



**papiNet**

**CreditDebitNote**

**papiNet Standard - Version 2.31**

**Documentation**

**Global Standard for the Paper and Forest  
Products Supply Chain**

**Build V2R31\_20151026**

**Date 2015-10-28**

**Production Release**

# **CreditDebitNote**

## **papiNet Standard - Version 2.31**

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# CreditDebitNote

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### CreditDebitNote Documentation

#### CreditDebitNote e-Document Overview

The CreditDebitNote e-Document is generally used by the SupplierParty to compensate or charge the trading parties (ShipToParty, BuyerParty, OtherParty, etc.) for matters outside the scope of the invoice. Typically these matters include commercial claims, logistical claims, technical claims, invoice corrections, commissions, and rebates.

A CreditDebitNote e-Document can also originate from other trading parties involved in the transaction due to unforeseen circumstances or costs incurred.

Therefore this e-Document is multi-directional between trading parties.

#### The Scope of the CreditDebitNote e-Document

The CreditDebitNote e-Document must include:

- Type (Debit or Credit)
- Reason for the transaction

The CreditDebitNote e-Document can include:

- Details from the PurchaseOrder, DeliveryMessage, Invoice, or Claim.
- The trading parties' general operating procedures, bank account information, and payment terms.
- Specific contractual information.
- Details, such as general ledger distribution information, provided as a service to the trading parties.
- Tax details when applicable.

#### CreditDebitNoteType [attribute]

Defines the type of the CreditDebitNote e-Document. There are two types of CreditDebitNote e-Documents:



*This item is restricted to the following list.*

##### CreditNote

Credits which are provided to the receiving party for amount reductions.

##### DebitNote

Debits which are charged to the receiving party for additional charges.

#### Business Rules for CreditDebitNote

##### General Business Rules

| Identifier | Business Rule   |
|------------|---|
| CrDr_001   | A CreditDebitNote must contain a single reason for the transaction. |

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|                 |   |
|-----------------|---|
| <b>CrDr_002</b> | A CreditDebitNote can originate from any trading party.   |
| <b>CrDr_003</b> | In the event of an incorrect CreditDebitNote being sent, corrections are handled issuing a new CreditDebitNote of the opposite type. The original document reference must be mentioned. |
| <b>CrDr_004</b> | CreditDebitNote cancellations are handled by the issuing party issuing a new CreditDebitNote of the opposite type. The original document reference must be mentioned.                   |
| <b>CrDr_005</b> | A CreditDebitNote can only be issued to a single receiving party, but it may refer to multiple trading parties e.g. a Company Group.  |
| <b>CrDr_006</b> | A CreditDebitNote may refer to one or more customer purchase order, delivery, invoice and/or claim reference numbers.   |
| <b>CrDr_007</b> | At least one instance of either the Product or ChargeOrAllowance elements is required.  |

#### Processing the CreditDebitNote e-Document

For the CreditDebitNote e-Document, all e-Document types are processed in the same way. The CreditDebitNote e-Document has an attribute, Reissued, with two values that are used when processing the e-Document.

- No - indicates that this is the first transmission of the e-Document.
- Yes - is sent by the issuing party based upon a request from the originally intended receiver of the e-Document. If the original CreditDebitNote e-Document is located after the issuing party sends a copy, the receiver can decide whether to process the original or the copy e-Document. In addition it indicates that the CreditDebitNote was sent previously.

No amendment of the CreditDebitNote e-Document is permitted. All changes must be performed by issuing a new CreditDebitNote e-Document (per business rule CrDr\_003).

The issuing party is responsible for ensuring that the combination of the CreditDebitNoteNumber and CreditDebitNoteLineItemNumber are unique.

#### Understanding the Diagrams and Content

This section provides a graphical view of the schema structures, a discussion of the item's children. You can find additional information about papiNet and the standard at [www.papiNet.org](http://www.papiNet.org).

The graphics contain content model indicators, cardinality indicators, and

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data type information.

Associated with each graphic are the definitions for the parent item and any associated child items. All attributes are listed first, followed by the elements.

The following information should help you interpret and understand this standard. Please note the following:

- Content Model and Cardinality operate together to determine if the element or attribute are required in the instance document.
- The same attribute can never appear multiple times in the same element so, you will never see a multiple cardinality indicator.

### **Content model indicators:**

There are three possible types of content: "sequence", "choice", and "all". The papiNet standard currently does not use the "all" construct.

- (sequence)

The sequence of the items to the right of the graphic (or below the text) is required.

- (choice)

A choice of the items to the right of the graphic (or below the text) is permitted.

- (all)

All the items to the right of the graphic are required.

### **Cardinality indicators:**

- Dotted line around element or attribute.

A single instance of the item can optionally exist.

- Dotted line around item with range indicated below.

Multiple instances of the item can optionally exist.

- Solid line around item.

A single instance of the item must exist.

- Solid line around item with range indicated below

At least one instance must exist; multiple instances can optionally exist.

### **Datatype indication:**

When a data type is assigned to an element (either a simple type or complex type) the name of the data type is presented beneath the item name in the graphic.

- In some cases additional information about the data type is presented (the default value).

Elements can either have content that is textual/numeric in nature or content that is made up of additional elements and/or attributes.

- When the content is textual/numeric in nature "three straight horizontal lines" will appear in the upper left-hand corner of the graphic. Pay attention to these elements because they are where you will be entering your information.
- When the content is made up of additional elements and/or attributes a "gray-box" will appear on the right-hand side of the graphic.
- If the graphic shows both the horizontal lines and the gray-box then, in the papiNet standard, the content below the element are attributes.

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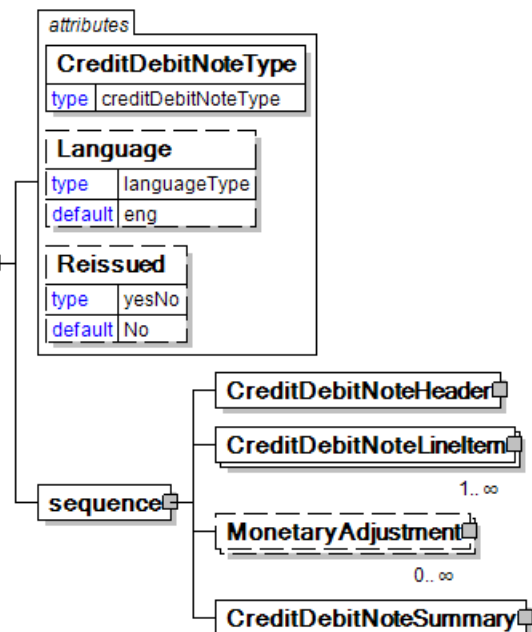
### CreditDebitNote Root Element

#### CreditDebitNote

The CreditDebitNote element is the root element for the CreditDebitNote e-Document.

The CreditDebitNote e-Document is generally used by the SupplierParty to compensate or charge the trading parties (ShipToParty, BuyerParty, OtherParty, etc.) for matters outside the scope of the Invoice.

CreditDebitNote



#### CreditDebitNoteType [attribute]

*CreditDebitNoteType is mandatory. A single instance is required.*

Defines the type of the CreditDebitNote e-Document. There are two types of CreditDebitNote e-Documents:

*This item is restricted to the following list.*

#### CreditNote

Credits which are provided to the receiving party for amount reductions.

#### DebitNote

Debits which are charged to the receiving party for additional charges.

#### Language [attribute]

*Language is optional. A single instance might exist.*

XML has embraced 2 and 3 digit language codes through the application of an addendum to the standard.

Information on the content of this attribute is available at <http://www.loc.gov/standards/iso639-2/> this is the official site of the ISO 639-2 Registration Authority.

- <http://www.w3.org/International/O-HTML-tags.html> provides an explanation of the errata updating XML.
- <http://www.ietf.org/rfc/rfc3066.txt> is the key document that is referenced in the above errata.

#### Reissued [attribute]

*Reissued is optional. A single instance might exist.*

Either "Yes" or "No".

*This item is restricted to the following list.*

Yes

No

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### (sequence)

*The contents of (sequence) are mandatory. A single instance is required.*

#### **CreditDebitNoteHeader**

*CreditDebitNoteHeader is mandatory. A single instance is required.*

The CreditDebitNoteHeader contains information common to the CreditDebitNote

#### **CreditDebitNoteLineItem**

*CreditDebitNoteLineItem is mandatory. One instance is required, multiple instances might exist.*

CreditDebitLineItem contains the information about the Credit or Debit being issued.

- CreditDebitLineItem contains the information about the Credit or Debit being issued. Note Business Rule CrDr\_007: At least one instance of either the Product or ChargeOrAllowance elements is required.

#### **MonetaryAdjustment**

*MonetaryAdjustment is optional. Multiple instances might exist.*

The element containing the information necessary for the understanding, calculation, and treatment of an adjustment to a currency amount.

MonetaryAdjustment contains an attribute that indicates the type of adjustment being communicated.

#### **CreditDebitNoteSummary**

*CreditDebitNoteSummary is mandatory. A single instance is required.*

Contains summary information that applies to the entire e-Document.



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### Primary Elements

#### CreditDebitNoteHeader

The CreditDebitNoteHeader contains information common to the CreditDebitNote

##### (sequence)

*The contents of (sequence) are mandatory. A single instance is required.*

##### CreditDebitNoteNumber

*CreditDebitNoteNumber is mandatory. A single instance is required.*

The unique CreditDebitNote identifier as agreed to by the trading partners.

##### CreditDebitNoteDate

*CreditDebitNoteDate is mandatory. A single instance is required.*

The issue date of the CreditDebitNote. This date often drives payment terms. Note that this date is not necessarily the same as the creation date of the CreditDebitNote.

##### CreditDebitNoteReference

*CreditDebitNoteReference is optional. Multiple instances might exist.*

An element detailing relevant references pertaining to the CreditDebitNote. CreditDebitNoteReference uses the CreditDebitNoteReferenceType attribute.

##### CreditDebitNoteReason

*CreditDebitNoteReason is mandatory. A single instance is required.*

A group item containing the reason for the entire CreditDebitNote.

##### BillToParty

*BillToParty is mandatory. A single instance is required.*

The address where the invoice is to be sent.

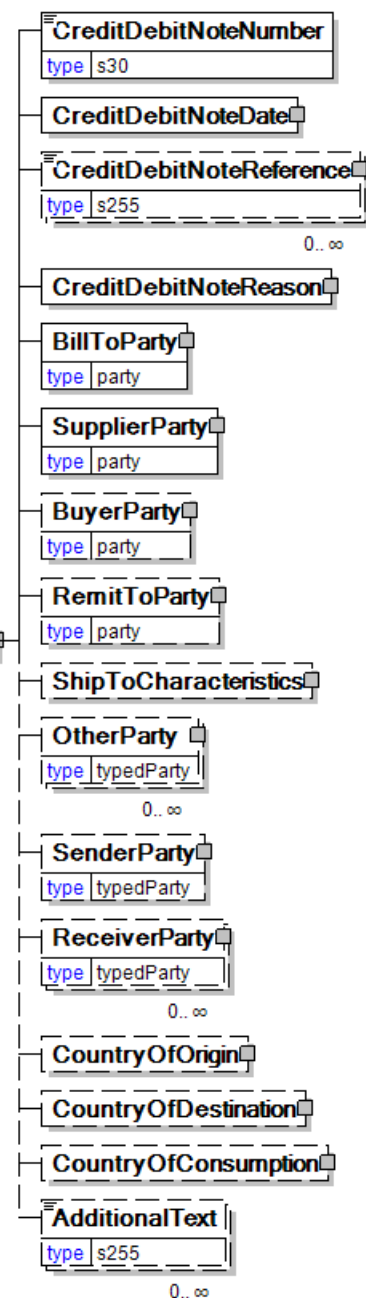
##### SupplierParty

*SupplierParty is mandatory. A single instance is required.*

The organisation or business entity responsible for providing the product. SupplierParty is also the seller of the product, if Seller is not specified as OtherParty = Seller.

##### BuyerParty

*BuyerParty is optional. A single instance might exist.*



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The legal entity to which the product is sold. Also commonly referred to as the sold-to party or customer. If no OtherParty is defined as the Payer, the Buyer is the Payer.

### RemitToParty

*RemitToParty is optional. A single instance might exist.*

A group item containing details of the party to whom payment will be made. The RemitToParty contains all information related to remittance.

### ShipToCharacteristics

*ShipToCharacteristics is optional. A single instance might exist.*

A group item that provides information important for the Ship-To Party.

A group item that provides information important for the Ship-To Party. ShipToCharacteristics may be referenced at both the header and line item level. The reference at the header is required and acts as a default for the value at the line level, unless overridden at the line level.

### OtherParty

*OtherParty is optional. Multiple instances might exist.*

An organisation or business entity other than those specifically detailed within a business document.

### SenderParty

*SenderParty is optional. A single instance might exist.*

The business entity issuing the business document, the source of the document.

- This is the same entity as the "From" party in the ebXML message service envelope. The entity responsible for the content. If the sender party has outsourced the transmission function to a third party the sender party is the original party not the party performing the transmission service.

### ReceiverParty

*ReceiverParty is optional. Multiple instances might exist.*

The business entity for whom the business document is intended, the destination of the document.

- This is the same entity as the "To" party in the ebXML message service envelop. The entity interested in the content. If the receiver party has outsourced the message receipt function to a third party the receiver party is the intended party not the party performing the receiving process.

### CountryOfOrigin

*CountryOfOrigin is optional. A single instance might exist.*

The country of origin for the material.

### CountryOfDestination

*CountryOfDestination is optional. A single instance might exist.*

The country where the goods will be, or were, shipped to.

### CountryOfConsumption

*CountryOfConsumption is optional. A single instance might exist.*

The country of consumption for the material.

### AdditionalText

*AdditionalText is optional. Multiple instances might exist.*

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A text field that is used to communicate information not previously defined or for special instructions. To be used only for circumstances not covered by specific elements.

### CreditDebitNoteLineItem

CreditDebitLineItem contains the information about the Credit or Debit being issued.

- CreditDebitLineItem contains the information about the Credit or Debit being issued. Note Business Rule CrDr\_007: At least one instance of either the Product or ChargeOrAllowance elements is required.

#### (sequence)

The contents of (sequence) are mandatory. A single instance is required.

#### CreditDebitNoteLineItemNumber

CreditDebitNoteLineItemNumber is mandatory. A single instance is required.

A sequential number that uniquely identifies the CreditDebitNote line item.

#### (sequence)

The contents of (sequence) are optional. Multiple instances might exist.

#### PurchaseOrderInformation

PurchaseOrderInformation is mandatory. A single instance is required.

A group item containing information unique to this purchase order, which is provided by the buyer. PurchaseOrderInformation can be optional in the supply chain. Invoices are created without having a Purchase Order in Vendor Managed Inventory. Freight invoices also will not have a Purchase Order number.

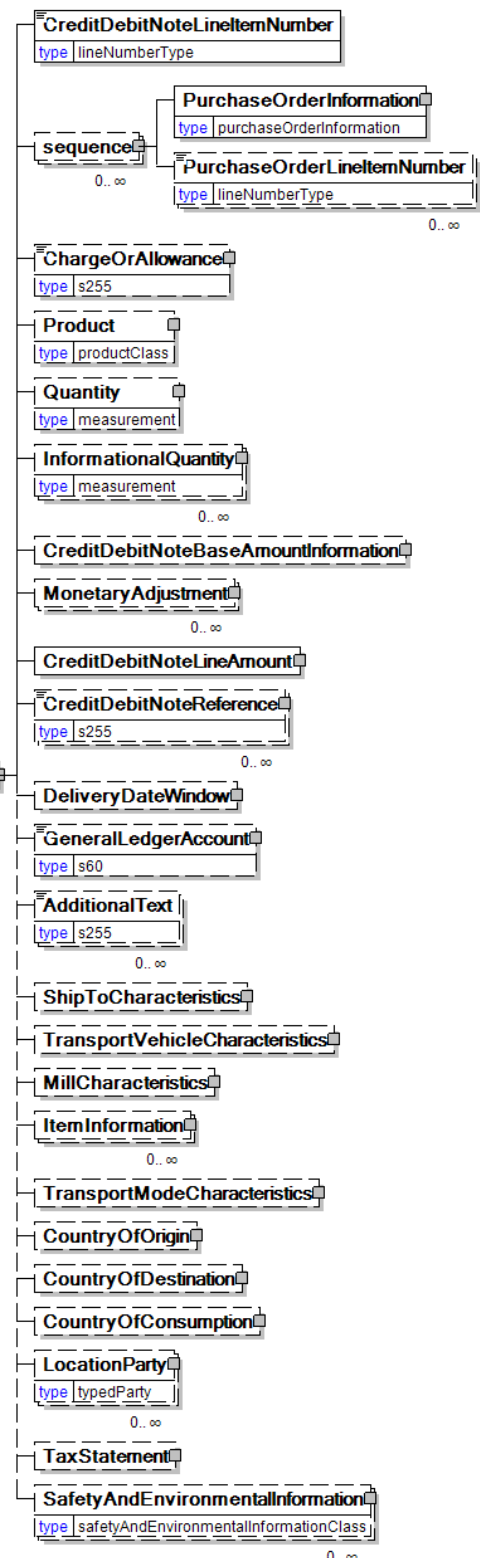
#### PurchaseOrderLineItemNumber

PurchaseOrderLineItemNumber is optional. Multiple instances might exist.

The sequential number that uniquely identifies the purchase order line item.

#### ChargeOrAllowance

ChargeOrAllowance is optional. A single



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*instance might exist.*

The description of the charge or allowance; such as freight, special handling, and stop-off handling.

### **Product**

*Product is optional. A single instance might exist.*

Product is a group item defining the article and its characteristics. Product is used to specify product characteristics organized by ProductIdentifier, ProductDescription, and Classification. Book Manufacturing, Label Stock, Paper, Pulp, Recovered Paper, Wood Products, and Virgin Fibre market segments have defined their product characteristics and conversion features for implementation in papiNet.

### **Quantity**

*Quantity is optional. A single instance might exist.*

The Quantity element contains attributes that provide information about the type of quantity that is being communicated, the context in which the particular quantity is to be viewed, and (if the quantity represents an adjustment) an adjustment type.

The Quantity element contains three child elements that enable you to communicate a range of values for the quantity and a target or actual value. It is at this level (Value, RangeMin, and RangeMax) that the unit of measure is specified. This permits the range to be specified in a different unit of measure than the target.

### **InformationalQuantity**

*InformationalQuantity is optional. Multiple instances might exist.*

A quantity given in a valid UOM used for information purposes only (not for calculation). For example, an ordered quantity was 100 reels as opposed to the invoice quantity of 20,000 pounds.

### **CreditDebitNoteBaseAmountInformation**

*CreditDebitNoteBaseAmountInformation is optional. A single instance might exist.*

A group item containing the price per unit and the CreditDebitNote amount subtotal.

### **MonetaryAdjustment**

*MonetaryAdjustment is optional. Multiple instances might exist.*

The element containing the information necessary for the understanding, calculation, and treatment of an adjustment to a currency amount. MonetaryAdjustment contains an attribute that indicates the type of adjustment being communicated.

### **CreditDebitNoteLineAmount**

*CreditDebitNoteLineAmount is mandatory. A single instance is required.*

The total CreditDebitNote amount per line (includes adjustments and tax)

### **CreditDebitNoteReference**

*CreditDebitNoteReference is optional. Multiple instances might exist.*

An element detailing relevant references pertaining to the CreditDebitNote. CreditDebitNoteReference uses the CreditDebitNoteReferenceType attribute.

### **DeliveryDateWindow**

*DeliveryDateWindow is optional. A single instance might exist.*

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A group item defining the date/time interval for delivery to take place. An element which may contain the estimated date for which delivery is expected. This date is not absolute.

### **GeneralLedgerAccount**

*GeneralLedgerAccount is optional. A single instance might exist.*

The general ledger account to be referenced for the item.

### **AdditionalText**

*AdditionalText is optional. Multiple instances might exist.*

A text field that is used to communicate information not previously defined or for special instructions. To be used only for circumstances not covered by specific elements.

### **ShipToCharacteristics**

*ShipToCharacteristics is optional. A single instance might exist.*

A group item that provides information important for the Ship-To Party.

A group item that provides information important for the Ship-To Party. ShipToCharacteristics may be referenced at both the header and line item level. The reference at the header is required and acts as a default for the value at the line level, unless overridden at the line level.

### **TransportVehicleCharacteristics**

*TransportVehicleCharacteristics is optional. A single instance might exist.*

A group item containing information about a transport vehicle, e.g. a truck. A transport vehicle has its own power and can be used to pull, push, carry, or tow a transport unit loaded with goods.

### **MillCharacteristics**

*MillCharacteristics is optional. A single instance might exist.*

A group item defining the mill party and machine identifier where a product is or was produced.

### **ItemInformation**

*ItemInformation is optional. Multiple instances might exist.*

The purpose of the ItemInformation structure is to clearly identify physical items. The attribute ItemType defines the type of physical item. Physical items can be handling units like packages as well as items contained in packages.

### **TransportModeCharacteristics**

*TransportModeCharacteristics is optional. A single instance might exist.*

A group item defining the primary mode of transport.

### **CountryOfOrigin**

*CountryOfOrigin is optional. A single instance might exist.*

The country of origin for the material.

### **CountryOfDestination**

*CountryOfDestination is optional. A single instance might exist.*

The country where the goods will be, or were, shipped to.

### **CountryOfConsumption**

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*CountryOfConsumption is optional. A single instance might exist.*

The country of consumption for the material.

### LocationParty

*LocationParty is optional. Multiple instances might exist.*

The organization or business entity where the business event took place or will take place.

### TaxStatement

*TaxStatement is optional. A single instance might exist.*

A group element for declaration of exception from normal charges of tax and the reason for tax exemption.

### SafetyAndEnvironmentalInformation

*SafetyAndEnvironmentalInformation is optional. Multiple instances might exist.*

Name of certification type if any on the goods, e.g. FSC, PEFC.

SafetyAndEnvironmental needs a value or measurement to communicate the percentage of the product is certified. eg 75% is certified by the indicated agency.

## MonetaryAdjustment

The element containing the information necessary for the understanding, calculation, and treatment of an adjustment to a currency amount. MonetaryAdjustment contains an attribute that indicates they type of adjustment being communicated.

### AdjustmentType [attribute]

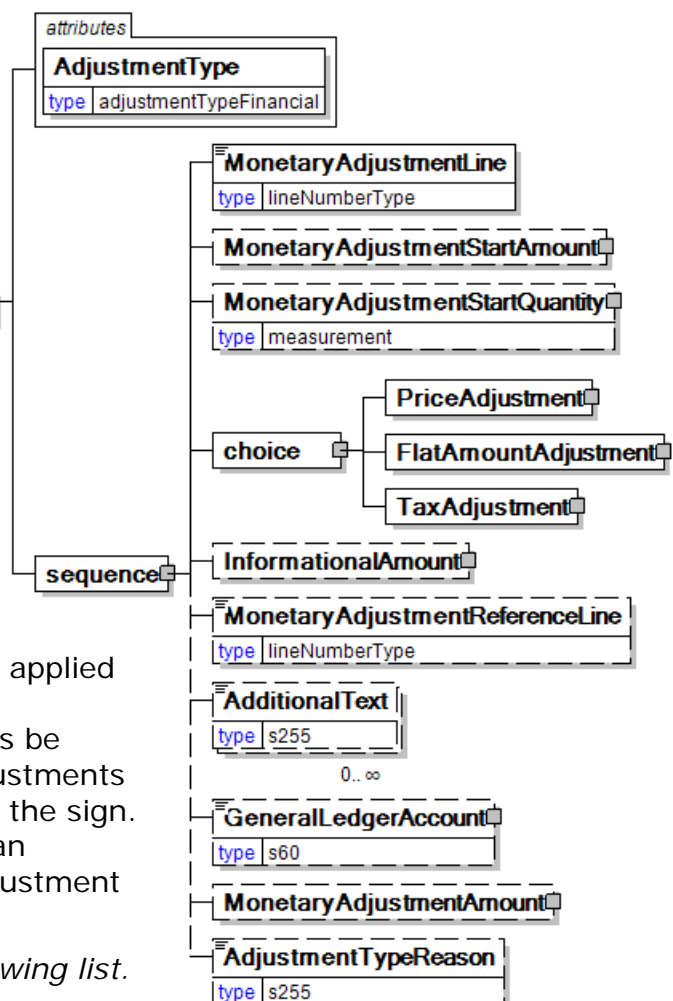
*AdjustmentType is mandatory. A single instance is required.*

Describes the type of adjustment applied to a monetary oriented element. Adjustments values should always be given as negative or positive adjustments even if AdjustmentType indicates the sign. For example, a rebate of 1% on an invoice should be given as an adjustment percentage of -1%.

*This item is restricted to the following list.*

### BillOfLadingCharge

An extra charge for creating a Bill of Lading.



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### **CancellationCharge**

A charge applied because a cancellation was late (after the last date of change) and all or part of the ordered product has already been made.

### **CashDiscount**

A reduction due to a discount applied.

### **CertificateCharge**

An extra charge for creating a certificate. Some countries requires Certificates in which different characteristics of the delivery, transport unit, route, product, and others must be proved.

There are certificates for gasen pallets, for the place of production, for the age of the ship/vessel, for not departing from one country's harbour when delivering to another.

### **ChargesForward**

A pending invoice amount brought forward from a previous invoice.

### **ClaimAdjustment**

An adjustment related to a filed complaint.

### **Commission**

Commission costs paid to the trading agency or trader.

### **CompetitiveAllowance**

An allowance provided for competitive reasons.

### **CongestionCharge**

An extra fee from ports for waiting time of ships in ports, railcars on a siding, trucks at a dock. (Synonym: Demurrage.)

### **ConsigneeUnloadCharge**

An unloading charge that is the responsibility of the consignee.

### **ContractAllowance**

An allowance for a volume discount, usually because the agreed amount has been exceeded.

### **CurrencyAdjustmentCharge**

An extra fee to adjust for currency variations.

### **DecimalRounding**

Adjustments for rounding of amounts to fit the business agreement or national monetary legislation. This adjustment is typically used for decimal rounding of amounts not including tax.

N.B. Use InformationalAmount with AmountType "DecimalRounding" for specification of decimal rounding of amounts including tax.

### **DefectiveAllowance**

An allowance provided for defective material.

### **DeliveryCharge**

The charge for delivering the product.

### **DeliveryNonConformanceAllowance**

An allowance due to non-conformance with the purchase agreement regarding a

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delivery.

### **DeliveryTimeBonus**

A bonus given for deliveries of products within a certain time period.

### **EarlyShipAllowance**

An allowance due to a delivery that took place earlier than planned. The seller may be charged a penalty. If this is found before issuing the invoice, it can be handled through this allowance. If found later, it will be handled through a credit note.

### **EnergySurcharge**

A charge related to increases in the cost of energy.

### **Environmental**

An allowance applied due to environmental regulations.

### **ExpeditedShipmentCharge**

An extra cost charged due to unexpected or emergency requirements (for example, breaking off a run in the mill to reach the production date for a rush order).

### **ExportClearanceCharge**

An extra fee for customs administration.

### **FlatRateCharge**

A general flat charge.

### **FreightAllowance**

The freight cost allowed by the mill. This amount is negative, and will be deducted from the invoice (U.S. business practice, in the European Union (EU), use only Freight Charge).

### **FreightCharge**

The actual cost incurred to deliver the product. This amount is positive, and will be added to the invoice.

### **FuelAdjustmentCharge**

An extra fee, usually from shipping companies, to adjust fuel prices.

### **HandlingCharge**

A charge related to the handling of the product.

### **Inspection**

The cost associated with performing an inspection of the product.

### **InterestCharge**

A charge applied for interest on overdue payments.

### **LabourAllowance**

An allowance due to additional labour required in the use or acceptance of the product.

### **LabourCharge**

A charge due to additional labour required in the use or acceptance of the product.

### **LoggingDamage**

An adjustment caused by logging damages on Forest Wood products. Logging damages normally cause a reduction of the product price.



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### **LotCharge**

A charge applied to the lot of material.

### **MetalDetection**

A charge for additional metal detection applied to the goods.

### **ModelHomeDiscount**

A discount associated with the building of the model home.

### **NewStoreCouponDiscount**

A discount associated with entry into a new store.

### **OrderQuantity**

A charge or allowance for small/big ordered quantities.

### **PalletCharge**

A charge that represents the cost or rental of the pallet.

### **PickUpAllowance**

An allowance provided to compensate for the cost of picking up the product.

### **PromotionalAllowance**

An allowance provided for the promotion of the product.

### **PromotionalCharge**

A charge associated with the promotion of the product.

### **PriceCorrection**

An adjustment associated with a correction of the product's price.

### **ProductionSetUpCharge**

A special charge applied due to specific buyer requests.

### **Provision**

The act of making ready or equipping for use.

### **Rebate**

A rebate accepted by the buyer and seller based on the agreed price and volume.

### **ReelDiscount**

An allowance for purchasing reels instead of sheets.

### **ReturnedLoadAllowance**

An allowance applied due to the return of the load.

### **ReturnLoadCharge**

A charge applied due to the return of the load.

### **RoadFeeCharge**

A freight charge for a special tax applied to road transports in some countries, e.g. Germany

### **ScrapAndDunnageCharge**

A charge that represents the scrapping of the material and its removal.

### **ServiceCharge**

A charge associated with a miscellaneous service.

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### **SpecialConversionCharge**

Additional charge for a special conversion of the product.

### **SpecialDeliveryCharge**

A special charge for delivering the product differently from the usual or agreed-to method.

### **SpecialHandlingCharge**

A special charge for handling the product differently from the usual or agreed-to method.

### **SpecialPackagingCharge**

A special charge for packaging the product differently from the usual or agreed-to method, or if packaging as requested is out of spec.

### **StopOffAllowance**

An allowance for a delivery stop-off.

### **StopOffCharge**

A charge for a delivery stop-off.

### **StorageAllowance**

An allowance for storing the product.

### **StorageCharge**

An extra cost charged for storing the product on location (in the plant).

### **Tax**

An adjustment that reflects a tax item.

### **TestingCharge**

A charge related to testing a paper grade.

### **TradeDiscount**

A discount based on the terms of the trade given on the agreed price. Usually a percentage.

### **TrialDiscount**

A discount applied for a trial run of a new or improved product.

### **TransferCharge**

A freight charge incurred by the goods transfer from one location to another location not previously agreed upon.

### **UnloadingAllowance**

An allowance to compensate for the unloading the product.

### **UnloadingCharge**

A charge for the unloading the product.

### **VolumeDiscount**

A rebate accepted by the buyer and the seller based on the agreed volume

### **WarRiskCharge**

An extra fee from transport companies for transport units that cross war zones.

### **Other**

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Any other adjustment not covered by the attribute list.

### (sequence)

*The contents of (sequence) are mandatory. A single instance is required.*

#### **MonetaryAdjustmentLine**

*MonetaryAdjustmentLine is mandatory. A single instance is required.*

A sequence number indicating the order of printing or the sequence in which a group of adjustments are to be considered.

#### **MonetaryAdjustmentStartAmount**

*MonetaryAdjustmentStartAmount is optional. A single instance might exist.*

The beginning currency amount used in the calculation of a monetary adjustment.

#### **MonetaryAdjustmentStartQuantity**

*MonetaryAdjustmentStartQuantity is optional. A single instance might exist.*

The beginning quantity used in the calculation of a monetary adjustment.

### (choice)

*The contents of (choice) are mandatory. A single instance is required.*

#### **PriceAdjustment**

*PriceAdjustment is mandatory. A single instance is required.*

A group item defining a deviation from the PricePerUnit.

#### **FlatAmountAdjustment**

*FlatAmountAdjustment is mandatory. A single instance is required.*

A group item that contains flat adjustment amount information.

#### **TaxAdjustment**

*TaxAdjustment is mandatory. A single instance is required.*

This content element contains the necessary information to describe, calculate, and handle a tax adjustment.

#### **InformationalAmount**

*InformationalAmount is optional. A single instance might exist.*

A monetary amount used for information purposes only (not for calculation). For example, the invoice price adjustment subtotal is expressed in sterling pounds, and the buyer wants this information expressed in U.S. dollars.

- CreditDebitNote and Invoice - The TaxAmount is displayed in the currency that is applicable throughout the e-Document. When a TaxAmount needs to be displayed in a different national currency, this field is used.

#### **MonetaryAdjustmentReferenceLine**

*MonetaryAdjustmentReferenceLine is optional. A single instance might exist.*

A link to a previously defined MonetaryAdjustmentLine upon which this adjustment is based.

#### **AdditionalText**

*AdditionalText is optional. Multiple instances might exist.*

A text field that is used to communicate information not previously defined or for special instructions. To be used only for circumstances not covered by specific elements.

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## GeneralLedgerAccount

*GeneralLedgerAccount is optional. A single instance might exist.*

The general ledger account to be referenced for the item.

## MonetaryAdjustmentAmount

*MonetaryAdjustmentAmount* is optional. A single instance might exist.

The actual amount of the monetary adjustment.

## AdjustmentTypeReason

*AdjustmentTypeReason* is optional. A single instance might exist.

Provides additional information about the type of adjustment. Can be viewed as a sub-classification of the adjustment type attribute or as a textual explanation.

## CreditDebitNoteSummary

Contains summary information that applies to the entire e-Document.

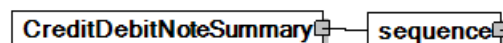
(sequence)

*The contents of (sequence) are mandatory. A single instance is required.*

## TotalNumberOfLineItems

*TotalNumberOfLineItems is optional. A single instance might exist.*

The total number of individual line items in the document, regardless of the status or type.



(sequence)

*The contents of (sequence) are optional. Multiple instances might exist.*

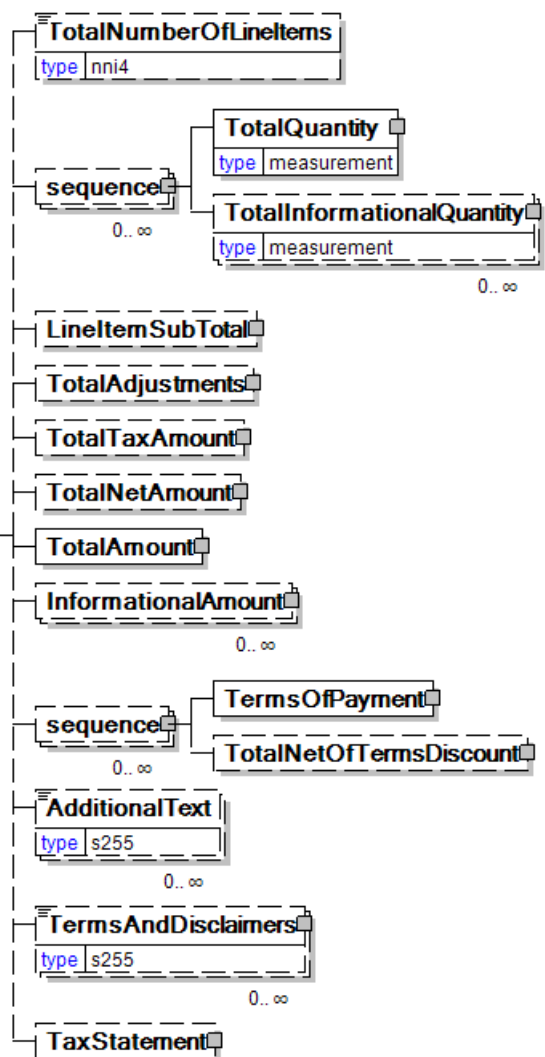
**TotalQuantity**

*TotalQuantity is mandatory. A single instance is required.*

The total quantity of similar items in the business document. TotalQuantity is primarily used in the summary section of documents where it is repeatable to permit totaling for different units of measure.

## Total Informational Quantity

*TotalInformationalQuantity is optional. Multiple instances might exist.*



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A quantity that is used to communicate related information about the parent element. This element represents a total that is derived from individual line items.

### **LineItemSubTotal**

*LineItemSubTotal is optional. A single instance might exist.*

The total amount of all base amounts on e-Document line items. The base amount contains the result of the calculation quantity times the base unit price. As such it does not include any taxes. For example, in an Invoice claiming payment for products LineItemSubTotal is equal to the sum of all InvoiceLineBaseAmount.

### **TotalAdjustments**

*TotalAdjustments is optional. A single instance might exist.*

The CurrencyValue of TotalAdjustments contains the total of all adjustments and charges excluding tax. For example, in the Invoice TotalAdjustments is equal to the sum of the signed values of the MonetaryAdjustmentAmount for all instances of MonetaryAdjustment with PriceAdjustment and FlatAmountAdjustment and plus the sum of the signed values of the ChargeNetAmount for all instances of ChargeInformation.

### **TotalTaxAmount**

*TotalTaxAmount is optional. A single instance might exist.*

The CurrencyValue of TotalTaxAmount contains the sum of all instances of TaxAdjustment in the document. TotalTaxAmount contains the sum of all instances of the MonetaryAdjustmentAmount for tax adjustments.

### **TotalNetAmount**

*TotalNetAmount is optional. A single instance might exist.*

A field containing total amount excluding tax. For example, in the Invoice TotalNetAmount is equal to the sum of LineItemSubTotal plus TotalAdjustments. TotalNetAmount encapsulates CurrencyValue.

### **TotalAmount**

*TotalAmount is mandatory. A single instance is required.*

The total amount including tax (when tax is specified in the e-Document).

In e-Documents claiming payment this is the amount due for payment based on the terms of payment. Decimal rounding might be applied to this amount.

### **InformationalAmount**

*InformationalAmount is optional. Multiple instances might exist.*

A monetary amount used for information purposes only (not for calculation). For example, the invoice price adjustment subtotal is expressed in sterling pounds, and the buyer wants this information expressed in U.S. dollars.

- CreditDebitNote and Invoice - The TaxAmount is displayed in the currency that is applicable throughout the e-Document. When a TaxAmount needs to be displayed in a different national currency, this field is used.

### **(sequence)**

*The contents of (sequence) are optional. Multiple instances might exist.*

### **TermsOfPayment**

*TermsOfPayment is mandatory. A single instance is required.*

A group item that contains agreed-to terms defining when, how, and under what

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conditions the payment is to be made.

When TermsOfPayment is optional; if omitted, TermsOfPayment is controlled through previous negotiation.

#### **TotalNetOfTermsDiscount**

*TotalNetOfTermsDiscount is optional. A single instance might exist.*

The components of the amount to be paid if payment terms are met, including the amount that is subject to the payment terms discount, the discount amount, and the net amount due.

#### **AdditionalText**

*AdditionalText is optional. Multiple instances might exist.*

A text field that is used to communicate information not previously defined or for special instructions. To be used only for circumstances not covered by specific elements.

#### **TermsAndDisclaimers**

*TermsAndDisclaimers is optional. Multiple instances might exist.*

An element that contains legal information with an indication of what the Language is.

#### **TaxStatement**

*TaxStatement is optional. A single instance might exist.*

A group element for declaration of exception from normal charges of tax and the reason for tax exemption.

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**CreditDebitNote Business Scenarios**

**CreditDebitNote Scenario Listing**

|                   |   |
|-------------------|---|
| <b>Scenario A</b> | A Debit Note is sent with one or more CreditDebitNoteLineItem(s) due to unforeseen costs upon delivery of the goods.              |
| <b>Scenario B</b> | A Debit Note is sent that corrects an erroneous Credit Note.  |
| <b>Scenario C</b> | A Credit Note is sent that cancels an erroneous Debit Note.   |
| <b>Scenario D</b> | A Credit Note is sent to compensate or charge one of the trading partners for a damage occurred during the transport of the goods |
| <b>Scenario E</b> | A Credit Note is sent to compensate an invoice which has been erroneously issued by the seller                                    |
| <b>Scenario F</b> | A quarterly Credit Note is sent as a rebate to the customer for having reached a pre-agreed target volume                         |

**Scenario A**

|                   |  |
|-------------------|--|
| <b>e-Document</b> | CreditDebitNote  |
| <b>Scenario</b>   | A Debit Note is sent with one or more CreditDebitNoteLineItem(s) referring to multiple DeliveryMessages. |
| <b>Outcome</b>    | ShipToParty and SupplierParty Systems are updated with CreditDebitNote.                                  |
| <b>Initiator</b>  | ShipToParty  |
| <b>Receiver</b>   | SupplierParty  |
| <b>Trigger</b>    | Unforeseen costs upon delivery of the goods occurred.  |
| <b>Example</b>    | ShipToParty is issuing a Debit Note.   |

**Scenario B**

|                   |  |
|-------------------|--|
| <b>e-Document</b> | CreditDebitNote  |
| <b>Scenario</b>   | A Debit Note is sent that corrects an erroneous Credit Note.                   |
| <b>Outcome</b>    | SupplierParty and BillToParty Systems are updated according to the Debit Note. |

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|                      |  |
|----------------------|--|
| <b>Initiator</b>     | SupplierParty  |
| <b>Receiver</b>      | BillToParty  |
| <b>Preconditions</b> | The Credit Note has an error and should be corrected.  |
| <b>XML File</b>      | The name of any sample file.   |
| <b>Trigger</b>       | What starts the process?   |
| <b>Step 1.</b>       | Supplier Party sends a Credit Note.  |
| <b>Step 2.</b>       | An error in the Credit Note amount is detected.<br>Note: This type of error would not normally be communicated via the BusinessAcknowledgement but would take place through another means. |
| <b>Step 3.</b>       | Supplier Party sends a Debit Note correcting the amount.   |

#### Scenario C

|                      |  |
|----------------------|--|
| <b>e-Document</b>    | CreditDebitNote  |
| <b>Scenario</b>      | A Credit Note is sent that cancels an erroneous Debit Note.  |
| <b>Outcome</b>       | SupplierParty and ShipToParty Systems are updated according to the Credit Note.  |
| <b>Initiator</b>     | SupplierParty  |
| <b>Receiver</b>      | ShipToParty  |
| <b>Preconditions</b> | The Debit Note has an error and should be cancelled.   |
| <b>Step 1.</b>       | Supplier Party sends a Debit Note.   |
| <b>Step 2.</b>       | An error in the Debit Note amount is detected. <ul style="list-style-type: none"> <li>Note: This type of error would not normally be communicated via the BusinessAcknowledgement but would take place through another means.</li> </ul> |
| <b>Step 3.</b>       | Supplier Party sends a Credit Note cancelling the amount.  |

#### Scenario D

|                   |   |
|-------------------|---|
| <b>e-Document</b> | CreditDebitNote                               |
| <b>Scenario</b>   | A Credit Note is sent to compensate or charge |



## CreditDebitNote

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|                      |   |
|----------------------|---|
|                      | one of the trading partners for a damage occurred during the transport of the goods   |
| <b>Outcome</b>       | SupplierParty and ShipToParty or BuyerParty or OrderParty Systems are updated with CreditDebitNote with CreditDebitNoteType = "Credit".   |
| <b>Initiator</b>     | SupplierParty   |
| <b>Receiver</b>      | ShipToParty or BuyerParty or OrderParty   |
| <b>Preconditions</b> | The terms of sales preclude that the transport is paid by the SupplierParty   |
| <b>Trigger</b>       | Unforeseen costs upon delivery of the goods occurred.   |
| <b>Example</b>       | <p>The SupplierParty delivers a load of reels to the ShipToParty.</p> <ul style="list-style-type: none"> <li>During the transport, the paper gets wet because of water infiltration through leak in the transport vehicle.</li> </ul> |

#### Scenario E

|                   |   |
|-------------------|---|
| <b>e-Document</b> | CreditDebitNote   |
| <b>Scenario</b>   | A Credit Note is sent to compensate an invoice which has been erroneously issued by the seller                            |
| <b>Outcome</b>    | SupplierParty and BillToParty or BuyerParty Systems are updated with CreditDebitNote with CreditDebitNoteType = "Credit". |
| <b>Initiator</b>  | SupplierParty   |
| <b>Receiver</b>   | BillToParty or BuyerParty   |
| <b>Trigger</b>    | Unforeseen invoice error  |
| <b>Example</b>    | An invoice has been sent to the ShipToParty or BuyerParty by mistake  |

#### Scenario F

|                   |   |
|-------------------|---|
| <b>e-Document</b> | CreditDebitNote   |
| <b>Scenario</b>   | A quarterly Credit Note is sent as a rebate to the customer for having reached a pre-agreed target volume |
| <b>Outcome</b>    | SupplierParty and ShipToParty or BuyerParty or  |

## CreditDebitNote

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|                      |  |
|----------------------|--|
|                      | OrderParty Systems are updated with CreditDebitNote with CreditDebitNoteType = "Credit". |
| <b>Initiator</b>     | SupplierParty  |
| <b>Receiver</b>      | ShipToParty or BuyerParty or OrderParty  |
| <b>Preconditions</b> | What exists prior to the start?  |
| <b>Trigger</b>       | Rebate/bonus schema  |
| <b>Example</b>       | A rebate/bonus agreement is fulfilled by the customer                                    |