

# 850 Outbound Purchase Order

Macy's  
VICS Document Mapping

VICS Version 4030  
Effective 8/10/2009

The following is an outline of what will be provided when transmitting VICS 850 Purchase Orders to a vendor. For definitions of the segments, please see the VICS retail industry conventions and guidelines for EDI.

Purchase orders will be sent in VICS 850 Spreadsheet, extended format.

The following segments are based on VICS 4030. Refer to individual manuals for differences in standards.

Please refer to the Macy's routing guide for routing/shipping instructions. For routing information, call (678) 406-7200.

**Note:** Functional Acknowledgments are required from vendors for all documents sent by Macy's.

In lieu of the Purchase Order change document (860), vendors may receive a retransmission of Purchase Order numbers that includes changes. Please note, duplicate transmissions will be flagged by 07 in the BEG 01 segment. Do not double ship.

To test this document, contact the divisional EDI contact listed in the Technology Contact Listing ([www.macysnet.com](http://www.macysnet.com)).

Macy's supports customized furniture ordering. Refer to the BEG and PID segments within this document.

In this version an additional REF segment is added to separate the Department number from the FOB description.

All EDI documents transmitted to Macy's must reflect the selling unit U.P.C./EAN/UK level. Any orders containing PRE-PACK U.P.Cs, EANs or UKs must be converted to the component U.P.C/EAN before transmitting the EDI Invoice and Advanced Ship Notice and reflect the shipped quantities per component U.P.C of the PRE-PACK. Macy's cannot receive the quantities at the PRE-PACK U.P.C. level.

## Segment Summary

### Header Segments

M*/O*	Segment	Name
M	ST	Transaction Set Header
M	BEG	Beginning Segment for Purchase Order
O	REF	Reference Numbers
O	FOB	F.O.B. Related Instructions
O	SAC	Service, Promotion, Allowance, or Charge Information
O	ITD	Terms of Sale/Deferred Terms of Sale
O	DTM	Date/Time Reference

### Detail Segments

M*/O*	Segment	Name
M	PO1	Baseline Item Data
O	CTP	Pricing Information
O	PID	Product/Item Description
O	SDQ	Destination Quantity

### Summary Segments

M*/O*	Segment	Name
M	CTT	Transaction Totals
M	SE	Transaction Set Trailer

## Header Envelope Segments

M*/O*	Segment	Data Element	Value/Comments
M	ISA	ISA01 Qualifier	00
		ISA02 Authorization	Blanks
		ISA03 Qualifier	00
		ISA04 Security	Blanks
		ISA05 Qualifier	08
		ISA06 Sender ID	UCC Assigned Communication ID
		ISA07 Qualifier	01 08 12
		ISA08 Receiver ID	Duns Number UCC Communication ID Telephone Number Acct ID
		ISA09 Date	YYMMDD
		ISA10 Time	HHMM
		ISA11 Identifier	U
		ISA12 Version	00403
		ISA13 Control Number	Sequential Number
		ISA14 Request Acknowledgment	0
		ISA15 Test Indicator	P – Production T – Test
		ISA16 Subelement Separator	>
M	GS	GS01 ID	PO
		GS02 Sender's Code	Same as ISA06
		GS03 Receiver's Code	Same as ISA08
		GS04 Date	CCYYMMDD
		GS05 Time	HHMM
		GS06 Control Number	Sequential Number
		GS07 Agency	X
		GS08 Version	004030VICS

**Header Segments**

M*/O*	Segment	Data	Element	Value/Comments
M	ST	ST01	Identifier	850
		ST02	Control	Sequential Number
M	BEG	BEG01	Transaction Set Purpose Code	00 – Original 06 – Confirmation 07 – Duplicate
		BEG02	Type Code	RE – Reorder (Basics System-generated) SA – Stand Alone (Item/Fashion) BK – Blanket Order (Bulk and Release) RL – Release
		BEG03	Purchase Order Number	Purchase Order Number
		BEG04	Release	1 – For Release Orders Only
		BEG05	Date	CCYYMMDD
		BEG06	Order Type	C = Custom S = Special

If you are interested in receiving Bulk and Release Purchase Orders, contact the divisional EDI manager listed in the Technology Contact List on the MACYSNET website.

M*/O*	Segment	Data	Element	Value/Comments
O	REF	REF01	Qualifier	BT – Batch Number
		REF02	Reference Number	Unique 10-character Batch Number for Macy's Internal Use
O	REF	REF01	Qualifier	DP
		REF02	Reference Number	Department Number (Ex. 0873).
	REF	REF01	Qualifier	PG

\*M = Mandatory for Application, O = Optional

M*/O*	Segment	Data	Element	Value/Comments
		REF02	Description	Fob Description (Ex: Housewares)
O	REF	REF01	Qualifier	CO
		REF02	Purchase Order Number	Retailer's PO Number if Vendor's PO Number is Given in BEG03 (Ex. REF*CO*6327321)
O	FOB	FOB01	Payment Code	DF – Defined by Buyer and Seller
O	SAC	SAC01	Indicator	N – No Allowance or Charge
	(Rush orders)	SAC03	Agency Qualifier Code	VI – VICS
		SAC04	Service Codes	OHRO – Order Handling Rush Order
M*/O*	Segment	Data	Element	Value/Comments
O	SAC	SAC01	Indicator	N – No Allowance or Charge
		SAC03	Agency Qualifier Code	VI – VICS
		SAC04	Service Codes	HA – Hanger Service
		SAC15	Description	Text of Hanger Service: Hanger Service Required; Must Ship on Hangers
O	SAC	SAC01	Indicator	N – No Allowance or Charge
		SAC03	Agency Qualifier Code	VI – VICS
		SAC04	Service Codes	TC09 – As agreed by Trading Partners
		SAC15	Description	TC10 – Do Not Price Text of Ticketing Instructions: Tickets Must be Marked with Retail Prices OR Do Not Mark Retail Prices on Tickets
O	ITD	ITD01	Type Code	02 – EOM 05 – Discount Not Applicable
		ITD02	Date Code	2 – Delivery Date 3 – Invoice Date 8 – Invoice Transmission Date 15- ROG
		ITD03	Percent	Discount Percent (Expressed in %. Use decimal point only when needed, for example, 10.5% is 10.5 and 2% is 2.)
		ITD05	Discount Days Due	If Discount Available—Days Due
		ITD07	Net Days Due	If Net Terms—Days Due
O	DTM	DTM01	Qualifier	001 – Cancel After (Do Not Ship After)

\*M = Mandatory for Application, O = Optional

DTM02	Date	CCYYMMDD	Cancel Date
DTM01	Qualifier	010	– Requested Ship Date (Do Not Ship Before)
DTM02	Date	CCYYMMDD	Ship Date
DTM01	Qualifier	015	– Promotion Start
DTM02	Date	CCYYMMDD	Promo Date

M*/O*	Segment	Data Element	Value/Comments	
M	PO1	PO101	Assigned ID	Sequential Purchase Order Line Item Number
		PO102	Quantity	Total Quantity Ordered
		PO103	Code	EA – Unit of Measure, Always Each CA -- Case Pack
		PO104	Unit Price (Cost)	Unit Cost
		PO105	Basis of Unit Price	WE – Wholesale Price per Each NC – No Charge
		PO106	Qualifier	UP EN UK
		PO107	ID	UPC Number (12 Digits) EAN Number (13 Digits) UK Number (14 Digits)
		PO108	Qualifier	'CG' sent only for pre-ticket orders 'CB' sent only for Macy's by Mail PO's
		PO109	ID	If CG is sent in PO108, this will be the Class Number for pre-ticket orders only If CB is sent in the PO10, this will be the Buyer's Catalog Number - for Macy's by Mail orders only. Indicates the MBM catalog number.

**Note:** PO108 and PO109 are optional fields transmitted for vendor pre-ticketing.  
If the order is a pre-ticket order elements will contain class qualifier and class number  
If the order is a Macy's by Mail order elements will contain Buyer's Catalog Number qualifier and the MBM catalog number.

O	CTP	CTP02	Price Qualifier	RTL
		CTP03	Unit Price	Retail Price

**Note:** CTP02 and CTP03 are optional fields transmitted for vendor pre-ticketing.  
**Ticketing Information:**  
Dept/Class/Retail                      999-99                      \$99,999.99

\*M = Mandatory for Application, O = Optional

Department from REF segment (REF02)  
 Class from PO1 segment (PO109)  
 Retail price from CTP segment (CTP03 should be printed in black ink  
 on a white label and affixed to zone 6 of the vendor UPC ticket)

M*/O*	Segment	Data Element	Value/Comments
O	PID-1	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN02BOK' - PID
		PID05 PID Description	Will send a maximum of 10 characters
	PID-2	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN02TMS' - FINISH
		PID05 FINISH Description	Will send a maximum of 12 characters
	PID-3	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN02FTB' - COVER
		PID05 COVER Description	Will send a maximum of 10 characters
	PID-4	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN02TPC' - COLOR
		PID05 COLOR Description	Will send a maximum of 10 characters
	PID-5	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN01SSC' - SIZE
		PID05 SIZE Description	Will send a maximum of 10 characters
	PID-6	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI'-VICS
		PID04 Product Description Code	'FN02LOT' – FLOOR-ID
		PID05 FLOOR – ID Description	Will send a maximum of 7 characters
	PID-7	PID01 Item Description Type	'X'
		PID03 Agency Qualifier Code	'VI' - VICS
		PID04 Product Description Code	'FN02TMC' – TAG FOR
		PID05 TAG FOR Description	Will send a maximum of 12 characters
	PID-8	PID01 Item Description Type	'F' – Freeform text

		PID05 Freeform text Description		Customized information/80 character
M*/O*	Segment	Data	Element	Value/Comments
O	SDQ	SDQ01	Code	EA – Unit of Measure, Always Each CA – Case Pack qty*
		SDQ02	Qualifier	92
		SDQ03	Identification Code	Store Number
		SDQ04	Quantity	Quantity for Above Store
		SDQ05	Identification Code	Store Number
		SDQ06	Quantity	Quantity for Above Store
		SDQ07	Identification Code	Store Number
		SDQ08	Quantity	Quantity for Above Store
		SDQ09	Identification Code	Store Number
		SDQ10	Quantity	Quantity for Above Store
		SDQ11	Identification Code	Store Number
		SDQ12	Quantity	Quantity for Above Store
		SDQ13	Identification Code	Store Number
		SDQ14	Quantity	Quantity for Above Store
		SDQ15	Identification Code	Store Number
		SDQ16	Quantity	Quantity for Above Store
		SDQ17	Identification Code	Store Number
		SDQ18	Quantity	Quantity for Above Store
		SDQ19	Identification Code	Store Number
		SDQ20	Quantity	Quantity for Above Store
		SDQ21	Identification Code	Store Number
		SDQ22	Quantity	Quantity for Above Store

**\*Advanced Ship Notice must always reflect 'each'.**

**Summary Segments**

M*/O*	Segment	Data	Element	Value/Comments
M	CTT	CTT01	Number	Total Number of PO1 Segments in Transaction Set
M	SE	SE01	Number	Number of Segments
		SE02	Control	Same as ST02

**Trailer Envelope Segments**

M*/O*	Segment	Data	Element	Value/Comments
M	GE	GE01	Total	Total ST Segments
		GE02	Control Number	Sequential Number
M	IEA	IEA01	Total	Total GS Segments
		IEA02	Control Number	Sequential Number