# logoPolaris

# Electronic Data Interchange (EDI)

# TRADING PARTNER SET-UP REQUEST FORM

Please return completed form to purchasing.systems@polaris.com

**EDI, Electronic Communication of Business Documents Compliance**  
Polaris is requesting that all Suppliers be able to electronically exchange Application to Application forms of business communication.   
Please use this form to initiate the EDI Trading Partner Set-up Process.

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**Your Company Name**

**Your Polaris Supplier Number**

**EDI Contact Name**

**EDI Contact E-Mail**

**EDI Contact Phone**

**Value Added Network (Sterling, GXS, Inovis, Etc.)**

**Qualifier (08, 12, ZZ)**

**ISA ID**

**GS ID**

|  |  |  |  |
| --- | --- | --- | --- |
| **Documents Supported:** Please select the transactions you would like to be setup to exchange. | | | |
| **Document Number** | **Send to(S)/Receive from (R) Polaris** | **Document Description** | **Yes/No/Comments/Timeline** |
| **810** | S | Invoice | *Required* |
| **812** | R | Debit Memo | *Required* |
| **830** | R | Planning Schedule | *Required* |
| **850** | R | Purchase Order | *Required* |
| **855** | S | Purchase Order Acknowledgement | *Required* |
| **856** | S | Advanced Ship Notice (ASN) |  |
| **860** | R | PO Change | *Required* |
| **864** | R | Text Message | *Required* |
| **862** | R | Shipping Schedule |  |
| **943** | R | Warehouse Stock Transfer |  |
| **944** | S | Warehouse Stock Transfer Receipt |  |
| **945** | S | Warehouse Shipping Advice |  |
| **997** | S/R | Functional Acknowledgment | *Required* |

EDI Specifications can be found on the Polaris Supplier Information System, in the Electronic Communications section of the Business Practices manual:   
<https://polarissuppliers.portal.covisint.com/web/portal/electronic-communication>

Link to the Polaris Master Bill To/Ship To: <http://www.polarissuppliers.com/nofilter/BTST.xlsx>

**Please return this completed form to** [**purchasing.systems@polaris.com**](mailto:purchasing.systems@polaris.com) **to begin the testing process.**

**Polaris EDI Information:**

**North America: EMEA:**

Qualifier: 12 Qualifier: 12

ISA ID: 2184632312 ISA ID: 2184632312

GS ID: 2184632312 GS ID: 21846323121

VAN: GXS VAN: GXS