



# EDIFICE INFORMATION MANAGEMENT

*Neiman Marcus EDI 852 Set-up Form*

## EDIFICE

107 Riverdale Road  
Riverdale, NJ 07457 USA  
1 (973) 616-2929  
[www.EdificeInfo.com](http://www.EdificeInfo.com)

Completing this form will provide us with the information we need to begin setting up your EDI 852 and provide you with a Letter of Understanding (LOU).

You will be guided through a simple setup form, taking less than 10 minutes to complete. You will be asked to provide contact information and basic EDI details. Once completed, fax your form to +1 973-831-1840 and an Edifice representative will contact you within one business day to confirm your information, provide you an LOU, and begin setting up your EDI 852.

If you have any questions, contact our main office at +1 973 616-2929 and reference the Neiman Marcus data sharing program.

**Fax your completed form to +1 973 831-1840**

<b>Step 1.</b>		<b>Please provide information about your company. If you are a subsidiary, provide information about your parent.</b>								
Company Name:										
Address:					Suite:					
City:					State:					
Zip Code:					Country:					
Phone Number:					Fax Number:					
Website:										
Parent Company:										
DUNS Number:										
<b>Step 2.</b>		<b>Please provide contact information for a primary and back-up EDI contact within your organization.</b>								
Primary Contact:					Back-Up Contact:					
Title:					Title:					
Phone Number:					Phone Number:					
Email:					Email:					
<b>Step 3.</b>		<b>Indicate the house/vendor and department numbers along with their associated Control numbers, Qualifiers and IDs that you would like to receive Edifice EDI 852s for.</b>								
House/ Vendor #	Dept. #	Production						Test		
		ISA ICN #	GS ICN #	Qualifier	ISA ID	GS ID	ST Control #	Qualifier	ISA ID	GS ID
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
<b>Step 4.</b>		<b>If you would like to use the Default delimiters, leave the Customer's Choice field blank. If you would like to use your own delimiters enter them in to the Customers Choice field.</b>								
Delimiter Type		Default			Customer's Choice					
Element		2A / '*'								
Composite		3E / '>'								
Terminator		0A / 'Line Feed'								
<i>* You may provide this information in Hexidecimal</i>										

<b>Step 5.</b>	<b>Indicate your preferred method for receiving the Edifice EDI 852 by placing a check next to one (1) of the options below.</b>			
<b>Transmission Type</b>	<b>Next Steps</b>			
<b>FTP</b>	<b>If you selected FTP please proceed to Step 6.</b>			
<b>sFTP</b>	<b>If you selected sFTP please proceed to Step 7.</b>			
<b>AS2</b>	<b>If you selected AS2 please proceed to Step 8.</b>			
<b>VAN</b>	<b>If you selected VAN please proceed to Step 9.</b>			
<b>Step 6.</b>	<b>Complete this step if you selected FTP as your preferred method of receiving your Edifice EDI 852.</b>			
<b>What is your public IP address that you will be connecting from?</b>				
<b>Step 7.</b>	<b>Complete this step if you selected sFTP as your preferred method of receiving your Edifice EDI 852.</b>			
<b>What is the IP address that you will be connecting from?</b>				
<b>Place a check next to your supported authentication(s).</b>	<b>User Name / Password</b>	<b>Public / Private Key Pair</b>	<b>Both</b>	
<b>Step 8.</b>	<b>Complete this step if you selected AS2 as your preferred method of receiving your Edifice EDI 852.</b>			
<b>What software do you use for AS2 connectivity?</b>				
<b>Upon completing this form please email your AS2 certificate and partner profile to <a href="mailto:EDISupport@EdificeInfo.com">EDISupport@EdificeInfo.com</a> with the subject line: YOUR COMPANY NAME – EDI AS2 REQUEST.</b>				
<b>Step 9.</b>	<b>Complete this step if you selected VAN as your preferred method of receiving your Edifice EDI 852.</b>			
<b>Who is your VAN provider?</b>				