

Purpose: Use the AddOrder web service to create a live order in VeraCore's Order Management System (OMS).

NOTE: Online documentation of this web service, available at <http://YourWebServer/pmomsws/order.asmx?op=AddOrder> includes a <ShippingOption> element that is not included in this article. We recommend against using the <ShippingOption> element and its children. See [Shipping Notes](#) at the bottom of this article for information on designating requested shipping.

Soap Action

```
POST /pmomsws/oms.asmx HTTP/1.1
Host: (Your domain or rhu number) rhu999.veracore.com
Content-Type: text/xml; charset=utf-8
Content-Length: length
SOAPAction: "http://omscm/AddOrder"
```

AddOrder Call

This call includes more elements than you will likely require for your order. If your orders do not have certain characteristics (e.g., payment collected, variable fields, etc.) you may opt to omit these sections from the order.

```
<soapenv:Envelope xmlns:soapenv="http://schemas.xmlsoap.org/soap/envelope/"
xmlns:oms="http://omscm/">
  <soapenv:Header>
    <DebugHeader xmlns="http://omscm/">
      <Debug>boolean</Debug>
      <Request>string</Request>
    </DebugHeader>
    <AuthenticationHeader xmlns="http://omscm/">
      <Username>string</Username>
      <Password>string</Password>
    </AuthenticationHeader>
  </soapenv:Header>
  <soapenv:Body>
    <AddOrder xmlns="http://omscm/">
      <order>
        <Header>
          <ID>string</ID>
          <EntryDate>dateTime</EntryDate>
          <OrderEntryView>
            <Description>string</Description>
          </OrderEntryView>
          <ReferenceNumber>string</ReferenceNumber>
          <PONumber>string</PONumber>
          <Comments>string</Comments>
          <IpAddress>string</IpAddress>
        </Header>
      </order>
    </AddOrder>
  </soapenv:Body>
</soapenv:Envelope>
```

```

    <InsertDate>string</InsertDate>
    <UTCEntryDateTime>dateTime</UTCEntryDateTime>
</Header>
<Classification>
  <CampaignID>string</CampaignID>
  <ResponseMedia>
    <Description>string</Description>
  </ResponseMedia>
  <Source>
    <Description>string</Description>
  </Source>
  <CustomerProject>
    <ID>string</ID>
  </CustomerProject>
  <CustomerCode>string</CustomerCode>
  <Store>string</Store>
  <Department>string</Department>
  <DistributionCenter>string</DistributionCenter>
  <Vendor>string</Vendor>
</Classification>
<Money>
  <PriceClass>
    <Description>string</Description>
  </PriceClass>
  <NoChargeType>
    <Description>string</Description>
  </NoChargeType>
  <DiscountAmount>decimal</DiscountAmount>
  <DiscountPercent>int</DiscountPercent>
  <DiscountCode>
    <ID>string</ID>
    <Description>string</Description>
  </DiscountCode>
  <Coupon>
    <Code>string</Code>
  </Coupon>
  <SpecialHandlingCharge>decimal</SpecialHandlingCharge>
  <CreditAmount>decimal</CreditAmount>
  <GiftCertificate>
    <UID>string</UID>
    <Amount>decimal</Amount>
  </GiftCertificate>
  <GiftCertificateAmount>string</GiftCertificateAmount>
  <TaxPercent>decimal</TaxPercent>
  <NoChargeAmount>decimal</NoChargeAmount>
  <TaxAmount>decimal</TaxAmount>
</Money>
<Payment>
  <PaymentType>
    <Description>string</Description>
  </PaymentType>
  <PaymentAmount>decimal</PaymentAmount>
  <CCNumber>string</CCNumber>
  <CCExpirationDate>string</CCExpirationDate>
  <CSC>string</CSC>
  <ARReference>string</ARReference>
  <Token>string</Token>

```

```

    <TransactionID>string</TransactionID>
    <AuthorizationCode>string</AuthorizationCode>
    <AuthorizationAmount>decimal</AuthorizationAmount>
    <AuthorizationDate>string</AuthorizationDate>
</Payment>
<OrderVariables>
  <!--Zero or more repetitions:-->
  <OrderVariable>
    <VariableField>
      <FieldName>string</FieldName>
    </VariableField>
    <Value>boolean</Value>
    <ValueDescription>string</ValueDescription>
  </OrderVariable>
</OrderVariables>
<OrderedBy>
  <Prefix>string</Prefix>
  <FirstName>string</FirstName>
  <MiddleInitial>string</MiddleInitial>
  <LastName>string</LastName>
  <Suffix>string</Suffix>
  <CompanyName>string</CompanyName>
  <Title>string</Title>
  <Address1>string</Address1>
  <Address2>string</Address2>
  <Address3>string</Address3>
  <City>string</City>
  <State>string</State>
  <PostalCode>string</PostalCode>
  <Country>string</Country>
  <Phone>string</Phone>
  <Fax>string</Fax>
  <Email>string</Email>
  <UID>string</UID>
  <TaxExempt>boolean</TaxExempt>
  <TaxExemptID>string</TaxExemptID>
  <TaxExemptApproved>boolean</TaxExemptApproved>
  <Commercial>boolean</Commercial>
  <Variables>
    <!--Zero or more repetitions:-->
    <PersonVariable>
      <VariableField>
        <FieldName>string</FieldName>
      </VariableField>
      <Value>boolean</Value>
      <ValueDescription>string</ValueDescription>
    </PersonVariable>
  </Variables>
  <ORDOBY>
    <CustomerID>string</CustomerID>
  </ORDOBY>
  <FullName>string</FullName>
  <FullNameWithSuffix>string</FullNameWithSuffix>
  <CityStateZip>string</CityStateZip>
  <CityStateZipCountry>string</CityStateZipCountry>
  <CompoundAddress>string</CompoundAddress>
</OrderedBy>

```

```

<ShipTo>
  <!--Zero or more repetitions:-->
  <OrderShipTo>
    <Prefix>string</Prefix>
    <FirstName>string</FirstName>
    <MiddleInitial>string</MiddleInitial>
    <LastName>string</LastName>
    <Suffix>string</Suffix>
    <CompanyName>string</CompanyName>
    <Title>string</Title>
    <Address1>string</Address1>
    <Address2>string</Address2>
    <Address3>string</Address3>
    <City>string</City>
    <State>string</State>
    <PostalCode>string</PostalCode>
    <Country>string</Country>
    <Phone>string</Phone>
    <Fax>string</Fax>
    <Email>string</Email>
    <UID>string</UID>
    <TaxExempt>boolean</TaxExempt>
    <TaxExemptID>string</TaxExemptID>
    <TaxExemptApproved>boolean</TaxExemptApproved>
    <Commercial>boolean</Commercial>
    <Variables>
      <!--Zero or more repetitions:-->
      <PersonVariable>
        <VariableField>
          <FieldName>string</FieldName>
        </VariableField>
        <Value>boolean</Value>
        <ValueDescription>string</ValueDescription>
      </PersonVariable>
    </Variables>
    <Flag>string</Flag>
    <Key>string</Key>
    <NeededBy>string</NeededBy>
    <ReleaseDate>string</ReleaseDate>
    <Rush>boolean</Rush>
    <RushHandling>decimal</RushHandling>
    <Comments>string</Comments>
    <FreightCarrier>
      <Name>string</Name>
    </FreightCarrier>
    <FreightService>
      <Description>string</Description>
    </FreightService>
    <ThirdPartyType>int</ThirdPartyType>
    <ThirdPartyAccountNumber>string</ThirdPartyAccountNumber>
    <FreightCode>string</FreightCode>
    <FreightCodeDescription>string</FreightCodeDescription>
    <SpecialHandling>
      <Description>string</Description>
    </SpecialHandling>
    <SpecialHandlingCharge>decimal</SpecialHandlingCharge>
    <ShippingHandlingCharge>decimal</ShippingHandlingCharge>

```

```

        <FullName>string</FullName>
        <FullNameWithSuffix>string</FullNameWithSuffix>
        <CityStateZip>string</CityStateZip>
        <CityStateZipCountry>string</CityStateZipCountry>
        <CompoundAddress>string</CompoundAddress>

<ShippingHandlingTaxAmount>decimal</ShippingHandlingTaxAmount>

<ShippingHandlingTaxPercent>decimal</ShippingHandlingTaxPercent>
    </OrderShipTo>
</ShipTo>
<BillTo>
    <Prefix>string</Prefix>
    <FirstName>string</FirstName>
    <MiddleInitial>string</MiddleInitial>
    <LastName>string</LastName>
    <Suffix>string</Suffix>
    <CompanyName>string</CompanyName>
    <Title>string</Title>
    <Address1>string</Address1>
    <Address2>string</Address2>
    <Address3>string</Address3>
    <City>string</City>
    <State>string</State>
    <PostalCode>string</PostalCode>
    <Country>string</Country>
    <Phone>string</Phone>
    <Fax>string</Fax>
    <Email>string</Email>
    <UID>string</UID>
    <TaxExempt>boolean</TaxExempt>
    <TaxExemptID>string</TaxExemptID>
    <TaxExemptApproved>boolean</TaxExemptApproved>
    <Commercial>boolean</Commercial>
    <Variables>
        <!--Zero or more repetitions:-->
        <PersonVariable>
            <VariableField>
                <FieldName>string</FieldName>
            </VariableField>
            <Value>boolean</Value>
            <ValueDescription>string</ValueDescription>
        </PersonVariable>
    </Variables>
    <Flag>string</Flag>
    <FullName>string</FullName>
    <FullNameWithSuffix>string</FullNameWithSuffix>
    <CityStateZip>string</CityStateZip>
    <CityStateZipCountry>string</CityStateZipCountry>
    <CompoundAddress>string</CompoundAddress>
</BillTo>
<Offers>
    <!--Zero or more repetitions:-->
    <OfferOrdered>
        <Offer>
            <Header>
                <ID>string</ID>

```

```

        </Header>
    </Offer>
    <Quantity>int</Quantity>
    <OrderShipTo>
        <Key>string</Key>
    </OrderShipTo>
    <OrderShipToKey>
        <Key>string</Key>
    </OrderShipToKey>
    <PriceType>unsignedByte</PriceType>
    <UnitPrice>decimal</UnitPrice>
    <ShipType>short</ShipType>
    <ShippingHandling>decimal</ShippingHandling>
    <Discounts>decimal</Discounts>
    <DiscountPercent>int</DiscountPercent>
    <DocumentID>string</DocumentID>
    <SeqID>int</SeqID>
    <CloneLine>int</CloneLine>
    <Unapproved>boolean</Unapproved>
    <ShipToKey>string</ShipToKey>
    <FgnOrder>string</FgnOrder>
    <Comments>string</Comments>
    <LineNumber>long</LineNumber>
    <Variables>
        <!--Zero or more repetitions:-->
        <OfferVariable>
            <VariableField>
                <FieldName>string</FieldName>
            </VariableField>
            <Value>boolean</Value>
            <ValueDescription>string</ValueDescription>
        </OfferVariable>
    </Variables>
    <ProductDetails>
        <!--Zero or more repetitions:-->
        <OrderProductDetail>
            <ClusterPartNumber>string</ClusterPartNumber>
            <PartNumber>string</PartNumber>
            <Size>string</Size>
            <Color>string</Color>
            <QuantityFactor>int</QuantityFactor>
            <Quantity>int</Quantity>
        </OrderProductDetail>
    </ProductDetails>
    <LineTaxPercent>decimal</LineTaxPercent>
<ShippingHandlingTaxPercent>decimal</ShippingHandlingTaxPercent>
    <LineTaxAmount>decimal</LineTaxAmount>
</OfferOrdered>
</Offers>
<order>
</AddOrder>
</soapenv:Body>
</soapenv:Envelope>

```

Sample Call

Simple Order – No Payment collected, No Special Product/Offer Types, No Recurrences

```
<soapenv:Envelope xmlns:soapenv="http://schemas.xmlsoap.org/soap/envelope/"
xmlns:oms="http://omscom/">
  <soapenv:Header>
    <DebugHeader xmlns="http://omscom/">
      <Debug>false</Debug>
      <Request></Request>
    </DebugHeader>
    <AuthenticationHeader xmlns="http://omscom/">
      <Username>devuser</Username>
      <Password>devpass</Password>
    </AuthenticationHeader>
  </soapenv:Header>
  <soapenv:Body>
    <AddOrder xmlns="http://omscom/">
      <order>
        <Header>
          <ID>5516-90</ID>
          <EntryDate>2016-05-05T14:10:00</EntryDate>
          <OrderEntryView>
            <Description>128981</Description>
          </OrderEntryView>
          <ReferenceNumber>123</ReferenceNumber>
          <PONumber>456</PONumber>
          <Comments>Questions, call Tim.</Comments>
          <IpAddress></IpAddress>
          <ApprovalComment></ApprovalComment>
          <InsertDate>2016-05-05T14:10:00</InsertDate>
          <UTCEntryDateTime>2016-05-05T14:10:00</UTCEntryDateTime>
        </Header>
        <Classification>
          <CustomerProject>
            <ID>AGHARD</ID>
          </CustomerProject>
        </Classification>
        <Money>
          <PriceClass>
            <Description>Default</Description>
          </PriceClass>
          <ShippingHandlingCharge>0</ShippingHandlingCharge>
          <RushHandlingCharge>0</RushHandlingCharge>
        </Money>
        <OrderVariables>
          <!--Zero or more repetitions:-->
          <OrderVariable>
            <VariableField>
              <FieldName>Pick/Pack?</FieldName>
            </VariableField>
            <Value>yes</Value>
          </OrderVariable>
        </OrderVariables>
      </order>
    </AddOrder>
  </soapenv:Body>
</soapenv:Envelope>
```

```
<OrderedBy>
  <Prefix></Prefix>
  <FirstName>Tim</FirstName>
  <MiddleInitial></MiddleInitial>
  <LastName>Laurer</LastName>
  <Suffix></Suffix>
  <CompanyName>colony</CompanyName>
  <Title></Title>
  <Address1>907 East Ridge Street</Address1>
  <Address2></Address2>
  <Address3></Address3>
  <City>Los Angeles</City>
  <State>CA</State>
  <PostalCode>90041</PostalCode>
  <Country>US</Country>
  <Phone>8605551212</Phone>
  <Fax>8605552121</Fax>
  <Email>tlaurer@colony.com</Email>
  <UID>TL123</UID>
  <TaxExempt>>false</TaxExempt>
  <TaxExemptID></TaxExemptID>
  <TaxExemptApproved>>false</TaxExemptApproved>
  <Commercial>>false</Commercial>
</OrderedBy>
<ShipTo>
  <!--Zero or more repetitions:-->
  <OrderShipTo>
    <Prefix>Ms.</Prefix>
    <FirstName>Amy</FirstName>
    <MiddleInitial></MiddleInitial>
    <LastName>Wyman</LastName>
    <Suffix></Suffix>
    <CompanyName>Wymans</CompanyName>
    <Title>VP Sales</Title>
    <Address1>90665 Colorado Blvd.</Address1>
    <Address2>Suite 200</Address2>
    <Address3></Address3>
    <City>Los Angeles</City>
    <State>CA</State>
    <PostalCode>90041</PostalCode>
    <Country>US</Country>
    <Phone>8605551212</Phone>
    <Fax>8605552121</Fax>
    <Email>awyman@wymans.com</Email>
    <UID>AW987</UID>
    <TaxExempt>>false</TaxExempt>
    <TaxExemptID></TaxExemptID>
    <TaxExemptApproved>>false</TaxExemptApproved>
    <Commercial>>false</Commercial>
    <Flag>Other</Flag>
    <Key>0</Key>
    <NeededBy></NeededBy>
    <ReleaseDate>2015-05-05T14:43:00</ReleaseDate>
    <Rush>>false</Rush>
    <RushHandling>0</RushHandling>
    <Comments></Comments>
    <FreightCarrier>
```



```

        <Name></Name>
    </FreightCarrier>
    <FreightService>
        <Description></Description>
    </FreightService>
    <ThirdPartyType>3</ThirdPartyType>
    <ThirdPartyAccountNumber>106651</ThirdPartyAccountNumber>
    <FreightCode></FreightCode>
    <FreightCodeDescription></FreightCodeDescription>
    <SpecialHandling>
        <Description>UPS Ground</Description>
    </SpecialHandling>
</OrderShipTo>
</ShipTo>
<BillTo>
    <TaxExempt>>false</TaxExempt>
    <TaxExemptID></TaxExemptID>
    <TaxExemptApproved>>false</TaxExemptApproved>
    <Commercial>>false</Commercial>
</BillTo>
<Offers>
    <!--Zero or more repetitions:-->
    <OfferOrdered>
        <Offer>
            <Header>
                <ID>FLD-9009</ID>
            </Header>
        </Offer>
        <Quantity>1</Quantity>
        <OrderShipToKey>
            <Key>0</Key>
        </OrderShipToKey>
        <PriceType>1</PriceType>
        <UnitPrice>0</UnitPrice>
        <ShippingHandling>0</ShippingHandling>
        <Discounts>0</Discounts>
    </OfferOrdered>
    <OfferOrdered>
        <Offer>
            <Header>
                <ID>FLD-1222</ID>
            </Header>
        </Offer>
        <Quantity>1</Quantity>
        <OrderShipToKey>
            <Key>0</Key>
        </OrderShipToKey>
        <PriceType>1</PriceType>
        <UnitPrice>0</UnitPrice>
        <ShippingHandling>0</ShippingHandling>
        <Discounts>0</Discounts>
    </OfferOrdered>
</Offers>
</order>
</AddOrder>
</soapenv:Body>
</soapenv:Envelope>

```

Call Elements

<order>				
Element	Child Element	Type	Max Char	Remarks
<Header>				The <Header> parent element must be included in every AddOrder call.
	ID	string		The Order ID. This will be the VeraCore Order ID in the OMS. This field is optional.
	EntryDate	dateTime		The date and time to flag the order as "entered into VeraCore". Expressed as YYYY-MM-DDTHH:MM:SS (e.g., 2016-05-09T09:58:36)
	<OrderEntryView> Description	string		Orders keyed into VeraCore are done so through a View (a user portal into VeraCore.) Associating a view to an uploaded order is not required but will add some of the view's rules to the orders as they process through the system. Views are defined in the OMS at Setup > Shopping Cart Setup . Use the "Default" View or one of the Shopping Cart views for your orders.
	ReferenceNumber	string		A reference number to tie the order back to a 3rd party system, if applicable.
	PONumber	string		The PO Number for the order from the 3rd party system, if applicable.
	Comments	string		Order Comments. These will display on the printed pick slip.
	IpAddress	string		
	InsertDate	dateTime		The order import date/time, expressed as YYYY-MM-DDTHH:MM:SS (e.g., 2016-05-09T10:20:20)
	UTCEntryDateTime	dateTime		The UTC order entry date/time, expressed as YYYY-MM-DDTHH:MM:SS (e.g., 2016-05-09T10:20:20)
<Classification>				This section allows you to categorize the order for reporting purposes later. All child elements in this parent element are optional. Further, if no classification is needed,

<order>				
Element	Child Element	Type	Max Char	Remarks
				<Classification></Classification> is acceptable.
	CampaignID	string		A freeform field to group orders from the same campaign.
	<ResponseMedia> Description	string		Used for Response Analysis reporting. Response types are defined in the OMS at Setup > Marketing Analysis Setup > Response Types .
	<Source> Description	string		The source of the order (e.g., magazine issue, specific commercial date/time, etc.) Source Codes are defined in the OMS under Setup > Marketing Analysis Setup > Source Codes .
	<CustomerProject> ID	string		The order category. Customer projects are used throughout the OMS to categorize orders for reporting, billing, etc. Business rules in order processing can be managed by Customer Project. Customer Projects are defined in the OMS at Setup > Billing Setup > Customer Project Setup .
	CustomerCode	string		A freeform field to associate the order with a 3rd party customer code.
	Store	string		A freeform field to associate the order with a store number.
	Department	string		A freeform field to associate the order with a department at your customer's company.
	DistributionCenter	string		A freeform field to associate the order with a department at your customer's company.
	Vendor	string		A freeform field to associate the order with a specific vendor number.
<Money>				This section relates to pricing, etc. in the order. If the order contains no pricing and no payment, <Money></Money> is acceptable.
	<PriceClass> Description	string		The name of the price class used for pricing in the order, if the price

<order>				
Element	Child Element	Type	Max Char	Remarks
				class is not the Default. Price classes are defined in the OMS at Setup > Pricing Settings > Price Classes .
	<NoChargeType> Description	string		The description of the NoChargeType code used for this order, if applicable. No Charge Types are defined in the OMS at Setup > Pricing Settings > No Charge Codes .
	DiscountAmount	decimal		If a DiscountCode is used, the amount of the discount.
	DiscountPercent	float		If a DiscountCode is used, the percentage of the discount.
	<DiscountCode> ID	string		The DiscountCode used, if applicable. Discount Codes are defined in the OMS at Setup > Pricing Settings > Special Discount Codes .
	Description	string		The description of the DiscountCode, if applicable.
	<Coupon> Code	string		The coupon code used for this order. Coupon codes are defined in the OMS at Setup > Pricing Settings > Coupon Codes .
	SpecialHandlingCharge	decimal		Handling charge for the order. If there is no special handling charge, either use a value of 0 or omit the element altogether.
	CreditAmount	decimal		The amount to credit from the order total expressed as a positive (i.e., 10 = \$10 off the order total). If no credit is used, omit the element altogether.
	<GiftCertificate> UID	string		The Gift Certificate used to pay for the order. Gift certificates are maintained in the OMS under Setup > Merchandise Order Settings > Gift Certificates.
	Amount	decimal		
	GiftCertificateAmount	decimal		
	TaxPercent	decimal		The percentage for sales tax. See Sales Tax notes below.
	NoChargeAmount	decimal		If a NoChargeCode is used, the amount of the No Charge discount.

<order>				
Element	Child Element	Type	Max Char	Remarks
	TaxAmount	decimal		The total tax amount. See Sales Tax notes below.
<Payment>				The Payment element and its child elements are used with orders where payment is being processed in VeraCore. For orders where the 3rd party system is handling payment, omit this element and its children.
	<PaymentType> Description	string		The method of payment used for this order. Payment types are defined in the OMS at Setup > Merchandise Order Settings > Methods of Payment.
	PaymentAmount	decimal		The amount paid for the order.
	CCNumber	string		The credit card number used to pay this order.
	CCExpirationDate	string		The credit card's expiration date.
	CSC	string		The credit card's csc code.
	ARReference	string		When A/R is used as a payment type, the user-defined A/R reference.
	Token	string		The token passed by the credit card processor, if applicable.
	TransactionID	string		The transaction ID passed by the credit card processor if applicable.
	AuthorizationCode	string		The authorization code passed by the credit card processor, if applicable
	AuthorizationAmount	decimal		The amount authorized by the credit card processor, if applicable
	AuthorizationDate	dateTime		The date of the credit card authorization as passed by the credit card processor, if applicable.
<OrderVariables>				Variables are user-defined fields in VeraCore intended to capture any information about orders that VeraCore isn't already capturing. Order Variable Fields are defined in the OMS at Setup > Shopping Cart Setup > Table Settings > Order Variables.
	<OrderVariable> <VariableField>			Repeat <VariableField> once for each variable field captured in the order.

<order>				
Element	Child Element	Type	Max Char	Remarks
	FieldName	string		The name of the variable field.
	Value	boolean		Is there a value for this field in the order? True: Yes, this field has a value. False: No, this field was left blank.
	ValueDescription	string		The value associated with the Order Variable field.
<OrderedBy>				This is the Ordered By mailer record in the order.
	Prefix	string		e.g., Mr. Ms. Mrs. etc.
	FirstName	string		
	MiddleInitial	string		
	LastName	string		
	Suffix	string		e.g., Jr. Sr. Dr. etc.
	CompanyName	string		
	Title	string		
	Address1	string		
	Address2	string		
	Address3	string		
	City	string		
	State	string		For US and Canadian addresses, use the 2-character state code if possible.
	PostalCode	string		
	Country	string		Use the 2-character global country code if possible (e.g., United States = US, Canada = CA)
	Phone	string		
	Fax	string		
	Email	string		
	UID	string		The unique identifier for the Ordered By mailer record. This is the key field used to identify/update the record.
	TaxExempt	boolean		Is this mailer exempt from sales tax? True: Yes, they're exempt. False: They are subject to sales tax. (Note: Sales tax is based on the address and tax exempt status of the order's Ship To mailer.)
	TaxExemptID	string		If the mailer is tax-exempt, enter the government-issued tax exempt ID for the mailer.

<order>				
Element	Child Element	Type	Max Char	Remarks
	TaxExemptIDApproved	boolean		Has this mailer's tax-exempt status been approved? True: Yes, it's been approved. False: No, it has not been approved.
	Commercial	boolean		Is this a commercial address? True: It's a commercial address. False: It's a residential address.
	<Variables> <PersonVariable> <VariableField>			Variables are user-defined fields in VeraCore intended to capture any information about mailers that VeraCore isn't already capturing. Person Variable fields capture information about the mailer record and are defined in the OMS at Setup > Name and Address Setup > Define Person Specific Variable Information Fields.
	FieldName	string		The name of the variable field
	Value	boolean		Is there a value for this field in the mailer? True: Yes, this field has a value. False: No, this field was left blank.
	ValueDescription	string		The value associated with the mailer's variable field.
	<ORDOBY> CustomerID	string		If the order is tied to a pre-registered user in VeraCore, this is the user's id.
	FullName	string		The ordered by mailer's full name instead of using the FirstName, MiddleInitial, LastName fields.
	FullNameWithSuffix	string		The ordered by mailer's full name, including the suffix (Jr., Sr., etc.) instead of using the FirstName, MiddleInitial, LastName, and Suffix fields.
	CityStateZip	string		The ordered by mailer's address City, State, and Zip instead of using the individual fields.
	CityStateZipCountry	string		The ordered by mailers address City, State, Zip, and Country instead of using the individual fields.
<ShipTo>				This is the ship to address and shipping information for the order.
	<OrderShipTo>			For orders with multiple ship to records, repeat the <OrderShipTo>

<order>				
Element	Child Element	Type	Max Char	Remarks
				for each ship to address in the order.
	Prefix	string		e.g., Mr., Ms., Mrs.
	FirstName	string		
	MiddleName	string		
	LastName	string		
	Suffix	string		e.g., Jr., Sr., Dr., etc.
	CompanyName	string		
	Title	string		
	Address1	string		
	Address2	string		
	Address3	string		
	City	string		
	State	string		For US and Canadian addresses, use the 2-character state code when possible.
	PostalCode	string		The zip code of the ship to record.
	Country	string		Use the 2-character country code if possible (e.g., United States = US, Canada = CA)
	Phone	string		
	Fax	string		
	Email	string		
	UID	string		The unique identifier for the Ship To mailer record. This is the key field used to identify/update the record.
	TaxExempt	boolean		Is this mailer exempt from sales tax? True: Yes, they're exempt. False: They are subject to sales tax. (Note: Sales tax is based on the address and tax exempt Status by the order's Ship To mailer.)
	TaxExemptID	string		If the mailer is tax-exempt, this is the government-issued tax exempt ID
	TaxExemptApproved	boolean		Has this mailer's tax-exempt status been approved? True: their tax-exempt status has been approved. False: It has not yet been approved.
	Commercial	boolean		Is tis a commercial address? True: this is a commercial address. False: this is a residential address.

<order>				
Element	Child Element	Type	Max Char	Remarks
	<Variables> <PersonVariable> <VariableField>			Variables are user-defined fields in VeraCore intended to capture any information about mailers that VeraCore isn't already capturing. Person Variable fields capture information about the mailer record and are defined in the OMS at Setup > Name and Address Setup > Define Person Specific Variable Information Fields.
	FieldName	string		The name of the variable field
	Value	boolean		Is there a value for this field in the mailer? True: Yes, this field has a value. False: This field was left blank.
	ValueDescription	string		If the variable field has a value, what is the value?
	Flag	See Remark		Use 'Ordered By' if the Ship To matches the ordered by. Or use 'Other' if the ship to is a different mailer record.
	Key	string		The key field to match an offer ordered with the ship to record. The value here must match the 'ShipToKey' value in the <OfferOrdered> element. When there is only one Ship To mailer per order, a value of 0 can be used.
	NeededBy	string		The date by which the package must be delivered.
	ReleaseDate	string		The date a 'future ship' order can be released for processing.
	Rush	boolean		Is this a rush order? True: It's a rush order. False: It's not a rush order.
	RushHandling	decimal		The charge for rush handling. If the value is 0, enter 0 or omit the element altogether.
	Comments	string		Comments about how the package should ship. These will appear on the printed pick/pack slip.
	<FreightCarrier> Name	string		The carrier (UPS, FedEx, USPS, etc.) for the requested shipping method. **See Shipping notes below**
	<FreightService> Description	string		The service (Best Way, Standard, 2ndDay, etc.) for the requested

<order>				
Element	Child Element	Type	Max Char	Remarks
				shipping method. **See Shipping notes below**
	ThirdPartyType	int		<p>0 = No third party billing or client freight account</p> <p>1 = order flagged as bill to third party account, bill the ordered by person</p> <p>2 = order flagged as bill to third party account, bill the bill to person</p> <p>3 = order flagged as bill to third party account, bill the ship to person</p> <p>4 = Client freight account is associated with an order (non-resident account type)</p> <p>5 = Freight Collect</p> <p>6 = Consigne Billing</p> <p>7 = Client freight account is associated with an order (resident account type)</p> <p>Note: resident / non-resident setting is chosen when setting up the account in the OMS</p>
	ThirdPartyAccountNumber	string		The account number at the requested shipping method's carrier. If this field is populated, the shipment will be billed to this account instead of to your company's account. Leave empty to ship on your company's account.
	FreightCode	string		The VeraCore Carrier Code for the requested shipping method. **See Shipping notes below**
	FreightCodeDescription	string		The description of the VeraCore carrier code for the requested shipping method. **See Shipping notes below**
	<SpecialHandling> Description	string		The VeraCore Shipping Option for the requested shipping method. **See Shipping notes below**
	SpecialHandlingCharge	decimal		The shipping charge, if calculating shipping funds before the order ships.

<order>				
Element	Child Element	Type	Max Char	Remarks
	FullName	string		The Ship To mailer's full name instead of using the FirstName, MiddleInitial, and LastName fields.
	FullNameWithSuffix	string		The Ship To mailer's full name, including the suffix (Jr., Sr., etc.) instead of using the FirstName, MiddleInitial, LastName, and Suffix fields separately.
	CityStateZip	string		The Ship To mailer's City, State, and Zip instead of breaking this information into separate fields.
	CityStateZipCountry	string		The Ship To mailer's City, State, Zip, and Country instead of breaking this information into separate fields.
	CompoundAddress	string		
	ShippingHandlingTaxAmount	decimal		
	ShippingHandlingTaxPercent	decimal		
<BillTo>				
	Prefix	string		e.g., Mr., Ms., Mrs., Dr., etc.
	FirstName	string		
	MiddleInitial	string		
	LastName	string		
	Suffix	string		e.g., Jr., Sr., etc.
	CompanyName	string		
	Title	string		
	Address1	string		
	Address2	string		
	Address3	string		
	City	string		
	State	string		For US and Canadian addresses, use the 2-character state code when possible.
	PostalCode	string		The zip code of the ship to record
	Country	string		Use the 2-character country code if possible (e.g., United States=US, Canada=CA)
	Phone	string		
	Fax	string		
	Email	string		
	UID	string		The unique identifier for the Bill To mailer record. This is the key field used to identify/update the record.

<order>				
Element	Child Element	Type	Max Char	Remarks
	TaxExempt	boolean		Is this mailer exempt from sales tax? True: Yes, they're exempt. False: They are subject to sales tax. (Note: Sales tax is based on the address and tax exempt status by the order's Ship To mailer.)
	TaxExemptID	string		If the mailer is tax-exempt, this is the government-issued tax exempt ID
	TaxExemptApproved	boolean		Has this mailer's tax-exempt status been approved? True: Their tax-exempt status has been approved. False: It has not yet been approved.
	Commercial	boolean		Is this a commercial address? True: This is a commercial address. False: This is a residential address.
	<Variables> <PersonVariable> <VariableField>			Variables are user-defined fields in VeraCore intended to capture any information about mailers that VeraCore isn't already capturing. Person Variable fields capture information about the mailer record and are defined in the OMS at Setup > Name and Address Setup > Define Person Specific Variable Information fields.
	FieldName	string		The name of the variable field
	Value	string		Is there a value for this field in the mailer? True: Yes, this field has a value. False: No, this field was left blank.
	ValueDescription	string		The value for this mailer's variable field.
	Flag	See Remarks		Is the Bill To mailer the same person as the Ordered By or Ship To mailer? Is it another mailer? Or do you not capture the Bill To at all? The value can be Other or OrderedBy or DoNotUse or ShipTo.
	FullName	string		The Bill To's full name instead of the FirstName, MiddleInitial, LastName fields used individually.
	FullNameWithSuffix	string		The Bill To's full name instead of the FirstName, MiddleInitial, LastName, and Suffix fields used individually.

<order>				
Element	Child Element	Type	Max Char	Remarks
	CityStateZip	string		The Bill To's City, State, and Zip code instead of using the City, State, and PostalCode elements separately.
	CityStateZipCountry	string		The Bill To's City, State, Zip code, and country instead of using the City, State, PostalCode, and Country fields individually.
	CompoundAddress	string		
<Offers>				These are the offers being ordered. The offers must exist in VeraCore for the order to import.
	<OfferOrdered>			Repeat the <OfferOrdered> element and it's children for each offer ordered.
	<Offer> <Header>			
	ID	string		The VeraCore offer id being ordered. Offer IDs in VeraCore should match the identifier of the offering (or SKU) in the 3rd party cart.
	Quantity	int		The quantity ordered for that offer.
	<OrderShipTo> Key	string		The key field to match the offer ordered to the Ship To record in the order. The value in this field should match the <Key> element in the <ShipTo> parent element. When there is only one Ship To mailer per order, a value of 0 can be used.
	PriceType	unsignedByte		
	UnitPrice	decimal		The unit price for the offering, if applicable. Enter 0 if there is no pricing.
	ShipType	short		
	ShippingHandling	string		The shipping and handling charge for this offer in the order. Enter 0 if there is no charge.
	Discounts	decimal		
	DiscountPercent	int		
	DocumentID	string		Used with 3rd party web to print systems, the Document ID for this customized piece in that system.
	SeqID	int		
	CloneLine	int		

<order>				
Element	Child Element	Type	Max Char	Remarks
	Unapproved	boolean		
	ShipToKey	string		The key field to match the offer ordered to the Ship To record in the order. The value in this field should match the <Key> element in the <ShipTo> parent element. When there is only one Ship To mailer per order, a value of 0 can be used.
	FgnOrder	string		
	Comments	string		Comments captured about the offer as requested in the 'Capture Comments' field in the Strings tab of the Create/Edit Offers string.
	LineNumber	long		In a multi-line order from a 3rd party account, the line number for this offer in the order in that other system.
	<Variables> <OfferVariable> <VariableField>			Used with VeraCore Manufacture on Demand or Drop Ship offers, these are the customization code fields used for those offer types. Repeat for each field in the offer's customization code.
	FieldName	string		The name of the customization code field for the customized offer.
	Value	boolean		Does this customization code field have a value in the order? True: Yes, there is a value. False: No, the field is blank.
	ValueDescription	string		The value for the customization code field.
	<ProductDetails> <OrderProductDetail>			Offers that are tied to product list clusters and size/color clusters require product ID, size, and/or color to be included in the order. If the offer is not for a cluster item, omit the <ProductDetails> element and its children.
	ClusterPartNumber	string		Used with Product List Clusters, this is the product ID for the product that was selected from the cluster.
	PartNumber	string		
	Size	string		The size code for the selected size for this clustered item.
	Color	string		The color code for the selected color for this clustered item.
	QuantityFactor	int		
	Quantity	int		

<order>				
Element	Child Element	Type	Max Char	Remarks
	LineTaxPercent	int		What is the tax rate for this item. See Sales Tax notes below.
	ShippingHandlingTaxPercent	int		At what percentage is tax calculated?
	LineTaxAmount	decimal		What is the amount charged for tax for this item? See Sales Tax notes below.

Notes and Variations

Sales Tax

If your order includes Sales Tax, you must tell VeraCore which method you'll use (line item tax percent, line item tax amount, order total tax percent, or order total tax amount, none, or let VeraCore communicate with your Sales Tax Online account to calculate tax. You must set the default in the OMS Basic System Information screen, in the "Tax Calculation Method" field.

If you choose one of the 3rd party options, make sure to use the correct tax element in your file. For example, if you're adding a sales tax percentage to each line item, you'll set your OMS to "3rd Party Tax Percentage by Line", use the "LineTaxPercent" element in the offer, and add the tax as a percentage in your file.

Shipping Notes

The <ShipTo> element and its children is where you can designate the requested shipping method. There are several combinations of fields to do this. Which to use depends on how your 3rd party cart can send the shipping details.

Option 1 – Carrier plus Service

Use this option if the cart sends the carrier (e.g., UPS, FedEx, USPS, DHL, etc.) and generic service type (Standard, Best Way, 2nd Day AM, etc.)

In <OrderShipTo> use the <FreightCarrier> and <FreightService> option.

Freight Carrier is a user-defined table in the WMS found at **Set-Up > Shipping Set-Up > Freight Carriers**. Several common carriers have been created for you.

Freight Service is a hard-coded table. Options include:

- Best Way
- Standard
- Next Day Standard
- Next Day AM
- 2nd Day Standard
- 2nd Day AM
- 3rdDay
- Same Day
- Next Day Air
- 2nd Day Air

Option 2 – VeraCore's Carrier Codes

Use this option if the cart can use VeraCore's carrier codes to relay the requested shipping method (e.g., U11 - UPS Ground, F06 - Standard Overnight, etc.)

In <OrderShipTo> use the <FreightCode> and <FreightCodeDescription> fields to relay the carrier code ID and Description.

The values in these fields must exactly match carrier codes defined in the VeraCore WMS at **Set-Up > Shipping Set-Up > Carrier Codes**. Many common carrier codes have been defined for you.

Option 3 – Use VeraCore's OMS Shipping Options (recommended)

Use this option if you have set up shipping options in VeraCore to match the requested shipping methods in the 3rd Party Cart (e.g., UPS Ground, USPS First Class Priority Small Flat Box, etc.)

In <OrderShipTo> use the <SpecialHandling> <Description> field to relay the Shipping Option's description.

Shipping options are defined in the OMS at **Set Up > Shipping Setup > Shipping Options**.

Response

A successful response will have an <OrderSeqID> and <OrderID> value.

Sample Response

```
<soap:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema"
xmlns:soap="http://schemas.xmlsoap.org/soap/envelope/">
  <soap:Header>
    <DebugHeader xmlns="http://omscom/">
      <Debug>boolean</Debug>
      <Request>string</Request>
    </DebugHeader>
  </soap:Header>
  <soap:Body>
    <AddOrderResponse xmlns="http://omscom/">
      <AddOrderResult>
        <OrderSeqID>int</OrderSeqID>
        <OrderID>string</OrderID>
      </AddOrderResult>
    </AddOrderResponse>
  </soap:Body>
</soap:Envelope>
```