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## **1. overview procedures**

Within ERS the customer evaluates shipments after receipt automatically with agreed net prices. Evaluated receipts are reported to suppliers by Self Billing Invoices.

Shipping/Receiving dates trigger payment due dates. SBI's will be produced for each payment due date.

SBI's provide a running sequence number for each supplier shipment side, report it as invoice number and show it in addition on the Remittance Advice of the payment due date.

The EDI transmission has to be recorded by the customer (data producer) in line with national legal requirements.

## **2. general**

### **2.1 objectives**

- rapid transmission of SBI-data
- automatic reconciliation and mechanical match of open items
- elimination of input for SBI receiver
- processing of regular data by standardized interfaces
- error reduction
- immediate data transfer to supplier's accounts receivables

This procedure describes the handling of EDI of SBI-data via public telephone networks in the automotive industry. With full intention it was developed for general purpose independent from individual user systems to facilitate implementation for additional partners and to consider all essential elements.

### **2.2 fundamentals**

The procedure is based on recommendation of the VDA steering committee for electronic data interchange.

It deals with determination of unique data types, data elements, field lengths, field types, keys and codes used as binding interface manuals. At the same time it works as programming base between EDI-partners.

To the possible extend SBI data follow international determined standards, which might be transferred into internally used company keys.

## 2.3 legal requirements

Authorization of EDI for SBI follows § 14 chapter 5 and 6 fiscal legislation in addition to the letter of the ministry of finance dated from may 25.1992 number IV A 2 - Page 7280 and §§ 145-147 "Abgabenordnung ". Similar legislation exists in Britain and some other european countries.

## 2.4 ammendments

Recommendations for ammendments should be directed to the VDA in writing. If possible they will be published with the next version of the standard 4908.

## 3. data type structure

For each standard data types have been developed to enable a controlled transmission for financial sensitive data. You will find the structure as well as standard elements, field length, field type etc in the attachments.

For SBI on EDI data types 821-829 have been allocated. Length is 128 bytes for all data types. All fields are defined as character format

Content	data type
- supplier data header record	821 once per each EDI
- unique data elements of the SBI	822
- unique data elements of the delivery documents	823
- standing data of the delivery documents	824
- reductions/surcharges related positions	825
- complementary standing data of an retroactive payment SBI	826
- national demands	827
- complementary currency specifications	828
- count of record types data	829 once per each EDI

SBI key in data type 822, position 14, defines the SBI type of transmission ('0' = SBI, '1' = Retro SBI, '2' = transmission of data types follows the SBI key).

Dependent to the SBI-key the transmission of the single data types will be changed.

For cost efficiency reasons, all data types have been developed free of redundancies, i.e. each field will be transmitted only once. It is therefor recommended that definitions as customer code, SBI number, delivery doc. number etc should be integrated into all data types following user internal programmes to enable a clear sequence structure.

In addition we recommend to use unique VAT percentages and currency codes per transmission.

#### **4. data validity check**

The testconditions of the program are corresponding to the agreements of the VDA working group "Vordruckwesen/Daten-austausch". Following program-tests have to be considered by the EDI-participants:

##### **4.1 valid data types**

###### **4.1.1 valid data types SBI (the SBI-key for data type 822 is '0')**

821 = supplier data header record  
822 = unique data elements of the SBI  
823 = unique data elements of the delivery documents  
824 = standing data of the delivery document  
825 = reductions/surcharges related positions  
827 = national demands  
828 = complementary currency specifications  
829 = count of record types data

###### **4.1.2 valid data types Retro SBI (the SBI-key for data type 822 is '1')**

821 = supplier data header record  
822 = unique data elements of the SBI  
823 = unique data elements of the delivery documents  
824 = standing data of the delivery document  
825 = reductions/surcharges related positions  
826 = complementary standing data of an retroactive payment SBI  
827 = national demands  
828 = complementary currency specifications  
829 = count of record types data

###### **4.1.3 valid data types for unvalued receivings (the SBI-key for data type 822 is '2')**

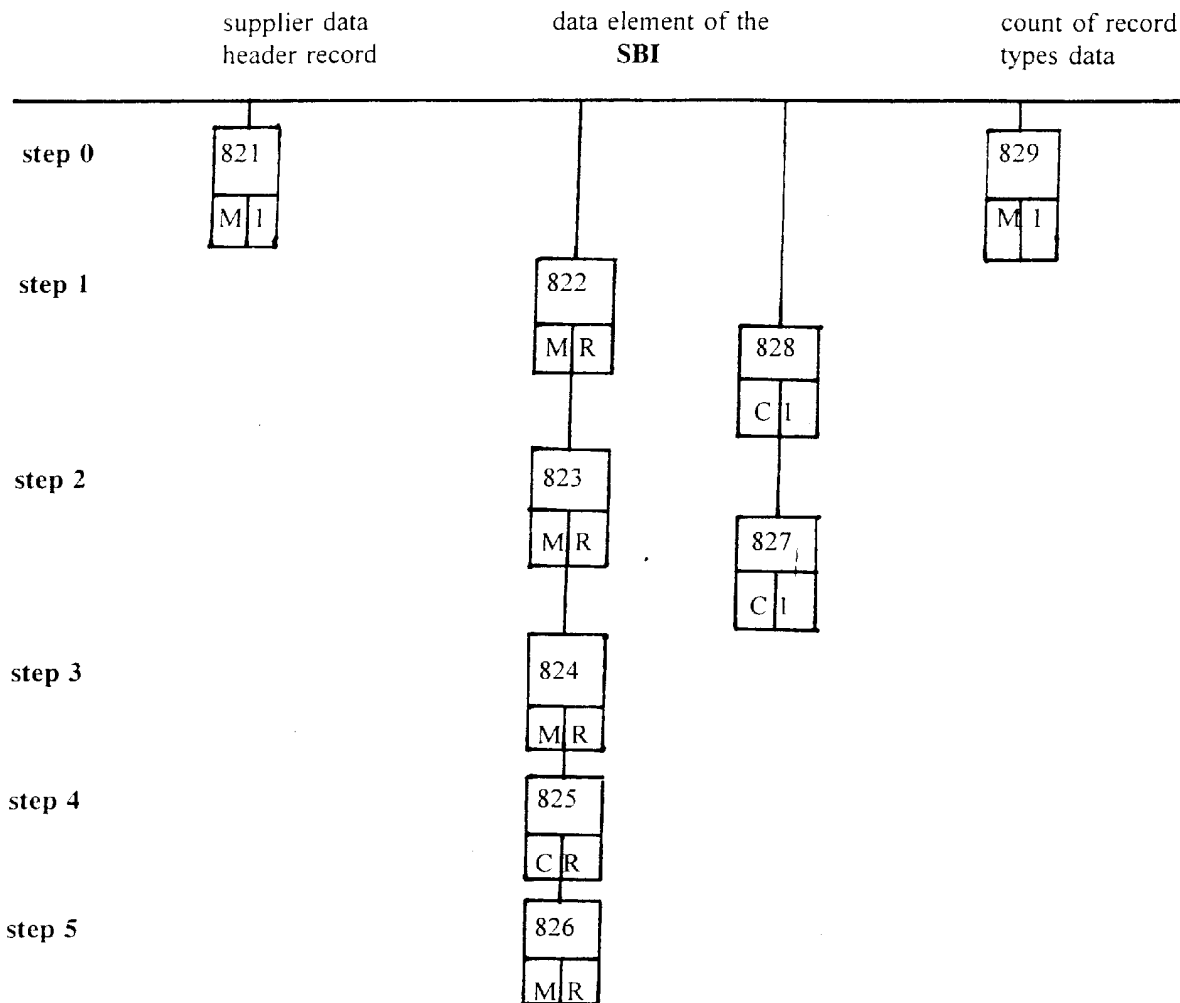
821 = supplier data header record  
822 = unique data elements of the SBI  
823 = unique data elements of the delivery documents  
824 = standing data of the delivery document  
829 = count of record types data

##### **4.2 valid data type sequence**

###### **4.2.1 valid data type sequence SBI**

821 has to be first data type of the transmission  
822 has to follow data type 821 or can follow 824, 825 or 827 (cannot follow data type 822)  
823 has to follow 822 or can follow 824, 825 or 827 (cannot follow data type 823)  
824 has to follow 823 or can follow 824 or 825  
825 can follow 824 or 825  
827 can follow 824 or 825, but only once per "SA 823"  
828 can follow 827, 825 or 824, but only once per "SA 822"  
829 has to follow 824 or 825 or can follow 827 + 828 and has to be the last data type of transmission

### Flowchart of an authorized series of data types:

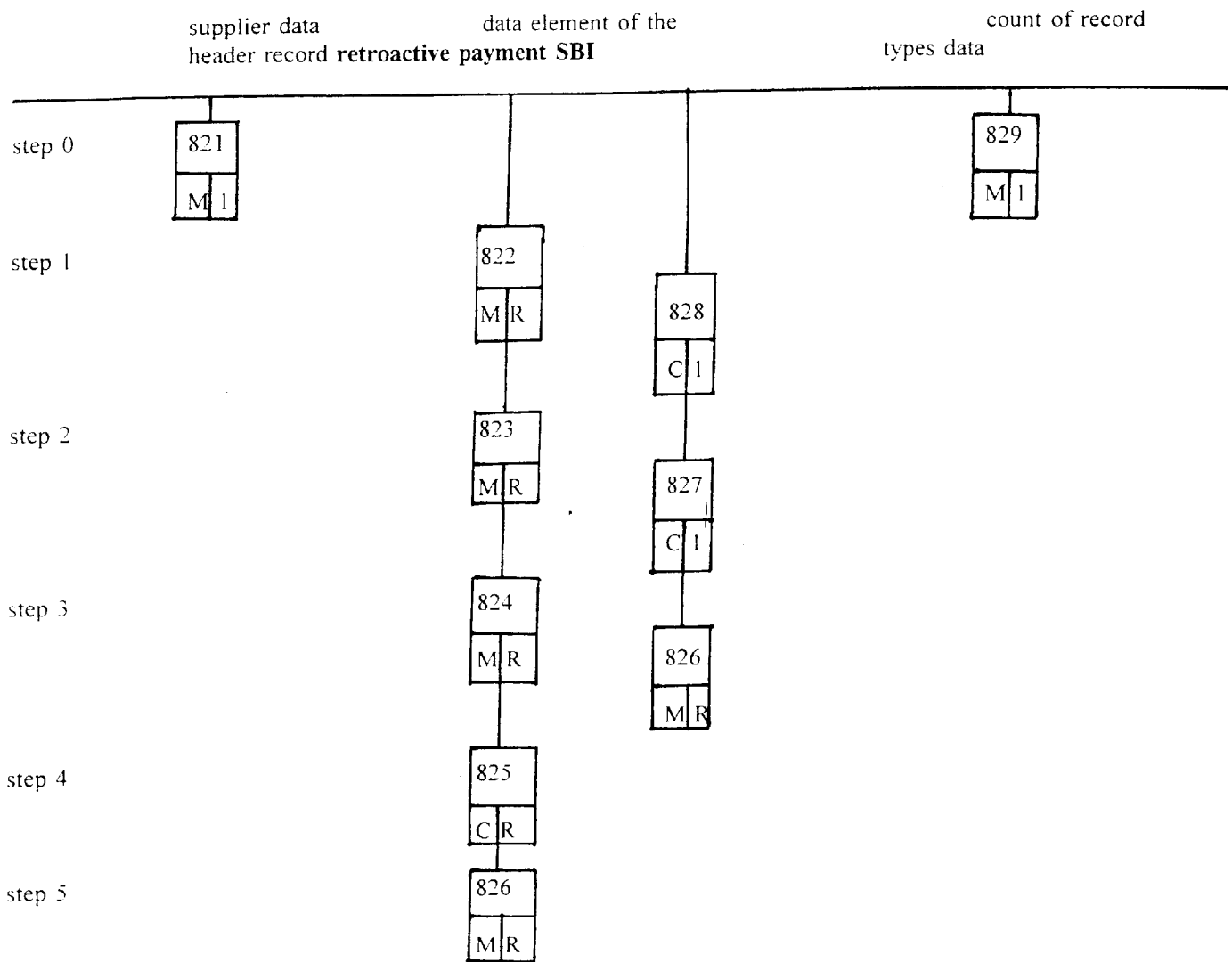


M = mandatory  
C = conditional  
R = repeatable

#### 4.2.2 additional valid data type sequence of an Retro SBI

- 821 has to be first data type of an transmission
- 822 has to follow data type 821 or can follow 826 or 827 (cannot follow 822)
- 823 has to follow 822 or can follow 826 or 827 (cannot follow 823)
- 824 has to follow 823 or 826
- 827 can follow 826, but only once per "SA 823"
- 828 can follow 827, 825 or 824, but only once per "SA 822"
- 829 has to follow 826 or can follow 827 = 828 and has to be the last data type transmitted

### Flowchart of an authorized series of data types:



M = mandatory  
C = conditional  
R = repeatable

#### 4.3 check of correct version number

The version numbers of each data type of the data sender and the data receiver have to be the same. If the change of a version number is necessary it has to be adjusted between the EDI-participants and worked into the corresponding programtest conditions with permission of the VDA working group "Vordruck-wesen/ Datenaustausch" before the first run of this changed part.

#### **4.4 general formal check**

All data fields of an data type have to meet formal demands.

Numeric defined fields have to be treated as unpacked decimal and filled out right justified with leading zeros. the fields are not in use, they have to be filled out with zeros.

Alpha-numeric defined fields have to be filled out with blanks if they are not in use.

#### **4.5 general logical check**

Single tests from variant data types will be selected to ensure that the correct receiver will receive the correct file.

##### **4.5.1 data type 821**

##### **4.5.1.1 customer/supplier code**

The connection of supplier code and customer code used by the sender have to match the codes of the receiver.

##### **4.5.1.2 transmission number OLD/NEW**

The transmission number OLD has to match the transmission number NEW of the previous EDI. The transmission number OLD for the first transmission is = 00000.

##### **4.5.1.3 VAT-ID**

The used connection of identification code for turnover tax for the sender and the receiver have to be the same as the sender and the receiver.

##### **4.5.2 data type 829**

The summaries of payments und turnover tax have to match the summaries from data type 822. If an error is found during the previous tests, the complete EDI has to be repeated until the file is correct.

## **5. programme test/record retention**

### **5.1 format check**

- valid data types
- valid series of data types
- valid field types (A/N)
- valid kinds of processing  
(SBI or retroactive payment SBI)
- valid version number (released-stand)

### **5.2 check of contents**

- EDI number OLD/NEW
- valid customer code
- valid supplier code
- valid turnover tax identification code customer
- valid turnover tax identification code supplier
- check of summaries:  
turnover tax, SBI-summary and cash discount for data type 829 with the single items of all sets of data type 829.

If an error is found, the sender has to be informed immediately. After the correction a new, complete transmission of the file is required.

### **5.3 comparison with supplier internal data**

All received data files have to be extended with the following arranging notions for the subsequently processing by machine:

- customer code
- supplier code
- plant number
- SBI number
- SBI date
- number of the delivery document
- date of the delivery document

reason: sortfield for following programs

The files existing at the supplier can be matched by machine with this file, e.g. delivery document files. Matching and so existing sets will be marked, so that these files will not be searched during the next comparing run. Mismatching sets of file "VDA 4908" will be printed and have to be handled separatly by the supplier (sales department/financial accounts)



Following differences are possible:

	Inhouse-file supplier	VDA 4908 customer
receipt not found	-	x
delivery is missing	x	-
price differs	x	x
quantity differs	x	x
number of the item differs	x	x
other differings	x	x

#### 5.4 data process in financial accounting/accounts receivable

After matching the files, the referring charge account of the customer can be extended with e.g. SBI number if the sets are matching. Because of the given SBI number on the payment notion, the unpaid item can be charged by machine.

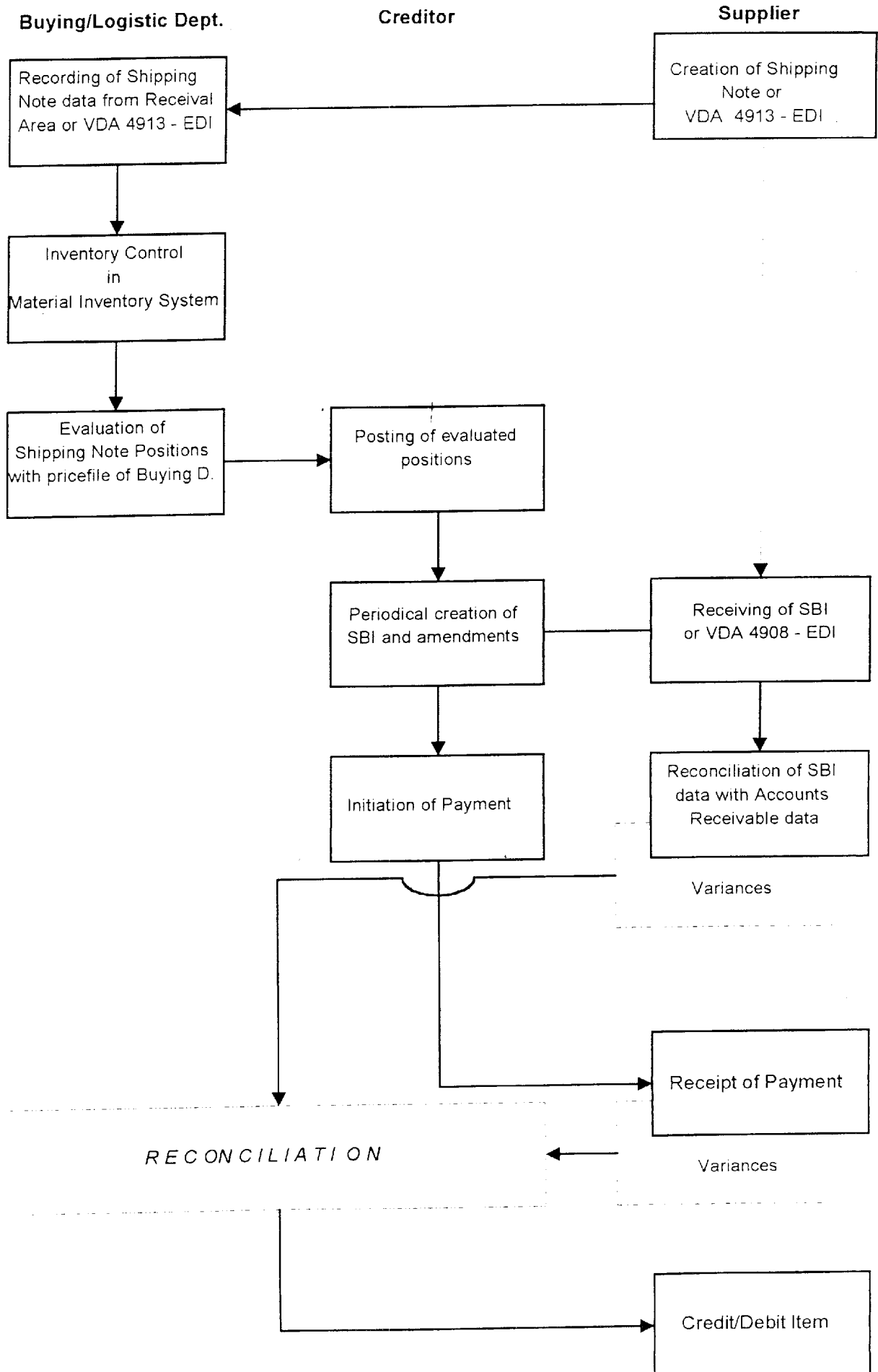
#### 5.5 interface to remittance advice VDA standard 4907

If the EDI note "Zahlungsavis-DFÜ nach VDA 4907" is used, a connection to the SBI-data can be made by machine. Therefore the XXX has to be considered. The SBI number corresponding can be found in the field "Belegnummer".

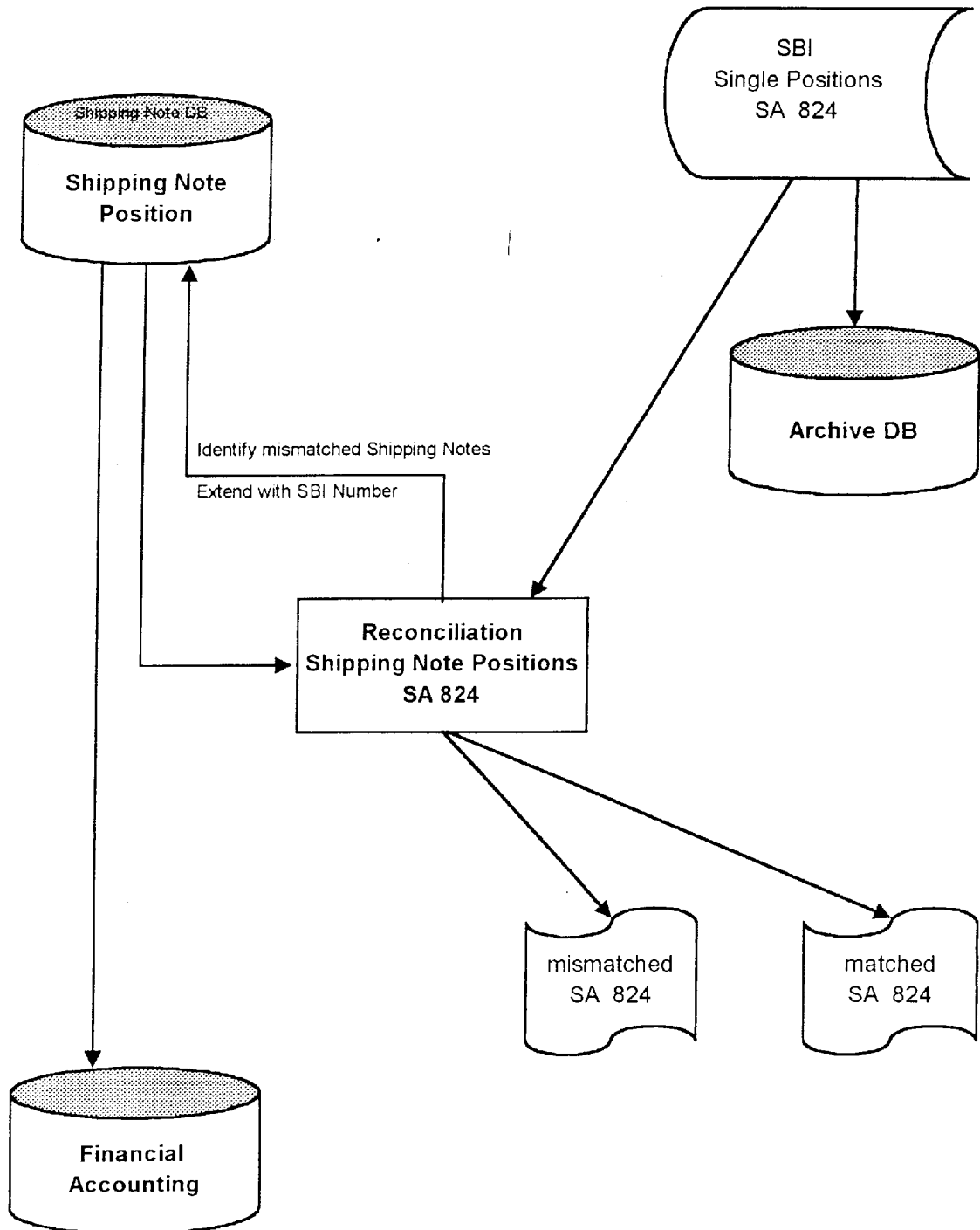
#### 5.6 record retention period

The SBI data have to be filed according to the filing dues and filing periods of the trading and the tax laws (§ 14 III of the "Abgabenordnung").

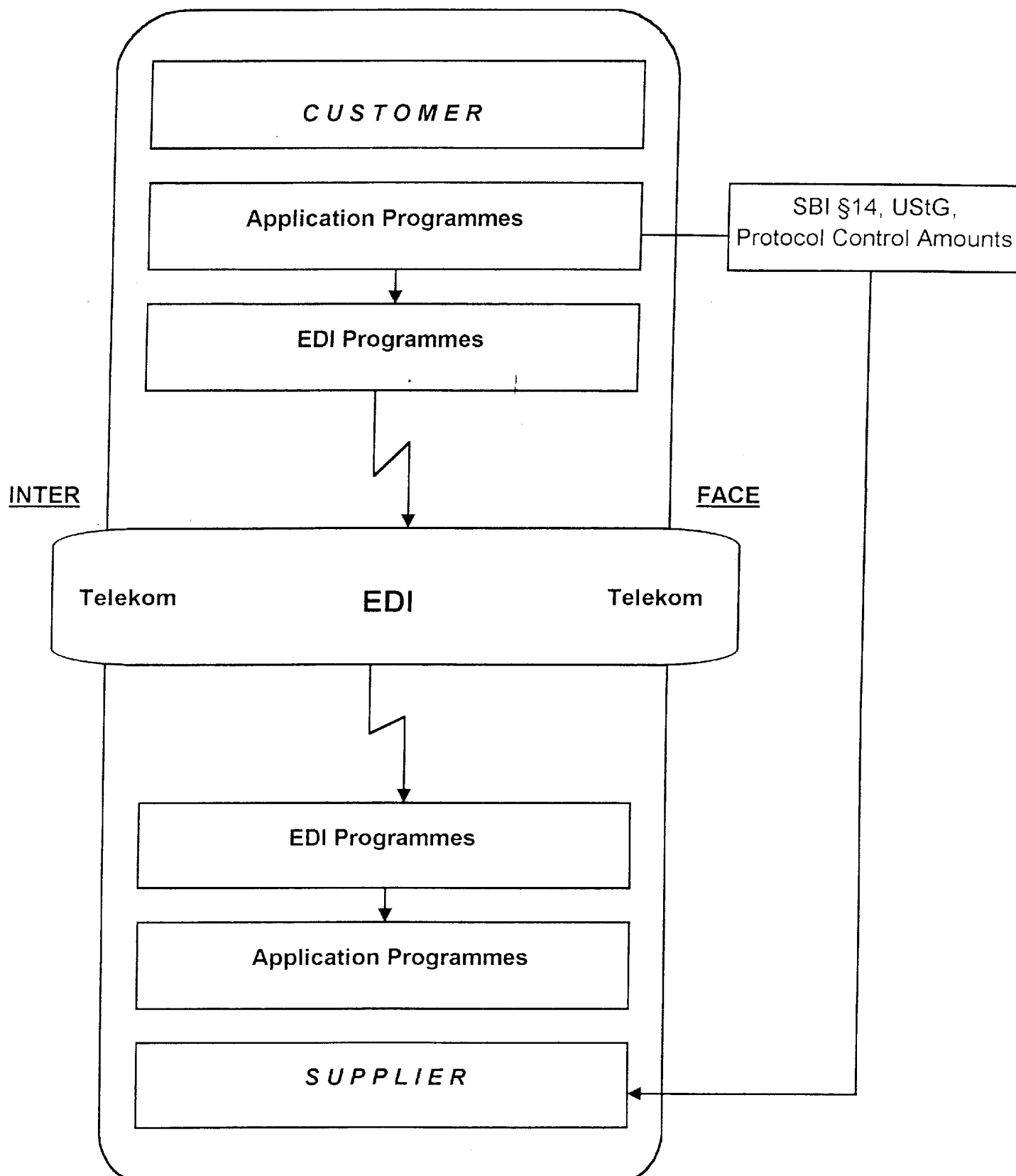
## 6. SBI - Procedure



## 6.1. Recommendation for proceeding for receiving of data



## 6.2. Flow of data and receipts



# Attachement 1

description of structure for data type "821", mandatory data type,  
data type length 128, supplier data header record,  
version 03

pos.	data element	c	lg	a	from- m	to n	verbal description
01	data type	m	3		n	1-3	consistently "821"
02	version number	m	2		n	4-5	identification for data type actuality. Is kept by the VDA-AKV completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	customer code	m	9	a		6-14	identification number, which is given to the customer by the supplier. All data belonging to a data type structure, which contains the customer code, has to be protected. Fill in left justified. If there are no information existing when starting the procedure, the field has to be filled out with blanks.
04	supplier code	m	9	a		15-23	identification number which is given to the supplier by the customer. All data belonging to a data type structure, which contains the supplier code, has to be protected. Fill in left justified.
05	transmission number old	m	5		n	24-28	for description look at transmission number new. Fill in right justified with leading zeros.
06	transmission number new	m	5		n	29-33	during a procedure the data producer places a transmission number for each EDI-run. The number "00000" is not allowed in transmission number new. Data producer and receiver keep this number until the next EDI-run of the same kind. Because the data producer also names the number of the last EDI-run (transmission number old), the receiver has control of completeness of EDI runs. It is not necessary to have complete sequences of numbers. Fill in right justified with leading zeros. Examples for entries in the fields transmission number old/new:
proceedings					number old		number new
start:					00000		00001
or					00000		00017
routine:					00019		00020
or					88051		88061
overrun:					99999		00001
or					89361		00011

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

continuation of attachement 1

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from- m byt n to</i>	<i>verbal description</i>
07	transmission date	m	6	n	34-39	in the form: yymmdd
08	Vat-identification number receiver	c	20	a	40-59	identification number of the national tax office of the receiver. Mandatory data type for deliveries inside the european community. Fill in left justified.
09	Vat-identification number sender	c	20	a	60-79	identification number of the national tax office of the sender. Mandatory data type for deliveries inside the european community. Fill in left justified.
10	Comp. reg. number	c	35	a	80-104	identification number of the national commercial register of the supplier. In a variety of european countries (e.g. Spain and Belgium), indicating this number is stipulated.
11	empty	m	24	a	105-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

## Attachement 2

description of structure of data type "822", mandatory data type, data type length 128 byte, single data elements of the SBI, version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "822"
02	version number	m	2	n	4-5	indicating the actuality of a data type. The VDA-AKVD is in charge of keeping it separately, completely and ascending. The number increases by one after each by the VDA-AKVD agreement change. Valid: 01-99.
03	SBI number	m	8	a	6-13	identification number which the customer assigns to an SBI produced by the customer. Fill in right justified with leading zeros.
04	SBI date	m	6	n	14-19	in the form: yymmdd
05	payment due date	m	6	n	20-25	in the form: yymmdd
06	surcharges/discounts	c	13	n	26-38	Sum of all surcharges/discounts of the SBI. Addition of the surcharges/discounts of 823/06. Fill in right justified with leading zeros. Two decimal places.
07	prefix key	m	1	n	39	coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form, possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on the field content " Sum surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
08	Sum sales discount	m	13	n	40-52	Sum of all sales discounts for the SBI. Addition of the sales discounts amounts of 823/08. Fill in right justified with leading zeros. Two decimal places.
09	Sum Vat amount	m	13	n	53-65	Sum of all Vat amounts of the SBI. Addition of the Vat amount of 823/09. Fill in right justified with leading zeros. Two decimal places. Is the SBI key according to pos. 14 = "2", the field will be filled completely with zeros.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

continuation of attachment 2

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
10	total SBI amount (without discount)	m	13	n	66-78	Sum of all totals of each position on SBI, of shipment and packaging cost and the responding VAT amount. The sums of the totals of all shipping notes from 823/10. Fill in right justified with leading zeros and two decimal places. If SBI type key is "2" according to pos. 14, the field will be filled with zeros completely.
11	prefix key	m	1	n	79	coded form, see attachment 9, pos. 01. As the charging fields are also shown in character form, the mathematical prefix - if required - has to be indicated directly behind the charging field. The prefix is dependant on the content of the "SBI total" field, e.g. prefix key "2" = supplier's debit.
12	currency	m	3	a	80-82	coded form, according to ISO 4217/1978 alpha-numerical, see attachment 9, pos. 02. This application uses the same key for each EDI-file.
13	shipment identification	c	14	a	83-96	identification of shipments that are included in SBI. This information is mandatory, if the supplier and the customer are located in GB. Left justified.
14	SBI type key	m	1	n	97	SBI type key, see attachment 10, pos. 01.
15	country code	c	3	a	98-100	coded form of supplier country, according to ISO 427/1978 alphanumerical, see attachment 9, pos. 09.
16	accounts payable book number	c	8	n	101-108	
17	not used	m	20	a	109-128	

c = conditional      m = mandatory  
a = alphanumeric    n = numeric



# Attachement 3

description of structure for data type "823", mandatory data type, data type length 128,  
single data elements of the delivery document,  
version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from- m</i>	<i>by</i>	<i>n</i>	<i>to</i>	<i>verbal description</i>
01	data type	m	3		n		1-3		consistently "823"
02	version number	m	2		n		4-5		identification for data type actuality. Is kept by the VDA-AKV completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	delivery document number	m	8	a			6-13		identification number, which is given to the delivery document by the supplier. For missing delivery documents the identification number of the customer (substitute delivery document) is used. Fill in right justified.
04	plant customer	m	3	a			14-16		the plant of the customer, where the shipment went to. Code form of the customer. Fill in left justified.
05	shipment date	m	6		n		17-22		in the form: yymmdd
06	sum surcharges/ discounts	c	13		n		23-35		sum of all surcharges/discounts for the delivery document. Addition of the surcharges/discounts of 825/04. Fill in right justified with leading zeros. Two decimal places.
07	prefix key	m	1		n		36		coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on the field content " Summary surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
08	sales discount amount	m	13		n		37-49		sum of all sales discounts of the delivery document. Addition of the sales discount amounts of 824/12. fill in right justified with leading zeros. Two decimal places.
09	Vat amount	m	13		n		50-62		sum of all Vat amounts of the delivery document. Addition of the Vat amounts of 824/12. Fill in right justified with leading zeros. Two decimal places.
10	total amount per delivery document without discounts	m	13		n		63-75		Sum of the total amounts of all position on the del. doc., the cost of transport and package of 824/09 and the referring Vat of 824/14. Fill in right justified with leading zeros. Two decimal places.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

continuation of attachement 3

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
11	prefix key	m	1	n	76	coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form, possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on field content "Summary surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
12	purchase order number	c	12	a	77-88	identification number which the customer assigns to the order. Fill in left justified.
13	receiving location	c	5	a	89-93	indicates the location of the customer plant, where the delivery arrives. Coded form of the customer. Fill in left justified.
14	booking number	c	8	a	94-101	connection between booking and recording by the customer. Fill in left justified.
15	receiving date	c	6	n	102-107	in the form: yymmdd Here it is also valid as credit date, debit date and so on
16	contact	c	15	a	108-122	possible contents are e.g. mailing symbol or phone number. Fill in left justified.
17	empty	m	6	a	123-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

#### Attachement 4

description of structure for data type "824". mandatory data type. item related data of the delivery document. version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3		n 1-3	consistently "824"
02	version number	m	2		n 4-5	identification for data type actuality. Is kept by the VDA-AKV completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	process key	m	2		n 6-7	account key, look at attachement 10, pos. 04
04	partnumber customer	m	22	a	8-29	identification number which the customer assigns to an article or other services. Fill in left justified.
05	delivery quantity	m	13		n 30-42	quantity named on the del. doc. by the supplier. Fill in right justified with leading zeros. Two decimal places.
06	unit of quantity	m	3	a	43-45	coded form, according to DIN 16 559/ISO 7372, go to attachment 9, pos. 05
07	price unit	m	2		n 46-47	coded form, go to attachment 10, pos. 06
08	price per unit	m	13		n 48-60	net-price according to price unit 824/07 without Vat. Fill in right justified with leading zeros. Two decimal places.
09	total price including surcharges/discounts	m	13		n 61-73	product of delivery quantity of 824/05 and price per unit of 824/08 plus surcharges/discounts of 825/04 without Vat for SBI key = 0 or product of delivery quantity of 824/05 and difference amount of 826/06 for SBI key = 1. Fill in right justified with leading zeros. Two decimal places.
10	prefix key	m	1		n 74	coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form, possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on the field content " Sum surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
11	sales discount percentage	c	3		n 75-77	the customer names the agreed sales discount percentage. Two decimal places.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

continuation of attachement 4

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
12	sales discount amount	c	13	n	78-90	the customer names the established discount amount of 824/09. Total price of 824/09 multiplied by discount percentage divided by 100. Fill in right justified with leading zeros. Two decimal places.
13	Vat percentage	m	4	n	91-94	fill in right justified with leading zeros. Two decimal places.
14	Vat amount without sales discounts	m	13	n	95-107	product of total price of 824/09 and Vat percentage divided by 100. Fill in right justified with leading zeros. Two decimal places.
15	test report number customer	c	14	a	108-121	identification number which is assigned to the test report by the customer. Fill in left justified.
16	empty	m	7	a	122-128	filled with blanks.

c = conditional    m = mandatory  
a = alphanumeric    n = numeric

# Attachement 5

description of structure for data type "825", optional data type, data type length 128,  
item related surcharges/discounts,  
version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "825"
02	version number	m	2	n	4-5	identification for data type actuality. Is kept by the VDA-AK completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	key surcharges/discounts	m	2	n	6-7	coded form, look at attachement 10, pos. 07.
04	surcharges/discounts	m	13	n	8-20	amount of surcharges/discounts for SBI key = 0 or difference surcharges/discounts "old", "new" for SBI key = 1. Fill in right justified with leading zeros. Two decimal places.
05	prefix key	m	1	n	21	coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form, possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on field content " Sum surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
06	empty	m	107	a	22-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

# Attachement 6

description of structure for data type "826", mandatory data type, if SBI key = 1, completing positions of an Retro SBI key  
version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "826"
02	version number	m	2	n	4-5	identification for data type actuality. Is kept by the VDA-AKV completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	price unit	m	2	n	6-7	coded form, look at attachement 10, pos. 06.
04	new price	m	13	n	8-20	new price for price unit of 824/07, which has been agreed to for partnumber customer of 824/04. Net price without Vat. Fill in right justified with leading zeros. Two decimal places.
05	validation date	m	6	n	21-26	in the form: yymmdd The new price is valid with this date. The date has to be lower than the transmission date.
06	total difference amount	m	13	n	27-39	amount between the paid total price "old" and total price "new". Fill in right justified with leading zeros. Two decimal places.
07	prefix key	m	1	n	40	coded form, look at attachement 10, pos. 01. Because charging fields are also presented in character form possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on the field content " Sum surcharges/discounts", e.g. prefix key "2" = debit of the supplier.
08	empty	m	88	a	41-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

## Attachement 7

description of data type "827", conditional data type, data type length 128, national requirements, version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "827"
02	version number	m	2	n	4-5	identification for data type actuality. Is kept by the VDA-AK completely and separately for each data type and after be changed counted up one. Valid: 01-99
03	text	m	40	a	6-45	data element to cover national requirements (e.g. for Sp Belgium etc.), which have to be defined , or for bilateral agr text informations.
04	text	m	40	a	46-85	data element to cover national requirements (e.g. for Sp Belgium etc.), which have to be defined , or for bilateral agr text informations.
05	text	m	40	a	86-125	data element to cover national requirements (e.g. for Sp Belgium etc.), which have to be defined , or for bilateral agr text informations.
06	empty	m	3	a	126-128	filled with blanks

## Attachement 8

description of structure for data type "828", conditional data type, data type length 128, single data elements of the SBI, version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "828"
02	version number	m	2	n	4-5	identification for data type actuality, here "03".
03	currency	m	3	a	6-8	according to ISO 4217/1978 rate of exchange.
04	exchange rate	c	17	n	9-25	fill in right justified with leading zeros. 11 decimal places.
05	exchange rate date	c	6	n	26-31	in the form: yymmdd
06	sum SBI total amount including Vat	m	13	n	32-44	sum of total amounts of all SBI positions of shipping and packaging costs plus the belonging Vat. As data type 822 pos. but with the currency according to 03.
07	sum SBI total amount	m	13	n	45-57	sum of total amounts of all SBI positions of shipping and packaging costs without Vat in the currency according to 03.
08	sum Vat amount	m	13	n	58-70	sum of all Vat amounts of the SBI. As data type 822, pos. 10. b in the currency according to 03.
09	empty	m	58	a	71-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric

## Attachment 9

description of structure of data type "829". conditional data type, data type length 128.  
single data elements of the SBI,  
version 03

<i>pos.</i>	<i>data element</i>	<i>c</i>	<i>lg</i>	<i>a</i>	<i>from-</i> <i>m</i> <i>byt</i> <i>n</i> <i>to</i>	<i>verbal description</i>
01	data type	m	3	n	1-3	consistently "829"
02	version number	m	2	n	4-5	identification for data type actuality. Is kept by the VDA-AKV completely and separately for each data type and after being changed counted up one. Valid: 01-99
03	counter data type 821	m	7	n	6-12	number of transmitted data types 821. Fill in right justified with leading zeros.
04	counter data type 822	m	7	n	13-19	number of transmitted data types 822. Fill in right justified with leading zeros.
05	counter data type 823	m	7	n	20-26	number of transmitted data types 823. Fill in right justified with leading zeros.
06	counter data type 824	m	7	n	27-33	number of transmitted data types 824. Fill in right justified with leading zeros.
07	counter data type 825	m	7	n	34-40	number of transmitted data types 825. Fill in right justified with leading zeros.
08	counter data type 826	m	7	n	41-47	number of transmitted data types 826. Fill in right justified with leading zeros.
09	counter data type 827	m	7	n	48-54	number of transmitted data types 827. Fill in right justified with leading zeros.
10	counter data type 828	m	7	n	55-61	number of transmitted data types 828. Fill in right justified with leading zeros.
11	counter data type 829	m	7	n	62-68	number of transmitted data types 829. Fill in right justified with leading zeros.
12	sum VAT amount	m	13	n	69-81	sum of all Vat amounts of the transmitted data types 822. Fill in right justified with leading zeros. Two decimal places.
13	total payment sum including discounts	m	13	n	82-94	total amount of all delivery documents including Vat. Fill in right justified with leading zeros. Two decimal places.
14	prefix key	m	1	n	95	coded form, look at attachment 10, pos. 01. Because charging fields are also presented in character form, possibly the mathematical prefix has to be given separately straight after the charging field. The prefix is depending on the field content " total payment sum".
14	method of payment	c	1	n	96	coded form, look at att. 9, pos. 08.
15	empty	m	32	a	97-128	filled with blanks.

c = conditional      m = mandatory  
a = alphanumeric    n = numeric



Attachement 10  
key register

serial number	key content	contained in
01	prefix key 1 = positiv 2 = negativ	822/ 07 822/ 11 823/ 07 823/ 11 824/ 10 825/ 05 826/ 07
02	currency, ISO 4217/1978, e.g. DEM = german marks GBP = british pounds FRF = french francs USD = US dollars	822/ 12
03	SBI type key 0 = SBI (following data types will be transmitted: 821/822/823/824/825/827/828/829 ) 1 = Retro SBI (following data types will be transmitted: 821/822/823/824/827/828/829 ) 2 = mismatched receipts (following data types will be transmitted: 821/822/823/824/829 )	822/ 14
04	booking key two digit, numeric 01-99 01 = receiving 02 = correction of receivings 03 = return shipment 04 = consigned material 05 = transport damage 99 = others	824/ 03
05	units of quantity, DIN 16559/ISO 7372, e.g. PCE = piece KGM = kilogram MTR = meter LTR = litre NPR = pair	824/ 06
06	price units 01 = per 1 unit 02 = per 100 units 03 = per 1000 units 04 = per named quantity	824/ 07 826/ 03

continuation of attachment 10

serial number	key content	contained in
07	surcharges/discounts key 01 = packaging 02 = freight 03 = price increase bonus 99 = others	825/ 03
08	method of payment 0 = not defined yet 1 = cheque 2 = bank transfer 3 = draft 4 = cheque/draft 5 = settlement accounts receivable 6 = electronic transfer	829/ 14      
09	country key, ISO 4217/1978, e.g. BE = Belgium DE = Germany ES = Spain FR = France GB = Great Britain IT = Italy NL = Netherlands PT = Portugal US = USA	822/15

Vorsatz	Lieferanten-Nummer		Übertragungs-Nummer		Übertragungs-Datum		Bestellungs-Registrierungs-Nummer		Bestellungs-Registrierungs-Datum		Bestellungs-Registrierungs-Nummer		Bestellungs-Registrierungs-Datum	
	01	02	03	04	05	06	07	08	09	10	11	12	13	14
Einschlägige Daten des Lieferanten	02103													
	02203													
	02303													
	02403													
Einschlägige Daten des Lieferanten	02503													
	02603													
	02703													
	02803													
Einschlägige Daten des Lieferanten	02903													
	03003													
	03103													
	03203													
Einschlägige Daten des Lieferanten	03303													
	03403													
	03503													
	03603													
Einschlägige Daten des Lieferanten	03703													
	03803													
	03903													
	04003													
Einschlägige Daten des Lieferanten	04103													
	04203													
	04303													
	04403													
Einschlägige Daten des Lieferanten	04503													
	04603													
	04703													
	04803													
Einschlägige Daten des Lieferanten	04903													
	05003													
	05103													
	05203													
Einschlägige Daten des Lieferanten	05303													
	05403													
	05503													
	05603													
Einschlägige Daten des Lieferanten	05703													
	05803													
	05903													
	06003													
Einschlägige Daten des Lieferanten	06103													
	06203													
	06303													
	06403													
Einschlägige Daten des Lieferanten	06503													
	06603													
	06703													
	06803													
Einschlägige Daten des Lieferanten	06903													
	07003													
	07103													
	07203													
Einschlägige Daten des Lieferanten	07303													
	07403													
	07503													
	07603													
Einschlägige Daten des Lieferanten	07703													
	07803													
	07903													
	08003													
Einschlägige Daten des Lieferanten	08103													
	08203													
	08303													
	08403													
Einschlägige Daten des Lieferanten	08503													
	08603													
	08703													
	08803													
Einschlägige Daten des Lieferanten	08903													
	09003													
	09103													
	09203													
Einschlägige Daten des Lieferanten	09303													
	09403													
	09503													
	09603													
Einschlägige Daten des Lieferanten	09703													
	09803													
	09903													
	10003													

Organisationsgebiet: VDA-Drift-Nachricht  
Gutschriftanzahl: DFD  
Programmkreis: nach VDA 4908

**VDA-AKVD**  
Verband der Automobilindustrie e.V.  
Arbeitskreis "Vordrucke/Datenaustausch"

Erstellt am :  
durch :  
berichtet am :  
durch :

Stk- art	M	Reise Preis	Gültigkeits- Datum		Differenz-Betrag	Teil 1	Teil 2	Teil 3
			1	II				
828 03								
Teil 1								
Teil 2								
Teil 3								
nach Teil 3								
Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
Teil 2								
Teil 3								
nach Teil 3								
Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
Teil 2								
Teil 3								
nach Teil 3								
Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
Teil 2								
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Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
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Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
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Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
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828 03								
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828 03								
Teil 1								
Teil 2								
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Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
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828 03								
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Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
Teil 2								
Teil 3								
nach Teil 3								
Stk- art	Preis	Währung	Kurs	Kurs	Kurs	Kurs	Kurs	Kurs
828 03								
Teil 1								
Teil 2								
Teil 3</								

## Anlage 12

KONTROLL-PROTOKOLL  
DER DURCH DFE ÜBERSTELLTEN GUTSCHRIFTSANZEIGE-DATEN

Lieferant/LeistungsempfängerKunde/Leistungsersteller:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
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 XXXXXXXXXXXXXXXXXXXXXXXXXXXXX

VORSATZ SATZART 821:

	<u>LKN</u>	<u>Steuer-Registrier-Nummer</u>	
Kunde :	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXX	Währung: XXX
Lieferant:	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXX	

Menge und handelsübliche Bezeichnung: verfügbare Information auf der Gutschrifts-  
 anzeige der entsprechenden Übertragung.

GUTSCHRIFTSANZEIGE-POSITIONEN DER ÜBERTRAGUNG:

GA- Art	Gutschriftsanzeige- Nummer	Übertragungs- Datum	Übertragungs- Nummer	Übertragungs- Datum	Skonto- Betrag	Netto- Betrag	MMST- Betrag	Brutto- Betrag
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
Total pro MMST Satz 99,99%:					9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
Total pro MMST Satz 99,99%:					9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
9	XXXXXXXX	99.99.99	99999	99.99.99	9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
Total pro MMST Satz 99,99%:					9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-
Gesamtsummen:					9999999999,99-	9999999999,99-	9999999999,99-	9999999999,99-

NACHSATZ SATZART 829 (SATZZÄHLUNG UND KONTROLLSUMMEN):

Übertragungs- Nummer	Datum	Übertragene Sätze 821	Vers 822	Vers 823	Vers 824	Vers 825	Vers 826	Vers 827	Vers 829	Vers
99999	99.99.99	9999999	01	9999999	01	9999999	01	9999999	01	9999999
99999	99.99.99	9999999	01	9999999	01	9999999	01	9999999	01	9999999
99999	99.99.99	9999999	01	9999999	01	9999999	01	9999999	01	9999999

Gesamtbetrag Umsatzsteuer: 9999999999,99-

Gesamtbetrag Gutschriftsanzeigen: 9999999999,99-

Anlage 13



# Gutschrift-Verfahren / Evaluated Receipt Settlement (ERS) Lieferantenanfrage / Supplier Query Form

Ausstellungsdatum / Issue Date: \_\_\_\_\_

Gutschriftanzeige - Nr.  
Self Bill Invoice No.: \_\_\_\_\_Gutschriftanzeige Datum:  
Self Bill Invoice Date: \_\_\_\_\_Lieferanten - Nr.:  
Supplier Code: \_\_\_\_\_von / from: Lieferanten Name / Adresse  
Supplier Name / AddressSachbearbeiter/  
Contact Name: \_\_\_\_\_

Tel. - Nr / Phone No. \_\_\_\_\_

Zuständige(r) Ford-Einkäufer/Ford-Warenannahme:  
Affected Ford-Buyer/Ford-Receiving Office:

Name/Name: \_\_\_\_\_

EPPS-Code: \_\_\_\_\_

Postzeichen/Mailing Symbol: \_\_\_\_\_

Tel.-Nr./Phone No.: \_\_\_\_\_

N. B.: Bitte unbedingt ausfüllen. Siehe Rückseite.  
Important, please complete. See reverse.

Es ist uns nicht möglich, die Angaben der Ford-Gutschriftanzeige aus folgenden Gründen nachzuvollziehen.  
We are unable to reconcile the information on the Ford Self Bill Invoice No. quoted above because of a difference.

Bitte ankreuzen  
Pls. tick☐ Menge  
Quantity☐ Teil-Nr  
Part-No.☐ Einheitspreis  
Unit Price☐ Fehlende Lieferung  
(Kopien anbei)  
Missing Shipment  
(Copies attached)☐ Sonstiges  
Others

Kurzbeschreibung / Short Description: \_\_\_\_\_

Supplier advised	Liefer-schein Nr.	Werk/ Transm: Nr.	Versand Datum	Menge	Teil-Nr.	Einheits- preis
Ford received	Delivery Doc. No.	Plant/ Batch No.	Shipping Date	Quantity	Part-No.	Unit Price
avisier/adverted						
erhalten/received						
avisier/adverted						
erhalten/received						
avisier/adverted						
erhalten/received						

Ford-Stellungnahme/Comments: \_\_\_\_\_

Lieferant behält 4. Kopie (blaue) und sendet verbleibende Kopien an Ford.  
Supplier retains copy 4 (blue) and forwards remaining copies to Ford.

Mat Plan  
Jan 89 EU 3485

1. (weisses Original) Ford-Einkäufer/-Warenannahme  
2. (gelbe Kopie) Lieferanten-Bestätigung  
3. (rosa Kopie) Lieferanten-Beleg  
4. (blaue Kopie) Lieferanten-Beleg

1. (White Original) Ford-Buyer/-Receiving Office  
2. (Yellow Copy) ERS Coordinator  
3. (Pink Copy) Supplier acknowledgement  
4. (Blue Copy) Supplier's Copy

# Attachement 14

description for the record SBI/ Retro SBI

1. definition and objective target:

- processing of a standardized form for all supplier, which are participating the ERS system but cannot participate EDI.

2. format:

- DIN-A4 landscape. Density 12 signs per inch.
- alternative application of matrix or laser printer.

3. implementation:

- application of blank paper must be possible
- address field has to be placed so that window envelopes can be used
- bilinguality (english and german)
- page end with a summary line for SBI or delivery document amounts
- negativ signs are placed at the end of the amount

4. description for the forms:

(a) SBI

data element	ref 4908	m/c	a/n	length	verbal description
sender		m	a	8x35	sender in 8 lines
receiver		m	a	8x35	receiver in 8 lines considering local poststandards
date	822/03	m	a	10	date of the SBI in the form: dd.mm.yy
page		m	n	2	serial page number. The total amount of pages can be named additional if required
record	822/03	m	a	8	SBI number given by the customer. The country code can be given as prefix if required
supplier	821/04	m	a	9	supplier number which the customer assigns to the supplier
VAT id. customer	821/09	m	a	20	Vat number of the customer
VAT id. supplier	821/08	m	a	20	Vat number of the supplier
company reg. no.	821/10	c	a	25	national commercial register number of the supplier
currency	822/12	m	a	3	currency key according to ISO 4217
bk	824/03	m	n	2	booking key
part number customer	824/04	m	a	24	partnumber of the customer
test report	824/15	c	a	14	number of the test report given by the customer
uq	824/06	m	a	3	unit of quantity
delivered quantity	824/05	m	n	13	delivered quantity (3 decimal places)
pk	824/07	m	n	2	price unit key
price per unit	824/08	m	n	14	price per unit
total without tax	824/09	m	n	15	delivered quantity x price per unit
discount%	824/11	c	n	4	cash discount percentage with one decimal place
Vat%	824/13	m	n	5	tax percentage with one decimal place
Vat amount	824/14	m	n	14	tax amount
total		m	n	15	net price + Vat amount related to the partnumber
surcharges/discounts	825/03	c	n	2+14	key of surcharges/discounts and amount of surcharges/discounts
dd	823/03	m	a	8	delivery document number

## (a) SBI (continuation)

data element	ref 4908	m/c	a/n	length	verbal description
sd	823/05	m	a	8	date of sending in the form: dd.mm.yy
rd	823/15	m	a	8	receiving date in the form: dd.mm.yy
total dd discounts		c	n	14	total of all delivery documents discounts/surcharges
net total dd		m	n	15	net total of all delivery documents
Vat%	824/13	m	n	5	tax percentage with one decimal place
total dd tax	823/09	m	n	14	tax of the delivery document total
total dd	823/10	m	n	15	total of delivery documents
contact	823/16	c	a	15	your contact person of the customer
due date	822/05	c	n	10	due date in the form: dd.mm.yyyy
cash discount		m	n	14	cash discount of the delivery document total
Vat%		m	n	5	possible differing tax percentage with one decimal place
total dd tax	823/09	m	n	14	tax of delivery document total for differing tax percentage
record	822/03	m	a	8	SBI number of the customer. As prefix the ISO country key c
					be named if required
due date	822/05	c	n	10	due date in the form: dd.mm.yyyy
total SBI type		c	n	14	total of SBI for all surcharges/discounts
surcharges/discounts					
net total SBI types			m	n 15	net total of SBI
Vat%	824/13	m	n	5	tax percentage with one decimal place
total SBI Vat	822/09	m	n	14	tax of the SBI
total amount SBI			822/10 m	n 15	total amount SBI
cash discount		m	n	14	total of SBI cash discount
Vat%		m	n	5	possible differing tax percentage with one decimal place
total dd Vat	823/09		m	n	14 tax of SBI total for differing tax percentage

## (b) Retro SBI

following fields/columns are differing to the SBI

data element	ref 4908	m/c	a/n	length	verbal description
price per unit old	824/08	m	n	13	price per unit old
price per unit new	826/04	m	n	13	price per unit new
difference	829/06	m	n	13	price per unit new - price per unit old
effective from	826/05	m	a	8	validation date of price per unit new in the form: dd.mm.yy
plant	823/04	c	a	3	receiving plant of the customer
gross		m	n	15	gross amount for each part number of the customer
net		m	n	15	net amount for each part number of the customer
Vat		m	n	15	tax amount for each part number of the customer
gross Retro SBI		m	n	15	gross amount per Retro SBI
net Retro SBI		m	n	15	net amount per Retro SBI
Vat Retro SBI		m	n	15	tax amount per Retro SBI