

Inbound Advance Ship Notice File Layout

The inbound Advance Ship Notice file is a fixed-length file with a carriage return and line feed required at the end of each record. Each file contains information for one Advance Ship Notice (one flat file per Advance Ship Notice). The naming convention for the file is:

ASxxxxxyyy, where
AS denotes file type

The **recommendation** for file naming is to use the Julian date plus a sequential number as indicated below:

xxxxx denotes Julian date;
yyy denotes a sequential number

If, however, this recommendation is difficult to implement, then the **minimal requirement** is to generate a unique, sequential number for the filename as indicated below:

xxxxxyyy denotes a sequential number

There is no file extension.

An Advance Ship Notice file is made up of the following records:

- ❖ File Header record
- ❖ Shipment Header record
- ❖ Shipment Method record
- ❖ Ship-From record
- ❖ Ship-From Contact record
- ❖ Pickup From record
- ❖ Ship-To record
- ❖ Bill-To record
- ❖ Broker record
- ❖ Carrier record
- ❖ PO Header records
- ❖ Supplier Org record
- ❖ Buying Org record
- ❖ Buyer Contact record
- ❖ Remit-To Org record
- ❖ Pallet Detail records
- ❖ Item Detail records
- ❖ COOL records
- ❖ Case ID records
- ❖ Lot records
- ❖ File Trailer record

These records are described below. Fields marked with an asterisk* are required. If an optional field is not provided, spaces (blanks) need to be placed where the field would be.

Fields of type 'Char' and 'Date' should be left justified, and fields of type 'Number' should be right justified.

The column 'ITN Xref?' denotes whether ITN performs cross-references to map buyer-assigned values (in the inbound Advance Ship Notice) to supplier-assigned values (in the outbound Advance Ship Notice).

File Header Record - One record required per file

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	"FILE_HDR"
File Type*	Char	11-15	5	"AS"
File Version*	Char	16-25	10	"2.0"
File Date Stamp*	Char	26-33	8	YYYYMMDD
File Time Stamp*	Char	34-41	8	HHMMSSDD
End-of-Record delimiter*	Char	42	1	"~"

Shipment Header Record - One record required per file

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	"SH_HDR"
Shipment Identifier*	Char	11-40	30	Pickup Number if available or Unique identifier assigned by the supplier for the shipment
Ship Notice Date*	Date	41-48	8	Date Advance Ship Notice was created (YYYYMMDD)
Ship Notice Time*	Char	49-56	8	Time Advance Ship Notice was created (HHMMSSDD)
Packaging Code	Char	57-61	5	Code identifying the type of packaging <ul style="list-style-type: none"> • "CAS" - Case
Lading Quantity	Number	61-68	7	Number of units of the lading commodity
Gross Weight	Number	69-78	10	Gross Weight for shipment
Net Weight	Number	79-88	10	Net Weight for shipment (required if catch weight)
Weight Unit of Measurement	Char	89-90	2	Unit of Measurement for shipment weight <ul style="list-style-type: none"> • "KG" - Kilogram • "LB" - Pound
Ship Date*	Date	91-98	8	Actual Shipped Date (YYYYMMDD)
Estimated Arrival Date	Date	99-106	8	Estimated Arrival Date (YYYYMMDD) based upon actual shipped date.
Arrival Appointment Date	Date	107-114	8	Arrival Appointment Date (YYYYMMDD)
End-of-Record delimiter*	Char	115	1	"~"

Shipment Method Record - One record required per file

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? /</i>	<i>Max</i>	<i>Description</i>
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		Position	Length	
Record ID*	Char	1-10	10	"SH_METH"
Shipping Method*	Char	11-12	2	Method of shipment: <ul style="list-style-type: none"> • "H" – customer pickup • "M" – motor (common carrier) • "CE" – customer pickup/customer expense • "SR" – supplier truck • "ST" – stack train • "T" – best way (shipper's option) • "R" – rail • "VE" – vessel (ocean) • "AF" – air freight • "LT" – less than trailer load Note: Sysco uses either "H" or "M"
Bill of Lading Number	Char	13-42	30	Bill of Lading Number, or pickup number for cross-doc shipments
Container Prefix	Char	43-46	4	Container Prefix
Container ID	Char	47-56	10	Container Number
Container Seal	Char	57-71	15	Container Seal Number Note: this seal is required if selected for a specific DC
Replaced Container Seal	Char	72-86	15	Replaced Container Seal Number
End-of-Record delimiter*	Char	87	1	"~"

Ship-From Record - One record per file (this record is required)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	"ADDR_SF"
Ship-From Address ID*	Char	Y 11-30	20	Address ID of Ship-From location
Ship-From Name	Char	31-65	35	Ship-From location Name
Ship-From Address 1	Char	66-120	55	Address 1
Ship-From Address 2	Char	121-175	55	Address 2
Ship-From City	Char	176-205	30	City
Ship-From State	Char	206-207	2	State
Ship-From Zip	Char	208-222	15	Zip
Ship-From Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	"~"

Ship-From Contact Record - One record per file, as needed (this record is required for Sysco)

Field Name	Type	ITN Xref? /	Max	Description
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		Position	Length	
Record ID*	Char	1-10	10	"CONT_SF"
Ship-From Contact Name	Char	11-70	60	Contact Name for Ship-From location
Ship-From Telephone	Char	71-85	15	Telephone number of Ship-From contact
End-of-Record delimiter*	Char	86	1	"~"

Pickup-From Record - One record per file, as needed (this record is required for FOB shipments)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	"ADDR_PU"
Pickup Address ID*	Char	Y 11-30	20	Address ID of Pickup location
Pickup-From Name	Char	31-65	35	Pickup-From location Name
Pickup Address 1	Char	66-120	55	Address 1
Pickup Address 2	Char	121-175	55	Address 2
Pickup City	Char	176-205	30	City
Pickup State	Char	206-207	2	State
Pickup Zip	Char	208-222	15	Zip
Pickup Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	"~"

Ship-To Record - One record per file (this record is required)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	"ADDR_ST"
Ship-To Address ID*	Char	Y 11-30	20	Address ID of Ship-To location, as assigned by the supplier organization
Ship-To Name	Char	31-65	35	Ship-To location Name
Ship-To Address 1	Char	66-120	55	Address 1
Ship-To Address 2	Char	121-175	55	Address 2
Ship-To City	Char	176-205	30	City
Ship-To State	Char	206-207	2	State
Ship-To Zip	Char	208-222	15	Zip
Ship-To Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	"~"

Ship-To Contact Record - One record per file, as needed (this record is not required)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	"NAME_ST"

Ship-To Attention	Char	11-70	60	Ship-to contact
Ship-To Telephone	Char	71-85	15	Telephone number of ship-to contact
End-of-Record delimiter*	Char	86	1	“~”

Bill-To Record - One record per file, as needed (this record is not required)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	“ADDR_BT”
Bill-To Address ID*	Char	Y 11-30	20	Address ID of bill-to location, as assigned by the supplier organization
Bill-To Name	Char	31-65	35	Bill-To Name
Bill-To Address 1	Char	66-120	55	Address 1
Bill-To Address 2	Char	121-175	55	Address 2
Bill-To City	Char	176-205	30	City
Bill-To State	Char	206-207	2	State
Bill-To Zip	Char	208-222	15	Zip
Bill-To Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	“~”

Carrier Record - One record per file, as needed (this record is required for delivered shipments)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	“CARR”
Carrier ID	Char	11-30	20	SCAC id (Standard Carrier Alpha Code)
Carrier Name	Char	31-65	35	Carrier Name
Carrier Address 1	Char	66-120	55	Address 1
Carrier Address 2	Char	121-175	55	Address 2
Carrier City	Char	176-205	30	City
Carrier State	Char	206-207	2	State
Carrier Zip	Char	208-222	15	Zip
Carrier Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	“~”

Broker Record - One record per file, as needed (this record is not required)

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	“BRK”
Broker ID	Char	11-30	20	Broker ID
Broker Name	Char	31-65	35	Broker Name
End-of-Record delimiter*	Char	66	1	“~”

PO Header Records - One record required per file

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	“PO_HDR”
PO Type	Char	11-12	2	Used to denote order type <ul style="list-style-type: none"> • “DR” – drop ship • “SO” – shipped order
PO #*	Char	13-34	22	PO number, as assigned by the buying organization

Sales Order #*	Char	35-64	30	PO reference number assigned by supplier organization
ITN Order #*	Char	65-94	30	Assigned by ITN, the internal order number is used as a unique reference to the PO within the ITN application
PO Date*	Date	95-102	8	Date PO was created (YYYYMMDD)
Requested Ship Date	Date	103-110	8	Requested Ship Date (YYYYMMDD) Ship date from purchase order
Requested Delivery Date	Date	111-118	8	Requested Delivery Date (YYYYMMDD) Delivery date from purchase order
End-of-Record delimiter*	Char	119	1	"~"

Supplier Org Record - One record required per file

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	"SUP_ORG"
Supplier Address ID*	Char	Y 11-30	20	Address ID of bill-to location, as assigned by the supplier organization
Supplier Name	Char	31-65	35	Bill-to location name
Supplier Address 1	Char	66-120	55	Address 1
Supplier Address 2	Char	121-175	55	Address 2
Supplier City	Char	176-205	30	City
Supplier State	Char	206-207	2	State
Supplier Zip	Char	208-222	15	Zip
Supplier Country	Char	223-224	2	Country code
Buyer's Internal Supplier ID	Char	225-244	20	Buyer ID used to identify supplier
End-of-Record delimiter*	Char	245	1	"~"

Buying Org Record - One record required per file

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	"BUY_ORG"
Buying Org ID*	Char	Y 11-30	20	Buying organization ID, as assigned by the seller organization
Buying Org Name	Char	31-65	35	Buying organization name
Buying Org Address 1	Char	66-120	55	Address 1

Buying Org Address 2	Char	121-175	55	Address 2
Buying Org City	Char	176-205	30	City
Buying Org State	Char	206-207	2	State
Buying Org Zip	Char	208-222	15	Zip
Buying Org Country	Char	223-224	2	Country Code
End-of-Record delimiter*	Char	225	1	“~”

Buyer Contact Record - One record per file, as needed (this record is not required)

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	“BUYER”
Buyer ID	Char	11-40	30	Buyer ID, as assigned by the seller organization
Buyer Name	Char	41-75	35	Name of buyer
Buyer Contact Phone	Char	76-90	15	Buyer telephone number
End-of-Record delimiter*	Char	91	1	“~”

Remit-To Org Record - One record per file, as needed (this record is not required)

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? / Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	“REM_ORG”
Remit-To Org ID*	Char	Y 11-30	20	Remit to organization ID—the party to receive the commercial invoice remittance
Remit-To Name	Char	31-65	35	Remit-to organization name
Remit-To Address 1	Char	66-120	55	Address 1
Remit-To Address 2	Char	121-175	55	Address 2
Remit-To City	Char	176-205	30	City
Remit-To State	Char	206-207	2	State
Remit-To Zip	Char	208-222	15	Zip
Remit-To Country	Char	223-237	2	Country Code
End-of-Record delimiter*	Char	238	1	“~”

Pallet Detail Records - One for each Pallet LPN required.

<i>Field Name</i>	<i>Type</i>	<i>ITN Xref? /Position</i>	<i>Max Length</i>	<i>Description</i>
Record ID*	Char	1-10	10	“PALLET”
Pallet LPN Number*	Char	11-40	30	Pallet License Plate Number
Pallet RFID	Char	41-70	30	Pallet Radio Frequency ID
Pallet Type*	Char	71-72	2	Pallet type <ul style="list-style-type: none"> • “4” - standard
Pallet Tiers*	Number	73-75	3	Number of layers per pallet

Pallet Blocks*	Number	76-78	3	Number of pieces (cartons) per layer on the pallet
Pallet Quantity	Number	79-85	7	Number of units (cases) on the pallet
Pallet Quantity UOM	Char	86-90	5	Packaging Code <ul style="list-style-type: none"> • "CAS" - case
Pallet Gross Weight	Number	91-100	10	Numeric value of pallet Gross Weight
Pallet Net Weight	Number	101-110	10	Numeric value of pallet Net Weight (Required for Random Weight products)
Pallet Weight UOM	Char	111-112	2	Pallet Weight UOM <ul style="list-style-type: none"> • "LB" – pounds • "KG" - kilograms
End-of-Record delimiter*	Char	113	1	"~"

Item Detail Records - One for each item on the PO. At least one item must exist in the PO.

Field Name	Type	ITN Xref? /Position	Max Length	Description
Record ID*	Char	1-10	10	"PO_DTL"
Line #*	Char	11-14	4	Line number on PO
Buyer SKU*	Char	15-34	20	Either Buyer SKU, Supplier SKU, or UPC is required
Supplier SKU*	Char	35-54	20	Either Buyer SKU, Supplier SKU, or UPC is required
UPC*	Char	55-68	14	Either Buyer SKU, Supplier SKU, or UPC is required
Country of Origin	Char	69-70	2	Country of Origin. Use "US" for domestic, a valid country code for non-domestic, or leave blank if unknown
Substitute Product SKU	Char	71-90	20	Supplier-assigned SKU for the substituted item
Description	Char	91-170	80	Description of the item, as assigned by the supplier
Quantity Shipped*	Number	171-180	10	
Quantity Shipped UOM*	Char	181-182	2	Quantity shipped unit of measure: <ul style="list-style-type: none"> • "BX" – box • "CA" – case (required for Sysco) • "EA" – each • "LB" – pound • "PC" – piece • "BG" – bag • "DR" – drum • "GA" – gallon • "PA" – pail • "OZ" – ounce • "CN" – can • "UN" – unit • "TE" – tote • "CS" – cassette • "PK" – package
Gross Weight	Number	183-192	10	Note: If Gross Weight is present, Gross Weight UOM must also be provided.
Net Weight	Number	193-202	10	Note: If Net Weight is present, Net Weight UOM must also be provided.
Net Weight UOM	Char	203-204	2	UOM of Net Weight: <ul style="list-style-type: none"> • "LB" – pound

				<ul style="list-style-type: none"> • “KG” - kilogram
Volume	Number	205-214	10	If Volume is present, Volume UOM must also be provided
Volume UOM	Char	215-216	2	UOM of Volume <ul style="list-style-type: none"> • “CF” – cubic feet
End-of-Record delimiter*	Char	217	1	“~”

COOL Records – One record maximum for each item detail. (this record is used to support multiple Country of Origin Locations per line item)

Field Name	Type	ITN Xref? /Position	Max Length	Description
Record ID*	Char	1-10	10	“COOL”
Country of Origin	Char	11-12	2	County of Origin. Use “US” for domestic, a valid country code for non-domestic, or leave blank If unknown
Country of Origin	Char	13-14	2	Same as above
Country of Origin	Char	15-16	2	Same as above
Country of Origin	Char	17-18	2	Same as above
Country of Origin	Char	19-20	2	Same as above
End-of-Record delimiter*	Char	21	1	“~”

Case ID Records – One record for each case. (this record is not required)

Field Name	Type	ITN Xref? /Position	Max Length	Description
Record ID*	Char	1-10	10	“CASE_ID”
Case ID	Char	11-40	30	Case ID or bar code ID for case
Case RFID	Char	41-70	30	Case Radio Frequency ID
End-of-Record delimiter*	Char	71	1	“~”

LOT Records – One record for each case. (this record may be required as needed)

Field Name	Type	ITN Xref? /Position	Max Length	Description
Record ID*	Char	1-10	10	“LOT_DTL”
Lot ID	Char	11-40	30	Unique alphanumeric ID for Lot differentiation within ASN
Lot Number	Char	41-70	30	Lot number
Lot Quantity	Number	71-77	7	Quantity of items (Cases) in Lot Note: Lot case quantities must add up to total case quantity
Lot Quantity UOM	Char	78-79	2	Lot Quantity UOM <ul style="list-style-type: none"> • “CA” - Case
Lot Manufacture Date	Date	80-87	8	Date Lot product was manufactured (YYYYMMDD)
Lot Expiration Date	Date	88-95	8	Date Lot expires (YYYYMMDD)
End-of-Record delimiter*	Char	96	1	“~”

File Trailer Record – One record required per file

Field Name	Type	ITN Xref? / Position	Max Length	Description
Record ID*	Char	1-10	10	"FILE_TTL"
Total # of line items*	Number	11-16	6	Total number of line items
Total Gross Weight	Number	17-26	10	Note: If Total Gross Weight is present, Total Gross Weight UOM must also be provided.
Total Gross Weight UOM	Number	27-36	10	UOM of Gross Weight: <ul style="list-style-type: none"> • "LB" – pound • "KG" - kilogram Note: If Total Gross Weight UOM is present, Total Gross Weight value must also be provided.
Total Volume	Number	37-46	10	If Volume is present, Volume UOM must also be provided
Total Volume UOM	Char	47-48	2	UOM of Volume <ul style="list-style-type: none"> • "CF" – cubic feet
End-of-Record delimiter*	Char	49	1	"~"

*Change Notes:

- August 8, 2005- Revisions made to the Sept 12, 2004 version of the Advance Ship Notice Inbound 2.0 spec included requirement of the Ti/Hi values in the pallet record, and pallet LPN net weight for random weight products.
- March 13, 2009- Additions for multiple Country of Origin Locations (COOL) added in the form of a COOL record.