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Developers of Business Accounting Software

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Sending Xero compatible EDI Invoices for importing as "Bills" from Rees

Background

Rees has the ability to create an **Electronic Data Interchange** (EDI) file containing the invoices for a client created in the current processing month. An EDI file can be sent to the client electronically and the client can subsequently import the file electonically into their own Accounting system. The Accounting system that is importing the EDI file requires a correctly formatted file which it recognises to be able to successfully import the file.

The format information for the Xero file can be found at this location;
   https://help.xero.com/nz/Accounts_InvoiceImport

When creating the EDI export file the standard Rees format produced is not compatible with the Xero Accounting package and therefore cannot be imported. See option 4.13.16 in Rees for a description of the standard layout.

Xero Formatting Configuration File

Rees have created a formatting file for the Xero EDI format which overrides the standard layout. To be able to export a clients invoice in Xero format this special Xero formatting file must be installed in a Rees system. This file can be downloaded using the option 14.26 in the Rees program using the following steps

1. Go into option 14.
2. Enter data in the fields as below

3. Type the word START at the bottom and the file will be loaded into your Rees system

Rees version requirement

To be able to create a Rees formatted Xero EDI file you must have installed a version of the Rees program that is dated on or after;

Version: 31-Jul-2015@13:00

This requirement is very important. **If you try to create a Xero EDI file with a version of Rees prior to this date you will get an error message** from the Rees program and the program will close.

Setting up a client for Xero EDI export

Each client that you wish to send Xero EDI invoices to needs to have their client account in Rees set up correctly to register that they receive the special Xero format file. To do this for each client;

1. Go into Rees option 1. **1. Client Set Up**
2. Select the client you require to set up and press the '@' key to display the email options
3. Fill in the fields similar to the example below;

   EDI Invoice file: accounts@buildingcompany.co.nz
   Their A/C Code: ???
   Edi Format File: xeroedi.frr

   The "EDI Invoice file:" contains the email address of the person that the EDI file will be sent to. **This is optional** and is only required if you will be sending EDI files to multiple clients in a bulk run (which is discussed below).
   "Their A/C Code" is the "AccountCode" for Purchases in your clients Xero Accounting system **and is optional** – this is a number that the client will supply – if no number is supplied leave this field blank and the number 300 will be automatically loaded when the EDI file is created. "Edi Format File:" **must be entered exactly as shown above** to ensure the selected client receives their EDI file formatted in the Xero format. Instructions for getting the file **xeroedi.frr** were given above.

How to create the Xero EDI files

There are 2 options in Rees for creating EDI export file.

1. 4.13. **17. Create EDI Invoice File**. This option creates an EDI invoice file for a single client and writes the file to your computer's desktop screen. You are required to deliver the file to your clients manually, usually by attaching it to an email and sending it. The filename that is created is displayed when you run the option and can be easily identified on your computer desktop.
2. 4.13. **15. EDI Invoices to clients (e-Mail)**. This option will only appear if you have the Rees email module. It works in a similar way to the bulk emailing of invoices (4.11.15) and statements (1.11.31). The email address used to send the created EDI file will be that entered against the client as noted above. Only clients with an email address in the client set up field **EDI Invoice file:** will have an EDI file created and sent.

File mapping from Rees to Xero

Only lines with '*' are required.

Xero Field	Populated from Invoice data in Rees
01. *ContactName	Company Name in Rees 14.2 Product Registration
02. EmailAddress	N/A - not in file
03. POAddressLine1	N/A - not in file
04. POAddressLine2	N/A - not in file
05. POAddressLine3	N/A - not in file
06. POAddressLine4	N/A - not in file
07. POCity	N/A - not in file
08. PORegion	N/A - not in file
09. POPostalCode	N/A - not in file
10. POCountry	N/A - not in file
11. *InvoiceNumber	Invoice number
12. *InvoiceDate	Invoice date
13. *DueDate	20th of month following Invoice Date
14. InventoryItemCode	Stock Code from invoice line
15. *Description	Description on invoice line
16. *Quantity	Quantity sold on invoice line
17. *UnitAmount	Net price on invoice line i.e. Invoice line Value / Invoice quantity rounded to 4 decimals
18. *AccountCode	Client in 1.1 "Their A/C code" field or '300' if nothing set for client
19. *TaxType	GST_RATE+ '% GST on Expenses' if GST applied or 'Zero Rated' if no GST
20. TrackingName1	Client delivery name from invoice
21. TrackingOption1	Client Order Number from invoice
22. TrackingName2	N/A - not in file
23, TrackingOption2	N/A - not in file
24. Currency	N/A - not in file