

Sage EDI Mapping Checklist

A practical, field-by-field checklist for mapping EDI 850 / 855 / 856 / 810 / 846 / 860 / 864 / 997 to Sage Intacct, Sage 100, Sage 300, Sage X3, and Sage Operations (Brightpearl by Sage).

Use this checklist with your trading partner spec (Walmart, Target, Amazon, Wayfair, SPS Commerce, Ariba, Coupa) to scope your APIWORX onboarding in days, not months.

1. Trading partner & envelope

- ISA / GS qualifiers and IDs (sender, receiver, test vs production)
- AS2 / SFTP / VAN endpoints, certificates, and IP allow-list
- Document versions per partner (e.g. 850 v4010 vs 5010)
- Functional acknowledgment (997) SLA and retry policy
- Test plan: paired 850→855→856→810 round-trip per partner

2. 850 Purchase Order → Sage Sales Order

Header

- PO number → Sage SO customer PO field (must be unique per customer)
- PO date, requested ship date, cancel date
- Bill-to / ship-to → Sage customer + ship-to ID (auto-create rules)
- Currency, payment terms, incoterms
- Department / location / class (Intacct dimensions; X3 site; 300 segments)

Line items

- Buyer item, UPC, vendor item → Sage item number cross-reference
- Quantity, UoM conversion (EA / CA / PL)
- Unit price tolerance vs Sage price list
- Allowances & charges (SAC) → Sage charge items or memo lines
- Substitutions and back-order rules

3. 855 PO Acknowledgment

- Acknowledgment type (AC accept / AT accept-with-changes / RJ reject)
- Line-level changes: price, qty, ship date, item substitution
- Trigger timing — on SO save vs on credit check pass
- Partner SLA window (typically 24–48h)

4. 856 Advance Ship Notice (ASN)

- HL hierarchy: Shipment → Order → Pack → Item
- SSCC-18 license plate generation and label print
- Carrier SCAC, PRO / BOL / tracking number
- Ship date / time, weight, cube
- Lot / serial / expiration data from Sage inventory
- ASN-to-invoice timing rules (some retailers require ASN first)

5. 810 Invoice → Sage AR

- Invoice number scheme (Sage-generated vs partner-required)
- Tax handling: jurisdiction codes, Avalara/Vertex hand-off
- Allowances & charges (freight, fuel, MDF) → AR line types
- Remit-to address per legal entity
- Currency + exchange rate posting (Sage 300 / X3 multi-currency)
- Posting dimensions (Intacct: customer / location / department / project)

6. 846 Inventory Advice (when applicable)

- Source warehouse(s) — exclude safety stock & in-transit
- Frequency: hourly snapshot vs real-time delta
- Item identifier on outbound feed (UPC / GTIN / partner SKU)
- Cutover from full snapshot to delta

7. 860 PO Change

- Auto-apply rules: qty decrease, date push-out, cancel
- Reject rules: price change beyond tolerance, new item
- Audit trail back to original 850 + 855

8. 864 Text Message / Exceptions

- Routing of partner exceptions to the right Sage user / queue
- Tie-back to original document control number

9. 997 Functional Acknowledgment

- Inbound: auto-match to outbound 855 / 856 / 810
- Outbound: send within partner-required window (often <60 min)
- Alert + retry policy for missing 997s

10. Sage product-specific posting rules

Sage Intacct

- Required dimensions on every line: location, department, class, project
- Multi-entity routing: which entity owns which trading partner
- Item GL group vs override on the transaction

Sage 100

- Warehouse code resolution per ship-to

- Sales-order type (standard / drop-ship / back-order)
- BOI / Web Services posting user + permissions

Sage 300 / Accpac

- Company database routing for multi-company
- Segmented GL account build on AR + COGS
- Optional fields used downstream in reporting

Sage X3

- Site & legislation per document
- Sequence numbers and journal codes
- Dimension types for analytical accounting

Sage Operations (Brightpearl by Sage)

- Channel & warehouse mapping per trading partner
- Inventory reservation timing (on 850 vs on 855)
- Hand-off to Sage Intacct / QuickBooks for finance

11. Go-live checklist

- Paired round-trip test per partner in their UAT environment
- Volume / spike test (peak day x 2)
- Cutover plan with rollback window
- Monitoring: 997 SLAs, failed posts, price-tolerance breaches
- Runbook: who fixes what, in which system, within what SLA

Need help mapping your Sage stack to a specific trading partner? APIWORX runs the full EDI program — connectors, mapping, monitoring, and partner onboarding — as a managed service. Talk to us at apiworx.com/free-assessment.