



September 8, 2014

Subject:

**Upcoming changes to Lowe's RP Reference Numbers in Lowe's EDI WebForm Reverse PO**

*This email pertains to Lowe's EDI WebForm Reverse Purchase Order Vendors. If your company is not exchanging the Reverse PO document using Lowe's WebForm application, it is not necessary to inquire about setting it up with Lowe's and this email can be ignored.*

Hello WebForm Reverse Purchase Order Partners,

Lowe's is in the process of upgrading our replenishment systems with a planned roll-out by product group. With this upgrade, your company will be assigned new Replenishment Program (RP) Reference Number(s) within Lowe's systems. The RP Reference Number is linked to the products and their attributes that we purchase from your company. The RP Reference Number is a key, mandatory data field in the WebForm Reverse PO. **The format for Lowe's WebForm Reverse PO will NOT change; only the data value for the RP Reference Number will be changed.** Lowe's Inventory Fulfillment Team will email your company the new RP Reference Numbers along with their effective date. It is not necessary to contact Lowe's to obtain this information. It will be shared with your company as your product group is transitioned to the new replenishment system.

The following includes information on the change to the data value for the RP Reference Numbers when using the WebForm Reverse PO to create Original POs as well as to send PO Changes and Cancellations.

<i>EDI WebForm Document</i>	<i>Populating the Replenishment Program (RP) Reference Number in the WebForm Reverse PO</i>
<b>WebForm Reverse PO Data Field</b>	The RP Reference Number is included in the data field labeled <b>Lowe's Reference Number</b> .
<b>Using the WebForm Reverse PO to create Original POs</b>	<p><i>If your company is not currently authorized to send Original POs using the WebForm Reverse PO, please ignore this section.</i></p> <p>Use the new RP Reference Number in the WebForm Reverse PO when submitting new Purchase Orders as of the effective date provided by Lowe's Inventory Fulfillment Team.</p> <p>The previous RP Reference Number will continue to be displayed in the Lowe's Reference Number dropdown until all shipments are closed within our system applications that contain the previous RP Reference Number value.</p>
<b>Using the WebForm Reverse PO to send Reverse PO Changes and Cancellations</b>	<p><i>If your company is not currently authorized to send PO Changes and Cancellations using the WebForm Reverse PO, please ignore this section.</i></p> <p>The RP Reference Number used in the WebForm Reverse PO Original will be displayed for Changes and Cancellation applied to the PO. This data field cannot be edited for submitting Reverse PO Changes and Cancellations.</p>

We appreciate your support with this upcoming change to Lowe's new RP Reference Number(s).  
For questions on the RP Reference Number, please contact your Lowe's Inventory Fulfillment Specialist.  
For EDI WebForm related questions, please email [EDI-Production@Lowe.com](mailto:EDI-Production@Lowe.com).

A reply to this email is not required.  
Thank you for your continued partnership with Lowe's.  
Lowe's EDI Support Team  
<http://www.loweslink.com/edi.htm>