



# **EDI INVOICING AND REMITTANCE OVERVIEW**

**FedEx Express**

**FedEx Ground**

**FedEx Freight**

**March 2018**

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## **INTRODUCTION**

The purpose of this guide is to assist electronic data trading partners with information about implementing an Electronic Data Interchange (EDI) process with FedEx for Invoicing and Remittance data of FedEx Express<sup>®</sup>, FedEx Ground<sup>®</sup>, and FedEx Freight<sup>®</sup> less-than-truckload (LTL) shipments. This is an overview of available EDI options and details for each format implementation are available in separate implementation documents.

Electronic Data Interchange (EDI) is the electronic exchange of business documents using a standardized format. EDI can be used to transfer invoice and remittance data for FedEx Express, FedEx Ground, and FedEx Freight shipments between FedEx and authorized trading partners.

EDI processing helps FedEx deliver top-quality service that takes advantage of advanced information-management technology. EDI can help customers increase efficiency while reducing errors and operating costs.

### **Additional Electronic Options**

For FedEx Express and FedEx Ground billing, an online tool is available for managing electronic Invoicing and Remittance in lieu of a traditional EDI solution. The online tool is called FedEx<sup>®</sup> Billing Online. This solution is outlined in more detail at: [fedex.com/us/fcl/pckgenvlp/online-billing](https://fedex.com/us/fcl/pckgenvlp/online-billing)

- FedEx Billing Online is a web-based solution allowing users to view and settle all FedEx Express and FedEx Ground invoices. Benefits include:
  - View invoices and shipment detail
  - Schedule Electronic Funds Transfer payments or pay with a check
  - Create reports and complete administrative functions
  - Question shipment charges
  - Download invoice data
  - Register online

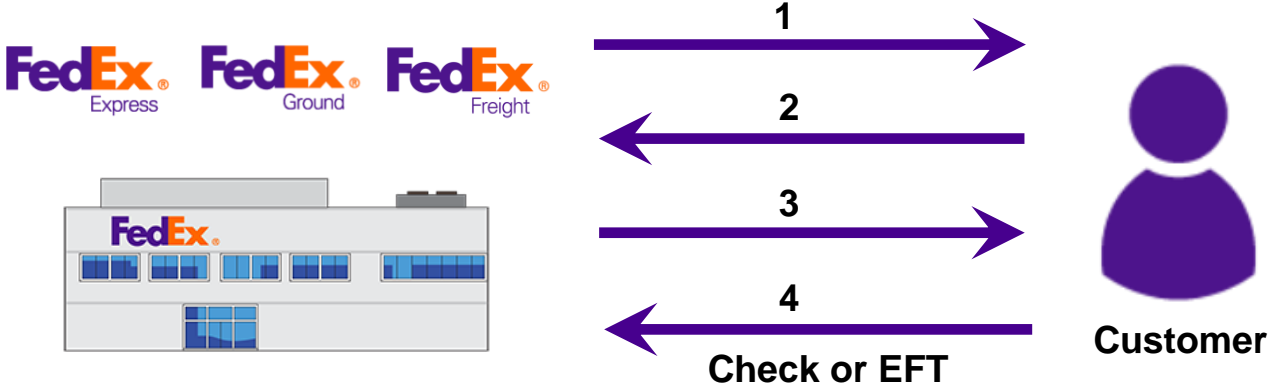
## **Third Party Providers**

FedEx has many electronic invoicing and remittance solutions available for both large and small volume Customers. EDI is an electronic solution that is preferred by many large volume Customers. FedEx prefers to work directly with Customers regarding exchange of data; however, some Customers prefer to use third party providers for invoice receipt, payment, customized reporting, internal cost allocation, and other services. FedEx works with many third party providers with proper consent from the Customer. Customer consent includes an executed 3-way Mutual Non-Disclosure Agreement (MNDA) and a signed Data Authorization Agreement. EDI Remittance data is required to complete the EDI cycle with FedEx and can be sent by the Third Party or the Customer.

Customers can choose any third party provider. Below is a list of popular third party providers that many of our customers use to send and receive EDI information. If interested in using a third party provider, you should contact them directly. If you select a third party provider, please contact your FedEx Salesperson to initiate a third party agreement with FedEx.

<b>Third Party Name (alphabetically)</b>	
1	Berman Blake Associates Inc.
2	Birddog Solutions, LLC
3	CTSI-Global
4	Data2Logistics
5	Green Mountain Technology, LLC
6	Intelligent Audit
7	IPS Worldwide
8	Ryder Integrated Logistics, Inc.
9	Software Solutions Unlimited Inc
10	Traffic Audit & Bureau Services, Inc
11	Trans International Inc.
12	TranzAct Technologies Inc.
13	TRAX Technologies
14	Veraction LLC

**Electronic File Data Flow**



Electronic Data transmitted to/from FedExNet mailbox (or VAN of choice)

- 1. Invoices transmitted to customer
- 2. Remittance Advice and/or Dispute Request transmitted to FedEx
- 3. Dispute Resolution or corrected invoice transmitted to customer
- 4. Payment via Check or Electronic Funds Transfer (EFT)

## **GUIDELINES AND LIMITATIONS**

In addition to the terms and conditions stated in the FedEx Service Guide:

- **To be eligible for electronic invoicing, you must send your remittance data electronically** (US). Payment can be made via check or Electronic Funds Transfer (EFT).
- Past due invoices will be sent electronically (via EDI or PDF image delivery) unless otherwise specified. In accordance with the FedEx Service Guide, payment must be made within 15 days of the invoice date.
- If there is a conflict between this guide and the FedEx Service Guide, the Service Guide will take precedence.
- FedEx will transmit your invoice files either daily or weekly on your preferred billing day.
- FedEx will assign an EDI Analyst to each EDI customer.
- Your EDI Analyst will assign a mailbox to you on our network, FedEx Net.

Additional guidelines are listed in each individual implementation guide.



## **INVOICING**

### **FedEx Express and FedEx Ground (Parcel)**

FedEx offers three formats for electronic invoicing. They are:

- ASC X12 standard (variable) formats (110 – Air Freight Invoice, 210 – Motor Freight Invoice), which contains one invoice per transaction set, and multiple transaction sets per electronic invoice file. Detail tracking number information contains one tracking number per LX loop and multiple tracking numbers per invoice.
- CSV variable length format, which contains one invoice record per tracking number, multiple records per electronic file.
- 250 Proprietary fixed length format, which contains a Header Record, Detail Record and Summary Record.

All three formats support Intra-U.S. and International shipments. You can elect to receive Intra-U.S., International (transportation and/or duty tax) or both on electronic invoicing.

*Note:* PDF images of Duty/Tax Activity records and customs documents can be sent electronically to EDI Partners.

### **FedEx Freight (LTL)**

FedEx offers 2 formats for electronic invoicing. They are:

- ASC X12 standard (variable) format (210 – Motor Freight Invoice), which contains one invoice per transaction set, and multiple transaction sets per electronic invoice file. Detail charge information contains one charge per LX loop.
- CSV variable length format, which contains one record per invoice.
- PDF Image Delivery, which contains the invoice, bill of lading, and delivery receipt for a shipment. Each PDF contains these documents for one invoice. The file naming of the file indicates the invoice number, account number, and invoice date.

## **REMITTANCE (US Payor)**

Customers must create a remittance file to indicate which shipments are being paid. Your remittance file may contain invoices billed via EDI or paper.

### **FedEx Express and FedEx Ground (Parcel)**

FedEx accepts three different remittance formats which are:

- ASC X12 820 Remittance Advice
- FedEx Proprietary 80-Byte Remittance
- FedEx Proprietary CSV (Comma Separated Values)

### **FedEx Freight (LTL)**

FedEx accepts either of the following formats:

- ASC X12 820 Remittance Advice
- FedEx Proprietary CSV (Comma Separated Values)

*Note:* FedEx Express and FedEx Ground files must be separate from FedEx Freight files as each are sent to different electronic locations.

*Note:* Payment funds can be in the form of ACH payment or Check. Remittance data files must exactly match the funds provided for proper A/R application. Credits or negative amounts are not allowed in the remittance file.

## **ELECTRONIC INVOICE ADJUSTMENT NOTIFICATION**

### **(FedEx Express and FedEx Ground US Payor ONLY)**

You can also use the remittance file to dispute invoicing charges. These are referred to as invoice adjustment items. Once FedEx has processed the invoice adjustment items submitted in your remittance file, you will receive an electronic invoice adjustment resolution file. The invoice adjustment resolution file uses the same structure as the invoicing file. You will receive the invoice and tracking number detail along with the invoice adjustment information. The file will contain one of the following resolution types for each tracking number:

- Credit
- Denial
- Refund
- Reject

## **COMMUNICATION OPTIONS**

It is a FedEx Information Security requirement that customer data, both inbound and outbound, either be encrypted or be sent via a secured website. FedEx offers the following options for communication of data to trading partners.

### **sFTP (secure File Transfer Protocol)**

sFTP (secure File Transfer Protocol) uses dedicated ports to transfer data securely between FedEx and the customer. The connection is secure so no certificates or keys need to be exchanged. This also means that the commands, as well as the passwords, are secure. This option uses secure shell (SSH) encryption and a binary transfer. The data can either be pushed or delivered to a mailbox on FedEx Net for customers retrieval

### **AS2**

AS2 also known as EDI INT, or EDI over the internet is also supported by FedEx. AS2 essentially creates a wrapper around EDI or flat files that enables sending them over the Internet. AS2 is a real-time technology that provides security and encryption around the HTTP packets. It enables information transmitted over public and private global networks to be digitally signed, secured, and non-repudiated. The customer must have AS2 software to be able to use this option, but there are no network charges.

### **Secured Website**

Trading Partners may wish to access their mailbox via a secured website. This is a manual process whereby the trading partner connects to a secure URL using a provided User ID and password. The FedEx Net website allows the trading partner to upload and download files. Only one file can be uploaded or downloaded at a time.

## **INVOICE RECORD LAYOUTS**

Multiple formats are available. The next pages include high-level syntax for each format.

**FedEx Proprietary 250-byte record layout**

FedEx Express and FedEx Ground billing only

An invoice file may have multiple invoices. An invoice may have multiple tracking numbers. The last detail record will be followed by two Summary records. Numeric fields are right justified and zero filled if data is not provided. Alphanumeric fields are left justified and space filled if data is not provided. Each record is 250 bytes.

<b>INVOICE FILE LAYOUT</b>				
<b>HEADER:</b>				
Invoice 1	HA1	INVOICE	1 record per invoice	Invoice number, date, total charge
	HA2	NAME	1 record per invoice	Name and address of billed account
	HA5	INVSUMMARY	1 record if any express shipments	Summarizes pieces, weight and charges by payer type
	HA6	INVSUMMARY	1 record if any ground shipments	Summarizes pieces, weight and charges by payer type
<b>DETAIL:</b>				
1 <sup>st</sup> Tracking Number	DB1	NAME	1 per tracking number	Name and address of shipper
	DB2	NAME	1 per tracking number	Name and address of recipient
	DB4	NAME	1 optional record for address corrections	Name and original address of recipient, if corrected
	DB5	NAME	1 optional record for alternate pick-up address	Alternate pick-up address (ground)
	DC1	AIRBILL	1 per tracking number	Tracking number, service, net charges, Reference 1
	DC2	AIRBILLEXT	1 per tracking number	Bundle #, Reference 2 (express), Reference 3 (express)
	DD1	DELIVERY	1 per tracking number	Proof of Delivery and delivery exception information
	DE1	PACKAGE	1 per tracking number	Pieces, weight, declared value, ground reference fields
	DE2	PACKAGEEXT	1 optional record, only for duties/taxes	For certain ancillary charges or France waiver
	DF1	CHARGE	Multiple, 1 for each charge component	Charge code, amount, exchange rate
	DG1	COMMODITY	1 optional record, only for duties/taxes	Country / Territory of manufacture and description
2 <sup>nd</sup> Tracking Number – Detail records above repeat for each Tracking number starting with DB1				
<b>HEADER 2:</b>				
Invoice 2	HA1	INVOICE	1 record per invoice	Invoice number, date, total charge
	HA2	NAME	1 record per invoice	Name and address of billed account
	HA5	INVSUMMARY	1 record if any express shipments	Summarizes pieces, weight and charges by payer type
	HA6	INVSUMMARY	1 record if any ground shipments	Summarizes pieces, weight and charges by payer type
<b>DETAIL:</b>				
1 <sup>st</sup> Tracking Number	Detail records above repeat, starting with DB1			
<b>SUMMARY:</b>				
	SZ1	TRAILER	1 per file	Number of invoices, shipments, total charges
	SZ2	NAME	1 per file	FedEx Remittance Address

**REMITTANCE RECORD LAYOUT (US Payers Only)**

**HEADER:** One 80-byte record providing your check/reference number, settlement date if EFT, and Master EDI Account Number.

**DETAIL:** One 80-byte record for each invoice or tracking number or payment and /or invoice adjustment request; multiple records as needed.

**INVOICE ADJUSTMENT RESOLUTION FILE LAYOUT (US Payers Only)**

The Invoice Adjustment Resolution file will contain all the records of an invoice file with the addition of the DW1 NONPAY record (after CHARGE). One NONPAY record will generate for each item submitted for an invoice adjustment using our remittance layout.

**FedEx X12 – 110 Air Freight Invoice layout**

FedEx Express and FedEx Ground billing only

One invoice per 110 transaction set, and multiple tracking numbers per invoice. Individual tracking numbers within an invoice are provided in the LX Loop.

Segment/ID	Segment	Req'd	Max Use	Loop Repeat
<b>Table 1 - Header</b>				
ST	Transaction Set Header	M	1	
B3	Beginning Segment for Carrier's Invoice	M	1	
B3A	Invoice Type	0	1	
ITD	Terms of Sale/Deferred Terms of Sale	0	1	
N1	Name (Bill-To Party)	0	1	3
N2	Additional Name Info	0	1	
N3	Address Information	0	2	
N4	Geographic Location	0	1	
<i>(N1, N3, N4 Segments Repeat for 'Remit To' Information)</i>				
N9	Reference Information	0	30	
<b>Table 2 - Detail</b>				
LX	Sequential Number	M	1	>1
N1	Name (Shipper)	0	1	2
N2	Additional Name Information	0	1	
N3	Address Information	0	2	
N4	Geographic Location	0	1	
N9	Reference Information	0	30	
<i>(N1, N2, N3, N4, N9 Segments Repeat for Recipient Information)</i>				
P1	Pickup	0	1	>1
R1	Route Information (Air)	0	1	
POD	Proof of Delivery	0	1	
V9	Event Detail	0	1	
RMT	Remittance Advice	0	10	
NTE	Note/Special Instruction	0	10	
L5	Description, Marks, and Numbers	M	1	4
L0	Line Item – Quantity and Weight	0	1	
L4	Measurement	0	4	
L10	Weight	0	4	
SL1	Tariff Reference	0	1	
L1	Rate and Charges	0	1	30
C3	Currency	0	1	
<b>Table 3 - Summary</b>				
L3	Total Weight and Charges	M	1	
SE	Transaction Set Trailer	M	1	

**820 TRANSACTION SET - REMITTANCE LAYOUT**

One payment per 820 Transaction Set. Provide individual tracking numbers within the RMR segment; invoice numbers within the REF segment. Invoice adjustments requests are submitted in the ADX segment.

**110 TRANSACTION SET - INVOICE ADJUSTMENT RESOLUTION LAYOUT**

FedEx will return a 110 transaction set response file containing an RMT segment reflecting invoice adjustment resolution information.

**FedEx X12 – 210 Motor Carrier Freight Invoice layout**

FedEx Express and FedEx Ground billing only

One invoice per 210 transaction set, and multiple tracking numbers per invoice. Individual tracking numbers within an invoice are provided in the LX Loop.

Segment/D	Segment	Req'd	Max Use	Loop Repeat
Table 1				
ST	Transaction Set Header	M	1	
B3	Beginning Segment for Carrier's Invoice	M	1	
C3	Currency Identifier	0	1	
ITD	Terms of Sale/Deferred Terms of Sale	0	1	
L11	Business Instructions and Reference Number	0	300	
K1	Remarks	0	10	
N1	Name (Bill-To Party)	0	1	10
N2	Additional Name Information	0	1	
N3	Address Information	0	2	
N4	Geographic Location	0	1	
L11	Business Instructions and Reference Number	0	5	
<i>(N1, N3, N4 Segments Repeat for 'Remit To' Information)</i>				
OID	Order Information Detail	0	1	999999
Table 2 - Detail				
LX	Transaction Set Line Number	0	1	>1
L11	Business Instructions and Reference Number	0	20	
L5	Description, Marks and Numbers	0	30	
L0	Line Item - Quantity and Weight	0	10	
L1	Rate and Charges	0	10	
L4	Measurement	0	10	
L7	Tariff Reference	0	10	
K1	Remarks	0	10	
OID	Order Information Detail	0	1	999999
N1	Name (Shipper)	0	1	999999
N2	Additional Name Information	0	1	
N3	Address Information	0	2	
N4	Geographic Location	0	1	
L11	Business Instructions and Reference Number	0	10	
<i>(N1 &amp; L11 segments repeat for recipient info (Optional: Original Consignee, Alt Pickup)</i>				
CD3	Carton (Package) Detail	0	1	999999
L11	Business Instructions and Reference Number	0	20	
POD	Proof of Delivery	0	1	
OID	Order Information Detail	0	1	999999
Table 3 - Summary				
L3	Total Charges	0	1	
SE	Transaction Set Trailer	M	1	

## Comma Separate Values(CSV) layout

### FedEx Express and FedEx Ground

The FedEx Selectable CSV allows customers to select specific fields to be transmitted in a comma-separated data format (with or without column headers). The order of the fields in the file is also configurable.

Each line/record contains invoice header and detail information. Each tracking number has its own line/record. These records are variable length, each field is separated by a comma. If no data is present in a field, it is noted by a comma.

See the detailed CSV Selectable Implementation Guide for specific fields and details.

### FedEx Freight (LTL)

The FedEx Freight CSV has variable length fields separated by commas. The first line is always column headings followed by multiple invoices, one for each line/record.

### CSV Remittance

A CSV remittance data file is available allowing for payment and adjustment information. One detail record is included for each invoice or tracking number payment or adjustment. The following fields are included in the Remittance CSV format:

- Customer Reference
- Payment Method Indicator
- EDI Master Number
- Invoice Number
- Account Number
- Tracking Number
- Payment Amount
- Adjustment Reason Code (express/ground only)
- Adjustment Amount (express/ground only)
- Adjustment Description (express/ground only)
- EFT Settlement Date (express/ground only, if applicable)

The file can be built in Excel, however, the file must be saved and sent as a 'csv' file.



**FedEx X12 – 210 Motor Carrier Freight Invoice layout**

FedEx Freight (LTL) billing only

One invoice per 210 transaction set. Multiple charges within an invoice are provided in the LX Loop.

**Heading:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
010	ST	Transaction Set Header	M	1		Must use
020	B3	Beginning Segment for Carrier's Invoice	M	1		Must use
060	N9	Reference Identification	O	300		Used
070	G62	Date/Time	O	6		Used
080	R3	Route Information - Motor	O	12		Used
<b>LOOP ID - 0100</b>					<b>10</b>	
110	N1	Name	O	1		Used
130	N3	Address Information	O	2		Used
140	N4	Geographic Location	O	1		Used

**Detail:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
<b>LOOP ID - 0400</b>					<b>9999</b>	
120	LX	Assigned Number	O	1		Used
140	L5	Description, Marks and Numbers	O	30		Used
170	L0	Line Item - Quantity and Weight	O	10		Used
180	L1	Rate and Charges	O	10		Used
200	L7	Tariff Reference	O	10		Used

**Summary:**

<u>Pos</u>	<u>Id</u>	<u>Segment Name</u>	<u>Req</u>	<u>Max Use</u>	<u>Repeat</u>	<u>Usage</u>
010	L3	Total Weight and Charges	O	1		Used
020	SE	Transaction Set Trailer	M	1		Must use

## **GETTING STARTED**

Once you have decided to use electronic invoice and remittance, you will need to successfully complete these steps before electronic invoice and remittance may begin:

1. Request an electronic invoice test file by contacting your FedEx account executive or your assigned Electronic Revenue Services (ERS) Analyst. If you need your account executive's name and telephone number, call Customer Service at 1.800.GoFedEx 1.800.463.3339. Your account executive will submit the request to Electronic Revenue Support (ERS). You may also contact your ERS Analyst directly by dialing 1.888.450.1774. Your ERS Analyst will contact you to gather information and guide you through testing and implementation.
2. Complete a Trading Partner Data Sheet (TPDS) form. This form can be obtained from your ERS Analyst or on [fedex.com](http://fedex.com/us/fcl/pckgenvlp/online-billing) at the following location: **fedex.com/us/fcl/pckgenvlp/online-billing**
3. Program your system to read the invoice file FedEx sends you, process it through your Accounts Payable System, generate and send the remittance transmission (U.S. Payor only), and return to FedEx a remittance data file.
4. If you request invoice adjustments electronically, program your system to generate and send adjustment information and receive adjustment resolution files (FedEx Express and FedEx Ground U.S. Payor only).
5. Test in coordination with FedEx. When invoice testing is complete and remittance testing is approved, provide your ERS Analyst with a list of all shipping accounts and the associated company names you want implemented. At your requested production date, paper invoicing will be replaced with electronic invoicing.

## **RESOURCES**

<b>WHAT YOU NEED</b>	<b>WHAT YOU DO</b>
To request specific electronic format Implementation Guides...	Call your assigned Electronic Revenue Support Analyst Or <b>1.888.450.1774 option 4</b> Or go to fedex.com billing options at <b><u>fedex.com/us/fcl/pckgenvlp/online-billing</u></b> Or call your FedEx account executive
To test Electronic Invoice & Remittance ...	Call your Electronic Revenue Support Analyst or call your FedEx account executive. To obtain your ERS Analyst's name and contact information call <b>1.888.450.1774 option 4</b>
Answers to billing questions	Call FedEx Revenue Services at: <b>1.800.622.1147</b> between 7 A.M. and 6 P.M. (CST).
Request Duties & Taxes adjustments	Send request to <b><u>dutytaxdisputes@fedex.com</u></b>
Answers to technical questions or to obtain a replacement invoice file ...	Call your assigned Electronic Revenue Support Analyst or call <b>1.888.450.1774 option 4.</b>
<b>After implementing Electronic Invoice and remittance...</b>	
To obtain service information ...	Consult the current FedEx Service Guide. It is the official source for service offerings, delivery schedules, and conditions for Money-Back Guarantee. It is an essential reference for programming when auditing the electronic invoice. To obtain the latest FedEx Service Guide go to <b><u>fedex.com/us/service-guide</u></b>
FedEx Billing Online Technical Support	Call <b>1.877.339.2774</b> when prompted say: "Billing Online".
For information on electronic shipment (tracking) status including the ASC X12 214 documents	Contact the EDI Hotline at <b>1.855.408.9440</b> and select the EDI support option or send an email to: <b><u>edihelp@fedex.com</u></b>
To obtain assistance with FedEx Ground shipment data uploaded from FedEx approved devices via Electronic Package Data Interchange (EPDI) or the ASC X12 215 to FedEx...	ASC X12 215 Contact the EDI Hotline at <b>1.855.408.9440</b> and select the EDI support option or send an email to: <b><u>edihelp@fedex.com</u></b>