

**BIC EDI Standards
and
Implementation Guidelines**

**EDIFACT
Library Guidelines
UK Library Book Supply**

The INVOIC message

December 2022

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Changes from Version November 2009

Minor changes to document formatting, terminology and references. Where a tax (VAT rate) is mentioned, this is for illustrative purposes only and may not reflect current legal requirements.

USING THE EDItEUR INVOIC MESSAGE FOR UK LIBRARY BOOK SUPPLY INVOICES

1 INTRODUCTION

This document specifies the way in which BIC has agreed that the EDItEUR INVOIC standard should be used in UK library book supply to carry invoices.

It is assumed that an invoice may either correspond to a single shipment of goods from supplier to customer, or it may cover a number of shipments made during a particular period, and possibly of a particular type. It is more common in library book supply for each invoice to correspond to a single shipment, and in this case the invoice message usually also acts as a notification that the invoiced items have been or are being despatched to the customer. There is no separate electronic delivery notification.

In book supply, an invoice may cover order lines which were originally sent in different order messages on a wide range of different dates. For this reason, it is a fundamental principle that individual invoice lines should be wholly self-contained and should carry an individual reference to the original order.

An INVOIC message may be sent as an original invoice, with the same legal and tax significance as the corresponding paper document, or it may be sent as an electronic copy of a paper original, sent by EDI in order that the customer can take the relevant data straight into its own computer system without re-keying. In the library market, most EDI invoices are sent as electronic copies of a paper original.

It should be noted that, where both a paper original AND an electronic copy of the invoice is issued, the paper invoice will continue to be regarded as the legal document, for tax and other purposes - in the event of any discrepancy between the VAT amounts declared on the paper invoice and the electronic copy, the paper invoice will take precedence.

Given also that, in such cases, there will be two copies of the invoice in circulation for the same supplies, HM Revenue & Customs (HMRC) will need to be reassured that the potential for the processing of both documents by the invoicee is minimised, since this could result in the double-deduction of input tax. See section 3 for further notes on HMRC's position on "parallel" paper and electronic invoicing.

For an INVOIC message to be treated as an original tax document, HMRC must have authorised the message implementation for this purpose. These BIC *Guidelines* have been approved by HMRC, provided that the requirements in sections 2 and 3 are fully met by implementers.

2 HM REVENUE & CUSTOMS REQUIREMENTS (1)

The Invoice message must be used in accordance with the requirements of HM Revenue and Customs. Guidance as to current requirements that must be met by trading partners who intend to exchange EDI invoices **as original tax documents** should be obtained from HMRC. Although every effort has been made to ensure that the guidelines more than cover the minimum content specified by HMRC for tax accounting purposes, BIC cannot accept responsibility for any failure to comply with VAT procedures.

3 HM REVENUE & CUSTOMS REQUIREMENTS (2)

The following is an indicative summary, correct as of January 2004, of HMRC's position regarding the sending of EDI invoices **as an electronic copy of a paper original**. However, you are reminded that this position is liable to change, and that any general guidance is subject to approval having been obtained from your local VAT Office. BIC cannot be held responsible for any consequences of reliance on this document, or for any failure to obtain VAT Office approval.

In general, under procedures effective from 1 January 2004, HMRC *does not permit "dual-format" invoicing, i.e., the sending and receiving of simultaneous paper and electronic copies of an invoice*. However, BIC has negotiated an understanding with HMRC at national level that libraries whose finance authorities require that all payments must be made on the basis of paper invoices may

continue to receive electronic copy invoices to be loaded into a library computer system for purposes of analysis, fund accounting etc.

This concession is subject to the following conditions:

- (a) Electronic copy invoices will only be used by libraries as a delivery note and for budget accounting purposes and will NOT be used either for payment or VAT accounting purposes, or be passed on to the Finance Department of the library's parent institution or local authority (the "relevant Finance Department").
- (b) The corresponding paper invoices will be used by the libraries for authorisation for payment only, and after authorisation they will be passed on to the relevant Finance Department for processing through financial (and VAT) records.
- (c) It is clearly understood that the paper document will continue to be the legal VAT document and that, in the event of any discrepancy between the paper and the electronic copy, the paper version will take legal precedence.
- (d) In the event that at a future date the library wishes to assume responsibility for its own VAT accounting, or the relevant Finance Department wishes to receive both paper and electronic invoices, HMRC would need to review its position.
- (e) Local authorities or academic institutions wishing to receive both electronic copy invoices (at libraries) and paper invoices (initially at libraries, for authorisation and forwarding to Finance Departments) should seek permission to do so from their local VAT Offices before starting to receive electronic invoices.

4 IDENTIFICATION OF SUPPLIER AND CUSTOMER

It is an HMRC requirement that each 'original' invoice, in paper or electronic form, should carry the full name and address of both the supplier and the customer. If the EDI Invoice is an electronic copy of a paper original this is not required: a coded identification, preferably an EAN number, may be used in each INVOIC message.

5 CURRENCY IN EDI INVOICES

Three types of currency may be specified in an EDI invoice for library book supply:

- (a) The invoicing currency, in which a unit price for each item must be stated, and all other monetary amounts in the invoice must be shown, with the two exceptions detailed in (b) and (c) below. The invoicing currency should be specified in CUX segment 16.
- (b) A pricing currency, where the supplier's unit price is based on a publisher's price in a different currency. A unit price in a currency other than the invoicing currency must be shown in MOA segment 42. The exchange rate from the pricing currency to the invoicing currency may be shown in a repeat of CUX segment 16. (This is a less satisfactory mechanism than the PRI-CUX segment pair which exists at line level in QUOTES, ORDERS etc., but this functionality is not available in the INVOIC.)
- (c) An alternative payment currency, if required. The only amount which should be stated in an alternative payment currency is the final total amount which the invoicee is expected to pay, in MOA segment 72. The alternative payment currency, if any, should be specified along with the invoicing currency in a single occurrence of CUX segment 16, where the exchange rate from the invoicing currency can also be shown.

6 HANDLING TAXATION AT INVOICE LINE LEVEL

The following notes give guidance on the use of TAX/MOA segments at line level. They concentrate on the following MOA segments:

Segment group	Segment number	Explanation of use in INVOIC
26	42	One mandatory occurrence per invoice line, coded 203 in DE 5025, to give the line-item amount after all line level allowances and charges, but excluding any applicable tax [other codes are also allowed]
33	58	<p>This MOA segment is used only for mixed-rate VAT items, to specify the amount of the extended line value (in MOA segment 42, coded 203 in DE 5025) which is subject to VAT at the rate specified in the linked TAX segment 57. The sum of the amounts in the two MOA segments for mixed-rate item must equal the amount in MOA segment 42.</p> <p>Note: this is wording from the current UK version of INVOIC – the full EDItEUR format allows this segment to appear in single-rate VAT items</p>
43	68	One occurrence per repeat of segment group SG43 if it is necessary to specify the amount of an allowance or charge that is subject to tax at the rate specified in the linked TAX segment 67

The following 4 scenarios will be considered:

1. Single-rate or mixed-rate VAT items with no allowances or charges
2. Single-rate VAT items with charges or allowances at the same VAT rate as the item
3. Single-rate VAT items with charges or allowances at a different VAT rate from the item
4. Mixed-rate VAT items with charges or allowances

General

Charges are ALWAYS reflected in TAX/MOA (57/58). Therefore, the statement in TAX/MOA (67/68) is for information, to allow the receiver to separate the cost of the item from the cost of the charge.

Allowances are shown in TAX/MOA (67/68) only. This is because the values in TAX/MOA (57/58) are 'after allowances'. Therefore, the amount generated from TAX/MOA (67/68) has to be calculated and added to the calculation from TAX/MOA (57/58) to arrive at the 'price paid' for the line.

1. Single-rate or mixed-rate VAT items with no allowances or charges

Example 1. Item price £10.00. No charges or allowances. Zero-rated for VAT

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£10.00	
57	TAX	5278		0%	zero rate

Price paid: £10.00

Example 2. Mixed-rate. 1st item price £3.00 – zero-rated. 2nd item price £4.50 – standard rate. No charges or allowances.

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£7.50	
57	TAX	5278		0%	zero rate
58	MOA	5025	125	£3.00	taxable amount of zero-rated item
57	TAX	5278		17.5%	standard rate
58	MOA	5025	125	£4.50	taxable amount of standard-rated item

Price paid: £8.28 (includes 78p tax on item)

Note: sum of values in MOA (58) equal value in MOA (42) coded 203

2. Single-rate VAT items with charges or allowances at the same VAT rate as the item

TAX/MOA SG43 is not mandatory as the line is at the single rate specified in TAX segment 57. However, including it would make calculations easier for the receiver especially for allowances.

Example 3. Item price £10. Charge 68p. Zero-rated for VAT

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£10.68	includes charge
57	TAX	5278		0%	zero rate
61	ALC	5463		C	charge
67	TAX	5278		0%	zero rate
68	MOA	5025	125	£0.68	taxable amount of charge

Price paid: £10.68

Note: MOA (68) gives the information that: of the £10.68 line value, 68p is a charge

Example 4. Item price £10. Allowance £1. Zero-rated for VAT

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£9.00	includes allowance
57	TAX	5278		0%	zero rate
61	ALC	5463		A	allowance
67	TAX	5278		0%	zero rate
68	MOA	5025	125	£1.00	taxable amount of allowance

Price paid: £9.00

3. Single-rate VAT items with charges or allowances at a different VAT rate from the item**Example 5. Item price £5.00 – zero-rated. Charge 49p – standard rate.**

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£5.49	includes charge
57	TAX	5278		0%	zero rate
58	MOA	5025	125	£5.00	taxable amount of zero-rated item
57	TAX	5278		17.5%	standard rate
58	MOA	5025	125	£0.49	taxable amount of standard-rated item
61	ALC	5463		C	charge
67	TAX	5278		17.5%	standard rate
68	MOA	5025	125	£0.49	taxable amount of charge

Price paid: £5.57 (includes 8p tax on charge)

Notes:

1. MOA (58) is now mandatory as the 'extended line value' includes 2 rates of VAT.
2. MOA (58) INCLUDES the charge so that the sum matches that in MOA (42).
MOA (68) then gives the information that: of the £5.49 line value, 49p is a charge.

Example 6. Item price £50.00 – zero-rated. Allowance £10.00 – standard rate.

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£40.00	includes allowance
57	TAX	5278		0%	zero rate
61	ALC	5463		A	allowance
67	TAX	5278		17.5%	Standard rate
68	MOA	5025	125	£10.00	taxable amount of allowance

Price paid: £41.75 (includes £1.75 tax on allowance)

4. Mixed-rate VAT items with charges or allowances

Example 7. Mixed-rate. 1st item price £3.00 – zero-rated. 2nd item price £4.50 – standard rate. Charge 49p – zero-rated.

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£7.99	includes charge
57	TAX	5278		0%	zero rate
58	MOA	5025	125	£3.49	taxable amount of zero-rated item
57	TAX	5278		17.5%	standard rate
58	MOA	5025	125	£4.50	taxable amount of standard-rated item
61	ALC	5463		C	charge
67	TAX	5278		0%	zero rate
68	MOA	5025	125	£0.49	taxable amount of charge

Price paid: £8.77 (includes 78p tax on item 2)

Note: MOA (58) INCLUDES the charge so that the sum matches that in MOA(42). MOA (68) then gives the information that: of the £7.99 line value, 49p is a charge.

Example 8: Mixed-rate. 1st item price £20.00 – zero-rated. 2nd item price £30.00 – standard rate. Allowance £15.00 – standard rate.

Segment number	Segment name	Element number	Element code	Value	Notes
42	MOA	5025	203	£35.00	includes allowance
57	TAX	5278		0%	zero rate
58	MOA	5025	125	£14.00	taxable amount of zero-rated item
57	TAX	5278		17.5%	standard rate
58	MOA	5025	125	£21.00	taxable amount of standard-rated item
61	ALC	5463		A	allowance
67	TAX	5278		17.5%	standard rate
68	MOA	5025	125	£15.00	taxable amount of allowance

Price paid: £41.30 (includes £6.30 tax on item 2 and allowance)

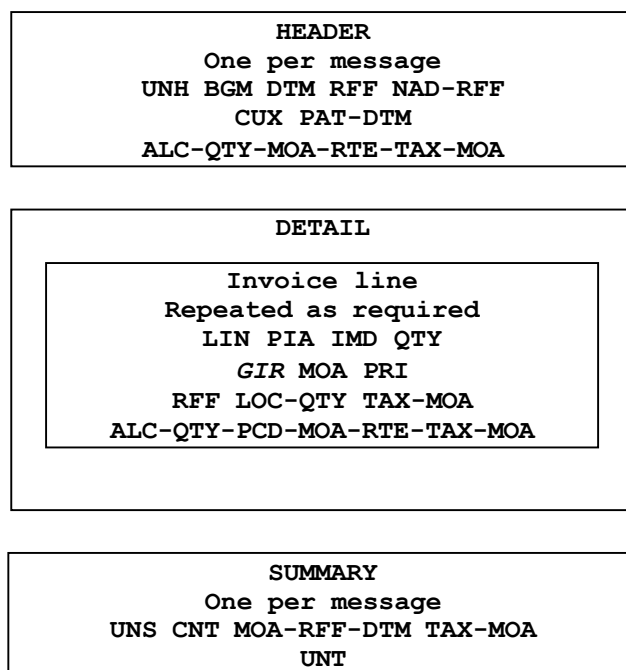
Note: Where an allowance is against a line containing items of mixed-rate, it should be taken as a proportion of the value of each item. Therefore, in example 8, the value of item 1 is 2/3 the value of item 2 and so the allowance against item 1 is 2/3 of the allowance against item 2. If the line is 'mixed-rate' because of a charge (see example 5) the allowance is against the value of the item only.

7 STANDARDS ON WHICH THIS IMPLEMENTATION IS BASED

This UK implementation guideline is based on Issue 1.2 of the EDItEUR Library EDI Implementation Guidelines for the INVOIC message, corrected September 2002. The version of the EDIFACT message adopted by EDItEUR is EANCOM INVOIC Version 008, taken from the 1997 release of the EANCOM message set, based on EDIFACT Directory D.96A.

8 MESSAGE BLOCK DIAGRAM

The broad structure of the invoice message as used for this application is depicted below:



The **header** section specifies the message type, gives the message a unique identification and date, carries any general references, names the sender and addressee, and may specify currency, payment terms and any ancillary charges that apply at “whole invoice” level.

The **detail** section consists of a group of nineteen segments which together constitute a single invoice line. The LIN segment carries the line sequence number within the message. The PIA segment carries product codes other than EAN numbers. The IMD segment may carry a brief text description of the invoiced item. The QTY segment gives the invoiced quantity. The GIR segment can be used for copy- or part-order-related detail. The MOA segment gives an extended line value and may give a unit price in a currency other than the invoicing currency, on which the invoice price is based. The PRI-DTM segment pair states the unit price in the invoicing currency. The RFF segment carries references specific to the line item. The LOC-QTY segment pair may carry details of different delivery locations for invoiced items. The first TAX-MOA segment pair specifies tax which applies to the line item; and the ALC-...-MOA segment group details charges or allowances at line level.

The **summary** section carries control totals and repeats the unique identification of the message for purposes of integrity checking. It also carries various summary figures required for tax calculation, as well as the final total to be paid by the invoicee.

9 INVOIC MESSAGE STRUCTURE

The table on the next three pages shows the complete EANCOM INVOIC message structure. Shaded segments and segment groups are NOT used in the BIC UK implementation of the EDItEUR invoice for library book supply.

The first column identifies the segment or segment group. The second column shows the EANCOM segment number. The third column shows the status of the segment or segment group in EDIFACT terms (NOT specifically for the BIC/EDItEUR application). In this column, letter M means “mandatory if the segment group to which the segment belongs is used”. Letter C means “conditional”, or not mandatory. The fourth column shows the maximum number of occurrences of the segment in each occurrence of the segment group to which it belongs. This is the maximum specified in the underlying EDIFACT standard. In many cases, these *Guidelines* (section 11) specify a smaller number of occurrences.

Header

	Seg no	Status	Repeats	Description
UNH	1	M	1	MESSAGE HEADER
BGM	2	M	1	Beginning of message
DTM	3	M	35	Date/time/period
PAI	4	C	1	Payment instructions
ALI	5	C	5	Additional information
FTX	6	C	10	Free text
SG01		C	99	RFF-DTM
RFF	7	M	1	Reference
DTM	8	C	5	Date/time/period
SG02		C	99	NAD-FII-SG03-SG05
NAD	9	M	1	Name and address
FII	10	C	5	Financial institution information
SG03		C	9999	RFF
RFF	11	M	1	Reference
SG05		C	5	CTA-COM
CTA	12	M	1	Contact information
COM	13	C	5	Communication contact
SG06		C	5	TAX-MOA
TAX	14	M	1	Duty/tax/fee details
MOA	15	C	1	Monetary amount
SG07		C	5	CUX-DTM
CUX	16	M	1	Currencies
DTM	17	C	5	Date/time/period
SG08		C	10	PAT-DTM-PCD-MOA
PAT	18	M	1	Payment terms basis
DTM	19	C	5	Date/time/period
PCD	20	C	1	Percentage details
MOA	21	C	1	Monetary amount
SG09		C	10	TDT
TDT	22	M	1	Details of transport
SG12		C	5	TOD-LOC
TOD	23	M	1	Terms of delivery or transport
LOC	24	C	2	Place/location identification
SG13		C	1000	PAC
PAC	25	M	1	Package

SG15		C	9999	ALC-SG17-SG18-SG19-SG20-SG21
ALC	26	M	1	Allowance or charge
SG17		C	1	QTY
QTY	27	M	1	Quantity
SG18		C	1	PCD
PCD	28	M	1	Percentage details
SG19		C	2	MOA
MOA	29	M	1	Monetary amount
SG20		C	1	RTE
RTE	30	M	1	Rate details
SG21		C	5	TAX-MOA
TAX	31	M	1	Duty/tax/fee details
MOA	32	C	1	Monetary amount

Detail

SG25		C	9999999	LIN-PIA-IMD-MEA-QTY-ALI-DTM-QVR-FTX-SG26-SG27-SG28-SG29-SG30-SG32--SG44
LIN	33	M	1	Line item
PIA	34	C	25	Additional product id
IMD	35	C	10	Item description
MEA	36	C	5	Measurements
QTY	37	C	5	Quantity
ALI	38	C	5	Additional information
DTM	39	C	35	Date/time/period
GIR	39A	C	1000	
QVR	40	C	1	Quantity variances
FTX	41	C	5	Free text
SG26		C	5	MOA
MOA	42	M	1	Monetary amount
SG27		C	10	PAT-DTM-PCD-MOA
PAT	43	M	1	Payment terms basis
DTM	44	C	5	Date/time/period
PCD	45	C	1	Percentage details
MOA	46	C	1	Monetary amount
SG28		C	25	PRI
PRI	47	M	1	Price details
DTM	47A	C	5	Date/time/period
SG29		C	10	RFF-DTM
RFF	48	M	1	Reference
DTM	49	C	5	Date/time/period
SG30		C	10	PAC-MEA-SG31
PAC	50	M	1	Package
MEA	51	C	10	Measurements
SG31		C	10	PCI-GIN
PCI	52	M	1	Package identification
GIN	53	C	10	Goods identity number

	SG32		C	9999	LOC-QTY-DTM
	LOC	54	M	1	Place/location identification
	QTY	55	C	100	Quantity
	DTM	56	C	5	Date/time/period
	SG33		C	99	TAX-MOA
	TAX	57	M	1	Duty/tax/fee details
	MOA	58	C	1	Monetary amount
	SG34		C	20	NAD-SG35
	NAD	59	M	1	Name and address
	SG35		C	5	RFF
	RFF	60	M	1	Reference
	SG38		C	15	ALC-ALI-SG39-SG40-SG41-SG42-SG43
	ALC	61	M	1	Allowance or charge
	ALI	62	C	5	Additional information
	SG39		C	1	QTY
	QTY	63	M	1	Quantity
	SG40		C	1	PCD
	PCD	64	M	1	Percentage details
	SG41		C	2	MOA
	MOA	65	M	1	Monetary amount
	SG42		C	1	RTE
	RTE	66	M	1	Rate details
	SG43		C	5	TAX-MOA
	TAX	67	M	1	Duty/tax/fee details
	MOA	68	C	1	Monetary amount
	SG44		C	10	TDT
	TDT	69	M	1	Details of transport

Summary

	UNS	70	M	1	SECTION CONTROL
	CNT	71	C	10	Control total
	SG48		M	100	MOA-SG49
	MOA	72	M	1	Monetary amount
	SG49		C	1	RFF-DTM
	RFF	73	M	1	Reference
	DTM	74	C	5	Date/time/period
	SG50		C	10	TAX-MOA
	TAX	75	M	1	Duty/tax/fee details
	MOA	76	C	2	Monetary amount
	SG51		C	15	ALC-ALI-MOA
	ALC	77	M	1	Allowance or charge
	ALI	78	C	1	Additional information
	MOA	79	C	2	Monetary amount
	UNT	80	M	1	MESSAGE TRAILER

10 EXAMPLE OF A BOOK INVOICE MESSAGE

Interchange header

:+.? '	Service string advice
UNB+UNOC:3+501354602869+501234567890+070207:1402+INV73529++INVOIC '	Interchange header

INVOIC message header

UNH+INV517+INVOIC:D:96A:UN:EAN008 '	Header
BGM+380+INV1234567+43 '	Copy of invoice number INV1234567
DTM+131:20070124:102 '	Tax point date 24 January 2007
DTM+137:20070207:102 '	Message date 7 February 2007
NAD+BY+501234567890::9 '	Buyer's EAN code
NAD+SU+501354602869::9 '	Supplier's EAN code
CUX+2:GBP:4 '	Invoicing currency (only mandatory in international trading)
PAT+1++5:3:D:30 '	30-day payment terms
ALC+C++++BG::28:SERVICING CHARGE '	'General servicing' charge on whole invoice
QTY+47:3 '	Charge applied to 3 items
MOA+8:2.58 '	Extended total amount of charge
RTE+2:0.86 '	Unit rate for charge
TAX+7+VAT+++:::0+Z '	VAT zero-rated on charge

INVOIC message detail

LIN+1++9780099265028:EN '	Line 1: ISBN-13 number
QTY+47:1 '	One copy invoiced
GIR+001+PP:LLO+123150:LCO+631551:LAC '	Copy details
MOA+203:3.24 '	Line item amount
PRI+AAB:4.99:CA:SRP '	Unit price (suggested retail price)
RFF+LI:OR50001 '	Buyer's order line number
RFF+LBO:OR5 '	Buyer's blanket order number
TAX+7+VAT+++:::0+Z '	VAT zero-rated
ALC+A++++DI '	Discount applicable
PCD+3:35 '	at 35%
LIN+2++9780224064878:EN '	Line 2: ISBN-13 number
QTY+47:1 '	One copy invoiced
GIR+001+PP:LLO+123151:LCO+631627:LAC '	Copy details
MOA+203:7.14 '	Line item amount
PRI+AAB:10.99:CA:SRP '	Unit price (suggested retail price)
RFF+LI:OR50002 '	Buyer's order line number
RFF+LBO:OR5 '	Buyer's blanket order number

TAX+7+VAT+++:::0+Z '	VAT zero-rated
ALC+A++++DI '	Discount applicable
PCD+3:35 '	at 35%
LIN+3++9781405022337:EN '	Line 3:ISBN-13 number
QTY+47:1 '	One copy invoiced
GIR+001+PP:LLO+123152:LCO+631692:LAC '	Copy details
MOA+203:8.07 '	Line item amount
PRI+AAB:12.41:CA:SRP '	Unit price (suggested retail price)
RFF+LI:OR50003 '	Buyer's line order number
RFF+LBO:OR5 '	Buyer's blanket order number
TAX+7+VAT+++:::0+Z '	VAT zero-rated
MOA+125:7.03 '	Amount subject to zero-rate (mixed-rate item)
TAX+7+VAT+++:::17.5+S '	VAT standard rate
MOA+125:1.04 '	Amount subject to standard rate (mixed-rate item)
ALC+A++++DI '	Discount applicable
PCD+3:35 '	at 35%

INVOIC message summary

UNS+S '	Section control
CNT+2:3 '	Control total: number of line items
MOA+9:21.21 '	Total amount payable (mandatory)
MOA+79:18.45 '	Total line item amounts
MOA+129:21.03 '	Total before tax and settlement discount
MOA+176:0.18 '	Total tax amount
MOA+86:21.21 '	Total after tax before settlement discount
TAX+7+VAT+++:::0+Z '	Tax summary at zero rate
MOA+125:19.99 '	Taxable amount
MOA+124:0 '	Tax amount
TAX+7+VAT+++:::17.5+S '	Tax summary at standard rate
MOA+125:1.04 '	Taxable amount
MOA+124:0.18 '	Tax amount
UNT+60+INV517 '	Message trailer : 60 segments

Interchange trailer

UNZ+1+INV1234567 '	1 message in transmission reference INV1234567
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11 INVOICE MESSAGE SUBSET FOR UK LIBRARY BOOK SUPPLY INVOICES

1	UNH	MESSAGE HEADER	M		One mandatory occurrence per message
+	0062	Message reference no	M	an..14	Sender's unique message reference. By convention, incorporates a sequence number of the message within the interchange.
	S009	MESSAGE IDENTIFIER	M		
+	0065	Message type identifier	M	an..6	INVOIC = invoice
:	0052	Message type version no	M	an..3	D
:	0054	Message type release no	M	an..3	96A = EDIFACT Directory D.96A
:	0051	Controlling agency	M	an..2	UN = agency responsible
:	0057	Association assigned code	M	an..6	EAN008 = EAN version number
+	0068	Common access reference	N		Not used in EANCOM
+	S010	Status of the transfer	N		Not used in EANCOM

Example:

UNH+ME050123+INVOIC:D:96A:UN:EAN008'

EAN location number only

2	BGM	BEGINNING OF MESSAGE			One mandatory occurrence per message
	C002	DOCUMENT/MESSAGE NAME	M		
+	1001	Document/message code	M	an..3	380 = invoice
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application
:	1000	Document/message name	N		Do not use, since the message type is fully identified by the code in DE 1001
+	1004	<i>Document/message number</i>	M	an..35	Invoice number assigned by document sender: mandatory in EANCOM
+	1225	<i>Message function, coded</i>	M	an..2	Mandatory in EANCOM 9 = original: the EDI INVOIC is the authoritative document for legal and tax purposes (<i>Trading partners using this form must satisfy themselves that any special requirements of HM Revenue & Customs have been met</i>) 43 = additional transmission: an EDI copy of an invoice sent also in paper form, the latter being the authoritative document for legal and tax purposes
+	4343	Response type, coded	N		Not used in this application

Example:

BGM+380+9701234+43 '

EDI copy of paper invoice number 9701234

3	DTM	DATE/TIME/PERIOD			One mandatory occurrence per message, to give the message date. A second occurrence is also mandatory in UK VAT invoices, to give the tax point date when the INVOIC message is a tax document. The tax point date is required even when it is the same as the invoice date.
	C507	DATE/TIME/PERIOD	M		
+	2005	Date/time/period qualifier	M	an..3	131 = tax point date (CCYYMMDD) 137 = message date (CCYYMMDD) (mandatory in all messages)
:	2380	Date/time/period	M	an..35	Date in the prescribed format
:	2379	Date/time/period format code	M	an..3	102 = code for CCYYMMDD date format

Example:

DTM+137:19960920:102'

Message date 20 September 1996

Segments 4 to 6 (PAI, ALI, FTX) are not used in this application
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SG01	RFF-DTM	Segment group SG01: optionally, up to ten occurrences per message (limited in practice by the reference qualifier values defined below), giving references for the message as a whole.
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7	RFF	REFERENCE			One mandatory occurrence per repeat of SG01
	C506	REFERENCE	M		
+	1153	Reference qualifier	M	an..3	AAG = quotation number: use when the invoice is sent in connection with the delivery of books supplied under an approval plan or blanket order, to give a reference to an accompanying QUOTES message. The reference here should be to the number given in BGM segment 2, DE 1004, in the QUOTES message.
:	1154	Reference number	M	an..35	
:	1156	Line number	N		Not used in EANCOM
:	4000	Reference version number	N		Not used in EANCOM

Example:

RFF+AAG:9700123'

Quotation number 9700123

Segment 8 (DTM) is not used in this application
--

SG02	NAD-SG03-SG05	Each occurrence of SG02 identifies a party to the transaction and may give other linked information. In this application, there will be two mandatory occurrences per message, to show buyer and supplier, and one optional occurrence to show the delivery address if different from the buyer's address.
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9	NAD	NAME AND ADDRESS			One mandatory occurrence per repeat of segment group SG02
+	3035	<i>Party qualifier</i>	M	an..3	BY = buyer DP = delivery address, if other than buyer SU = supplier
	C082	PARTY IDENTIFICATION	D		If possible, use coded identification in composite C082: EAN codes for buyer and supplier, and library branch codes for delivery address
+	3039	Party identification code	D	an..17	Mandatory if composite C082 is used: EAN location code (format n13), or other mutually agreed code
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list responsible agency	D	an..3	Mandatory if composite C082 is used 9 = EAN 92 = Assigned by buyer: use for a library's own branch code when used as delivery location
+	C058	NAME AND ADDRESS	N		Composite C058 is not used in EANCOM
	C080	PARTY NAME	D		Name and address are not required if the invoice is an 'additional transmission' (i.e. DE 1225 = 43 in BGM): coded identification is sufficient (but see section 4 regarding HMRC requirements)
+	3036	Party name	D	an..35	Party name in clear text. Organisation names should be entered 'top down', ie with
:	3036	Party name	D	an..35	the name of the whole organisation first, followed by divisions or departments.
:	3036	Party name	D	an..35	
:	3036	Party name	D	an..35	
:	3036	Party name	D	an..35	
:	3045	Name format, coded	N		Not used in this application

/continued

9	NAD	NAME AND ADDRESS (continued)			
	C059	STREET	D		See composite C080
+	3042	Street & number/PO Box	D	an..35	Building name and/or number and street name, and/or PO Box number
:	3042	Street & number/PO Box	D	an..35	
:	3042	Street & number/PO Box	D	an..35	
+	3164	City name	D	an..35	City or town name in clear text
+	3229	Country sub-entity ID	D	an..9	County, state, province in clear text
+	3251	Postcode	D	an..9	Postal code
+	3207	Country, coded	D	an..3	ISO 3166 two-alpha code

Example:

NAD+BY+5034567876543:::9'

Buyer and supplier identified by EAN location numbers

NAD+SU+5098765432189:::9'

Segment 10 (FII) is not used in this application

SG03	RFF	Segment group SG03: EANCOM uses only the RFF segment
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11	RFF	REFERENCE			<p>Up to three occurrences per segment group SG02, giving the VAT registration number of the party named in the linked NAD segment (VA), an additional identification code for the party, normally a supplier's account code for the customer (API) or a customer's internal vendor reference (IA).</p> <p>Note: If the invoice is 'original' (ie: DE 1225 = 9 in BGM) the VAT registration number MUST be given.</p>
	C506	REFERENCE	M		
+	1153	Reference qualifier	M	an..3	<p>API = additional party identification (EAN code) : use with a NAD segment coded BY in DE 3035 for a coded identification which is additional to the linked NAD segment - typically this may be a supplier's own code for a library account or customer department (EAN code)</p> <p>IA = internal vendor number: use with a NAD segment coded SU in DE 3035 when a library has multiple vendor references which apply to different types of business with the same supplier</p> <p>VA = VAT registration number</p>
:	1154	Reference number	M	an..35	
:	1156	Line number	N		Not used in EANCOM
:	4000	Reference version number	N		Not used in EANCOM

Example:

RFF+API:1234567'

Supplier's code for customer 1234567

EXAMPLE OF A COMPLETE SET OF NAD SEGMENT GROUPS

NAD+SU+5098765432189::9'

Supplier identified by EAN location number

NAD+BY+5034567876543::9'

Buyer identified by EAN location number

RFF+API:1234567'

Supplier's code for buyer

NAD+DP+BCH::92'

Delivery location identified by a library's branch code ("code assigned by buyer")

Segments 12 to 15 (CTA-COM, TAX-MOA) (SG05 and SG06) are not used in this application

SG07		CUX-DTM			Segment group SG07: only CUX segment 16 is used in this application
16	CUX	CURRENCIES			Required in international trading, otherwise optional: one occurrence per message to show the currency of the invoice and, if applicable, an alternative payment currency and its exchange rate. Up to 4 additional occurrences may be used to show the exchange rate between the invoicing currency and other currencies referred to in the invoice (e.g., where the invoiced price is derived from a publisher's price in another currency).
	C504	CURRENCY DETAILS	M		
+	6347	Currency details qualifier	M	an..3	2 = reference currency
:	6345	Currency, code	M	an..3	ISO 4217 three-alpha code
:	6343	Currency qualifier	M	an..3	4 = invoicing currency 10 = pricing currency
:	6348	Currency rate base	N		Not used in EANCOM
	C504	CURRENCY DETAILS	D		
+	6347	Currency details qualifier	M	an..3	3 = target currency
:	6345	Currency, code	M	an..3	ISO 4217 three-alpha code
:	6343	Currency qualifier	M	an..3	4 = invoicing currency: use only when the first occurrence of DE 6343 = 10 11 = payment currency: use only when the first occurrence of DE 6343 = 4
:	6348	Currency rate base	N		Not used in this application
+	5402	Rate of exchange	D	n..12	Rate x reference currency = target currency: up to six integers and six places of decimals, sent with an explicit decimal point and omitting non-significant zeros
+	6341	Currency market exchange	N		Not used in this application

Example:

CUX+2:GBP:4'

Invoicing currency is pounds sterling

CUX+2:GBP:4+3:USD:11'

Invoicing currency is pounds sterling, alternative payment currency US dollars

Segment 17 (DTM) is not used in this application

SG08	PAT-DTM-PCD-MOA	Segment group SG08: one occurrence of this segment group may be used to specify the payment terms which apply to the whole invoice
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18	PAT	PAYMENT TERMS BASIS	M		One occurrence may be used to specify the payment terms for the invoice. Note that in the present <i>Guidelines</i> no provision is made to specify a settlement discount. The due date for payment may be expressed either as a fixed date (using PAT and DTM segments) or as a number of days after date of invoice (using PAT only).
+	4279	Payment terms type	M	an..3	1 = basic 3 = fixed date (requires an accompanying DTM segment 19)
+	C110	PAYMENT TERMS	N		Composite C110 is not used in EANCOM
	C112	TERMS/TIME INFORMATION	D		Composite C112 is used if terms are expressed as number of days after date of invoice. Do not use if DTM segment 19 is used.
+	2475	Payment time reference code	M	an..3	5 = date of invoice
:	2009	Time relation, coded	M	an..3	3 = after reference
:	2151	Type of period, coded	M	an..3	D = day
:	2152	Number of periods	M	n..3	Number of periods (days) for payment

Example:

PAT+1++5:3:D:60'

Payment 60 days after date of invoice

19	DTM	DATE/TIME/PERIOD			One occurrence per repeat of SG08 may be used to give the due date for payment if terms are expressed as a fixed date. Do not use if PAT composite C112 is used.
	C507	DATE/TIME/PERIOD	M		
+	2005	Date/time/period qualifier	M	an..3	13 = terms net due date (CCYYMMDD)
:	2380	Date/time/period	M	an..35	Date in the prescribed format
:	2379	Date/time/period format code	M	an..3	102 = code for CCYYMMDD date format

Example:

DTM+13:19960920:102'

Due date 20 September 1996

Segments 20 to 25 (PCD-MOA, TDT, TOD-LOC, PAC) (SG09 to SG13) are not used in this application
--

SG15	ALC-SG17-SG18-SG19-SG20-SG21	<p>Each occurrence of segment group SG15 represents an allowance or charge applied to the invoice as a whole. The allowance or charge may be stated as (a) a fixed monetary amount, using MOA segment 29, or (b) a quantity, a unit rate and, if required, an extended total amount, using QTY, RTE and MOA segments respectively. This last case will occur if certain types of servicing charge are listed at invoice level rather than line level - see examples on page 34.</p> <p>NOTE that it is permissible to have more than one occurrence of segment group SG15 with the SAME allowance or charge code in ALC DE 7161 – a free text explanation may be given in DE 7160.</p>
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26	ALC	ALLOWANCE OR CHARGE			One mandatory occurrence per occurrence of segment group SG15, defining the reason for the allowance or charge and, if necessary, the method of calculation
+	5463	Allowance or charge qualifier	M	an..3	A = allowance C = charge
+	C552	ALLOWANCE/CHARGE INFO	N		Composite C552 is not used in this application
+	4471	Settlement, coded	N		Not used in this application
+	1227	Calculation sequence code	D	an..3	1, 2, 3,... 9 = first, second, third,... ninth step of calculation: use only if there are multiple allowances or charges such that a sequence must be stated to avoid ambiguity
	C214	SPECIAL SERVICES ID	M		Mandatory in this application
+	7161	Special service code	M	an..3	See code table on next page
:	1131	Code list qualifier	N	an..3	Do not use
:	3055	Code list agency code	D	an..3	28 = EDItEUR, if an EDItEUR code value is used in DE 7161
:	7160	Special service	D	an..35	Free text explanation of code used in DE 7161

Example:

ALC+C++++BJ: :28'

Charge for sleeving

Code table for ALC DE 7161

BA	Supply of approvals/book collections (<i>EDItEUR code</i>)
BB	Barcode labelling (<i>EDItEUR code</i>)
BC	Classification (<i>EDItEUR code</i>)
BG	General servicing by library bookseller (<i>EDItEUR code</i>): cards, pockets, stamps
BI	Binding (<i>EAN code</i>): code identifying special binding services: binding, reinforcing, laminating
BJ	Sleeving (<i>EDItEUR code</i>): jackets, sleeves, wallets
BM	Data communication (<i>EDItEUR code</i>): tapes, disks, e-mail charges eg for catalogue record supply
BN	Miscellaneous servicing (<i>EDItEUR code</i>)
BP	Audio/CD-ROM packaging (<i>EDItEUR code</i>): special pouches
BS	Security fitting (<i>EDItEUR code</i>): eg triggers, Knogo labels
CA	Cataloguing services: use for catalogue record supply
CB	Commission
DI	Discount

DL	Delivery charge: use also for freight charge, postage charge
ER	Exchange rate guarantee charge
HD	Handling charge
MA C	Small order surcharge
IN	Insurance charge
LD	Library discount (<i>EDItEUR code</i>)
PAB	Posting charge
PC	Packing charge
PP	Postage and packing charge (<i>EDItEUR code</i>)
SH	Special handling
TD	Trade discount
AJ	Miscellaneous credit adjustment
ABK	Miscellaneous charge

SG17	QTY	Segment group SG17: only QTY segment 27 is used in EANCOM			
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27	QTY	QUANTITY			One occurrence per segment group SG15 if the segment group is specifying a servicing charge in relation to a quantity of units, e.g. 25 books sleeved.
	C186	QUANTITY DETAILS	M		
+	6063	Quantity qualifier	M	an..3	47 = invoiced quantity
:	6060	Quantity	M	n..15	The quantity is sent as an integer, omitting non-significant zeros
:	6411	Measure unit qualifier	N		Not used in this application

Example:

QTY+47:22'

Invoiced charge applies to 22 items

Segment 28 (PCD) (Segment group SG18) is not used in this application
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SG19	MOA	Segment group SG19: only MOA segment 29 is used in EANCOM
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29	MOA	MONETARY AMOUNT			One occurrence per segment group SG15 if an allowance or charge is specified as a fixed monetary amount
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	8 = allowance or charge amount (the ALC segment in each occurrence of segment group SG15 specifies whether the whole group refers to an allowance or a charge)
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application: all allowances and charges will be shown in the invoicing currency only
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+8:140'

Allowance or charge amount is 140.00 in the invoicing currency

SG20	RTE	Segment group SG20: only RTE segment 30 is used in EANCOM
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30	RTE	RATE DETAILS			One occurrence per segment group SG15 if an allowance or charge is specified as a quantity of units and a rate per unit
	C128	RATE DETAILS	M		
+	5419	Rate type qualifier	M	an..3	1 = Allowance rate 2 = Charge rate
:	5420	Rate per unit	M	n..15	Allowance or charge rate per unit, in the invoicing currency, in the format NN.DDD, where NN is an integer of up to 12 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	5284	Unit price basis	N		Not used in this application
:	6411	Measure unit qualifier	N		Not used in this application

Example:

RTE+2:1.4'

Charge rate is 1.40 per unit, in the invoicing currency

SG21	TAX-MOA	Segment group SG21: up to five occurrences per repeat of segment group SG15. In UK practice, one occurrence only may be used to specify VAT applicable to the allowance or charge specified in SG15
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31	TAX	DUTY/TAX/FEE DETAILS			One occurrence per repeat of segment group SG21 to specify a tax type and rate
+	5283	Duty/tax/fee function code	M	an..3	7 = tax
	C241	DUTY/TAX/FEE TYPE	M		
+	5153	Duty/tax/fee type code	M	an..3	VAT = value added tax
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5152	Duty/tax/fee type	N		Not used in this application
+	C533	DUTY/TAX/FEE A/C DETAIL	N		Composite C533 is not used in this application
+	5286	Duty/tax/fee assessment basis	N		Not used in this application
	C243	DUTY/TAX/FEE DETAIL	M		Mandatory in UK book trade practice
+	5279	Duty/tax/fee rate ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5278	Duty/tax/fee rate	M	an..17	Stated as a percentage, eg 17.5 (up to 4 decimal places): mandatory in the UK even when zero
:	5273	Duty/tax/fee rate basis ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
+	5305	Duty/tax/fee category code	M	an..3	Mandatory G = export item, tax not charged S = standard rate Z = zero-rated
+	3446	Party tax ID number	N		Not used in this application

Example:

TAX+7+VAT+++:::17.5+S'

Allowance or charge carries tax at standard rate of 17.5 percent

32	MOA	MONETARY AMOUNT			<p>One occurrence per segment group SG21 with DE 5025 = 125 if it is necessary to specify the amount of an allowance or charge that is subject to tax at the rate specified in the TAX segment</p> <p>Optionally, the segment group may be repeated with DE 5025 = 124 to give the amount of tax payable on the allowance or charge</p>
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	<p>124 = amount of tax payable on the allowance or charge specified in SG21</p> <p>125 = taxable amount of the allowance or charge specified in SG21</p>
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application: all allowances and charges will be shown in the invoicing currency only
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+125:10.5'

Taxable amount is 10.50 in the invoicing currency

EXAMPLES OF COMPLETE ALLOWANCE/CHARGE SEGMENT GROUPS**Example 1: shipping charge for the whole consignment**

ALC+C++++DL'	Charge for delivery/shipping
MOA+8:24.75'	Total charge is 24.75 excluding tax
TAX+7+VAT++++:::0+Z'	Zero-rated for VAT

Example 2: itemised charge applied at invoice level

ALC+C++++BJ:::28'	Charge for sleeving
QTY+47:22'	22 items
MOA+8:15.4'	Total charge is 15.40 excluding tax
RTE+2:0.7'	@ 0.70 per unit excluding tax
TAX+7+VAT++++:::17.5+S'	Charge carries VAT at standard rate of 17.5 percent

SG25	LIN-PIA-IMD-MEA-.....-SG38-SG44	Each occurrence of segment group SG25 represents one invoice line. There can in theory be up to 9,999,999 such lines in a single invoice message.
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33	LIN	LINE ITEM			One mandatory occurrence per invoice line. In this application the LIN segment is used to carry the line sequence number and, when applicable, an ISBN-13 or EAN article number identifying the invoiced item.
+	1082	Line item number	M	n..6	Line sequence number, starting at one and incremented by one for each successive line
+	1229	Action request/notification	N		Not used in EANCOM
	C212	ITEM NUMBER ID	D		Composite C212 is used only if the invoiced item is identified by an EAN number
+	7140	Item number	D	an..35	ISBN-13 or EAN article number (format n13)
:	7143	Item number type, coded	D	an..3	EN = ISBN-13 or EAN article number
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
	C829	SUB-LINE INFORMATION	N		Composite C829 is not used in this application
+	1222	Configuration level	N		Not used in EANCOM
+	7083	Configuration, coded	N		Not used in this application

Example:

LIN+5++5012345008791:EN'

Line no 5, ISBN-13 or EAN article number

34	PIA	ADDITIONAL PRODUCT ID			<p>If the invoiced item is not identified by an ISBN-13 or EAN article number in LIN segment 33, one occurrence, coded 5 or, exceptionally, 5V in DE 4347, may be used to identify the product to which the line refers. A PIA segment may also carry additional identification codes, coded 1 or 1S in DE 4347; or, coded 4 in DE 4347, an identifier for the item which was originally ordered if the invoiced item is a substitute. The segment may be omitted if the invoiced item is identified in LIN segment 33, or if the item was ordered by a description sent in IMD segment 35, and there is no known identifier.</p> <p>Note: ISBN-10 should no longer be given as the ‘main product identification’ (ie. coded 5 in DE 4347) – for books supplied after 1st January 2007 the main product identification should be the ISBN-13 in the LIN segment.</p>
+	4347	Product ID function code	M	an..3	<p>1 = additional identification: use when the PIA segment carries an identifier which is additional to the main product identifier (eg a supplier’s own code sent in addition to the ISBN-10, ISBN-13 or EAN number)</p> <p>1S = additional identification: an identification number for a multi-volume or multi-part set to which the product belongs</p> <p>4 = substituted for: use to identify the item originally ordered when a substitute has been supplied in its place</p> <p>5 = main product identification: use when the PIA segment carries the main product code supplied and invoiced. DO NOT USE if there is an ISBN-13 or EAN article number in the LIN segment</p> <p>5V = ‘set or series including’ product number (EDItEUR code): use when the order refers to a set or series for which the only ISBN or other product number available at time of ordering is that of one or more volumes or parts</p>
	C212	ITEM NUMBER ID	M		
+	7140	Item number	M	an..35	Product number (eg ISBN-10)

/continued

34	PIA	ADDITIONAL PRODUCT ID			(continued)
:	7143	Item number type, coded	M	an..3	EN = ISBN-13 or EAN article number: use in PIA only when DE 4347 = 1, 1S, 4 or 5V; ie when the ISBN-13 or EAN number is NOT the main identifier of the product ordered IB = ISBN-10 IM = ISMN (International Standard Music Number) IN = buyer's item number: use for a product number assigned by the customer IS = ISSN (International Standard Serial Number): use only as additional identification (coded 1 in DE 4347) when invoicing an item which has been supplied under a continuation order, to identify the series to which the item belongs MF = manufacturer's article number: use for a publisher's product number which is not a recognised standard identifier SA = supplier's article number
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application
	C212	ITEM NUMBER ID	D		Further repeats of Composite C212 may be used where DE 4347 = 1 if there is more than one additional identification number. Where DE 4347 = 4 or 5, only one product number is sent.
+	7140	Item number	D	an..35	Product code
:	7143	Item number type, coded	D	an..3	As in the first occurrence of composite C212
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application
	C212	ITEM NUMBER ID	D		
+	7140	Item number	D	an..35	Product code
:	7143	Item number type, coded	D	an..3	As in the first occurrence of composite C212
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application

/continued

34	PIA	ADDITIONAL PRODUCT ID			(continued)
	C212	ITEM NUMBER ID	D		
+	7140	Item number	D	an..35	Product code
:	7143	Item number type, coded	D	an..3	As in the first occurrence of composite C212
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application
	C212	ITEM NUMBER ID	D		
+	7140	Item number	D	an..35	Product code
:	7143	Item number type, coded	D	an..3	As in the first occurrence of composite C212
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in this application

Examples:

PIA+5+0856674427:IB'

PIA+4+0870701428:IB'

PIA+1+25075679:SA'

ISBN-10 as the main identification of the item supplied and invoiced

ISBN-10 of the item originally ordered for which a substitute has been supplied

Supplier's article number as alternative identification

35	IMD	ITEM DESCRIPTION			Optional: up to 10 repeats of IMD segment 35 may be used to give limited bibliographic details of the item to which the invoice line refers. This is mandatory if the item is not identified by a code or codes in LIN segment 33 and/or PIA segment 34. Otherwise, description should not normally be sent in an invoice line.
+	7077	Item description type code	M	an..3	L = text, with EDItEUR numeric codes in DE 7081 (EDItEUR code)
+	7081	Item characteristic code	M	an..3	See next page for a subset of EDItEUR code values recommended for use in INVOIC
	C273	ITEM DESCRIPTION	M		
+	7009	Item description id	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	7008	Item description	D	an..35	Descriptive data as free text
:	7008	Item description	D	an..35	Continuation line if required
+	7383	Surface layer indicator code	N		Not used in EANCOM

Example:

IMD+L+009+:::Harris, Robert'

Author name

Code table for IMD DE 7081: EDItEUR numeric codes, DE 7077 = L

001	Short author/title description, e.g. <i>PRESTON/FRANCO: A BIOGRAPHY, 2ND ED</i>
009	Name of book author, editor or other contributor (unstructured), e.g. <i>Paul Preston</i>
010	Name of first author, editor etc. (surname or entry element), e.g. <i>Preston</i>
050	Title, e.g. <i>Franco: a biography</i>
080	Volume or part number, e.g. <i>Volume 2</i>
100	Edition statement, e.g. <i>2nd ed</i>
109	Publisher, unstructured, e.g. <i>HarperCollins</i>
110	Place of publisher, e.g. <i>London</i>
170	Date of publication, e.g. <i>1997</i>
220	Binding, e.g. <i>paperback</i>

Segment 36 (MEA) is not used in this application

37	QTY	QUANTITY			One mandatory occurrence per invoice line for the number of copies invoiced.
	C186	QUANTITY DETAILS	M		
+	6063	Quantity qualifier	M	an..3	47 = invoiced quantity
:	6060	Quantity	M	n..15	The quantity is sent as an integer, omitting non-significant zeros
:	6411	Measure unit qualifier	N		Not used in this application

Example:

QTY+47:1'

One copy invoiced

Segments 38 (ALI) and 39 (DTM) are not used in this application

39A	GIR	RELATED IDENTIFICATION NUMBERS			<p>In library book supply, the GIR segment (<i>which is NOT part of the regular EANCOM subset</i>) is used to enable “copy-related” or “part-order-related” data to be sent in an INVOIC message. (“Part-order” means a quantity of copies within a single order line which have common characteristics and/or servicing requirements.) The segment is repeatable up to 1000 times. If there are more than five items of information for one copy or for one part order, the segment may be repeated with the same copy or part-order sequence number in DE 7297.</p> <p>The GIR segment is NOT used to specify an actual delivery location, for which see LOC-QTY segments 54 and 55. It is, however, used to specify detail which relates to the shelving location for which an ordered item is intended.</p>
+	7297	<i>Set identification qualifier</i>	M	an..3	Mandatory: use for a copy sequence number in the range 001 to 999, or a part-order sequence number in the range L01 to L99
	C206	IDENTIFICATION NUMBER	M		
+	7402	Identity number	M	an..35	Carries the item of copy- or part-order-related data identified by the code in DE 7405
:	7405	Identity number qualifier	M	an..3	Mandatory in this application: code values from EDItEUR code list 7405 – see next page
	C206	IDENTIFICATION NUMBER	D		Additional repeats of composite C206 may be used for further items of copy- or
+	7402	Identity number	D	an..35	part-order-related data for the copy or part-order sequence number in DE 7297
:	7405	Identity number qualifier	D	an..3	
+	C206	IDENTIFICATION NUMBER	D		
+	C206	IDENTIFICATION NUMBER	D		
+	C206	IDENTIFICATION NUMBER	D		

Example:

GIR+001+6173523:LAC+357:LCV+GHA,75:LFN+GFG,25:LFN'

Accession number, copy value 357.00, fund GHA 75%, fund GFG 25%

Code table for GIR DE 7405

Code	Name	Description
LAC	Accession number or barcode number	May occur once only if DE 7297 = <i>nnn</i> ; or may be repeated to give all the accession numbers for a part-order if DE 7297 = <i>Lnn</i> . Alternatively, LAF and LAL may be used to specify a sequential range without listing every number.
LAF	First accession number	The first accession number in a continuous sequential range. May occur once only if DE 7297 = <i>Lnn</i> ; not used if DE 7297 = <i>nnn</i>
LAL	Last accession number	The last accession number in a continuous sequential range. May occur once only if DE 7297 = <i>Lnn</i> ; not used if DE 7297 = <i>nnn</i>
LCL	Classification	A subject class number. The scheme (eg Dewey, LC) from which the class number is taken is not specified. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LCO	Unique copy ID	A unique identifier of an individual copy, other than the accession number or barcode number: in some library systems, may be assigned by the system at the time of creating an order. May occur once only if DE 7297 = <i>nnn</i> ; not used if DE 7297 = <i>Lnn</i> .
LCV	Copy value	The replacement cost of an individual copy, which may not be the same as the price paid and may not be the same for all copies ordered. DE 7402 has the format <i>n..15</i> , and carries a number NN.DD, where NN is an integer of up to 11 digits, and DD represents up to 4 decimal places. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> . In the latter case the same copy value will apply to all copies in a part-order.
LFH	Feature heading	A further means of subdividing subject classes for shelving purposes, e.g. to group books on a specific computer programming language, or critical works about a particular author. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LFN	Fund allocation	A library's fund allocation code and, where the purchase price is to be split between two or more funds, the percentage and/or the amount allocated to the specified fund. DE 7402 is comma-delimited, with the format <i>an..19,n..4,n..10</i> for <i>fund code, percentage, amount</i> (in the default currency for the message). The percentage and the amount may include a decimal point and up to two decimal places, eg 9999999.99. May be repeated when the cost of an individual copy or a part-order is spread across two or more funds, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LFS	Filing suffix	A suffix which is added to a subject class number to further specify a shelf location, commonly the first three characters of the first author's surname. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .

Code table for GIR DE 7405 (continued)

Code	Name	Description
LHC	Holding Code	Used to hold a combination of information including location, sequence, item type etc. as a single data string (contents defined by the library).
LLN	Loan category	A library's own code or other designation which specifies the loan status of an item. See also LST, which may sometimes also imply a loan status. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LLO	Branch or location code	A library's own code or other designation for a branch or location. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LLS	Label sublocation	Specific to OCLC
LQT	Part-order quantity	The quantity in a part-order, sent as an integer in DE 7402. May occur once only, with DE 7297 = <i>Lnn</i> . Not used if DE 7297 = <i>nnn</i> .
LRP	Rotation plan number	A code assigned by a library to identify a rotation plan. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LRS	Record sublocation	Specific to OCLC
LSC	Statistical category	A code used by a library to identify a statistical category (e.g. '605' or 'Children's Picture Books') for management reporting purposes. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LSM	Shelfmark, spine label or call number (complete)	The complete contents of a shelfmark or spine label which defines a shelving location, and which typically includes a number of elements which may also, or alternatively, be sent as separate occurrences of GIR C206. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LSQ	Sequence or collection code	A code or other designation which identifies stock which is to be shelved in a specified sequence or collection. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LST	Stock category	A code or other designation which is used by a library to identify a stock category, such as "children's fiction". Stock category may sometimes be used to specify loan status, eg "14-day loan collection", but see also LLN. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LSZ	Size code	A code or other designation which indicates that stock is to be shelved separately by reason of size or format. May occur once only, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LVC	Servicing instruction code	A code from EDItEUR list 3B which specifies a special servicing requirement. May be repeated to specify multiple requirements, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
LVT	Servicing instruction text	Plain text which specifies a special servicing requirement.

		May be repeated to specify multiple requirements, with DE 7297 = <i>nnn</i> or <i>Lnn</i> .
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Segments 40 (QVR) and 41 (FTX) are not used in this application

SG26	MOA	Segment group SG26: only MOA segment 42 is used in EANCOM
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42	MOA	MONETARY AMOUNT			One mandatory occurrence per invoice line, coded 203 in DE 5025, to give the line-item amount after all line level allowances and charges, but excluding any applicable tax. Up to a maximum of 4 additional occurrences may be used (a) coded 146 in DE 5025, to give a unit price in a currency other than the invoicing currency, on which the invoice price in PRI segment 47 is based; (b) coded 113, to give an amount which has been prepaid against the line item; (c) coded 52, to give the line discount amount; and (d) coded 128, to give a line total amount payable.
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	52 = discount amount: use for line discount amount 113 = prepaid amount: when a prepayment has been made against this order line 128 = total amount: the total amount due for the order line, including line level allowances, charges and tax 146 = unit price 203 = line-item amount: after line level allowances and charges have been applied, excluding any tax
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	D	an..3	Mandatory if and only if DE 5025 = 146: ISO 4217 three-alpha code
:	6343	Currency qualifier	D	an..3	Mandatory if and only if DE 5025 = 146: 10 = pricing currency
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+203:140'

Line item amount is 140.00 in the invoicing currency

Segments 43 to 46 (PAT-DTM-PCD-MOA) (SG27) are not used in this application

SG28	PRI-DTM	Segment group SG28: one mandatory occurrence per line to specify unit price
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47	PRI	PRICE DETAILS			<p>In UK book trade practice, there is one mandatory occurrence of PRI segment 47 per invoice line:</p> <p>One occurrence, coded AAB in DE 5125, gives the unit price before discount, excluding VAT.</p> <p>Additional occurrences coded AAA and AAE may also be used.</p> <p>Note: a 'free' item may be indicated EITHER by '0' (zero) in DE 5118 OR by DE 5387=FOC (with no value in DE 5118)</p>
	C509	PRICE INFORMATION	M		
+	5125	Price qualifier	M	an..3	See code list on next page
:	5118	Price	D	n..15	Mandatory unless DE 5387 = FOC. Price, in the format NN.DD, where NN is an integer of up to 14 digits, and DD represents up to 4 decimal places. Non-significant zeros are not sent.
:	5375	Price type, coded	O	an..3	<p>Optional: the following code values may be used</p> <p>CA = publisher's catalogue price</p> <p>DI = distributor's (ie bookseller's or agent's) price</p> <p>PV = provisional price: use if publisher's firm price is not known at order date</p> <p>QT = quoted price</p>
:	5387	Price type qualifier	D	an..3	See code list on next page

Example:

PRI+AAB:12.5'

PRI+AAA:7.5'

PRI+AAE:12.5::SRP'

Unit price before discount excluding VAT = 12.50

Supplier's unit cost price = 7.50

Suggested retail price = 12.50

Code table for PRI DE 5125

AAA	Calculation price net: the unit price which will actually be charged by the supplier excluding tax but including any allowances or charges
AAB	Calculation price gross: the supplier's unit price excluding all taxes, allowances or charges
AAE	Information price: including tax but excluding any allowances or charges: use for retail unit price

Code table for PRI DE 5387

FOC	Free of charge (EDItEUR code)
PRP	Promotional price: suggested retail price which applies during the limited period of a special promotion, including a pre-publication price (not under retail price maintenance)
SRP	Suggested retail price: unit price, not subject to retail price maintenance

Segment 47A (DTM) is not used in this application

SG29	RFF-DTM	Segment group SG29: only RFF segment 48 is used in this application
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48	RFF	REFERENCE			One mandatory occurrence per invoice line to give the buyer's order line reference. Further optional occurrences up to 10 per invoice line may be used to give other references for the line item.
	C506	REFERENCE	M		
+	1153	Reference qualifier	M	an..3	See table on next page
:	1154	Reference number	M	an..35	
:	1156	Line number	O		Line number within referenced document
:	4000	Reference version number	N		Not used in EANCOM

Example:

RFF+LI:970528837'

Buyer's order line reference 970528837

Code table for RFF DE 1153

Code	Description
ABW	Accession number (barcode number)
AE	Authorisation for expense number: use for a library's "blanket" purchase authorisation number covering multiple orders
BFN	Buyer's fund number (EDItEUR code)
IA	Internal vendor number: use for the buyer's internal reference for the supplier, when a library has multiple vendor references which apply to different types of business with the same supplier
LBO	Library's approval plan or blanket order number (EDItEUR code)
LCO	Library's continuation order number: use only in a message coded 22C in BGM segment 2, DE 1001 (EDItEUR code)
LI	Buyer's unique order line number, from ORDERS RFF segment 33 (mandatory)
OI	Original invoice number: use for a reference to an invoice (usually a prepayment invoice) which initiated a series of confirmed charges and/or credit adjustments of which the present line item is part
QLI	Supplier's unique quotation line number, from QUOTES RFF segment 28 (EDItEUR code)
SBO	Supplier's approval plan or blanket order number (EDItEUR code)
SCO	Supplier's continuation order number (EDItEUR code)
SLI	Supplier's unique order line reference number (EDItEUR code)

Segments 49 to 53 (DTM, PAC-MEA-PCI-GIN) (SG30) are not used in this application

SG32	LOC-QTY-DTM	Segment group SG32: repeats of this segment group, up to a theoretical maximum of 9,999, may be used in an invoice line to indicate multiple delivery locations, e.g., library branches. Only LOC and QTY segments 54 and 55 are used in this application.
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54	LOC	PLACE/LOCATION IDENTIFICATION			One mandatory occurrence per repeat of SG33
+	3227	<i>Place/location qualifier</i>	M	an..3	7 = place of delivery
	C517	LOCATION IDENTIFICATION	M		Mandatory in EANCOM
+	3225	Place/location identification	M	an..25	Mandatory in this application: use EAN location number if possible, or an industry standard number, or failing that a library's own branch code agreed between the trading parties
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list responsible agency	M	an..3	Mandatory in this application. Use one of these values: 9 = EAN 92 = assigned by buyer: use for a library's own branch code
:	3224	Place/location	N		Not used in this application
+	C519	RELATED LOCATION ONE ID	N		Composite C519 is not used in this application
+	C553	RELATED LOCATION TWO ID	N		Composite C553 is not used in this application
+	5479	<i>Relation, coded</i>	N		Not used in EANCOM

Example:

LOC+7+ENF2::92'

Library branch code ENF2

55	QTY	QUANTITY			One mandatory occurrence per repeat of SG32 to give the delivery quantity for the location specified in LOC segment 54.
	C186	QUANTITY DETAILS	M		
+	6063	Quantity qualifier	M	an..3	11 = split delivery quantity
:	6060	Quantity	M	n..15	The quantity is sent as an integer, omitting non-significant zeros
:	6411	Measure unit qualifier	N		Not used in this application

Example:

QTY+11:2'

Quantity for this delivery location is two copies

Segment 56 (DTM) is not used in this application

SG33	TAX-MOA	Segment group SG33: one or more occurrences, up to a maximum of 5, may be used to specify taxes applicable to the line item. In UK practice, one occurrence is mandatory to specify the VAT status of a line item whose whole value is either zero-rated or taxable at standard rate. A mixed-rate item requires two occurrences, one for zero-rate and one for standard rate.
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57	TAX	DUTY/TAX/FEE DETAILS			One occurrence is mandatory in each occurrence of SG33 (see previous page for notes on the segment group)
+	5283	Duty/tax/fee function code	M	an..3	7 = tax
	C241	DUTY/TAX/FEE TYPE	M		
+	5153	Duty/tax/fee type code	M	an..3	VAT = value added tax
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5152	Duty/tax/fee type	N		Not used in this application
+	C533	DUTY/TAX/FEE A/C DETAIL	N		Composite C533 is not used in this application
+	5286	Duty/tax/fee assessment basis	N		Not used in this application
	C243	DUTY/TAX/FEE DETAIL	M		Mandatory in UK book trade practice
+	5279	Duty/tax/fee rate ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5278	Duty/tax/fee rate	M	an..17	Stated as a percentage, eg 17.5 (up to 4 decimal places): mandatory in the UK even when zero
:	5273	Duty/tax/fee rate basis ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
+	5305	Duty/tax/fee category code	M	an..3	Mandatory G = export item, tax not charged S = standard rate Z = zero-rated
+	3446	Party tax ID number	N		Not used in this application

Example:

TAX+7+VAT+++:::17.5+S'

Line item carries tax at standard rate of 17.5 percent

58	MOA	MONETARY AMOUNT			<p>This MOA segment is used only for mixed-rate VAT items. 1 occurrence using DE 5025 =125 is used to specify the amount of the extended line value (in MOA segment 42, coded 203 in DE 5025) which is subject to VAT at the rate specified in the linked TAX segment 57. The sum of the amounts in the two MOA segments for a mixed-rate item must equal the amount in MOA segment 42. (See section 6 for further details.)</p> <p>Optionally, the segment group may be repeated with DE 5025 = 124 to give the amount of tax payable</p>
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	<p>124 = amount of tax payable on the line-item amount</p> <p>125 = amount subject to tax</p>
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+125:120'

Taxable amount is 120.00

EXAMPLES OF THE USE OF TAX-MOA SG33**Whole item zero-rated**

TAX+7+VAT+++:::0+Z'

VAT zero-rated: taxable amount is the full line item amount in MOA segment 42

Mixed-rate item

TAX+7+VAT+++:::0+Z'

MOA+125:6.59'

TAX+7+VAT+++:::17.5+S'

MOA+125:13.54'

VAT zero-rated

Amount taxable at zero-rate = 6.59

VAT at standard rate

Amount taxable at standard rate = 13.54

Segments 59 (NAD) and 60 (RFF) (segment group SG34) are not used in this application
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SG38	ALC-ALI-SG39-SG40-SG41-SG42-SG43	<p>Each occurrence of segment group SG38 represents an allowance or charge applied to the invoice line item. The allowance or charge may be stated as (a) a percentage using PCD segment 64 or (b) a fixed monetary amount for the line item, using MOA segment 65, or (b) a 'per unit' rate, using QTY segment 63 and RTE segment 66. There can be a maximum of 15 occurrences of segment group SG38 per invoice line.</p> <p>The starting point for calculating the final unit price or total line value is always the calculation price in PRI segment 47. If there is more than one allowance or charge against a line item, successive occurrences of SG38 must carry a sequence number in ALC DE 1227 to ensure that calculations are performed in the correct order.</p> <p>NOTE that it is permissible to have more than one occurrence of segment group SG38 with the SAME allowance or charge code in ALC DE 7161 – a free text explanation may be given in DE 7160.</p>
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61	ALC	ALLOWANCE OR CHARGE			One mandatory occurrence per segment group SG38, defining the reason for the allowance or charge and, if necessary, the method of calculation
+	5463	<i>Allowance or charge qualifier</i>	M	an..3	A = allowance C = charge
+	C552	ALLOWANCE/CHARGE INFO	N		Composite C552 is not used in this application
+	4471	<i>Settlement, coded</i>	N		Not used in this application
+	1227	<i>Calculation sequence code</i>	D	an..3	1, 2, 3,... 9 = first, second, third,... ninth step of calculation: use if there is more than one occurrence of SG38 in a single line
	C214	SPECIAL SERVICES ID	M		Mandatory in this application
+	7161	Special service code	M	an..3	Allowance/charge type: see code table for ALC segment 26
:	1131	Code list qualifier	N		Do not use
:	3055	Code list agency code	D	an..3	28 = EDItEUR, only if an EDItEUR code value is used in DE 7161
:	7160	Special service	O	an..35	Free text explanation of code given in DE 7161

Example:

ALC+C++++BJ: :28'

Charge for sleeving

Segment 62 (ALI) is not used in this application

SG39	QTY	Segment group SG39: only QTY segment 63 is used in EANCOM
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63	QTY	QUANTITY			One occurrence per segment group SG38 if the segment group is specifying a servicing charge in relation to a quantity of units, eg 2 books sleeved.
	C186	QUANTITY DETAILS	M		
+	6063	Quantity qualifier	M	an..3	47 = invoiced quantity
:	6060	Quantity	M	n..15	The quantity is sent as an integer, omitting non-significant zeros
:	6411	Measure unit qualifier	N		Not used in this application

Example:

QTY+47:2'

Invoiced charge applies to 2 items

SG40	PCD	Segment group SG40: only PCD segment 64 is used in EANCOM
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64	PCD	PERCENTAGE DETAILS			One occurrence per segment group SG38 if an allowance or charge is specified as a percentage
	C501	PERCENTAGE DETAILS	M		
+	5245	Percentage qualifier	M	an..3	3 = allowance or charge
:	5482	Percentage	M	n..8	
:	5249	Percentage basis, coded	N		Not used in this application
:	1131	Code list qualifier	N		Not used in EANCOM
:	3055	Code list agency code	N		Not used in EANCOM

Example:

PCD+3:12.5'

Allowance or charge is calculated as 12.5 percent

SG41	MOA	Segment group SG41: only MOA segment 65 is used in EANCOM
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65	MOA	MONETARY AMOUNT			One occurrence per segment group SG38 if an allowance or charge is specified as a fixed monetary amount
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	8 = allowance or charge amount
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application: all allowances and charges will be shown in the invoicing currency only
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+8:140'

Allowance or charge amount is 140.00 in the invoicing currency

SG42	RTE	Segment group SG42: only RTE segment 66 is used in EANCOM
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66	RTE	RATE DETAILS			One occurrence per segment group SG38 if an allowance or charge is specified as a rate per unit (the unit in this case being a copy of an invoiced item)
	C128	RATE DETAILS	M		
+	5419	Rate type qualifier	M	an..3	1 = Allowance rate 2 = Charge rate
:	5420	Rate per unit	M	n..15	Allowance or charge rate per unit, in the invoicing currency, in the format NN.DDD, where NN is an integer of up to 12 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	5284	Unit price basis	N		Not used in this application
:	6411	Measure unit qualifier	N		Not used in this application

Example:

RTE+2:1.4'

Charge rate is 1.40 per unit, in the invoicing currency

EXAMPLE OF A SEQUENCE OF TWO ALLOWANCE/CHARGE SEGMENT GROUPS

ALC+A+++1+LD::28'

Calculation step 1: deduct library discount

PCD+3:10'

Ten percent

ALC+C+++2+BJ::28'

Calculation step two: add sleeving charges for two copies

QTY+47:2'

Two items

RTE+2:0.9'

90 pence per item

In this example, the sequence numbering ensures that discount is applied only to the price of the goods, and not to the servicing charge.

SG43	TAX-MOA	Segment group SG43: one or two occurrences per repeat of segment group SG38 may be used to specify VAT applicable to the allowance or charge (two occurrences if the allowance or charge carries mixed-rate VAT)
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67	TAX	DUTY/TAX/FEE DETAILS			One occurrence per repeat of segment group SG43 to specify a tax type and rate
+	5283	Duty/tax/fee function code	M	an..3	7 = tax
	C241	DUTY/TAX/FEE TYPE	M		
+	5153	Duty/tax/fee type code	M	an..3	VAT = value added tax
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5152	Duty/tax/fee type	N		Not used in this application
+	C533	DUTY/TAX/FEE A/C DETAIL	N		Composite C533 is not used in this application
+	5286	Duty/tax/fee assessment basis	N		Not used in this application
	C243	DUTY/TAX/FEE DETAIL	M		Mandatory in UK book trade practice
+	5279	Duty/tax/fee rate ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5278	Duty/tax/fee rate	M	an..17	Stated as a percentage, eg 17.5 (up to 4 decimal places): mandatory in the UK even when zero
:	5273	Duty/tax/fee rate basis ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
+	5305	Duty/tax/fee category code	M	an..3	Mandatory G = export item, tax not charged S = standard rate Z = zero-rated
+	3446	Party tax ID number	N		Not used in this application

Example:

TAX+7+VAT+++:::17.5+S'

Allowance or charge carries VAT at standard rate of 17.5 percent

68	MOA	MONETARY AMOUNT			One occurrence per repeat of segment group SG43 using DE 5025 = 125 if it is necessary to specify the amount of an allowance or charge that is subject to tax at the rate specified in the linked TAX segment 67. (See section 6 for further details.) Optionally, the segment group may be repeated with DE 5025 = 124 to give the amount of tax payable on the allowance or charge
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	124 = amount of tax payable on the allowance or charge specified in SG38 125 = taxable amount of the allowance or charge specified in SG38
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application: all allowances and charges will be shown in the invoicing currency only
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+125:2.5'

Taxable amount is 2.50 in the invoicing currency

Segment 69 (TDT) (SG44) is not used in this application
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70	UNS	SECTION CONTROL			One mandatory occurrence per message
+	0081	Section identification	M	a1	S = Detail/summary section separator

Example:

UNS+S '

71	CNT	CONTROL TOTAL			At least one occurrence per message is recommended, to send a control total of the number of line items
	C270	CONTROL	M		
+	6069	Control qualifier	M	an..3	1 = total value of QTY segments in the message (sum of DE 6060's from QTY segment 37) 2 = number of line items (LIN segments) in the message
:	6066	Control value	M	n..18	Control total sent as an integer without leading zeros and without decimal point
:	6411	Measure unit qualifier	N		Not used in this application

Example:

CNT+2 : 4 '

Four line items in message

SG48	MOA-SG49	Multiple occurrences of SG48 are used to carry invoice total amounts in the invoicing currency
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72	MOA	MONETARY AMOUNT			Two mandatory occurrences for HMRC per invoice (coded 129 and 176), to give the totals shown in the example on the next page. Additional occurrences with other codes given in the table below may be required by trading partners.
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	See code table below
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Code table for DE 5025: totals should be given in the sequence listed below

Code	Name	Description
79	Total line item amounts	Includes charges or allowances specified at line level, but excludes all tax, and charges or allowances specified at invoice header level: i.e., the sum of all amounts coded 203 in MOA segment 42 at line level
129	Invoice total before tax and settlement discount	The amount on which settlement discount, if any, is to be calculated, including all allowances and charges, from both header and detail sections, but excluding tax: the sum of the amount coded 79 above plus the amount of all allowances or charges specified in occurrences of SG15 (mandatory for HMRC)
122	Invoice total before tax after settlement discount	The amount coded 129 above after settlement discount (if any) has been deducted.
176	Invoice total tax amount	The sum of the amounts coded 124 in all occurrences of MOA segment 76 (mandatory for HMRC)
86	Message total monetary amount	The total invoice amount due including tax, allowances and charges, but excluding settlement discount, if any: the sum of the amounts coded 129 and 176 above
113	Prepaid amount, if any	The total amount which was prepaid against this invoice or against specific line items
9	Amount payable	After all taxes, prepayments and settlement discount: the total coded 86 above less any prepayment amount coded 113 (<i>NB this assumes there is no settlement discount, which is not covered here</i>)

Note: if consistency with TRADACOMS is required, it is recommended that all of the six totals shown in the example below should always be sent, even though in most cases there is obvious redundancy. The “Prepaid amount”, coded 113, should be sent only when applicable, and should then appear after the total coded 86 and immediately before the final amount payable, coded 9.

Example:

MOA+176:0'	Invoice total VAT (mandatory for HMRC)
MOA+129:94.5'	Invoice total before tax and settlement discount (mandatory for HMRC)
MOA+79:94.5'	Line items total before tax
MOA+122:94.5'	Invoice total before tax after settlement discount
MOA+86:94.5'	Invoice total payable before settlement discount
MOA+9:94.5'	Invoice total payable after settlement discount

SG49	RFF-DTM	Segment group 49 is used only when there has been a prepayment against the invoice, to give a reference to the payment. Each occurrence of segment group SG49 must be linked to an occurrence of MOA segment 72 which is coded 113 in DE 5025.
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73	RFF	REFERENCE			One mandatory occurrence per segment group SG49
	C506	REFERENCE	M		
+	1153	Reference qualifier	M	an..3	AEK = payment order number CK = cheque number LC = letter of credit number PQ = payment reference number
:	1154	Reference number	M	an..35	
:	1156	Line number	N		Not used in EANCOM
:	4000	Reference version number	N		Not used in EANCOM

Example:

RFF+CK:528837'	Cheque number 528837
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74	DTM	DATE/TIME/PERIOD			One optional occurrence per segment group SG49, to give the date of the payment reference
	C507	DATE/TIME/PERIOD	M		
+	2005	Date/time/period qualifier	M	an..3	171 = reference date (CCYYMMDD)
:	2380	Date/time/period	M	an..35	Date in the prescribed format
:	2379	Date/time/period format code	M	an..3	102 = code for CCYYMMDD date format

Example:

DTM+171:19960920:102'

Reference date 20 September 1996

SG50	TAX-MOA	There must be one occurrence of segment group SG50 for each tax type and rate which occurs in the invoice message, to give an invoice total for that tax (up to a maximum of 10). In a UK book invoice where ALL items are zero-rated for VAT, there will nevertheless be one occurrence of the segment group.			
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75	TAX	DUTY/TAX/FEE DETAILS			One mandatory occurrence per segment group SG50
+	5283	Duty/tax/fee function code	M	an..3	7 = tax
	C241	DUTY/TAX/FEE TYPE	M		
+	5153	Duty/tax/fee type code	M	an..3	VAT = value added tax
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
:	5152	Duty/tax/fee type	N		Not used in this application

/continued

75	TAX	DUTY/TAX/FEE DETAILS			(continued)
+	C533	DUTY/TAX/FEE A/C DETAIL	N		Composite C533 is not used in this application
+	5286	Duty/tax/fee assessment basis	N		Not used in this application
	C243	DUTY/TAX/FEE DETAIL	M		Mandatory in UK book trade practice
+	5279	Duty/tax/fee rate ID	N		Not used in this application
:	1131	Code list qualifier	N	N	Not used in this application
:	3055	Code list agency code	N	N	Not used in this application
:	5278	Duty/tax/fee rate	M	an..17	Stated as a percentage, e.g., 17.5 (up to 4 decimal places): mandatory in the UK even when zero
:	5273	Duty/tax/fee rate basis ID	N		Not used in this application
:	1131	Code list qualifier	N		Not used in this application
:	3055	Code list agency code	N		Not used in this application
+	5305	Duty/tax/fee category code	M	an..3	Mandatory G = export item, tax not charged S = standard rate Z = zero-rated
+	3446	Party tax ID number	N		Not used in this application

Example:

TAX+7+VAT+++:::17.5+S'

VAT at standard rate of 17.5 percent

76	MOA	MONETARY AMOUNT			<p>One mandatory occurrence for HMRC per occurrence of segment group SG50, coded 125, to show the invoice total amount taxable at the rate in the linked TAX segment 75</p> <p>An additional occurrence, coded 124, to show the amount of tax due, may also be required by trading partners</p>
	C516	MONETARY AMOUNT	M		
+	5025	Monetary amount qualifier	M	an..3	<p>124 = tax amount (the tax payable at the rate specified in the previous TAX segment)</p> <p>125 = taxable amount (the total amount subject to tax at the rate specified in the previous TAX segment, taking into account allowances and charges, and settlement discount if applicable)</p>
:	5004	Monetary amount	M	n..18	Actual monetary amount, in the format NN.DDD, where NN is an integer of up to 15 digits and DDD represents up to 3 decimal places. Non-significant zeros are not sent.
:	6345	Currency, coded	N		Not used in this application
:	6343	Currency qualifier	N		Not used in this application
:	4405	Status, coded	N		Not used in EANCOM

Example:

MOA+125:11700'

Total amount taxable is 11,700.00 in the invoicing currency

MOA+124:1107.5'

Total tax is 1,107.50 in the invoicing currency

Segments 77 to 79 (ALC-ALI-MOA) are not used in this application

80	UNT	MESSAGE TRAILER			One mandatory occurrence per message
+	0074	No of segments in message	M	n..6	Count includes the UNH and UNT segments
+	0062	Message reference number	M	an..14	The reference number given here must be the same as that specified in the UNH segment

Example:

UNT+2345+ME000001'

2345 segments in message reference ME000001