR clause (CLAUSE-SRCE -CODE equals A)</i>	
			ME Message Address or ID <i>ME for section text</i>	
N902		127	Reference Number	C AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. Also see Reference Number Qualifier, (128). <i>Regulation clause number if N901 equals CJ, DF, or FA; not used if N901 equals ME</i>	
N903		369	Free-form Description	C AN 1/45
			Free-form descriptive text <i>If N901 = CJ then N903 contains the literal "FIRMR", "LOCAL", or "NARSUP". If N901 = ME then N903 contains the literal "Section _ Text".</i>	
N904		373	Date	O DT 6/6
			Date (YYMMDD) <i>Clause Date in YYMMDD format, DD will always be "01"</i>	

**Segment:** **MSG** Message Text

**Position:** 267

**Loop:** N9

**Level:**

**Usage:** Optional

**Max Use:** 1000

**Purpose:** To provide a free form format that would allow the transmission of text information.

**Syntax Notes:**

**Semantic Notes:**

**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.

**Notes:** *If the data referenced in N9 is section text then this segment contains the free text. If the data referenced in N9 is a clause then this segment contains the clause title. If the clause is a fill-in clause (CLAUSE-TEXT-TY-CODE = 1,2,3,4,5,6) then this segment also contains the fill-in text numbered in order of occurrence. Fill-in text is indicated by backslashes "\ \".*

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use MSG01</b>	<b>933 Free-Form Message Text</b> Free-form message text	<b>M AN 1/264</b>

**Segment:** **N1** Name  
**Position:** 270  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:** 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.  
**Semantic Notes:**  
**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.

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98	<b>Entity Identifier Code</b> Code identifying an organizational entity or a physical location. BY Buying Party (Purchaser) <i>Issued By value is equal to the EMPLOYEE UIC</i> ST Ship To <i>Ship To site is entered here if it is the same on each CLIN</i>	M ID 2/2
	N102	93	<b>Name</b> Free-form name <i>Name of entity identified in N101</i>	C AN 1/35
	N103	66	<b>Identification Code Qualifier</b> Code designating the system/method of code structure used for Identification Code (67) <i>Identifies the code in N104</i> 1 Dun and Bradstreet (Credit Reporting) (DUNS) 10 Department of Defense Activity Address Code (DODAAC) 92 Assigned by Buyer <i>92 is defined to mean CAGE</i>	C ID 1/2
	N104	67	<b>Identification Code</b> Code identifying a party. <i>Code identified in N103</i>	C ID 2/17

**Segment:** **N2** Additional Name Information  
**Position:** 280  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use N201	93 Name Free-form name <i>Second line of name for the entity identified in N1</i>	M AN 1/35

**Segment:** **N3** Address Information  
**Position:** 290  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
Must Use N301	166 Address Information Free-form field for address information. <i>First line of the entity's address</i>	M AN 1/35
N302	166 Address Information Free-form field for address information. <i>Second line of the entity's address</i>	O AN 1/35

**Segment:** **N4 Geographic Location**  
**Position:** 300  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:**

- 1 At least one of N401 or N405 is required.
- 2 If N401 is present, then N402 is required.
- 3 If either N405 or N406 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

- 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
- 2 N402 is required only if city name (N401) is in the USA or Canada.

**Notes:** *If the N401 is present, the N402 is required, unless the N401 is a foreign city, then it is not required.*

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>N401</b>	<b>19 City Name</b> Free-form text for city name	<b>C AN 2/19</b>
<b>N402</b>	<b>156 State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency <i>When N404 is not "US", enter "XX" here to prevent rejection by the translator process</i>	<b>C ID 2/2</b>
<b>N403</b>	<b>116 Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	<b>O ID 5/9</b>
<b>N404</b>	<b>26 Country Code</b> Code identifying the country	<b>O ID 2/2</b>

**Segment:** **PO1** Purchase Order Baseline Item Data  
**Position:** 390  
**Loop:** PO1  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To specify basic and most frequently used purchase order line item data  
**Syntax Notes:**

- 1 If PO105 is present, then PO104 is required.
- 2 If PO106 is present, then PO107 is required.
- 3 If PO108 is present, then PO109 is required.
- 4 If PO110 is present, then PO111 is required.
- 5 If PO112 is present, then PO113 is required.
- 6 If PO114 is present, then PO115 is required.
- 7 If PO116 is present, then PO117 is required.
- 8 If PO118 is present, then PO119 is required.
- 9 If PO120 is present, then PO121 is required.
- 10 If PO122 is present, then PO123 is required.
- 11 If PO124 is present, then PO125 is required.

**Semantic Notes:**  
**Comments:**

- 1 See the Data Dictionary for a complete list of ID's.
- 2 PO101 is the line item identification.
- 3 PO106 through PO125 provide for ten (10) different product/service ID's per each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
PO101	350	<b>Assigned Identification</b>	O	AN 1/6
		Alphanumeric characters assigned for differentiation within a transaction set <i>CLIN, SUBCLIN or ADD-A-CLIN Number.</i>		
Must Use PO102	330	<b>Quantity Ordered</b>	M	R 1/9
		Quantity ordered		
Must Use PO103	355	<b>Unit or Basis for Measurement Code</b>	M	ID 2/2
		Code identifying the basic unit of measurement. <i>Unit of Issue Code is converted to an X12 value by reading the EDI-UNIT-OF-IS-CD in the Unit of Issue file. If there is no X12 code in the file Then ZZ is entered here.</i> Refer to 002003 Data Element Dictionary for acceptable code values.		
PO106	235	<b>Product/Service ID Qualifier</b>	O	ID 2/2
		Code identifying the type/source of the descriptive number used in Product/Service ID (234) CG Commodity Grouping		

		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
			<i>The Stock Number includes the COG, NSN and SMIC. If any of this data is entered it will be sent here.</i>			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO107</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
		<i>Enter data that corresponds to Code entered in PO106.</i>				
<b>PO108</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO109</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
<b>PO110</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			

		VX	Vendor's Specification Number			
<b>PO111</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
			Identifying number for a product or service			
<b>PO112</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO113</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
			Identifying number for a product or service			
<b>PO114</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO115</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
			Identifying number for a product or service			
<b>PO116</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			

		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO117</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
<b>PO118</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO119</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
<b>PO120</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO121</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
<b>PO122</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock			

			Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO123</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				
<b>PO124</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>		<b>O</b>	<b>ID</b>	<b>2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CG	Commodity Grouping			
		CL	Color			
		FS	Federal Stock Classification and/or National Stock Number			
		MN	Model Number			
		PW	Part Drawing			
		SN	Serial Number			
		SZ	Vendor Alphanumeric Size Code (NRMA)			
		VP	Vendor's (Seller's) Part Number			
		VX	Vendor's Specification Number			
<b>PO125</b>	<b>234</b>	<b>Product/Service ID</b>		<b>C</b>	<b>AN</b>	<b>1/30</b>
		Identifying number for a product or service				

**Segment:** **PO3 Additional Item Detail**  
**Position:** 410  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 25  
**Purpose:** To specify additional item-related data involving variations in normal price/quantity structure  
**Syntax Notes:** 1 If PO304 is present, then at least one of PO303 or PO305 is required.  
**Semantic Notes:**  
**Comments:** 1 Some examples of price/quantity variations are: price in different units from the PO1 segment, price changes by date, or price changes by quantity (break and level).  
 2 PO307 defines the unit of measure for PO306.  
**Notes:** *This segment is used to provide Stepladder Quantities.*

**Data Element Summary**

Ref. Des.	Data Element	Name	Attributes
Must Use PO301	371	<b>Change Reason Code</b> Code specifying the reason for price or quantity change QT                      Quantity Price Break	<b>M ID 2/2</b>
Must Use PO306	380	<b>Quantity</b> Numeric value of Quantity. Also see: Unit of Measurement Code (355). <i>Beginning Qty of range.</i>	<b>M R 1/10</b>
Must Use PO307	355	<b>Unit or Basis for Measurement Code</b> Code identifying the basic unit of measurement. <i>If valid enter here, if not, enter ZZ here</i> Refer to 002003 Data Element Dictionary for acceptable code values.	<b>M ID 2/2</b>

**Segment:** **NTE** Note/Special Instruction  
**Position:** 415  
**Loop:** PO1  
**Level:**  
**Usage:** Floating  
**Max Use:** 100  
**Purpose:** To transmit information in a free-form format, if necessary, for comment or special instruction

**Syntax Notes:**

**Semantic Notes:**

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

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
NTE01	363	Note Reference Code	O	ID 3/3
		Code identifying the functional area or purpose for which the note applies. Also see: Free Form Message (3).		
		LIN Line Item		
		<i>Entered if the U/I code does not have an X12 equivalent in the Unit of Issue file.</i>		
Must Use NTE02	3	Free Form Message	M	AN 1/60
		Free-form text		
		<i>This will contain the CLIN number and a literal of the Unit of Issue Code.</i>		

**Segment:** **PID** Product/Item Description  
**Position:** 420  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 1000  
**Purpose:** To describe a product or process in coded or free-form format

- Syntax Notes:**
- 1 If PID03 is present, then PID04 is required.
  - 2 At least one of PID04 or PID05 is required.

**Semantic Notes:**

- Comments:**
- 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 Use PID06 when necessary to refer to the product surface or layer being described in the segment.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use PID01</b>	<b>349 Item Description Type</b> Code indicating the format of a description F Free-form	<b>M ID 1/1</b>
<b>PID05</b>	<b>352 Description</b> A free-form description to clarify the related data elements and their content <i>Nomenclature or ADD-A-CLIN Description</i>	<b>C AN 1/80</b>

**Segment:** **MEA** Measurements  
**Position:** 430  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 40  
**Purpose:** To specify physical measurements, including dimension tolerances, weights and counts.

**Syntax Notes:**  
**Semantic Notes:**

**Comments:** 1 When citing dimensional tolerances, any measurement requiring a sign (+ or -), or any measurement where a positive (+) value cannot be assumed, use MEA05 as the negative (-) value and MEA06 as the positive (+) value.

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
MEA01	737		<b>Measurement Reference ID Code</b> Code specifying the application of physical measurement cited. SH Shipping Tolerance <i>Enter "SH"</i>	O ID 2/2
MEA02	738		<b>Measurement Qualifier</b> Code identifying the type of measurement. PO Percent of Order (-, +) <i>Enter "PO"</i>	O ID 1/3
MEA04	355		<b>Unit or Basis for Measurement Code</b> Code identifying the basic unit of measurement. P1 Percent <i>Enter "P1"</i>	C ID 2/2
MEA05	740		<b>Range Minimum</b> The value specifying the minimum of the measurement range <i>Qty Variance Under</i>	C R 1/10
MEA06	741		<b>Range Maximum</b> The value specifying the maximum of the measurement range <i>Qty Variance Over</i>	C R 1/10

**Segment:** **PKG** **Marking, Packaging, Loading**

**Position:** 450

**Loop:** PO1

**Level:**

**Usage:** Optional

**Max Use:** 25

**Purpose:** To describe marking, packaging, loading, and unloading requirements

**Syntax Notes:** 1 If PKG03 is present, then PKG04 is required.

2 At least one of PKG04 or PKG05 is required.

**Semantic Notes:**

**Comments:** 1 Use MEA (Measurements) segment to define dimensions, tolerances, weights, counts, physical restrictions, etc.

2 Use PKG03 to indicate the organization that publishes the code list being referred to.

3 PKG04 should be used for industry-specific packaging description codes.

4 Special marking or tagging data can be given in PKG05 (description).

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use</b> <b>PKG01</b>	<b>349</b> <b>Item Description Type</b> Code indicating the format of a description F Free-form	<b>M ID 1/1</b>
<b>PKG05</b>	<b>352</b> <b>Description</b> A free-form description to clarify the related data elements and their content <i>Packaging Line</i>	<b>C AN 1/80</b>

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 550  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:** 1 If FOB03 is present, then FOB02 is required.  
 2 If FOB04 is present, then FOB05 is required.  
 3 If FOB07 is present, then FOB06 is required.

**Semantic Notes:**

**Comments:** 1 FOB01 indicates which party will pay the carrier.  
 2 FOB02 is the code specifying transportation responsibility location.  
 3 FOB06 is the code specifying title passage location.

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use	FOB01	146	<b>Shipment Method of Payment</b>	<b>M ID 2/2</b>
			Code identifying payment terms for transportation charges	
		PP	Prepaid (by Seller)	
			<i>PP if FOB is D, E, F, G, H, I, J, K, L, M, or N</i>	
		ZZ	Mutually Defined	
			<i>ZZ if FOB is P, Q, R, S, or T: ZZ is defined to mean "Paid by Buyer"</i>	
FOB02		309	<b>Location Qualifier</b>	<b>C ID 1/2</b>
			Code identifying type of Location Identifier (310) used.	
		DE	Destination (Shipping)	
			<i>DE if FOB is D, E, F, G, H, I, J, K, L, M, or N</i>	
		OR	Origin (Shipping Point)	
			<i>OR if FOB is P, Q, R, S, or T</i>	
FOB03		352	<b>Description</b>	<b>O AN 1/80</b>
			A free-form description to clarify the related data elements and their content	
			<i>Not used if FOB equals D or S, otherwise contains literal meaning of the FOB code</i>	
FOB06		309	<b>Location Qualifier</b>	<b>C ID 1/2</b>
			Code identifying type of Location Identifier (310) used.	
		DE	Destination (Shipping)	
			<i>DE if Accept At is D</i>	
		OR	Origin (Shipping Point)	
			<i>OR if Accept At is S</i>	

**Segment:** **DTM** Date/Time Reference  
**Position:** 570  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:** 1 At least one of DTM02 or DTM03 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use DTM01	374	Date/Time Qualifier	M	ID 3/3
		Code specifying type of date or time, or both date and time		
		073 Scheduled for Delivery (Prior to and Including)		
Must Use DTM02	373	Date	C	DT 6/6
		Date (YYMMDD)		
		<i>Required delivery date.</i>		

**Segment:** **LDT** Lead Time  
**Position:** 580  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify lead time for availability of products and services  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 LDT04 is the effective date of lead time information.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
Must Use LDT01	345 <b>Lead Time Code</b> Code indicating the time range <i>Always AF</i> AF From date of PO receipt to delivery.	M ID 2/2
Must Use LDT02	380 <b>Quantity</b> Numeric value of Quantity. Also see: Unit of Measurement Code (355). <i>Number of Days ADO</i>	M R 1/10
Must Use LDT03	344 <b>Unit of Time Period or Interval</b> Code indicating the time period or interval <i>Always DA</i> DA Calendar Days	M ID 2/2

**Segment:** **TD5** **Carrier Details (Routing Sequence/Transit Time)**

**Position:** 610

**Loop:** PO1

**Level:**

**Usage:** Optional

**Max Use:** 12

**Purpose:** To specify the carrier and sequence of routing and provide transit time information

- Syntax Notes:**
- 1 At least one of TD502 TD504 or TD505 is required.
  - 2 If TD502 is present, then TD503 is required.
  - 3 If TD507 is present, then TD508 is required.
  - 4 If TD510 is present, then TD511 is required.

**Semantic Notes:**

- Comments:**
- 1 When specifying a routing sequence to be used for the shipment movement in lieu of specifying each carrier within the movement, use TD502 to identify the party responsible for defining the routing sequence, and use TD503 to identify the actual routing sequence, specified by the party identified in TD502.

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u>		<u>C ID 1/2</u>
TD504	91	Transportation Method/Type Code	
		Code specifying the method or type of transportation for the shipment	
	A	Air <i>Commercial Air Freight</i>	
	AC	Air Charter <i>Military Airlift Command (MAC) Channel, Special Assignment Airlift Mission</i>	
	AE	Air Express <i>Air, Small Package Carrier</i>	
	B	Barge <i>Gov't Watercraft, Barge/Lighter</i>	
	BU	Bus <i>Bus</i>	
	C	Consolidation <i>Van</i>	
	CE	Customer Pickup / Customer's Expense <i>Bearer, Walk-through (Customer Pickup of Material)</i>	
	D	Parcel Post <i>Air Parcel Post</i>	
	E	Expedited Truck <i>Surface Parcel Post</i>	
	J	Motor <i>Motor, Truckload</i>	

L	Contract Carrier <i>Scheduled Truck Service</i>
LT	Less Than Trailer Load (LTL) <i>Motor, Less Truckload</i>
O	Containerized Ocean <i>Seavan</i>
P	Pipeline <i>Pipeline</i>
Q	Conventional Ocean <i>Through Gov't Bill of Lading</i>
R	Rail <i>Rail, Carload</i>
S	Ocean <i>Military Sealift Command</i>
SR	Supplier Truck <i>Gov't Truck, Outside Local Area</i>
T	Best Way (Shippers Option) <i>Local Delivery by Gov't or Commercial Truck</i>
U	Private Parcel Service <i>Surface, Small Package Carrier</i>
W	Inland Waterway <i>Water, River, Lake, Coastal - CML</i>
X	Intermodal (Piggyback) <i>Roll On/Roll Off Service</i>

**Segment:** **MAN** Marks and Numbers  
**Position:** 640  
**Loop:** PO1  
**Level:**  
**Usage:** Optional  
**Max Use:** 10  
**Purpose:** To indicate identifying marks and numbers for shipping containers  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Element</b>	<b>Name</b>	<b>Attributes</b>
<b>Must Use</b>	<b>MAN01</b>	<b>88</b>	<b>Marks and Numbers Qualifier</b>	<b>M ID 1/2</b>
			Code specifying the application or source of Marks and Numbers (87) <i>Use of this code indicates "mark for" instructions in addition to the "ship to".</i>	
			L Line Item Only	
<b>Must Use</b>	<b>MAN02</b>	<b>87</b>	<b>Marks and Numbers</b>	<b>M AN 1/45</b>
			Marks and numbers used to identify a shipment or parts of a shipment. Also see: Marks and Numbers Qualifier (88). <i>Additional Marking Line</i>	

**Segment:** **NTE** Note/Special Instruction  
**Position:** 645  
**Loop:** PO1  
**Level:**  
**Usage:** Floating  
**Max Use:** 100  
**Purpose:** To transmit information in a free-form format, if necessary, for comment or special instruction

**Syntax Notes:**

**Semantic Notes:**

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

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
NTE01	363	Note Reference Code	O	ID 3/3
		Code identifying the functional area or purpose for which the note applies. Also see: Free Form Message (3).		
		TRA Transportation		
		<i>If the Transportation Method Code is being defined in NTE02</i>		
Must Use NTE02	3	Free Form Message	M	AN 1/60
		Free-form text		
		<i>This will contain the CLIN number and a literal of the Transportation Method Code.</i>		

**Segment:** **N9** Reference Number  
**Position:** 665  
**Loop:** N9  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To transmit identifying numbers and descriptive information as specified by the reference number qualifier  
**Syntax Notes:** 1 At least one of N902 or N903 is required.  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use N901	128	<b>Reference Number Qualifier</b>	M	ID 2/2
		Code qualifying the Reference Number.		
		LI Line Item Identifier (Seller's)		
N902	127	<b>Reference Number</b>	C	AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. Also see Reference Number Qualifier, (128).		
		<i>CLIN or SUBCLIN Number</i>		
N903	369	<b>Free-form Description</b>	C	AN 1/45
		Free-form descriptive text		
		<i>Will contain one of these dependent upon the source of the text in the following MSG</i>		
		<i>"LEAD CLIN DESCRIPTION"</i>		
		<i>"CLIN FREE TEXT"</i>		
		<i>"ITEM DESCRIPTION"</i>		
		<i>The actual text will be in the following MSG Segment(s)</i>		

**Segment:** **MSG** Message Text  
**Position:** 667  
**Loop:** N9  
**Level:**  
**Usage:** Optional  
**Max Use:** 1000  
**Purpose:** To provide a free form format that would allow the transmission of text information.  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use MSG01</b>	<b>933 Free-Form Message Text</b>	<b>M AN 1/264</b>
	Free-form message text	
	<i>Textual Data Described in N9, 256 Characters per Record</i>	

**Segment:** **N1** Name

**Position:** 670

**Loop:** N1

**Level:**

**Usage:** Optional

**Max Use:** 1

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

**Syntax Notes:** 1 At least one of N102 or N103 is required.

2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**

**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.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use N101</b>	<b>98 Entity Identifier Code</b> Code identifying an organizational entity or a physical location. MA Party for whom Item is Ultimately Intended ST Ship To	<b>M ID 2/2</b>
<b>N102</b>	<b>93 Name</b> Free-form name <i>Name from Activity Address File Matching N101 Code</i>	<b>C AN 1/35</b>
<b>N103</b>	<b>66 Identification Code Qualifier</b> Code designating the system/method of code structure used for Identification Code (67) 1 Dun and Bradstreet (Credit Reporting) (DUNS) <i>Establishment Code</i> 10 Department of Defense Activity Address Code (DODAAC) <i>DoDAAC (UIC)</i> 92 Assigned by Buyer <i>CAGE Code</i>	<b>C ID 1/2</b>
<b>N104</b>	<b>67 Identification Code</b> Code identifying a party. <i>Code Identified in N103</i>	<b>C ID 2/17</b>

**Segment:** **N2** Additional Name Information  
**Position:** 680  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use N201	93 Name Free-form name <i>Line 2 of Activity or Supplier Name/Address</i>	M AN 1/35

**Segment:** N3 Address Information  
**Position:** 690  
**Loop:** N1  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
Must Use N301	166 Address Information Free-form field for address information. <i>Line 1 of Activity or Supplier Address</i>	M AN 1/35
N302	166 Address Information Free-form field for address information. <i>Line 2 of Activity or Supplier Address</i>	O AN 1/35

**Segment:** **N4 Geographic Location**

**Position:** 700

**Loop:** N1

**Level:**

**Usage:** Optional

**Max Use:** 1

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

- Syntax Notes:**
- 1 At least one of N401 or N405 is required.
  - 2 If N401 is present, then N402 is required.
  - 3 If either N405 or N406 is present, then the other is required.

**Semantic Notes:**

- Comments:**
- 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
  - 2 N402 is required only if city name (N401) is in the USA or Canada.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>N401</b>	<b>19 City Name</b> Free-form text for city name	<b>C AN 2/19</b>
<b>N402</b>	<b>156 State or Province Code</b> Code (Standard State/Province) as defined by appropriate government agency <i>When N404 is not "US", enter "XX" to prevent rejection by translation process</i>	<b>C ID 2/2</b>
<b>N403</b>	<b>116 Postal Code</b> Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	<b>O ID 5/9</b>
<b>N404</b>	<b>26 Country Code</b> Code identifying the country	<b>O ID 2/2</b>

**Segment:** **CTT Transaction Totals**

**Position:** 790

**Loop:**

**Level:**

**Usage:** Mandatory

**Max Use:** 1

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

**Syntax Notes:** 1 If CTT03 is present, then CTT04 is required.

2 If CTT05 is present, then CTT06 is required.

**Semantic Notes:**

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

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use CTT01	354	<b>Number of Line Items</b>	M	N0 1/6
		Total number of line items in the transaction set <i>Number of PO1 loops within the transaction set.</i>		
CTT02	347	<b>Hash Total</b>	O	R 1/10
		Sum of values of the specific data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the leftmost digits if the sum is greater than the maximum size of the hash total of the data element. Example: -.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. ----- 1855 Hash total prior to truncation. 855 Hash total after truncation to three digit field. <i>Total of all PO102 data elements (total qty of CLINs/SUBCLINs, excluding Add-a-CLIN qty)</i>		

**Segment:** **SE** Transaction Set Trailer  
**Position:** 800  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**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)  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 SE is the last segment of each transaction set.

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b>Des.</b>	<b>Element Name</b>	
<b>Must Use SE01</b>	<b>96 Number of Included Segments</b>	<b>M N0 1/6</b>
	Total number of segments included in a transaction set including ST and SE segments	
<b>Must Use SE02</b>	<b>329 Transaction Set Control Number</b>	<b>M AN 4/9</b>
	Identifying control number assigned by the originator for a Transaction Set. Also see: Data Interchange Control Number (28.)	