

FedEx Custom Critical

ASC X12 Electronic Invoice (210) and Remittance (820) transaction sets

EDI Implementation Guide

June 2006

This version is effective as of June 2006.

Getting Started

Once you have decided to use electronic invoice and remittance, follow this guide for testing and implementation. You'll need to successfully complete these steps before electronic invoice and remittance may begin:

- Complete the online Contact Information form at <http://customcritical.fedex.com/us/shipping/myaccount/edi/default.shtml>.
- FedEx Custom Critical (FDCC) will contact you to gather information and guide you through testing and implementation.
- If you are using an electronic mailbox on a value-added network, ensure the appropriate bilateral trading partnership is established.
- Request an electronic invoice test file.
- Program your system to read the invoice file FedEx Custom Critical sends you and process it through your Accounts Payable system.
- Program your system to generate and send the remittance transmission and non-payment data.
- Test in coordination with FedEx Custom Critical and the instructions provided in this guide.
- When invoice testing is complete and remittance testing is approved, FedEx Custom Critical will contact you regarding the move into production mode.

FedEx Custom Critical EDI Billing Summary

Most Common Optional EDI data Elements

The following is a summary of the most commonly requested optional EDI data elements. For a complete transaction set, please see the FDCC 210 4010 Implementation Guide.

ISA - Interchange Control Header

- ISA05 Interchange ID Qualifier: **02**
- ISA06 Interchange Sender ID: **FDCC**

GS - Functional Group Header

- GS02 Application Sender's Code: **FDCC**

B3 - Beginning Segment

- B302 Invoice Number: **Custom Critical Pro Number**
- B303 Shipment ID: **Customer's BOL (Optional)**

N9 - Reference Number

- N901 Reference Number Qualifier: **AE**
- N902 Reference Number: **Authorization Number (Optional)**

N1, N3, N4 - Shipper

- N103 Identification Code Qualifier: **25**
- N104 Identification Code: **Customer's Location Code (Optional)**

N1, N3, N4 - Consignee

- N103 Identification Code Qualifier: **25**
- N104 Identification Code: **Customer's Location Code (Optional)**

FedEx Custom Critical EDI Implementation Guide

Available Formats

Electronic invoice and remittance is provided to you via computer transmission. This guide contains instructions for implementing the ASC X12 Electronic Invoice (210) and Remittance (820) transaction sets. Version 4010 is preferred.

Guidelines and Limitations

Your election to use FedEx Electronic Invoice and Remittance means that you will comply with the provisions of this guide.

General

- To be eligible for electronic invoicing, you must send your remittance data electronically. Payment can be made via check or Electronic Funds Transfer (EFT).
- You will have the option of receiving past due charges via paper or electronic file.
- In accordance with the FedEx Service Guide, payment must be made within 15 days of the invoice date.
- Lack of reference data is not a valid reason for non-payment.
- Electronic documents are not considered “received” until they are accessible in the receiving mailbox.
- You are responsible for making timely program changes or additions as they relate to addenda/revisions within the time frame requested by FedEx Custom Critical.
- Short payment problems identified by FedEx Custom Critical that are related to programming in your Accounts Payable system or databases must be corrected immediately.
- FedEx Custom Critical does not offer programming support.
- Electronic documents transmitted for electronic invoicing and remittance are considered written documents. They constitute an original when they are printed from electronic files or records established and maintained in the course of business.
- Failure to retrieve electronic invoice files in a timely manner may result in termination of electronic invoicing by FedEx Custom Critical; paper invoicing will resume.
- After implementation, either party can terminate electronic invoice and remittance with 14-day prior written notice. FedEx Custom Critical may modify electronic invoice and remittance at any time.

Remittances

- All remittances can be included on your transmission regardless of the billing medium (i.e., automated systems, transmission, or paper).
- All payments on the transmission must total to a single check or electronic funds transfer. Non-payments can be included in the record.

FedEx Custom Critical EDI Implementation Guide

Transmissions

FedEx Custom Critical will transmit your invoice by computer on a daily basis. All you need is a computer (PC, midrange, or mainframe), modem, and

- Communications software to receive invoice files and send remittance files.
- The following guidelines and limitations apply:
- FedEx Custom Critical will pay for the transmission of invoice files and remittance files to an electronic mailbox on our network (FedExNet®), or to a value-added network of our choice. However, if you choose a different network, FedEx pays only the cost of the transmission interconnection. Your company is responsible for all charges from your value-added network provider.
- You are responsible for the acts or omissions of your provider while transmitting, receiving, storing, or handling documents.
- At your own expense, you will provide and maintain your equipment, software, services, and testing necessary to effectively and reliably send and receive electronic documents.
- You are responsible for using proper mailbox procedures to ensure that all electronic documents are duly authorized and protected from improper access.

Functional Acknowledgements

Functional Acknowledgment transaction sets are optional.

- These transaction sets are used to acknowledge receipt of an invoicing file.

Procedures For Submitting Remittance Data & Payment

You may pay all of your Intra-U.S. invoices (automated systems, transmission, or paper) via one electronic remittance file. You will need to create a remittance file to indicate which shipments are being paid. The first record contains identification data. The second and subsequent records contain remittance and non-payment data.

When sending electronic remittance data, you have the following options:

- Pay full amount of invoice.
- Make a partial invoice payment.
- You have the option of submitting payments and non-payments in the same remittance file, or in separate files.

Payment Options

Payment by check:

- Prepare your payment plus a remittance file, including the non-payment information. Please note that the amount of your check must match the total amount paid on the remittance file.

Electronic Payment:

- If you wish to make payment via FedWire or Automated Clearing House (ACH), please contact the FedEx Custom Critical Finance Department.
- Credit terms are based on payment to FedEx Custom Critical within 15 days of the invoice date in accordance with the FedEx Service Guide.

Testing—Electronic Invoice & Remittance

The electronic invoicing & remittance test consists of:

- Receiving a test invoice file
- Processing the test file on your system
- Returning to FedEx Custom Critical a test remittance file including non-payment information

The test invoice, comprised of invoices previously billed to your account, will be processed using the specifications covered in this guide.

Remittance Test Results & Implementation

Contact the FedEx Custom Critical EDI Coordinator when you are ready to send a test remittance file. You will be notified of the test results. Electronic invoicing may begin after you successfully complete the remittance test.

You will have the option to receive parallel paper invoices along with your electronic invoice file for up to 30 days after implementation. The electronic invoice is for payment and the paper invoice is for comparison only. Paper invoices will be eliminated after 30 days.