

**INFORMATION FOR VENDORS WHEN CONNECTING TO EDI  
COMMUNICATION WITH ALZA.CZ**

## **Flow of EDI documents in DROPSHIPMENT mode**

**ORDER with OBDR\* prefix** – order, or more precisely acknowledgement of order of goods in the drop mode; *sent by Alza.cz, if the droper requires it*

**INVOIC 380 – invoice for goods** ready for dispatch/dispatched (*based on Vendor card*), the field Order contains the order number as we pass it through API (both header and document entries; possible to cumulate more orders in one document based on the agreed frequency of invoicing)

**RETANN with OBDR\* prefix** – advice for creating a credit memo in cases when the customer did not take the goods; we can send this message when we receive a notification Rejected through API, it contains the number of the original order; *sent by Alza.cz, if the droper requires it*

**INVOIC 381 with the reference „order number“** in the field for order (header and lines) – credit memo

- a) For entries that have previously been invoiced (the invoice has been sent to us) but have not been dispatched (*notification Cancelled through API*)
- b) For entries of the order that a customer did not take (*notification Rejected through API*)

**RETANN with VP\* prefix** (return receipt) – advice for creating a credit memo in cases when the customer returned the goods at branches of Alza.cz and Alza.cz does not want to keep these items in stock; does not contain the order number, the reference is our number VP\*, we can add also your reference, if we know it (*identical process RETANN and the subsequent processing of credit memos with the reference VP for return orders of goods in the common delivery mode*).

**INVOIC 381 with the reference VP\*** - a credit memo for goods returned to vendor

**INVOIC 381 with the reference SET\*** (service request) – a credit memo for claims from the common goods delivery mode as well as in drop shipment recognized by the vendor

**INVOIC 83 – price credit memo** for cases when guaranteed price was not kept and a difference between the price on the vendor invoice and the order is created; this is always communicated individually by a purchaser, Alza.cz sends COMDIS for the invoice with a request to create a price credit memo (*identical process for common goods delivery mode, a number of the Reference document is required – the original tax document, in the case of aggregate price credit memos for a period at least one of them, then in the case of aggregate credit memos a text information about what kind of compensation it is, is required – warehouse protection or backward rebate, for credit memos for one specific invoice this information is not necessary*).

## Contact

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## Warning

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