# MY PRICEBOOK

To : Whom it may concern

Subject: My Pricebook eInvoice Requirements

My Pricebook has the following requirements for importing invoices

File Format:   My Pricebook can handle fixed length or file delimited with commas or tabs.

1. .txt or text format files
2. .csv or comma separated value files

  We have provided a sample file definition on page 2 of this document.

Apex would like a sample file in order to test the import of data. Please email a sample file to the email address below and make the subject: eInvoice test file and the name of your company.

ApexBOS Contact details:

 email:   support@apexbos.com
phone:  888-989-2739 x2
  web:   apexbos.com

Thank You
Apex Support Team

Updated 6/11/14

# APEX ELECTRONIC INVOICE - STANDARD/PREFERRED FORMAT
## EINVOICE DATA FILE FORMAT, Fixed width text file, ANSI encoding
### A - B - C file format

**Header Record (A record)**

| Field Name | Beg Position | Field Length | End Position | Field Type | Field Value | Comments | Sample value |
|---|---|---|---|---|---|---|---|
| Record Type | 1 | 1 | 1 | A | "A" | Indicates the line is a header record. | A |
| Vendor Code | 2 | 6 | 7 | A | "VENDOR" | Identify yourself, alpha/numeric code. | VENDOR |
| Invoice Number | 8 | 10 | 17 | N | | | 0001362147 |
| Invoice Date | 18 | 6 | 23 | N | | MMDDYY, or YYMMDD | 080728 |
| Invoice Total | 24 | 10 | 33 | N | | 0 padded, 2 decimals implied, Leading + or - OK | 000312976 |
| | | | | | | A credit memo should contain a leading minus sign. | |

**Detail Record - Products/Merchandise (B reccords)**

| Field Name | Beg Position | Field Length | End Position | Field Type | Field Value | Comments | Sample value |
|---|---|---|---|---|---|---|---|
| Record Type | 1 | 1 | 1 | A | "B" | Indicates the line is an invoice detail line record. | B |
| Item UPC - Retail Unit | 2 | 11 | 12 | N | | UPC-A, no check digit | 07161030065 |
| Item Description | 13 | 25 | 37 | A | | Upper case and no punctuation preferred | BACKWOODS HONEY BERRY |
| Vendor Item Code | 38 | 6 | 43 | N | | Reorder #, Zero filled/padded is preferred | 737064 |
| Unit Cost | 44 | 6 | 49 | N | | Zero Filled 2 decimals implied, cost per Item code | 002232 |
| Unit of Measure * | 50 | 2 | 51 | A | | CT, BX, EA, etc | BX |
| Unit Multiplier | 52 | 6 | 57 | N | | 0 padded, units in unit of measure, 10 for cig ctn | 000006 |
| Quantity Sold | 58 | 5 | 62 | N | | 0 padded, billed qty of Vendors Item code, can be neg. | 00001 |
| Suggested Retail Price | 63 | 5 | 67 | N | | 0 padded, 2 decimals implied | 02784 |
| Multi-Pack Price * | 68 | 3 | 70 | N | | I.e. 2 for .99, 3 for.., typically 001 | |
| Classification/Category | 71 | 2 | 72 | N | | Optional classification information | |

**Detail Record - Other Charges (C records) (OPTIONAL)**

| Field Name | Beg Position | Field Length | End Position | Field Type | Field Value | Comments | |
|---|---|---|---|---|---|---|---|
| Record Type | 1 | 1 | 1 | A | "C" | Indicates the line is a misc/non product purchase. | C |
| Charge Type * | 2 | 3 | 4 | A | "SER" | Service Charge, Delivery, Fuel Surcharge etc. | DEL |
| Charge Descriptions | 5 | 25 | 29 | A | | Detailed Description of the charge | Out of zone delivery charge |
| Amount | 30 | 9 | 38 | N | | 0 padded, 2 decimals implied, Leading + or - OK | 000000950 |

\* Not Required, Space Pad if not used
A = Alpha
N= Numeric

sample excerpt:
```
AVENDOR000136214708072800000312976
 B07161030065BACKWOODS HONEY BERRY     737064002232BX0000060000102784000000000
 B07480600144BIG HUG LEMON/LIME 16OZ   241562000702CS00002400001011520000000000
```