

## Getting Started - Customers

*Coca-Cola Bottling Company Consolidated is committed to improving our business processes by implementing proven best practices.*

**For CCBCC to send your company invoices (810s), we require you to pay us EDI, including ACH with remittance detail. (820s) If interested in exchanging this data with CCBCC, please review the instructions below on how to get started. You may also save or print this document, which is in PDF format.**

- 1) Complete and return the *CCBCC EDI Introductory Profile* form to [ARediBilling.billing@ccbcc.com](mailto:ARediBilling.billing@ccbcc.com). This form will let the AR EDI Administrator know your company is interested in becoming an EDI trading partner. The EDI Administrator will follow up with a phone call to your company to gather more information, and answer questions. Your company will then be subject to approval by CCBCC to become an EDI trading partner.
- 2) If you are approved as an EDI trading partner you will be instructed to download and print the *Letter of Agreement* form and the *EDI Procedures Guide*. Please forward the agreement to appropriate contract/legal area of your company for signature. This form must be signed before testing can begin.
- 3) Once the *Letter of Agreement* has been returned to CCBCC, your company will be added to CCBCC's project list.
- 4) A method of communication must be agreed upon between CCBCC and the Trading Partner. Communication methods approved by CCBCC for transmitting EDI documents are AS2, Secure FTP, VPN and VAN.
- 5) Once your project begins, you will be contacted for communication testing
- 6) Upon successful data testing, a date will be agreed upon as the "go-live date" and transmissions will begin in production.