



Workhuman

810 Invoice

Version 4010

Stage EDI ID: ZZ*LB133379
 Production EDI ID: ZZ*LB133379

810 Invoice

Functional Group = IN

Header

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
M	M	1	010	ST	Transaction Set Header
M	M	1	020	BIG	Beginning Segment for Invoice
O	O	1	040	CUR	Currency
O	O	12	050	REF	Reference Identification
				LOOP N1 (Ship to / Remit	Max: 200 Required
M	M	1	070	N1	Name
M	O	2	080	N2	Additional Name Information
M	O	2	090	N3	Address Information
M	O	1	100	N4	Geographic Location
O	O	>1	130	ITD	Terms of Sale/Deferred Terms of Sale

Detail

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
				LOOP IT1 (Loop can repeat)	Max: 200000 Required
M	M	1	010	IT1	Baseline Item Data (Invoice)
				LOOP PID	Max: 1000 Required
M	M	1	060	PID	Product/Item Description

Summary

USER REQ	REQ DES.	MAX USE	POS NO.	SEGMENT ID	SEGMENT NAME
M	M	1	010	TDS	Total Monetary Value Summary
				LOOP SAC (Optional if	Max: 25 Optional
O	M	1	040	SAC	Service, Promotion, Allowance, or Charge Information
O	O	1	070	CTT	Transaction Totals
M	M	1	080	SE	Transaction Set Trailer

ST Transaction Set Header

Position: 010
Loop:
Level: Header
User Req: Required
Max Use: 1
Notes: Example: ST*810*0001

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	ST01	143	Transaction Set Identifier Code	ID	3/3
				810 Invoice		
M	M	ST02	329	Transaction Set Control Number	AN	4/9

BIG Beginning Segment for Invoice

Position: 020
Loop:
Level: Header
User Req: Required
Max Use: 1

Notes: Example: BIG*20230707*INV1234*20230606*PO1234*1234**DR

Note - If submitting a credit memo, ensure the BIG07 is CR and the invoice total in the TDS segment is negative.

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	BIG01	373	Date YYYYMMDD	DT	8/8
M	M	BIG02	76	Invoice Number Unique per invoice	AN	1/22
M	O	BIG03	373	Date YYYYMMDD	DT	8/8
M	O	BIG04	324	Purchase Order Number Must match PO from 850	AN	1/22
O	O	BIG05	328	Release Number	AN	1/30
X	O	BIG07	640	Transaction Type Code DR Debit Memo CR Credit Memo	ID	2/2

CUR

CUR Currency

Position: 040
Loop:
Level: Header
User Req: Optional
Max Use: 1

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	CUR01	98	Entity Identifier Code	ID	2/3
				SE Selling Party		
M	M	CUR02	100	Currency Code	ID	3/3
				USD		

REF

REF Reference Identification

Position: 050
Loop:
Level: Header
User Req: Optional
Max Use: 12
Notes: Example: REF*IA*1234

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	REF01	128	Reference Identification Qualifier	ID	2/3
				IA Internal Vendor Number		
M	O	REF02	127	Reference Identification	AN	1/30
				Assigned vendor number		
				Order Number Matching from PO		

N1

N1 Name

Position: 070
Loop: N1 (Ship to / Remit to)
Level: Header
User Req: Required
Max Use: 1

Notes: Example: N1*RI*REMIT-TO-NAME
 Remittance Address is required. Ship-To is optional.

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	N101	98	Entity Identifier Code	ID	2/3
				ST Ship To		
				RI Remit To		
M	O	N102	93	Name	AN	1/60

N2

N2 Additional Name Information

Position: 080
Loop: N1 (Ship to / Remit to)
Level: Header
User Req: Required
Max Use: 2
Notes: Example: N2*Company Name

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	N201	93	Name	AN	1/60

N3 Address Information

Position: 090
Loop: N1 (Ship to / Remit to)
Level: Header
User Req: Required
Max Use: 2
Notes: Example: N3*123 Fake Street*Site B

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	N301	166	Address Information	AN	1/55
O	O	N302	166	Address Information	AN	1/55

N4

N4 Geographic Location

Position: 100
Loop: N1 (Ship to / Remit to)
Level: Header
User Req: Required
Max Use: 1
Notes: Example: N4*City*ST*12203

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	O	N401	19	City Name	AN	2/30
M	O	N402	156	State or Province Code	ID	2/2
M	O	N403	116	Postal Code	ID	3/15
O	O	N404	26	Country Code 2 Digits	ID	2/3

ITD

ITD Terms of Sale/Deferred Terms of Sale

Position: 130
Loop:
Level: Header
User Req: Optional
Max Use: >1

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
O	O	ITD01	336	Terms Type Code Example: ITD*14*3*30*20230630**20230630**10 14 Previously agreed upon	ID	2/2
O	O	ITD02	333	Terms Basis Date Code 3 Invoice Date	ID	1/2
O	O	ITD03	338	Terms Discount Percent	R	1/6
O	O	ITD04	370	Terms Discount Due Date Please include either ITD-04 or ITD-05 but not both	DT	8/8
O	O	ITD05	351	Terms Discount Days Due Please include either ITD-04 or ITD-05 but not both	N0	1/3
O	O	ITD06	446	Terms Net Due Date Please include either ITD-06 or ITD-07 but not both	DT	8/8
O	O	ITD07	386	Terms Net Days Please include either ITD-06 or ITD-07 but not both	N0	1/3
O	O	ITD08	362	Terms Discount Amount	N2	1/10

IT1

IT1 Baseline Item Data (Invoice)

Position: 010
Loop: IT1 (Loop can repeat)
Level: Detail
User Req: Required
Max Use: 1
Notes: Example: IT1*1*1*EA*20**IN*1234*VN*4567

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	O	IT101	350	Assigned Identification Line number from PO	AN	1/20
M	O	IT102	358	Quantity Invoiced Quantity Invoiced	R	1/10
M	O	IT103	355	Unit or Basis for Measurement Code EA EA Each	ID	2/2
M	O	IT104	212	Unit Price Unit Net Cost of Each	R	1/17
M	O	IT106	235	Product/Service ID Qualifier IN IN Buyer's Item Number	ID	2/2
M	O	IT107	234	Product/Service ID Workhuman SKU	AN	1/48
M	O	IT108	235	Product/Service ID Qualifier VN VN Vendor's (Seller's) Item Number	ID	2/2
M	O	IT109	234	Product/Service ID Vendor SKU	AN	1/48

PID

PID Product/Item Description

Position: 060
Loop: PID (Loop can repeat)
Level: Detail
User Req: Required
Max Use: 1
Notes: Example: PID*F****Test Description

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	PID01	349	Item Description Type	ID	1/1
				F Free-form		
M	O	PID05	352	Description	AN	1/80
				The item being invoiced - Description		

TDS

TDS Total Monetary Value Summary

Position: 010
Loop:
Level: Summary
User Req: Required
Max Use: 1

Notes: Example: TDS*20100
 Total amount with shipping & handling.
 If submitting a credit memo, ensure this amount is negative.

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	TDS01	610	Amount	N2	1/15
				Gross total amount due including freight & allowances. Do not include a decimal point		

SAC

SAC Service, Promotion, Allowance, or Charge Information

Position: 040
Loop: SAC (Optional if including Charges for either Shipping & Handling. Note, these need to match the PO amounts or be for less.)
Level: Summary
User Req: Optional
Max Use: 1
Notes: SAC*N*G821***1500~
 SAC*N*D500***300~

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	SAC01	248	Allowance or Charge Indicator C Charge	ID	1/1
M	O	SAC02	1300	Service, Promotion, Allowance, or Charge Code G821 Shipping D500 Handling	ID	4/4
O	O	SAC03	559	Agency Qualifier Code	ID	2/2
O	O	SAC04	1301	Agency Service, Promotion, Allowance, or Charge Code	AN	1/10
O	O	SAC05	610	Amount Total charge or allowance amount without decimals.	N2	1/15
O	O	SAC15	352	Description Free form description of the charge/allowance	AN	1/80

CTT

CTT Transaction Totals

Position: 070
Loop:
Level: Summary
User Req: Optional
Max Use: 1
Notes: Example: CTT*1

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
M	M	CTT01	354	Number of Line Items	N0	1/6

SE

SE Transaction Set Trailer

Position: 080
Loop:
Level: Summary
User Req: Required
Max Use: 1

User Req	Req Des.	Ref. Des.	Data Element	Element Name	Data Type	Min/Max Len.
				O		