

PACKING SLIP GUIDE – Buy Buy Baby

Introduction

Packing slips can be downloaded from the Rithum platform. If you prefer to create your own packing slips, this document provides instructions for replicating packing slips for Buy Buy Baby. Please match the packing slip design requirements as closely as possible.

Once you have created your packing slips, please submit samples to Buy Buy Baby for approval. Your packing slips must be approved by Buy Buy Baby before you can use them.

If you have any questions, contact Buy Buy Baby directly or contact Rithum Software Support at support@dscio.io.

Packing Slip Requirements

Below is a summary of the rules that apply to Buy Buy Baby packing slips.

Paper: 8 ½ x 11 Letter

Primary Font: Arial

Packing Slip Variables	Applies to this Retailer
Packing Slip Types:	
• Regular	Y
• Ship-To-Store	N/A
• Reprint	Y
• Gift	N/A
Returns Address	N/A
Sales Division	N/A
Special Printing Requirements	N/A
Barcode	N/A

Packing Slip Variables	Applies to this Retailer
Multiple Languages	N/A
Multiple Lines Per Packing Slip	Y
Multi-Page Packing Slip	Y
Computations	Y
Price Suppression	N/A

Packing Slip Sample

Below is a sample of the Buy Buy Baby packing slip.



Created: 2023-10-31 20:10:22 MDT

Order Date:	2023-10-31 20:09:33 MDT
Order Number:	1011750579
Purchase Order:	TFRG001
Consumer Order Number:	C123456789

Ship to

Attn: Oscar Orderer
 Charlie Customer
 1 Main ST
 Albany, NY 12212
 US

PRODUCT	DESCRIPTION	QUANTITY
SKU: TESTSKU1234	Test Item Description	2
Total:		2

Figure 1 Sample Regular Packing Slip

Packing Slip Mapping

The Buy Buy Baby packing slip sample below includes bracketed numbers that correspond to data elements received from the order. The tables in this section map each bracketed number with its corresponding flat-file field name and EDI segment.



Created: [101]

Order Date:	[102]
Order Number:	[103]
Purchase Order:	[104]
Consumer Order Number:	[105]

Ship to

[201]
 [202]
 [203]
 [204]
 [205]
 [206], [207] [208]
 [209]
 Phone: [210]
 Email: [211]

PRODUCT	DESCRIPTION	QUANTITY
Sku: [301] Partner Sku: [302] UPC: [303]	[304]	[305]
Total:		CALC

Figure 2 Sample Regular Packing Slip with Order Message References

Packing Slip Mapping – Flat-file Field Name

Label	Description	Element	Notes
101	Current Date	N/A	
102	Order Create Date	dsco_create_date	
103	Order Number	dsco_order_id	
104	Purchase Order Number	po_number	
105	Consumer Order Number	consumer_order_number	
201	Ship Company	ship_company	
202	Ship Attention	ship_attention	
203	Ship Name	ship_name	
204	Ship Address 1	ship_address_1	
205	Ship Address 2	ship_address_2	
206	Ship City	ship_city	
207	Ship Region	ship_region	
208	Ship Postal	ship_postal	
209	Ship Country	ship_country	
210	Ship Phone	ship_phone	
211	Ship Email	ship_email	
301	Line Item SKU	line_item_sku	
302	Line Item Partner SKU	line_item_partner_sku	
303	Line Item UPC	line_item_upc	
304	Line Item Title	line_item_title	
305	Line Item Quantity	line_item_quantity	

Packing Slip Mapping – EDI Segment

Label	Description	Element	Notes
101	Current Date	N/A	
102	Order Create Date	REF*ZZ*dsko_create_date	
103	Order Number	REF*ZZ*dsko_order_id	
104	Purchase Order Number	BEG03	
105	Consumer Order Number	N901*CO	
201	Ship Company	N201	
202	Ship Attention	N202	
203	Ship Name	N1*ST	
204	Ship Address 1	N301	
205	Ship Address 2	N302	
206	Ship City	N401	
207	Ship Region	N402	
208	Ship Postal	N403	
209	Ship Country	N404	
210	Ship Phone	PER04	
211	Ship Email	PER06	
301	Line Item SKU	PO107	
302	Line Item Partner SKU	PO1*BP	
303	Line Item UPC	PO1*UP	
304	Line Item Title	PO1*PD	
305	Line Item Quantity	PO102	

Packing Slip Specifications

The table in this section contains the packing slip specifications. Elements are identified as either *fixed (F)* or *variable (V)*. Fixed elements are elements that remain the same regardless of any data received, i.e., static text. Variable elements contain changeable data as received from the order. The following packing slip sample includes location references to identify which sections of the sample are being addressed.



The image shows a sample packing slip from Buy Buy Baby. It includes a logo, order details, a shipping address, a product table, and a total row. Three purple boxes highlight specific sections: 'Order Header Section' (top right), 'Ship To Section' (middle right), and 'Order Merchandise Table' (bottom center).

buybuyBABY

Order Header Section created: 2023-10-31 20:10:22 MDT

Order Date: 2023-10-31 20:09:33 MDT
 Order Number: 1011750579
 Purchase Order: TFRG001
 Consumer Order Number: C123456789

Ship to
 Attn: Oscar Orterer
 Charlie Customer
 1 Main ST
 Albany, NY 12212
 US

PRODUCT	DESCRIPTION	QUANTITY
Sku: TESTSKU1234	Test Item Description	2
Total:		2

Order Merchandise Table

Figure 3 Sample Regular Packing Slip with Location References

Data Element	Font Size	Font Style	F/V	Comments
ORDER HEADER SECTION				
Note: The elements described below are enclosed in a rectangle with a light grey background, as shown in the sample.				
Logo			F	Logo image. Logo can be downloaded from the Buy Buy Baby documentation page .
Static Text	12		F	Created:
Current Date	12		V	Print the current date using the format shown in the sample.
Static Text	8		F	Order Date:
Order Create Date	8		V	This element is followed by a horizontal rule.
Static Text	8		F	Order Number:
Order Number	8		V	This element is followed by a horizontal rule.
Static Text	8		F	Purchase Order:
Purchase Order Number	8		V	This element is followed by a horizontal rule.
Static Text	8		F	Consumer Order Number:
Consumer Order Number	8		V	This element is followed by a horizontal rule.
SHIP TO SECTION				
Note: The elements described below are enclosed in a rectangle with a light grey background, as shown in the sample.				
Static Text	14	Bold	F	Ship to
Ship Company	7		V	Shift lines up if not present.
Ship Attention	7		V	Shift lines up if not present.

Data Element	Font Size	Font Style	F/V	Comments
Ship Name	7		V	
Ship Address 1	7		V	
Ship Address 2	7		V	Shift lines up if not present.
Ship City	7		V	This value is followed by a comma (,).
Ship Region	7		V	
Ship Postal	7		V	
Ship Country	7		V	Shift lines up if not present.
Static Text	7		F	Do not print if Ship Phone is not present. Phone:
Ship Phone	7		V	Shift lines up if not present.
Static Text	7		F	Do not print if Ship Email is not present. Email:
Ship Email	7		V	Shift lines up if not present.
ORDER MERCHANDISE TABLE				
Note: The elements described below are enclosed in solid-line boxes, as shown in the sample.				
Static Text	8		F	This element is shaded in grey. PRODUCT
Static Text	8	Bold	F	Do not print if Line Item SKU is not present. SKU:
Line Item SKU	8		V	
Static Text	8	Bold	F	Do not print if Line Item Partner SKU is not present. Partner SKU:

Data Element	Font Size	Font Style	F/V	Comments
Line Item Partner SKU	8		V	
Static Text	8	Bold, all caps	F	Do not print if Line Item UPC is not present. Print two blank lines between each item. UPC:
Line Item UPC	8		V	
Static Text	8	All caps	F	This element is shaded in grey. DESCRIPTION
Line Item Title	8	Wrapped	V	
Static Text	8	Centered, all caps	F	This element is shaded in grey. QUANTITY
Line Item Quantity	8	Centered	V	
Static Text	8		F	Total:
CALCULATED	8	Centered	V	This element is shaded in grey. Sum of all line item quantities.