Distributor Sales Reporting Technical Specifications

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V3

Distributor Sales Reporting

Overview

Purpose
The purpose of distributor sales reporting is to gather information necessary for market analysis of end customer purchasing of Banner products.

Frequency
Banner requests distributor sales information on a monthly basis. Data should be sent by the 15th of each month for data captured from the prior month. For example, data gathered for the Month of May should be sent no later than June 15th.

Data file format
A standard ASCII text file is supported. The ASCII File Specifications section will explain, in detail, each field required. Each field will be surrounded by double quotes "" and delimited by a comma. With this format, the fields can be variable length or fixed length.

Data file Transmission
Upload the ASCII text file through the bannerengineering.com web site. Log in to **My Account** and go to the Point of Sale Upload page and follow the instructions
https://www.bannerengineering.com/us/en/my-account/order-management/point-of-sale-upload.html

Contacts
For general questions, contact the distributor sales reporting coordinator:

> Karla Murray, Point-of-Sale Administrator
> (763) 544-3164
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ASCII File Specifications

ASCII General Description

The overall goal is to gather summarized sales information for a period of time for the following classifications:

- For each unique **Sold-To Name, Ship-To** combination, gather monthly sales quantities and dollars broken out separately for each unique Banner product number.
  - o **NOTE:** The **Selling Price**, referenced below in Row 19, is the **Distributor Sell Price** to the end customer for each unit sold.
- The definition of a unique **Sold-To Name, Ship-To** combination is as follows:
  - o Sold-To name, Ship-To name, ship-to zip, ship-to country concatenated together to form a unique string.

The output file should have the following format:

- ASCII text file
- Fields surrounded by double quotes "". This means the data itself cannot contain any double quotes. If so, the double quote in the data should be substituted by a space character.
- Fields will be separated by a comma. Again, this means the data itself cannot contain any commas. If so, the comma in the data should be substituted by a space character.
- The fields can be either variable or fixed length. Variable length fields are preferred simply for file size reasons.

Field Specifications

The following table defines the fields, in order, for the output file.

- A unique record must be created based on each unique **Sold-To Name, Ship-To, Banner Part Number** combination. (Refer to the sample output file below).
- The **Field Length** entry column refers to a maximum length unless a field has special formatting such as a date field. In addition, the code entered in parentheses identifies the justification of the field. The code definitions are as follows:
  - o L - Left justified and space filled to the right.
  - o R - Right justified and zero filled to the left.
    - * **Note**: Dollar amount fields can either be zero filled, space filled, or have no filling at all.
- For the **Formatting** column the definitions for codes are as follows:
  - o A/N - Alphanumeric data.
  - o N - Numeric information only
  - o 999.99 - This is an example of a dollar amount field. All dollar amount fields must include a decimal point ".". The example above is interpreted as follows:
    - * Three numbers to the left of the decimal point, a decimal point, and two decimals to the right of the decimal point.

Item	Field Name**	Description	Max Length	Format	Required	Example
		Banner Engineering New Format for Distributor Sales Reporting-ASCII File Specifications				
		(Items 1-21 reference transaction between the distributor and the end customer, Items 22-26 reference rebates)				
1	Distributor Name	Number assigned to Distributor by Banner	10	Whole Number	Y	9876
2	Ship to Name		100	Text	Y	Banner Engineering
3	Ship to Address*		100	Text	Y	9714 10th Ave N
4	Ship to City		60	Text	Y	Plymouth
5	Ship to State		30	Text	Y	MN
6	Ship to Zip		12	Text	Y	55441
7	Ship to Country	See Country Code List	2	Text	Y	US
8	Ship to DUNS		9	Text		6199400
9	Bill to Name		100	Text	Y	Banner Engineering
10	Bill to Address*		100	Text	Y	9714 10th Ave N
11	Bill to City		60	Text	Y	Plymouth
12	Bill to State		30	Text	Y	MN
13	Bill to Zip		12	Text	Y	55441
14	Bill to Country	See Country Code List	2	Text	Y	US
15	Bill to DUNS		9	Text		6199400
16	Currency	See Currency List	3	Text	Y	USD
17	Item	Banner Item Number NOTE: Item numbers are 5-6 digits. This number can be found on the price list.	6	Text	Y	33204
18	Quantity Sold	Quantity of product sold Unit of Measure is *each*	10	Whole Number	Y	15
19	Selling Price*	Price of each unit as sold to end customer	12	Number (99999999.99)	Y	24.6
20	Invoice Date*	Date end customer was invoiced	11	dd-mmm-yyy	Y	02-Jul-2020
21	Invoice Number/Line Number*	Distributor Invoice Number + "/" + Line Number (for invoice)	20	Text	Y	123456/3
22	POP/POS Number*	Banner Sales Agreement number (required if requesting rebate)	6	Text		10047
23	Sales Agreement Price*	Banner Sales Agreement Distributor Price (required if requesting rebate)	12	Number (99999999.99)		15.3
24	Claimed Amount*	(Purchase Price - Sales Agreement Distributor Price) x Quantity Sold Required if requesting rebate. NOTE: Purchase Price is the price the Distributor paid for the Banner pa	20	Number (99999999.99)		70.5
25	Branch ID	Field used for Distributors reporting Branch Locations.	6	Text		A
26	Dist. Specific Data*	Additional field for Distributors to put information (will print on rebate).	100	Text		Distributor Info

* denotes a new field

** Files must be in CSV format and include a single row of header information using the names in the "Field Name" column.

Sample Output Records

Example 1:

All required and non required fields are present.

"9876","Banner Engineering","9714 10th Ave N","Plymouth","MN","55441","US","006199400","Banner Engineering","9714 10th Ave N","Plymouth","MN","55441","US","006199400","USD","33204","15","24.6","02-Jul-2013","123456/3","100047","15.3","70.5","A"

Example 2:

All non required fields may be skipped, however, a comma for the skipped field should be present.

"9876","Banner Engineering","9714 10th Ave N","Plymouth","MN","55441","US",,"Banner Engineering","9714 10th Ave N","Plymouth","MN","55441","US",,"USD","33204","15","24.6","02-Jul-2013","123456/3",,,,

Currency Codes

Currency Code	Description
EUR	EURO MEMBER COUNTRIES
TRY	TURKEY LIRA
INR	INDIAN RUPEE
CNY	CHINA YUAN RENMINBI
JPY	JAPAN YEN
GBP	UNITED KINGDOM POUND
KRW	KOREA (SOUTH) WON
TWD	TAIWAN NEW DOLLAR
SGD	SINGAPORE DOLLAR
CHF	SWITZERLAND FRANC
HKD	HONG KONG DOLLAR
USD	UNITED STATES DOLLAR
CAD	CANADA DOLLAR
MXN	MEXICO PESO

Country Codes

Code	Country	Code	Country	Code	Country	Code	Country
AD	Andorra	EE	Estonia	LA	Lao	RE	Reunion
AE	United Arab Emirates	EG	Egypt	LB	Lebanon	RO	Romania
AF	Afghanistan	EH	Western Sahara	LC	Saint Lucia	RS	Serbia
AG	Antigua and Barbuda	ER	Eritrea	LI	Liechtenstein	RU	Russian Federation
AI	Anguilla	ES	Spain	LK	Sri Lanka	RW	Rwanda
AL	Albania	ET	Ethiopia	LR	Liberia	SA	Saudi Arabia
AM	Armenia	FI	Finland	LS	Lesotho	SB	Solomon Islands
AN	Netherlands Antilles	FJ	Fiji	LT	Lithuania	SC	Seychelles
AO	Angola	FK	Falkland Islands (Malvinas)	LU	Luxembourg	SD	Sudan
AQ	Antarctica	FM	Micronesia, Federated States of	LV	Latvia	SE	Sweden
AR	Argentina	FO	Faroe Islands	LY	Libyan Arab Jamahiriya	SG	Singapore
AS	American Samoa	FR	France	MA	Morocco	SH	Saint Helena
AT	Austria	GA	Gabon	MC	Monaco	SI	Slovenia
AU	Australia	GB	United Kingdom	MD	Moldova	SJ	Svalbard and Jan Mayen
AW	Aruba	GD	Grenada	ME	Montenegro	SK	Slovakia
AX	Aland Islands	GE	Georgia	MF	Saint Martin (French part)	SL	Sierra Leone
AZ	Azerbaijan	GF	French Guiana	MG	Madagascar	SM	San Marino
BA	Bosnia and Herzegovina	GG	Guernsey	MH	Marshall Islands	SN	Senegal
BB	Barbados	GH	Ghana	MK	Macedonia	SO	Somalia
BD	Bangladesh	GI	Gibraltar	ML	Mali	SR	Suriname
BE	Belgium	GL	Greenland	MM	Myanmar	ST	Sao Tome and Principe
BF	Burkina Faso	GM	Gambia	MN	Mongolia	SV	El Salvador
BG	Bulgaria	GN	Guinea	MO	Macao	SY	Syrian Arab Republic
BH	Bahrain	GP	Guadeloupe	MP	Northern Mariana Islands	SZ	Swaziland
BI	Burundi	GQ	Equatorial Guinea	MQ	Martinique	TC	Turks and Caicos Islands
BJ	Benin	GR	Greece	MR	Mauritania	TD	Chad
BL	Saint Barthelemy	GS	S. Georgia and the S. Sandwich Islands	MS	Montserrat	TF	French Southern Territories
BM	Bermuda	GT	Guatemala	MT	Malta	TG	Togo
BN	Brunei Darussalam	GU	Guam	MU	Mauritius	TH	Thailand
BO	Bolivia, Plurinational State of	GW	Guinea-Bissau	MV	Maldives	TJ	Tajikistan
BR	Brazil	GY	Guyana	MW	Malawi	TK	Tokelau
BS	Bahamas	HK	Hong Kong	MX	Mexico	TL	Timor-Leste
BT	Bhutan	HM	Heard Island and McDonald Islands	MY	Malaysia	TM	Turkmenistan
BV	Bouvet Island	HN	Honduras	MZ	Mozambique	TN	Tunisia
BW	Botswana	HR	Croatia	NA	Namibia	TO	Tonga
BY	Belarus	HT	Haiti	NC	New Caledonia	TR	Turkey
BZ	Belize	HU	Hungary	NE	Niger	TT	Trinidad and Tobago
CA	Canada	ID	Indonesia	NF	Norfolk Island	TV	Tuvalu
CC	Cocos (Keeling) Islands	IE	Ireland	NG	Nigeria	TW	Taiwan
CD	Congo	IL	Israel	NI	Nicaragua	TZ	Tanzania, United Republic of
CF	Central African Republic	IM	Isle of Man	NL	Netherlands	UA	Ukraine
CG	Congo	IN	India	NO	Norway	UG	Uganda
CH	Switzerland	IO	British Indian Ocean Territory	NP	Nepal	UM	United States Minor Outlying Islands
CI	Cote d'Ivoire	IQ	Iraq	NR	Nauru	US	United States
CK	Cook Islands	IR	Iran, Islamic Republic of	NU	Niue	UY	Uruguay
CL	Chile	IS	Iceland	NZ	New Zealand	UZ	Uzbekistan
CM	Cameroon	IT	Italy	OM	Oman	VA	Holy See (Vatican City State)
CN	China	JE	Jersey	PA	Panama	VC	Saint Vincent and the Grenadines
CO	Colombia	JM	Jamaica	PE	Peru	VE	Venezuela, Bolivarian Republic of
CR	Costa Rica	JO	Jordan	PF	French Polynesia	VG	Virgin Islands, British
CU	Cuba	JP	Japan	PG	Papua New Guinea	VI	Virgin Islands, U.S.
CV	Cape Verde	KE	Kenya	PH	Philippines	VN	Viet Nam
CX	Christmas Island	KG	Kyrgyzstan	PK	Pakistan	VU	Vanuatu
CY	Cyprus	KH	Cambodia	PL	Poland	WF	Wallis and Futuna
CZ	Czech Republic	KI	Kiribati	PM	Saint Pierre and Miquelon	WS	Samoa
DE	Germany	KM	Comoros	PN	Pitcairn	YE	Yemen
DJ	Djibouti	KN	Saint Kitts and Nevis	PR	Puerto Rico	YT	Mayotte
DK	Denmark	KP	Korea (North)	PS	Palestinian Territory	ZA	South Africa
DM	Dominica	KR	Korea (South)	PT	Portugal	ZM	Zambia
DO	Dominican Republic	KW	Kuwait	PW	Palau	ZW	Zimbabwe
DZ	Algeria	KY	Cayman Islands	PY	Paraguay		
EC	Ecuador	KZ	Kazakhstan	QA	Qatar		