

Insight 850 Spec Changes – 09/17/2018 Version 2.10

□ REF Changes at header level:

- Added codes: SU

Insight 850 Spec Changes – 08/17/2014 Version 2.9

□ REF Changes at line level:

- Added codes: 11 & S6

Insight 850 Spec Changes – 07/09/2014 Version 2.8

- REF Changes at line level:
 - Added codes: PR

Insight 850 Spec Changes – 01/15/2013 Version 2.7

- REF Changes at line level:
 - Added codes: PD

Insight 850 Spec Changes – 07/10/2012 Version 2.6

- REF Changes at line level:
 - Added codes: AH,Q1,SE,CT,PG
- DTM
 - Added codes: 92, 93 for contact start and end dates
- N1 added at detail for Canada Orders only
 - Added codes: SF for ship from warehouse information.

Insight 850 Spec Changes – 07/24/2008 Version 2.5

- REF Changes:
 - Added codes: 12

Insight 850 Spec Changes – 12/22/2006 Version 2.4

- TD512 Changes:
 - Removed codes: G2, PC, R5, ZZ
 - Added codes: PI, SE

Insight 850 Spec Changes – 10/31/2006 Version 2.3

- Added PER segment under the Ship-To Party. This information is used by the carriers.

Insight 850 Spec Changes – 10/12/2006 Version 2.2

- Added examples to the CSH segment to show all possible combinations.

Insight 850 Spec Changes – 6/13/2006 Version 2.1

- Changed the notes on the CSH segment to remove the comment about backorders not allowed with the ship complete flag. Backorders are allowed. The CSH01 = BK can be sent along with the CSH01 = SC.

Insight 850 Spec Changes – 06/01/2006 Version 2.0

- Removed the following Purchase Order Types from BEG02:
 - RL – Release or Delivery Order
 - WO – License Order
 - Software license orders determined by line item REF (BB, PLA) segment and line item PER
 - Z2 – Gov/ED (restocking PO)
 - Gov/ED orders determined by header REF (QK) segment.
 - Z3 – Gov/ED (automatic or manual drop ship)
- Added CUR segment
- Removed the following REF01 codes from the header REF:
 - 06 – Insight Idoc Number
 - SM – Sales Office Number
 - ZZ – Insight's Ship Via
- Moved the following REF01 codes from the header REF to the line item REF:
 - BB – Authorization Number
 - PLA – Product Licensing Agreement Number
- Added PER segment for buyer name and number
- Added backorder functionality in the CSH segment

- Removed Cancel After date in DTM. This was used for backorders but has been replaced by the CSH segment.
- Changed the codes in the TD512
- Changed valid codes on the N103 Ship-To Party to use only '92'.
- Changed Bill to N1 loop to only include the N101 and N102.
- Added PER segment to the Bill-to N1 loop to include an Accounts Payable contact.
- Removed the PER segment for the "IC" and "RS" codes.
- Changed the order of the product/service Id's in the PO1 loop. The Buyer Part (BP) is now required and present in the P01_07 segment. The vendor part (VP) is also required and present in the PO1_09 segment.
- The PID segment has been removed.
- The line item PER segment is used for software license orders. The PER01 is now "FF". In addition, the telephone and email will be present in this PER.
- The line item DTM has been removed.

Insight 850 Spec Changes – 09/13/2022 Version 3.0

- Updated 850 spec mandatory/conditional status against the 850 map to make it a bit more accurate along with other changes that are noted.

COVER PAGE BEFORE

850 Purchase Order

X12/V4010/850: 850 Purchase Order

Version: 2.10 Final

Author:	Insight Direct USA, Inc.
Company:	Insight Direct USA, Inc.
Modified:	8/5/2022

COVER PAGE AFTER



850 Purchase Order

X12/V4010/850: 850 Purchase Order

Version: 3.0 Final

ISA \GS SENDER IDS BEFORE

ISA\GS IDs – should we continue to list the US\CAN ids if the vendor team will have them listed in their onboarding doc? Should we add APAC since its not listed?

ISA05	I05	Interchange ID Qualifier	M	ID	2/2	Must use
-------	-----	--------------------------	---	----	-----	----------

Description: Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified

CodeList Summary (Total Codes: 38, Included: 2)

Code Name

01 Duns (Dun & Bradstreet)

Insight Note:

Insight Test ID Qualifier

12 Phone (Telephone Companies)

Insight Note:

Insight Production ID Qualifier

ISA \ GS SENDER IDS AFTER

Description: Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified

All valid standard codes are used. (Total Codes: 38)

ISA06	I06	Interchange Sender ID	M	AN	15/15	Must use
-------	-----	------------------------------	---	----	-------	----------

Description: Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element

ISA07	I05	Interchange ID Qualifier	M	ID	2/2	Must use
-------	-----	---------------------------------	---	----	-----	----------

Description: Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified

ISA08	I07	Interchange Receiver ID	M	AN	15/15	Must use
-------	-----	--------------------------------	---	----	-------	----------

Description: Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them

CUR -
BEFORE

CUR Currency

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

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CUR01	98	Entity Identifier Code	M	ID	2/3	Must use

Description: Code identifying an organizational entity, a physical location, property or an individual

CodeList Summary (Total Codes: 1312, Included: 1)

Code Name

BY Buying Party (Purchaser)

CUR02	100	Currency Code	M	ID	3/3	Must use
-------	-----	---------------	---	----	-----	----------

Description: Code (Standard ISO) for country in whose currency the charges are specified

Example:

CUR*BY*USD

CUR*BY*CAD

CUR –
AFTER

CUR Currency

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

User Option (Usage): Must use

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CUR01	98	Entity Identifier Code	M	ID	2/3	Must use
<p>Description: Code identifying an organizational entity, a physical location, property or an individual</p> <p>Code List Summary (Total Codes: 1312, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>BY Buying Party (Purchaser)</p>						
CUR02	100	Currency Code	M	ID	3/3	Must use
<p>Description: Code (Standard ISO) for country in whose currency the charges are specified</p>						

Example:

CUR*BY*USD
CUR*BY*CAD

REF – BEFORE

REF Reference Identification

Pos: 050	Max: >1
Heading - Optional	
Loop: N/A	Elements: 2

User Option (Usage): Used

Purpose: To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use
<p>Description: Code qualifying the Reference Identification</p> <p>CodeList Summary (Total Codes: 1503, Included: 7)</p> <p><u>Code</u> <u>Name</u></p>						

REF – AFTER

REF Reference Identification

Pos: 050 Max: >1
Heading - Mandatory
Loop: N/A Elements: 2

User Option (Usage): Must use

Purpose: To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

Code List Summary (Total Codes: 1503, Included: 7)

Code Name

PER – HEADER

PER Administrative Communications Contact

Pos: 060 Max: 3
Heading - Optional
Loop: N/A Elements: 6

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PER01	366	Contact Function Code	M	ID	2/2	Must use

Description: Code identifying the major duty or responsibility of the person or group named

CodeList Summary (Total Codes: 230, Included: 1)

Code Name

BD Buyer Name or Department

PER02	93	Name	O	AN	1/60	Used
-------	----	------	---	----	------	------

Description: Free-form name

PER03	365	Communication Number Qualifier	X	ID	2/2	Used
-------	-----	--------------------------------	---	----	-----	------

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 1)

Code Name

TE Telephone

PER04	364	Communication Number	X	AN	1/80	Used
-------	-----	----------------------	---	----	------	------

Description: Complete communications number including country or area code when applicable

PER05	365	Communication Number Qualifier	X	ID	2/2	Used
-------	-----	--------------------------------	---	----	-----	------

Description: Code identifying the type of communication number

CodeList Summary (Total Codes: 40, Included: 1)

PER – AFTER

PER Administrative Communications Contact

Pos: 060 Max: 1
Heading - Optional
Loop: N/A Elements: 6

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PER01	366	Contact Function Code	M	ID	2/2	Must use
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>BD Buyer Name or Department</p>						
PER02	93	Name	M	AN	1/60	Must use
<p>Description: Free-form name</p>						
PER03	365	Communication Number Qualifier	M	ID	2/2	Must use
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>TE Telephone</p>						
PER04	364	Communication Number	M	AN	1/80	Must use
<p>Description: Complete communications number including country or area code when applicable</p>						
PER05	365	Communication Number Qualifier	M	ID	2/2	Must use

**FOB -
BEFORE**

FOB F.O.B. Related Instructions

Pos: 080	Max: >1
Heading - Mandatory	
Loop: N/A	Elements: 1

User Option (Usage): Used

Purpose: To specify transportation instructions relating to shipment

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
FOB01	146	Shipment Method of Payment	M	ID	2/2	Must use

Description: Code identifying payment terms for transportation charges

CodeList Summary (Total Codes: 28, Included: 2)

<u>Code</u>	<u>Name</u>
DE	Per Contract
TP	Third Party Pay

Insight Note:

If FOB01 = TP, then the 3rd party billing number will appear in the previous REF segment with REF01 = CR.

Example:

FOB*DE

FOB – AFTER

FOB F.O.B. Related Instructions

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

User Option (Usage): Must use

Purpose: To specify transportation instructions relating to shipment

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
FOB01	146	Shipment Method of Payment	M	ID	2/2	Must use

Description: Code identifying payment terms for transportation charges

Code List Summary (Total Codes: 28, Included: 2)

<u>Code</u>	<u>Name</u>
DE	Per Contract
TP	Third Party Pay

Insight Note:

If FOB01 = TP, then the 3rd party billing number will appear in the previous REF segment with REF01 = CR.

Example:

FOB*DE

CSH- BEFORE

CSH Sales Requirements

Pos: 110	Max: 5
Heading - Optional	
Loop: N/A	Elements: 1

User Option (Usage): Used

Purpose: To specify general conditions or requirements of the sale

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CSH01	563	Sales Requirement Code	O	ID	1/2	Used

Description: Code to identify a specific requirement or agreement of sale

CodeList Summary (Total Codes: 54, Included: 2)

Code Name

BK	Ship Partial - Balance Back Order
SC	Ship Complete

CSH – AFTER

CSH Sales Requirements

Pos: 110	Max: 1
Heading - Optional	
Loop: N/A	Elements: 1

User Option (Usage): Used

Purpose: To specify general conditions or requirements of the sale

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CSH01	563	Sales Requirement Code	M	ID	1/2	Must use

Description: Code to identify a specific requirement or agreement of sale

Code List Summary (Total Codes: 54, Included: 2)

Code Name

BK	Ship Partial - Balance Back Order
SC	Ship Complete

DTM – BEFORE

DTM Date/Time Reference

Pos: 150 Max: 10
Heading - Mandatory
Loop: N/A Elements: 2

User Option (Usage): Used

Purpose: To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use

Description: Code specifying type of date or time, or both date and time

CodeList Summary (Total Codes: 1112, Included: 1)

Code Name

002 Delivery Requested

DTM02	373	Date	X	DT	8/8	Used
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Description: Date expressed as CCYYMMDD

Example:

*DTM*002*20060501*

DTM – AFTER

DTM Date/Time Reference

Pos: 150 Max: 1
Heading - Mandatory
Loop: N/A Elements: 2

User Option (Usage): Must use

Purpose: To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use

Description: Code specifying type of date or time, or both date and time

Code List Summary (Total Codes: 1112, Included: 1)

Code Name

002 Delivery Requested

DTM02	373	Date	M	DT	8/8	Must use
-------	-----	------	---	----	-----	----------

Description: Date expressed as CCYYMMDD

Example:

*DTM*002*20060501*

TD5 – BEFORE

TD5 Carrier Details (Routing Sequence/Transit Time)

Pos: 240	Max: 12
Heading - Optional	
Loop: N/A	Elements: 5

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
TD502	66	Identification Code Qualifier	X	ID	1/2	Used

TD5-AFTER

TD5 Carrier Details (Routing Sequence/Transit Time)

Pos: 240	Max: 1
Heading - Optional	
Loop: N/A	Elements: 5

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
TD502	66	Identification Code Qualifier	X	ID	1/2	Used

Description: Code designating the system/method of code structure used for Identification Code (67)

Insight Note: *This element is not used when TD504 = T (BEST WAY [Shipper Option])*

Code List Summary (Total Codes: 215, Included: 1)

Code Name

.....

Insight Note: *This element is not used when TD504 = T (BEST WAY [Shipper Option])*

TD504	91	Transportation Method/Type Code	O	ID	1/2	Used
		Description: Code specifying the method or type of transportation for the shipment				
		Code List Summary (Total Codes: 71, Included: 1)				
		<u>Code</u> <u>Name</u>				
		T Best Way (Shippers Option)				
TD505	387	Routing	M	AN	1/35	Must use
		Description: Free-form description of the routing or requested routing for shipment, or the originating carrier's identity				
TD512	284	Service Level Code	M	ID	2/2	Must use
		Description: Code indicating the level of transportation service or the billing service offered by the transportation carrier				
		Code List Summary (Total Codes: 66, Included: 15)				
		<u>Code</u> <u>Name</u>				
		3D Three Day Service				
		CG Ground				
		CX Express Service				
		IX Express Service - Worldwide				
		ND Next Day Air				
		NM Next Morning				
		ON Overnight				

N9 – BEFORE

N9 Reference Identification

Pos: 295	Max: 1
Heading - Optional	
Loop: N9	Elements: 2

User Option (Usage): Used

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N901	128	Reference Identification Qualifier	M	ID	2/3	Must use
Description: Code qualifying the Reference Identification						
Code List Summary (Total Codes: 1503, Included: 1)						
<u>Code</u> <u>Name</u>						
L1 Letters or Notes						
N902	127	Reference Identification	X	AN	1/30	Used
Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier						

Example:

N9*L1*MESSAGE TO FOLLOW

N9 – AFTER

N9 Reference Identification

Pos: 295	Max: 1
Heading - Optional	
Loop: N9	Elements: 2

User Option (Usage): Used

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N901	128	Reference Identification Qualifier	M	ID	2/3	Must use
Description: Code qualifying the Reference Identification						
Code List Summary (Total Codes: 1503, Included: 1)						
<u>Code</u> <u>Name</u>						
L1 Letters or Notes						
N902	127	Reference Identification	M	AN	1/30	Must use
Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier						

Example:

N9*L1*MESSAGE TO FOLLOW

N1 SHIPTO BEFORE

N1 Name

Pos: 310	Max: 1
Heading - Optional	
Loop: N1	Elements: 4

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use
Description: Code identifying an organizational entity, a physical location, property or an individual						
Code List Summary (Total Codes: 1312, Included: 1)						
<u>Code</u> <u>Name</u>						
ST Ship To						
N102	93	Name	X	AN	1/60	Must use
Description: Free-form name						
N103	66	Identification Code Qualifier	X	ID	1/2	Used
Description: Code designating the system/method of code structure used for Identification Code (67)						
Code List Summary (Total Codes: 215, Included: 1)						
<u>Code</u> <u>Name</u>						
92 Assigned by Buyer or Buyer's Agent						
N104	67	Identification Code	X	AN	2/80	Used
Description: Code identifying a party or other code						

Example:

N1*ST*ABC CORP*92*2000234

N1 SHIPTO AFTER

N1 Name

Pos: 310	Max: 1
Heading - Mandatory	
Loop: N1	Elements: 4

User Option (Usage): Must use

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use
Description: Code identifying an organizational entity, a physical location, property or an individual						
Code List Summary (Total Codes: 1312, Included: 1)						
<u>Code</u> <u>Name</u>						
ST Ship To						
N102	93	Name	M	AN	1/60	Must use
Description: Free-form name						
N103	66	Identification Code Qualifier	M	ID	1/2	Must use
Description: Code designating the system/method of code structure used for Identification Code (67)						
Code List Summary (Total Codes: 215, Included: 1)						
<u>Code</u> <u>Name</u>						
92 Assigned by Buyer or Buyer's Agent						
N104	67	Identification Code	M	AN	2/80	Must use
Description: Code identifying a party or other code						

N3 SHIPTO BEFORE

N3 Address Information

Pos: 330	Max: 2
Heading - Optional	
Loop: N1	Elements: 2

User Option (Usage): Used

Purpose: To specify the location of the named party

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N301	166	Address Information	M	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	O	AN	1/55	Used
		Description: Address information				

Example:

N3*215 CELEBRATION PLACE

N3 SHIPTO AFTER

N3 Address Information

Pos: 330	Max: 1
Heading - Mandatory	
Loop: N1	Elements: 2

User Option (Usage): Must use

Purpose: To specify the location of the named party

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N301	166	Address Information	M	AN	1/55	Must use
		Description: Address information				
N302	166	Address Information	O	AN	1/55	Used
		Description: Address information				

Example:

N3*215 CELEBRATION PLACE

N4 SHIPTO BEFORE

N4 Geographic Location

Pos: 340	Max: >1
Heading - Optional	
Loop: N1	Elements: 4

User Option (Usage): Used

Purpose: To specify the geographic place of the named party

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N401	19	City Name	O	AN	2/30	Used
		Description: Free-form text for city name				
N402	156	State or Province Code	O	ID	2/2	Used
		Description: Code (Standard State/Province) as defined by appropriate government agency				
N403	116	Postal Code	O	ID	3/15	Used
		Description: Code defining international postal zone code excluding punctuation and blanks (zip code for United States)				
N404	26	Country Code	O	ID	2/3	Used
		Description: Code identifying the country				

Example:

*N4*KISSIMMEE*FL*34747*US*

N4 SHIPTO AFTER

N4 Geographic Location

Pos: 340 Max: 1
Heading - Mandatory
Loop: N1 Elements: 4

User Option (Usage): Must use

Purpose: To specify the geographic place of the named party

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N401	19	City Name	M	AN	2/30	Must use
		Description: Free-form text for city name				
N402	156	State or Province Code	M	ID	2/2	Must use
		Description: Code (Standard State/Province) as defined by appropriate government agency				
N403	116	Postal Code	M	ID	3/15	Must use
		Description: Code defining international postal zone code excluding punctuation and blanks (zip code for United States)				
N404	26	Country Code	M	ID	2/3	Must use
		Description: Code identifying the country				

Example:

*N4*KISSIMMEE*FL*34747*US*

PER SHIPTO BEFORE

PER Administrative Communications Contact

Pos: 360 Max: >
Heading - Optional
Loop: N1 Elements: 4

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
PER01	366	Contact Function Code	M	ID	2/2	Must use				
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <table border="1"><thead><tr><th><u>Code</u></th><th><u>Name</u></th></tr></thead><tbody><tr><td>IC</td><td>Information Contact</td></tr></tbody></table>							<u>Code</u>	<u>Name</u>	IC	Information Contact
<u>Code</u>	<u>Name</u>									
IC	Information Contact									
PER02	93	Name	O	AN	1/60	Used				
<p>Description: Free-form name</p>										
PER03	365	Communication Number Qualifier	X	ID	2/2	Used				
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <table border="1"><thead><tr><th><u>Code</u></th><th><u>Name</u></th></tr></thead><tbody><tr><td>TE</td><td>Telephone</td></tr></tbody></table>							<u>Code</u>	<u>Name</u>	TE	Telephone
<u>Code</u>	<u>Name</u>									
TE	Telephone									
PER04	364	Communication Number	X	AN	1/80	Used				
<p>Description: Complete communications number including country or area code when applicable</p>										

Insight Note:

PER SHIPTO AFTER

PER Administrative Communications Contact

Pos: 360	Max: 1
Heading - Mandatory	
Loop: N1	Elements: 4

User Option (Usage): Must use

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PER01	366	Contact Function Code	M	ID	2/2	Must use
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>IC Information Contact</p>						
PER02	93	Name	M	AN	1/60	Must use
<p>Description: Free-form name</p>						
PER03	365	Communication Number Qualifier	M	ID	2/2	Must use
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>TE Telephone</p>						
PER04	364	Communication Number	M	AN	1/80	Must use
<p>Description: Complete communications number including country or area code when applicable</p>						

N1 BILLTO BEFORE

N1 Name

Pos: 310	Max: 1
Heading - Optional	
Loop: N1	Elements: 2

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use
Description: Code identifying an organizational entity, a physical location, property or an individual						
Code List Summary (Total Codes: 1312, Included: 1)						
<u>Code</u> <u>Name</u>						
BT Bill-to-Party						
N102	93	Name	X	AN	1/60	Must use
Description: Free form name						

N1 BILLTO AFTER

N1 Name

Pos: 310	Max: 1
Heading - Mandatory	
Loop: N1	Elements: 2

User Option (Usage): Must use

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use
Description: Code identifying an organizational entity, a physical location, property or an individual						
Code List Summary (Total Codes: 1312, Included: 1)						
<u>Code</u> <u>Name</u>						
BT Bill-to-Party						
N102	93	Name	M	AN	1/60	Must use
Description: Free-form name						

Example:

N1*BT*INSIGHT EAST

PER BILLTO BEFORE

PER Administrative Communications Contact

Pos: 360 Max: >
 Heading - Optional
 Loop: N1 Elements:

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PER01	366	Contact Function Code	M	ID	2/2	Must use
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>AP Accounts Payable Department</p>						
PER02	93	Name	O	AN	1/60	Used
<p>Description: Free-form name</p>						
PER03	365	Communication Number Qualifier	X	ID	2/2	Used
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <p><u>Code</u> <u>Name</u></p> <p>TE Telephone</p>						
PER04	364	Communication Number	X	AN	1/80	Used
<p>Description: Complete communications number including country or area code when applicable</p>						
PER05	365	Communication Number Qualifier	X	ID	2/2	Used

PER BILLTO AFTER

PER Administrative Communications Contact

Pos: 360	Max: 1
Heading - Mandatory	
Loop: N1	Elements: 6

User Option (Usage): Must use

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
PER01	366	Contact Function Code	M	ID	2/2	Must use				
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>AP</td> <td>Accounts Payable Department</td> </tr> </tbody> </table>							<u>Code</u>	<u>Name</u>	AP	Accounts Payable Department
<u>Code</u>	<u>Name</u>									
AP	Accounts Payable Department									
PER02	93	Name	M	AN	1/60	Must use				
<p>Description: Free-form name</p>										
PER03	365	Communication Number Qualifier	M	ID	2/2	Must use				
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>TE</td> <td>Telephone</td> </tr> </tbody> </table>							<u>Code</u>	<u>Name</u>	TE	Telephone
<u>Code</u>	<u>Name</u>									
TE	Telephone									
PER04	364	Communication Number	M	AN	1/80	Must use				
<p>Description: Complete communications number including country or area code when applicable</p>										
PER05	365	Communication Number Qualifier	M	ID	2/2	Must use				
<p>Description: Code identifying the type of communication number</p>										

PO1 BEFORE – MG \MF qualifiers and data not in the generic 850 map – do we keep\delete?

If keep need to fix the example – doesn't have MG\MF included correctly.

PO1 Baseline Item Data

Pos: 010	Max: 1
Detail - Mandatory	
Loop: PO1	Elements: 9

User Option (Usage): Must use

Purpose: To specify basic and most frequently used line item data

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
PO101	350	Assigned Identification	M	AN	1/20	Must use
<p>Description: Alphanumeric characters assigned for differentiation within a transaction set</p> <p>Insight Note: This is the line item number that must be returned on subsequent documents to Insight such as the 855, 856, 810 and 870.</p>						
PO102	330	Quantity Ordered	M	R	1/15	Must use
<p>Description: Quantity ordered</p>						
PO103	355	Unit or Basis for Measurement Code	M	ID	2/2	Must use
<p>Description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken</p> <p>Code List Summary (Total Codes: 794, Included: 1)</p> <p>Code Name</p> <p>EA Each</p>						
PO104	212	Unit Price	M	R	1/17	Must use
<p>Description: Price per unit of product, service, commodity, etc.</p>						
PO105	639	Basis of Unit Price Code	M	ID	2/2	Must use
<p>Description: Code identifying the type of unit price for an item</p>						

PO109	234	Product/Service ID	X	AN	1/48	Must use
		Description: Identifying number for a product or service				
PO110	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CodeList Summary (Total Codes: 477, Included: 1)				
		<u>Code</u> <u>Name</u>				
		MG Manufacturer's Part Number				
PO111	234	Product/Service ID	X	AN	1/48	Used
		Description: Identifying number for a product or service				
PO112	235	Product/Service ID Qualifier	X	ID	2/2	Used
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)				
		CodeList Summary (Total Codes: 477, Included: 1)				
		<u>Code</u> <u>Name</u>				
		MF Manufacturer				
PO113	234	Product/Service ID	X	AN	1/48	Used
		Description: Identifying number for a product or service				

Example:

*PO1*00010*1*EA*396.01*CP*BP*25R8904*VP*25R8904*MF*Manufacturer Name*

PO1 AFTER-

description: Alphanumeric characters assigned for differentiation within a transaction set

Important Note: This is the line item number that must be returned on subsequent documents to Insight such as the 855, 856, 810 and 870.

Quantity Ordered

M

R

1/15

Must use

description: Quantity ordered

Unit or Basis for Measurement Code

M

ID

2/2

Must use

description: Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken

Code List Summary (Total Codes: 794, Included: 1)

Code Name

Each

Unit Price

M

R

1/17

Must use

description: Price per unit of product, service, commodity, etc.

Unit Price Code

M

ID

2/2

Must use

description: Code identifying the type of unit price for an item

Code List Summary (Total Codes: 91, Included: 1)

Code Name

Current Price (Subject to Change)

Unit Price Code

M

ID

2/2

Must use

		BP	Buyer's Part Number				
PO107	234	Product/Service ID		M	AN	1/48	Must use
		Description: Identifying number for a product or service					
PO108	235	Product/Service ID Qualifier		M	ID	2/2	Must use
		Description: Code identifying the type/source of the descriptive number used in Product/Service ID (234)					
		Code List Summary (Total Codes: 477, Included: 1)					

Insight Direct USA, Inc.	23						X12V4010
--------------------------	----	--	--	--	--	--	----------

8/30/2022							Purchase Order - 850
-----------	--	--	--	--	--	--	----------------------

		<u>Code</u>	<u>Name</u>				
		VP	Vendor's (Seller's) Part Number				
PO109	234	Product/Service ID		M	AN	1/48	Must use
		Description: Identifying number for a product or service					

Example:
*PO1*00010*1*FA*396 01*CP*BP*25R8904*VP*25R8904*

REF DETAIL
BEFORE

REF Reference Identification

Pos: 100	Max: >1
Detail - Optional	
Loop: PO1	Elements: 3

User Option (Usage): Used
Purpose: To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use

Description: Code qualifying the Reference Identification

Code List Summary (Total Codes: 1503, Included: 11)

Code Name

- 11 Account Number
- AH Agreement Number
- BB Authorization Number
- CT Contract Number
- PD Promotion/Deal Number
- PG Product Group
- PR Price Quote Number
- Q1 Quote Number
- S6 Stock Number
- SE Serial Number
- PLA Product Licensing Agreement Number

REF02	127	Reference Identification	X	AN	1/30	Used
-------	-----	--------------------------	---	----	------	------

Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

REF03	352	Description	X	AN	1/80	Used
-------	-----	-------------	---	----	------	------

Description: A free-form description to clarify the related data elements and their content

Insight Note:

The Serial numbers will be placed in this element because the max length of a serial

REF DETAIL AFTER

REF Reference Identification

Pos: 100	Max: >1
Detail - Optional	
Loop: PO1	Elements: 3

User Option (Usage): Used
 Purpose: To specify identifying information

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
REF01	128	Reference Identification Qualifier	M	ID	2/3	Must use
Description: Code qualifying the Reference Identification						
Code List Summary (Total Codes: 1503, Included: 11)						
<u>Code</u> <u>Name</u>						
11 Account Number						
AH Agreement Number						
BB Authorization Number						
CT Contract Number						
PD Promotion/Deal Number						
PG Product Group						
PR Price Quote Number						
Q1 Quote Number						
S6 Stock Number						
SE Serial Number						
PLA Product Licensing Agreement Number						
REF02	127	Reference Identification	M	AN	1/30	Must use
Description: Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier						
REF03	352	Description	O	AN	1/80	Used

PER DETAIL BEFORE

PER Administrative Communications Contact

Pos: 110	Max: 3
Detail - Optional	
Loop: PO1	Elements: 6

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>				
PER01	366	Contact Function Code	M	ID	2/2	Must use				
<p>Description: Code identifying the major duty or responsibility of the person or group named</p> <p>Code List Summary (Total Codes: 230, Included: 1)</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>FF</td> <td>Licensee</td> </tr> </tbody> </table>							<u>Code</u>	<u>Name</u>	FF	Licensee
<u>Code</u>	<u>Name</u>									
FF	Licensee									
PER02	93	Name	O	AN	1/60	Used				
<p>Description: Free-form name</p>										
PER03	365	Communication Number Qualifier	X	ID	2/2	Used				
<p>Description: Code identifying the type of communication number</p> <p>Code List Summary (Total Codes: 40, Included: 1)</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Name</u></th> </tr> </thead> <tbody> <tr> <td>TE</td> <td>Telephone</td> </tr> </tbody> </table>							<u>Code</u>	<u>Name</u>	TE	Telephone
<u>Code</u>	<u>Name</u>									
TE	Telephone									
PER04	364	Communication Number	X	AN	1/80	Used				
<p>Description: Complete communications number including country or area code when applicable</p>										
PER05	365	Communication Number Qualifier	X	ID	2/2	Used				
<p>Description: Code identifying the type of communication number</p>										

PER DETAIL AFTER

PER Administrative Communications Contact

Pos: 110 Max: 1
 Detail - Optional
 Loop: PO1 Elements: 6

User Option (Usage): Used

Purpose: To identify a person or office to whom administrative communications should be directed

Element Summary:

Ref	Id	Element Name	Req	Type	Min/Max	Usage
PER01	366	Contact Function Code	M	ID	2/2	Must use
		Description: Code identifying the major duty or responsibility of the person or group named				
		Code List Summary (Total Codes: 230, Included: 1)				
		<u>Code</u> <u>Name</u>				
		FF Licensee				
PER02	93	Name	M	AN	1/60	Must use
		Description: Free-form name				
PER03	365	Communication Number Qualifier	M	ID	2/2	Must use
		Description: Code identifying the type of communication number				
		Code List Summary (Total Codes: 40, Included: 1)				
		<u>Code</u> <u>Name</u>				
		TE Telephone				
PER04	364	Communication Number	M	AN	1/80	Must use
		Description: Complete communications number including country or area code when applicable				
PER05	365	Communication Number Qualifier	M	ID	2/2	Must use
		Description: Code identifying the type of communication number				
PER05	365	Communication Number Qualifier	M	ID	2/2	Must use
		Description: Code identifying the type of communication number				
		Code List Summary (Total Codes: 40, Included: 1)				
		<u>Code</u> <u>Name</u>				
		EM Electronic Mail				
PER06	364	Communication Number	M	AN	1/80	Must use
		Description: Complete communications number including country or area code when applicable				

Insight Note:

This segment is used for Software License Orders.

Example:

PER*FF*JOE SMITH*TE*800-444-4444 ext 1234*EM*JSMITH@XYZ.COM

DTM DETAIL BEFORE

DTM Date/Time Reference

Pos: 210	Max: 10
Detail - Optional	
Loop: PO1	Elements: 2

User Option (Usage): Used

Purpose: To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	ID	3/3	Must use

Description: Code specifying type of date or time, or both date and time

Code List Summary (Total Codes: 1112, Included: 2)

<u>Code</u>	<u>Name</u>
092	Contract Effective
093	Contract Expiration

DTM02	373	Date	X	DT	8/8	Used
-------	-----	------	---	----	-----	------

Description: Date expressed as CCYYMMDD

DTM DETAIL AFTER

DTM Date/Time Reference

Pos: 210	Max: 2
Detail - Optional	
Loop: PO1	Elements: 2

User Option (Usage): Used

Purpose: To specify pertinent dates and times

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
DTM01	374	Date/Time Qualifier	M	D	3/3	Must use
Description: Code specifying type of date or time, or both date and time						
Code List Summary (Total Codes: 1112, Included: 2)						
<u>Code</u> <u>Name</u>						
092 Contract Effective						
093 Contract Expiration						
DTM02	373	Date	M	DT	8/8	Must use
Description: Date expressed as CCYYMMDD						

Example:

*DTM*092*01012022*
*DTM*093*12312022*

N1 DETAIL BEFORE- remove the N102 not mapped

N1 Name

Pos: 350	Max: 1
Detail - Optional	
Loop: N1	Elements: 4

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use
Description: Code identifying an organizational entity, a physical location, property or an individual						
CodeList Summary (Total Codes: 1312, Included: 1)						
<u>Code</u> <u>Name</u>						
SF Ship From						
N102	93	Name	X	AN	1/60	Used
Description: Free-form name						
N103	66	Identification Code Qualifier	X	ID	1/2	Used
Description: Code designating the system/method of code structure used for Identification Code (67)						
CodeList Summary (Total Codes: 215, Included: 1)						
<u>Code</u> <u>Name</u>						
54 Warehouse						
N104	67	Identification Code	X	AN	2/80	Used
Description: Code identifying a party or other code						

Example:

N1 DETAIL AFTER

N1 Name

Pos: 350	Max: 1
Detail - Optional	
Loop: N1	Elements: 3

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
N101	98	Entity Identifier Code	M	ID	2/3	Must use

Description: Code identifying an organizational entity, a physical location, property or an individual

Code List Summary (Total Codes: 1312, Included: 1)

Code Name

SF Ship From

N103	66	Identification Code Qualifier	M	ID	1/2	Must use
------	----	-------------------------------	---	----	-----	----------

Description: Code designating the system/method of code structure used for Identification Code (67)

Code List Summary (Total Codes: 215, Included: 1)

Code Name

54 Warehouse

N104	67	Identification Code	M	AN	2/80	Must use
------	----	---------------------	---	----	------	----------

Description: Code identifying a party or other code

Example:

This segment is strictly for Canada orders.

*N1*SF**54*10*

CTT BEFORE

CTT Transaction Totals

Pos: 010	Max: 1
Summary - Optional	
Loop: CTT	Elements: 1

User Option (Usage): Used

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CTT01	354	Number of Line Items	M	NO	1/6	Must use

Description: Total number of line items in the transaction set

Example:

CTT*1

CTT AFTER

CTT Transaction Totals

Pos: 010	Max: 1
Summary - Mandatory	
Loop: CTT	Elements: 1

User Option (Usage): Must use

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

Element Summary:

<u>Ref</u>	<u>Id</u>	<u>Element Name</u>	<u>Req</u>	<u>Type</u>	<u>Min/Max</u>	<u>Usage</u>
CTT01	354	Number of Line Items	M	NO	1/6	Must use

Description: Total number of line items in the transaction set

Example:

CTT*1

Insight 850 Spec Changes – 04/25/2025 Version 3.3

Remove the REF*CT from the line item loop.