

Double Z Computer

Application for an EDI Mailbox set up with a 3rd Party Provider.

1. Your Company Details:-

Name of 3 rd Party *				
Your Company Name *				
Business Address				
Suburb	State	Postcode		
Contact Name *	Position			
Phone # *	Fax #			
Mobile #	E-mail *			

2. Your EDI Trading Partner Details:-

Name (e.g. 1=Myer, 2=DJ's)

Their Supplier # for your company

Company 1: *		
Company 2:		

3. Your e-commerce Details:-

Mandatory

3.1 Your company GTIN/EAN/GSI number *	→ _____ (eg 9 3 1 2 3 4 5 _ _ _ _ _) list the last 6 digits if you are moving from another 3rd Party *
Are you moving from a 3 rd Party? If so please insert:	
3.2 Their name here: *	→
3.2 The last ASN # they sent for you: *	→
3.3 The EDI # we have allocated to your company is:	9 3 _____

* Important Information that must always be supplied

Set-up Charge:

- The set up charge is \$370 + GST (\$ 407) per Trading Partner which is payable by the multiple of the Trading Partner set up's required.
- If you need room for more trading partners please add their name and supplier # for your company on a separate sheet.

Fax or email the completed form to us:

Please complete and sign this form then: fax it to us on 03 9521 3945 or email it to doublez@doublez.com.au and post both pages together with your cheque payable to Double Z Computer Pty Ltd to us at 1 Izett St, Prahran, VIC 3181.

We prefer to pay electronically (Please ✓) Fax or email the form only. Do not post.

We have deposited \$407 x ___ to:

BSB: 013 006
A/C: 2947863
Name: Double Z Computer Pty Ltd
Ref: Insert your Company Name.

On receipt of payment we will complete your set up and e-mail you a "Paid" tax invoice.

Note: If payment is not received promptly we reserve the right to cancel the service without notice.

By signing this application you authorise DoubleZ Computer Pty Ltd to establish this EDI service on your behalf. The EDI Interchange ID (ICID) we have allocated your company (3.3) shall remain in place until:

1. **You advise us you no longer require this EDI mailbox service.**
2. **We determine that activity on this EDI number has been inactive for a period of 12 months, at which time we reserve the right to de-allocate this number from your company.**

Name: _____ *Signature:* _____

Date: _____ *Position:* _____

About Your EDI Trading Partner Details (section 2);

Insert the **name(s) of the company** you wish to set up with.

Insert **their supplier #** for your company.

AKA: insert the name **this company knows you as** (ie your company may be the ABC Company Pty Ltd, but they know you as the Widget Company)

About your company details (section 3);

- 3.1 **The first seven (7) digits of your EAN** number are unique to your company and are used as part of the SSCC (box label) to uniquely identify each pack you ship. Duplicate box numbers are not permitted within a 2-year period. If you have already used a 3rd party or had/have a scan pack system we must know what the last box number was so your new provider can start box numbers in a range that have not been used.
- 3.2 **The last ASN # sent** is also important. Duplicates are not allowed and we need to know it so ASN's at your new provider can commence in a range not previously used.
- 3.3 **The EDI # we allocate** to your company is a unique number which will be used as the EDI address through which documents will be exchanged with your customers.

The set up fee is the only direct charge you will incur from us as long as this mailbox remains connected to the 3rd party you have asked us to set you up with.

Your 3rd party may include a charge for EDI processing which they will negotiate separately with you.