

DIC FN1/FN2/GN1/GN2 FORMAT

ACCESSORIAL AND OTHER MISCELLANEOUS BILLINGS

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter FN1 or GN1 (charge) FN2 or GN2 (credit).
RI Code	4-6	Enter the RI code of the billing office.
Description	7-29	Enter descriptive phrase for the type of service, e.g., PCH, Level A Pack, etc.
Document Number	30-43	Enter the document number for which the charge or credit applies.
Suffix	44	Enter the document number suffix, if any, for which the charge or credit applies.
Supplementary Address	45-50	Enter supplementary address DoDAAC when the signal code requires it.
Signal Code	51	Enter signal code.
Fund Code	52-53	For GSA level A and B pack surcharges follow the guidance provide in chapter 2. Otherwise perpetuate from the order or requisition.
Bill Number	54-58	Enter bill number from SBR.
Blank	59	Leave blank.
Type Bill Code	60-61	For reimbursements related to a lateral redistribution or procurement offset enter type of bill code LR or DR respectively; otherwise, may be left blank ¹
Blank	62-64	Leave blank.
Amount	65-73	Enter the amount of the charge or credit. 65-71 Dollars 72-73 Cents

¹ Although type bill codes are normally not required, billing offices are encouraged to use them.

Field Legend

Position(s)

Entry and Instructions

Blank

74-80

Leave blank.