ELECTRONIC INVOICING GUIDE

eInvoicing Specifications for Suppliers

XML FILE FORMAT

Overview

Direct Commerce, Inc. (DCI) supports the XML file format for uploaded invoice transactions for TruGreen.

All other issues such as business validation rules and transmission methods are outside the scope of this document. We **strongly** encourage you to read and understand the data validation rules for TruGreen. The file format described in this document is a general-purpose format that is in common industry use, and TruGreen has additional validation rules, requirements, and restrictions you should be aware of when building these files.

XML File Layout

While Direct Commerce can accept XML files based on virtually any DTD, we recommend the use of the Sandia Rapid e-Invoice format. This format is currently being used in a number of widely-deployed invoicing systems and is easy to understand and implement. Details on this format can be found at: http://www.sandia.gov/elecinvoice/manual.html

The following is a sample invoice that conforms to the Sandia Rapid E-Invoice specification:

```
<?xml version="1.0" encoding="UTF-8" standalone="true"?>"
<DocumentInterchange>
  <XchgDocument>
    <Invoice>
      <InvoiceHeader>
        <Invoicetype>S</Invoicetype>
        <InvoiceNum>1234567890</InvoiceNum>
        <InvoiceDate>1410872403000</InvoiceDate>
        <CurrencyCode>USD</CurrencyCode>
        <PONum>12345678</PONum>
        <GeneralText/>
        <BusinessUnit>Trugreen 5755</BusinessUnit>
      </InvoiceHeader>
      <InvoiceLine>
        <LineNum>1</LineNum>
        <PartDescription>Invoice Line Description here</PartDescription>
```

```xml
            <Quantity>12345</Quantity>
            <UnitOfMeasureCd>EA</UnitOfMeasureCd>
            <UnitPrice>123.1234</UnitPrice>
            <POLineNum>5</POLineNum>
            <InvoiceLineDistribution>
                <DistributionLineNum>1</DistributionLineNum>
            </InvoiceLineDistribution>
            <InvoiceTax>
                <TotalLineTaxAmount>0.0000</TotalLineTaxAmount>
            </InvoiceTax>
        <InvoiceLine>
        <InvoiceLine>
            <LineNum>2</LineNum>
            <PartDescription>Invoice Line Description here</PartDescription>
            <Quantity>12345</Quantity>
            <UnitOfMeasureCd>EA</UnitOfMeasureCd>
            <UnitPrice>123.1234</UnitPrice>
            <POLineNum>5</POLineNum>
            <InvoiceLineDistribution>
                <DistributionLineNum>1</DistributionLineNum>
            </InvoiceLineDistribution>
            <InvoiceTax>
                <TotalLineTaxAmount>0.0000</TotalLineTaxAmount>
            </InvoiceTax>
        <InvoiceLine>
        <InvoiceSummary>
            <InvoiceTotNetVal>000.00</InvoiceTotNetVal>
            <InvoiceTotTaxVal>000.00</InvoiceTotTaxVal>
            <InvoiceTotShipVal>000.00</InvoiceTotShipVal>
            <InvoiceTotSurcharge>000.00</InvoiceTotSurcharge>
            <InvoiceTotGrossVal>0000.00</InvoiceTotGrossVal>
        </InvoiceSummary>
        <InvoiceComments>invoice comment rgrd for surcharge </InvoiceComments>
    </Invoice>
  </XchgDocument>
</DocumentInterchange>
```

ELECTRONIC INVOICING GUIDE

Column	Data Element	Description	Required	Length
1	Invoice#	Supplier provided invoice number	Y	25
2	Invoice Date	Supplier provided invoice date	Y	6
3	PO #	PO number assigned by TruGreen	Y	20
4	Supplier ID#	Vendor number assigned by TruGreen	Y	8
5	Invoice Line #	The line number of the line item data	Y	6
6	PO Line #	PO line number of the line item data	Y	6
7	Supplier Item#	The Supplier item number of the line item data	Y	25
8	Buyer Item#	The TruGreen item number of the line item data	Y	25
9	QTY	The quantity of the line item data	Y	15
10	Unit of Measure	The unit of measure of the line item data	Y	2
11	Unit Price	The unit price of the line item data	Y	15,2
12	Taxable	Y/N indicator if the item is subject to tax	Y	15,2
13	Tax Rate	Tax rate to be applied to the unit price of the line item	N	15,2
14	Tax Amount	Tax amount to be added the line item	N	15,2
15	Freight	Freight charges that are applicable to the invoice	N	15,2
16	Misc. Charges	Additional charges that are applicable to the invoice	N	15,2
17	Comments	Invoice level comments	N	250