



With us, it's personal.

July 28, 2011

Dear Rite Aid DSD Vendor:

RE: RITE AID EDI DSD INVOICE REQUIREMENTS

The purpose of this communication is to reiterate Rite Aid's current EDI invoicing requirements for Direct-store-delivery (DSD) Vendors. All DSD vendors are expected to be compliant and support EDI invoicing in accordance with Rite Aid updated item level invoicing guidelines.

Electronic invoicing has proven to be the most efficient way of conducting business for all involved. Rite Aid is requesting that all EDI invoices and credits associated with Direct Store Deliveries include line item detail. The line item detail should include valid 11-digit UPC numbers (1-5-5 format), item descriptions, quantities, and associated costs per item in accordance with Rite Aid EDI guidelines and requirements.

Please make note of the following specific requirements for DSD EDI invoices. Credits must be sent with the BIG07 code CR and all quantities and amounts must be sent as positive numbers- negative amounts cannot be processed. Zero quantities and zero dollar amounts cannot be processed- do not send zero quantity or zero dollar line items or zero dollar invoices. Charges cannot be processed at item level. Charges must be sent in a summary level SAC segment.

Please review the EDI DSD Invoice (810) requirements located on Rite Aid EDI/B2B Trade Services with in the Rite Aid Supplier Portal. Go to www.riteaid.com, then select Our Company tab and then go to Supplier Portal.

If there are any questions, please reference the information below or contact us directly for assistance.

- ❖ EDI/B2B Trade Services web site: <http://www.riteaidediservices.com/>
- ❖ Rite Aid EDI/B2B Department contact information:
 - Helpline: 717-731-3815
 - Fax number: 717-975-8623
 - Fax-on-demand document service: 888-796-3686
 - Email: edi@riteaid.com
- ❖ Accounting Department- Jennifer Davis-jdavis@riteaid.com or 717-761-2633 Ext. 4522

To begin testing the EDI Invoice transaction with Rite Aid please complete and return the following EDI Trading Partner Profile to email edi@riteaid.com or FAX 717-975-8623.

Revised: 01/27/2016

Thank you.

Sincerely,

Rite Aid EDI/B2B Department
EDI Helpline 717-731-3815
FAX 717-975-8623
edi@riteaid.com

Rite Aid DSD Accounts Payable
Ron Russell
Phone 717-972-3945
russell@riteaid.com

RITE AID EDI/B2B TRADING PARTNER PROFILE

Note: To begin testing or exchanging transactions electronically complete and return the profile

Rite Aid Assigned 5 Digit Vender #: _____ Date: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Corporate Website: _____

EDI / B2B Contact

Name: _____

Title: _____ Email: _____

Phone: _____ Ext: _____ Fax: _____

Name: _____

Title: _____ Email: _____

Phone: _____ Ext: _____ Fax: _____

Business Contact

Name: _____

Title: _____ Email: _____

Phone: _____ Ext: _____ Fax: _____

Method for Exchanging Transactions

___ EDI ___ Web-Based ___ Third Party Solution Provider

Web-Based _____ Third Party Provider _____

If EDI - INFORMATION REQUIRED FOR TESTING

ISA Qualifier: _____

ISA Sender/Receiver ID: _____

GS Sender/Receiver ID: _____

Value Added Network(s): _____

Inbound Transmission Times: _____

Outbound Transmission Times: _____

Versions Supported: _____

[] TO BEGIN EDI TESTING PLEASE CONTACT

Name: _____ **Phone:** _____

Please return this Trading Partner Profile To
FAX (717) 975-8623 OR EMAIL TO EDI@RITEAID.COM

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