



Supplier Handbook - Invoicing

for Malaysian suppliers

What's next?

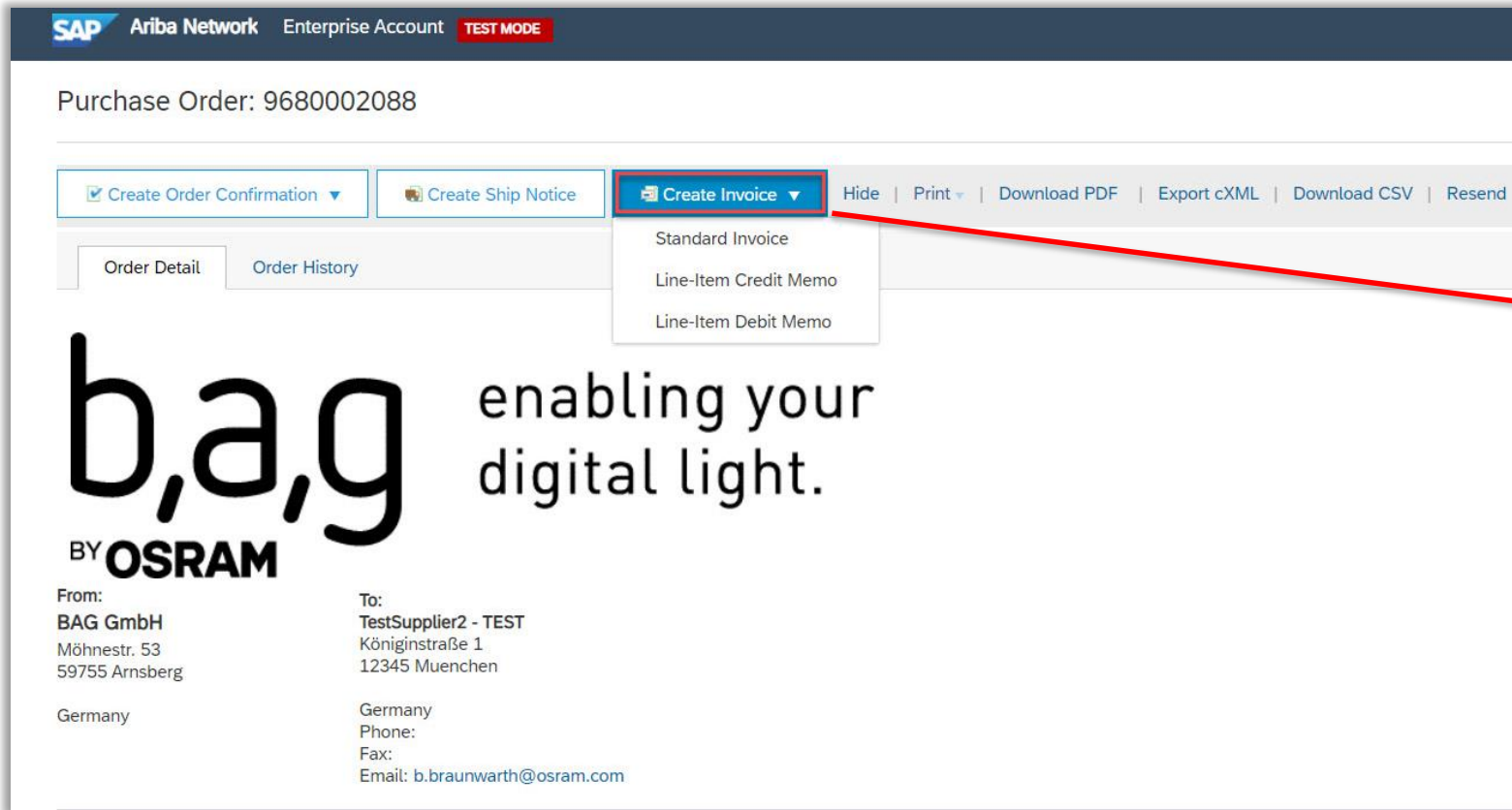
Ariba journey moves on...

Agenda

1. Standard Invoice
2. Add shipping cost
3. Add line level tax and discount
4. Edit and resubmit invoice
5. Line-item credit memo
6. Help center

Invoicing

Standard invoice



The screenshot shows the SAP Ariba Network interface for a Purchase Order (9680002088). The 'Create Invoice' button is highlighted with a red box, and a red arrow points to the 'Standard Invoice' option in the dropdown menu. The interface also displays the 'b,a,g BY OSRAM' logo and contact information for BAG GmbH.

Purchase Order: 9680002088

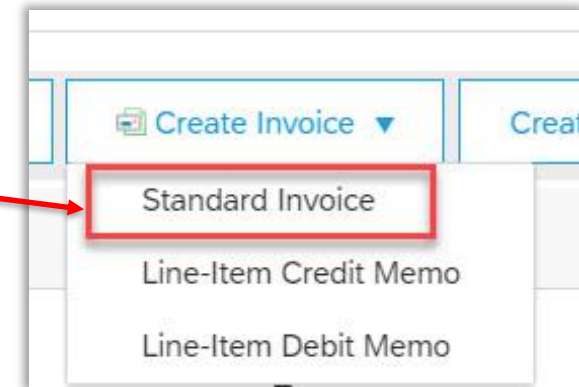
Enterprise Account TEST MODE

Order Detail Order History

b,a,g enabling your digital light.
BY OSRAM

From: BAG GmbH
Möhnestr. 53
59755 Arnsberg
Germany

To: TestSupplier2 - TEST
Königinstraße 1
12345 Muenchen
Germany
Phone:
Fax:
Email: b.braunwarth@osram.com



A close-up view of the 'Create Invoice' dropdown menu, showing the 'Standard Invoice' option highlighted with a red box. The other options are 'Line-Item Credit Memo' and 'Line-Item Debit Memo'.

Ariba Network supports the creation of the numerous types of invoices.

Click “**Create Invoice** → **Standard Invoice**” to create a PO-based invoice.

Invoicing

Standard Invoice

SAP Ariba Network Enterprise Account TEST MODE

Create Invoice Update Save Exit Next

Invoice Header * Indicates required field Add to Header ▾ **2**

Summary

Purchase Order: 9680002107

Invoice #: * Inv2107-1 **1**

Invoice Date: * 6 Feb 2020

Service Description:

Supplier Tax ID: * test taxID

Remit To: Marcel-Breuer-Str.9

Munich

Germany

Bill To: BAG GmbH

Arnsberg

Germany

Subtotal: RMB5,000.00 CNY

Total Tax: RMB950.00 CNY

Total Amount without Tax: RMB5,000.00 CNY

Tax:

Amount Due: RMB5,950.00 CNY

View/Edit Addresses

Shipping

Header level shipping ⓘ Line level shipping ⓘ

Ship From: TestSupplier2 - TEST

Muenchen

Germany

Ship To: BAG Arnsberg

Arnsberg

05

Germany

Deliver To: SZhao

BAG Arnsberg

View/Edit Addresses

3

- * Indicates required field Add to Header ▾
- Shipping Cost
 - Shipping Tax
 - Shipping Documents
 - Special Handling
 - Special Handling Tax
 - Allowance
 - Charge
 - Additional Reference Documents and Dates
 - Comment
 - Attachment

1. Fill all the required fields, **Invoice number** should be the same as the hard copy.
2. Add header level information

Invoicing

Standard Invoice

Additional Fields

Information Only. No action is required from the customer. **1**

Supplier Account ID #:

Customer Reference:

Supplier Reference:

Payment Note:

Supplier:

Penang

Malaysia

Bill From: DK OFFICE EQUIPMENT - TEST

China
Guangdong Sheng , Nanhai Foshan

Supplier Commercial* Identifier: **2**

Service Start Date:

Service End Date:

Customer: 欧司朗企业管理有限公司

China
广东省, 佛山

Email:

Supplier Legal Form: * **3**

- 1. Information only: DO NOT** tick this option, or else the invoice would be only for information and **can not be used as billing.**
- 2. Supplier Commercial Identifier:** The supplier's registration number with the country's Commercial Registry and the city where the supplier is registered.
- 3. Supplier Legal Form:** The type of the supplier's business entity or legal status (such as AG, GmbH, OHG, GmbH & Co. KG, KG)
If you are not sure what legal form/ business structure your company falls under, please contact the revenue agency for your country

Invoicing

Add the invoice hard copy as attachment

* Indicates required field Add to Header ▾

- Shipping Cost
- Shipping Tax
- Shipping Documents
- Special Handling
- Special Handling Tax
- Allowance
- Charge
- Additional Reference Documents and Dates
- Comment
- Attachment **1**

Attachments

The total size of all attachments cannot exceed 10MB

Choose File No file chosen Add Attachment

Name	Size (bytes)	Content Type
<input type="checkbox"/> Inv0837.pdf 4	91550	application/pdf

↳ Delete

Attachments

The total size of all attachments cannot exceed 10MB

Choose File **2** Inv0837.pdf Add Attachment **3**

1. Add **header level Attachment**
2. Scroll down to the **Attachments** tab and choose hard copy of invoice, note that the file type should be pdf.
3. Click **“Add Attachment”**
4. Attachment successfully added

Invoicing

Add line level shipping cost – planned shipping costs

Shipping

Header level shipping ⓘ

Line level shipping ⓘ

1

1. Select Line level shipping
2. Enter the Shipping cost **amount** and shipping **date**

Line Items 1 Line Items, 1 Included, 0 Previously Fully Invoiced

Insert Line Item Options

Tax Category: 0% VAT / No tax Shipping Documents Special Handling Discount [Add to Included Lines](#)

No.	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
✓ 1	<input checked="" type="checkbox"/>	MATERIAL	1734	Dark Blue Colour code of 908 Packing : 450 sheets per ream Ref. Quotation no. 003/1604110 dated 16/04/2010.		8	EA	RM23.00 MYR	RM184.00 MYR

Tax

Ship From: DK OFFICE EQUIPMENT - TEST
Penang
Malaysia

Ship To: OSRAM China Lighting Ltd. PDC Foshan 欧司朗(中国)照明有限公司PDC佛山
China
Guangdong Province 广东省, GuangZhou 广州
SZhao

Deliver To: OSRAM China Lighting Ltd. PDC Foshan 欧司朗(中国)照明有限公司PDC佛山

Shipping Cost Shipping Amount: * RM10.00 MYR **2** Shipping Date:

Line Item Actions

Invoicing

Add header level shipping cost – valid for unplanned shipping costs

* Indicates required field

Add to Header ▾

- Shipping Cost **1**
- Shipping Tax
- Shipping Documents
- Special Handling
- Special Handling Tax
- Allowance
- Charge
- Additional Reference Documents and Dates
- Comment
- Attachment

Shipping

Header level shipping ⓘ Line level shipping ⓘ

Ship From: **TestSupplier2 - TEST**
Muenchen
Germany

Ship To: **BAG Arnsberg**
Arnsberg
05
Germany
Deliver To: SZhao
BAG Arnsberg

Shipping Amount:

Shipping Date:

Shipping Tax

Category: *

Location:

Description:

Regime:

Date Of Pre-Payment:

Law Reference:

Taxable Amount:

Tax Rate Type:

Rate(%):

Tax Amount:

Exempt Detail:

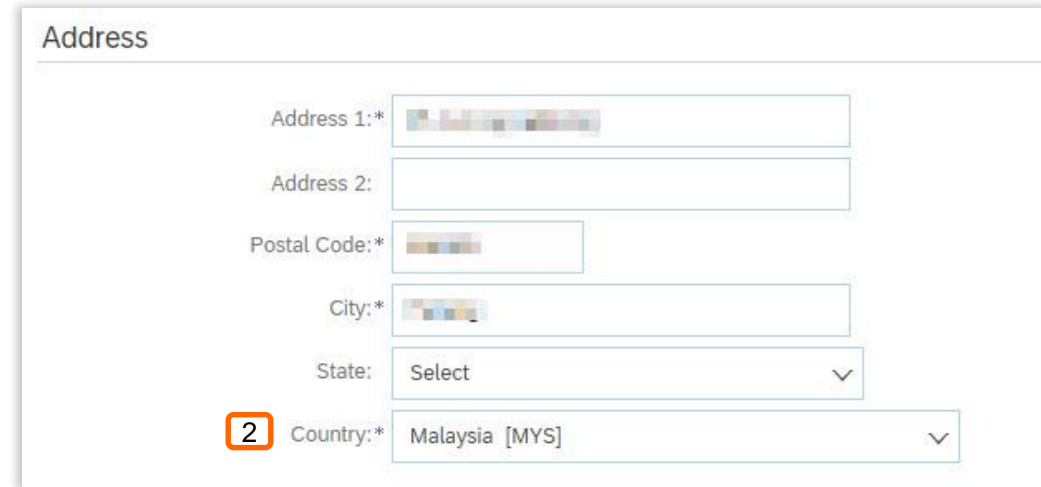
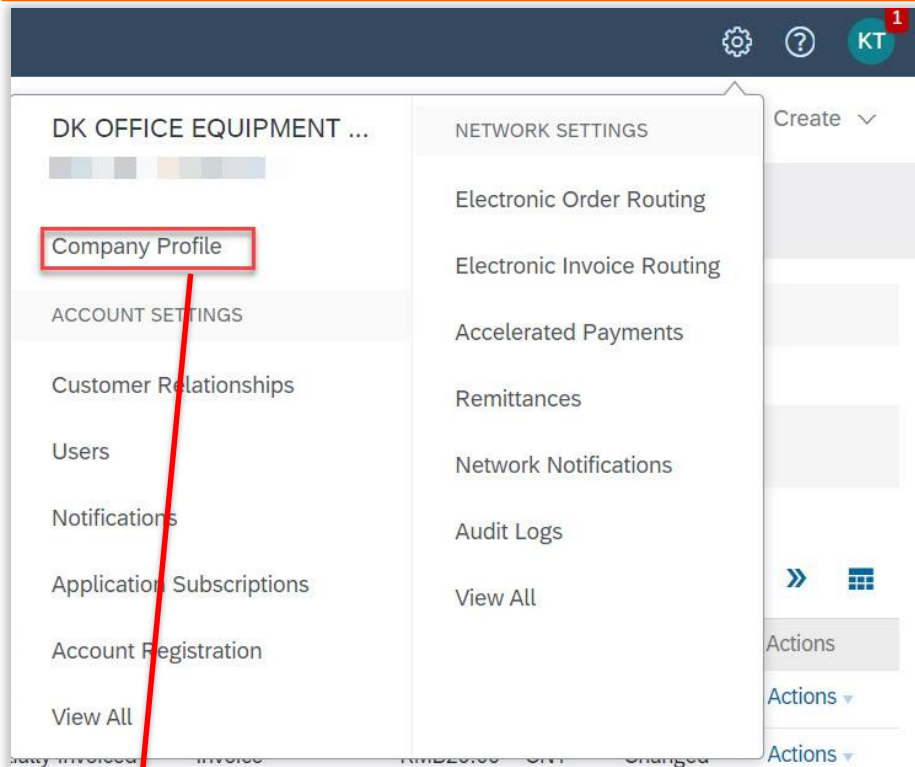
Date Of Supply: *

Triangular Transaction

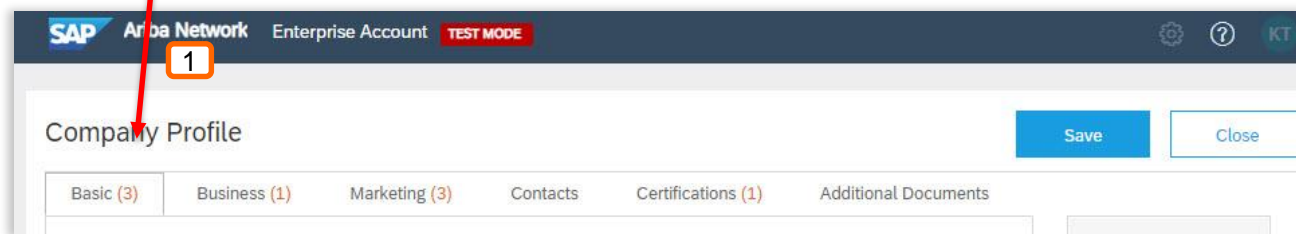
1. Add **header level Shipping Cost**
2. Enter the Shipping cost **amount** and shipping **date**
3. Add **Shipping Tax** (shipping tax unavailable before adding shipping cost), select tax category and tax rate

Invoicing

Configure SST ID in company profile



1. Navigate to Company Settings -> Company Profile.
2. In the Address section, select the country as Malaysia.



Invoicing

Configure SST ID in company profile

Additional Company Addresses

Address Name ↑	Address ID	VAT ID	Tax ID	Address	Country	Legal Profile Status**
xxx@abc.com		XXX-XXXX-XXXXXXXX			Penang Malaysia	

Buttons: Edit, Delete, Create (2)

Company Profile

Buttons: Save (4), Close

Basic (3) | Business (1) | Marketing (3) | Contacts | Certifications (1) | Additional Documents

Configure Supplier Addresses Served by This Account

Buttons: Save (4), Close

* Indicates a required field

Address Name

Address Name: *
Address ID:
SST ID: (3)
Tax ID:

Address

Address 1: *
Address 2:
Postal Code: *
City: *
State: Select
Country: * Malaysia [MYS]

Buttons: Save, Close

1. Scroll down to the Additional Company Addresses section.
2. Click Create.
3. Enter your SST ID and Country as Malaysia. The format for SST ID is a 15-character alphanumeric value. For example, 'MYS-YYMM-XXXXXXXX'.
4. Click Save after editing the company profile.

Invoicing

Add line level taxes and discount

The screenshot displays the SAP Invoicing 'Line Items' configuration screen. It shows a table with one line item (No. 1, Type MATERIAL, Description 'test item', Quantity 5, Unit EA, Unit Price RMB1,000.00, Subtotal RMB5,000.00 CNY). A 'Tax' section is open, showing a dropdown menu with 'Tax' selected (1). The 'Tax' configuration panel shows 'Category:* 0% VAT / No tax' (2), 'Taxable Amount: RMB50.00 CNY', 'Rate(%): 0', 'Tax Amount: RMB0.00 CNY', and 'Exempt Detail: (no value)'. A 'Discount' section is also visible, showing 'Discount (%)' set to 3 (3) and 'Discount Amount: RMB150.00 CNY' (4). The 'Next' button is highlighted (5).

1. Add line level taxes
2. Select Tax **Category**, Exempt Detail is required if tax rate is zero
3. Add line level discount
4. Enter discount rate or discount amount
5. Update the invoice and click “Next”

Invoicing

Standard Invoice

SAP Ariba Network Enterprise Account TEST MODE

Previous Save Submit Exit

Create Invoice

Confirm and submit this document. It will be electronically signed according to the countries of origin and destination of invoice. This transaction qualifies as Domestic Trade. The document's originating country is Germany. The document's destination country is Germany. If you want your invoices to be stored in the Ariba long term document archiving, you can subscribe to an archiving service. Note that you will also be able to archive old invoices once you subscribe to the archiving service.

Standard Invoice

Invoice Number: Inv2107-1
 Invoice Date: Thursday 6 Feb 2020 10:42 AM GMT+08:00
 Original Purchase Order: 9680002107

Subtotal: **RMBS,000.00 CNY** 652.00 EUR
 Total Tax: **RMB950.00 CNY** 123.88 EUR
 Total Amount without Tax: **RMBS,000.00 CNY** 652.00 EUR
 Amount Due: **RMBS,950.00 CNY** 775.88 EUR
 (1 Chinese Renminbi = 0.1304 Euro)

REMIT TO: TestSupplier2 - TEST Postal Address: Marcel-Breuer-Str.9 80807 Munich Germany Tax ID of Supplier: test taxID	BILLO TO: BAG GmbH Postal Address (Standardwert): Mohnestr. 53 59755 Arnsberg Germany Address ID: BILLO_0032	SUPPLIER: TestSupplier2 - TEST Postal Address: Königstraße 1 12345 Muenchen Germany Legal Form: GmbH
BILL FROM: TestSupplier2 - TEST Postal Address: Königstraße 1 12345 Muenchen Germany	CUSTOMER: BAG GmbH Postal Address: Mohnestr. 53 59755 Arnsberg Germany Address ID: BILLO_0032	WIRE PAYMENT TO BANK: ING Account Name: ING Account Type: Checking Account ID: DE98500105175406444654 SWIFT Code: INGDEFF33 IBAN ID: DE98500105175406444654

SHIPPING INFORMATION:

SHIP FROM: TestSupplier2 - TEST Postal Address: Königstraße 1 12345 Muenchen Germany	SHIP TO: BAG Arnsberg Postal Address (Standardwert): SZhao BAG Arnsberg Mohnestr. 53 59755 Arnsberg 05 Germany Address ID: Z25_3020 Email: Standardwert
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PAYMENT TERMS:
Net Term: 60 Days

ADDITIONAL INFORMATION:
 Payment Method: Wire
 Supplier Commercial Identifier: test
 Supplier VAT/Tax ID: test
 Customer VAT/Tax ID: DE813411940

Original Purchase Order: 9680002107

Line No.	Line Ref No.	Type	Part No. / Description	Qty / Unit	Unit Price	Sub Total
1	1	MATERIAL	Not Available test item	5 / (EA)	RMB1,000.00 CNY	RMBS,000.00 CNY

DETAILS

Auxiliary Part ID:
 Manufacturer Part No.:
 Manufacturer Name:
 Country of Origin:
 Classification Domain: custom
 Classification code: OSZ

Tax Details:

Tax Category	Tax Rate	Tax Rate Type	Taxable Amount	Tax Amount	Tax Location	Description	Tax Regime	Exempt Detail
VAT	19%		RMBS,000.00 CNY	RMB950.00 CNY				

Date of Supply Thursday 6 Feb 2020 12:00 AM GMT+08:00

Subtotal: **RMBS,000.00 CNY**
 Tax: **RMB950.00 CNY**

Tax Summary

Tax Details:

Tax Category	Tax Rate	Tax Rate Type	Taxable Amount	Tax Amount	Tax Location	Description	Tax Regime	Exempt Detail
VAT	19%		RMBS,000.00 CNY	RMB950.00 CNY (123.88 EUR)				

Date of Supply Thursday 6 Feb 2020 12:00 AM GMT+08:00

Invoice Summary

Subtotal: **RMBS,000.00 CNY** 652.00 EUR
 Total Tax: **RMB950.00 CNY** 123.88 EUR
 Total Amount without Tax: **RMBS,000.00 CNY** 652.00 EUR
 Amount Due: **RMBS,950.00 CNY** 775.88 EUR
 (1 Chinese Renminbi = 0.1304 Euro)

Previous Save Submit Exit

1. Preview the invoice
2. Click "Submit"

Invoicing

Edit and resubmit invoice

1. Click the document number in PO page to see the detail of the Invoice
2. See the comments made by buyer
3. Click “ Edit & Resubmit”, edit the invoice

Invoice: Inv2107-1

Done Previous

Edit Create Line-Item Credit Memo Copy This Invoice Print Download PDF Export cXML

Detail Scheduled Payments History

1

Rejected Invoice:
Reasons:
INV-38: The invoice was successfully received.
DOC-52: This document has been digitally signed.
DOC-53: This document has been digitally verified.
INV-54: Comments from OSRAM GmbH - TEST: OK
DOC-1:
INV-35: The invoice status has been successfully updated to Processing by OSRAM GmbH - TEST. Description:
INV-35: The invoice status has been successfully updated to Rejected by OSRAM GmbH - TEST. Description: Comment: Rejection test. : (Zhao, Shiyi, 2020-02-05T18:46:42-08:00) Line item: Line Number:1 Part Number:Not Available Description:test item Exceptions: PO Line Tax Amount Variance The tax amount on the invoice line item, 950.00 CNY, is greater than the tax amount left to invoice on the purchase order line item, 0.00 CNY, and the difference is more than the tolerance set in your configuration. Steuerbetragsabweichung gegenüber Bestellauftragsposition Der Steuerbetrag für die Rechnungsposition (950.00 CNY) unterscheidet sich von dem noch in Rechnung zu stellenden Steuerbetrag der Position im Bestellauftrag (0.00 CNY). Die Differenz liegt außerhalb des in Ihrer Konfiguration festgelegten Toleranzbereichs. Line item: Line Number:2 Part Number: Description:Tax Exceptions: Tax Calculation Failed Tax cannot be calculated for this invoice because the invoice data does not match a valid tax configuration. Fehler bei Steuerberechnung Die Steuer für diese Rechnung kann nicht berechnet werden, da die Rechnungsdaten mit keiner gültigen Steuerkonfiguration übereinstimmen.

2

Invoice could be rejected due to buyer business rules. Check the History tab for the reason the buyer rejected this invoice, or contact the buyer for more information.
Note that buyers might reject invoices that do not meet their business rules.

Edit & Resubmit **3**

Standard Invoice

Status	Subtotal:	RMB5,000.00 CNY	652.00 EUR
Invoice: Rejected	Total Tax:	RMB950.00 CNY	123.88 EUR
Routing: Acknowledged	Total Amount without Tax:	RMB5,000.00 CNY	652.00 EUR
Invoice Number: Inv2107-1	Amount Due:	RMB5,950.00 CNY	775.88 EUR
Invoice Date: Thursday 6 Feb 2020 10:42 AM GMT+08:00	(1 Chinese Renminbi = 0.1304 Euro)		
Original Purchase Order: 9680002107			
Submission Method: Online			
Origin: Supplier			
Source Document: Order			

Invoicing

Edit and resubmit invoice

1. Change the Invoice number
2. Edit the invoice according the reason provided by buyer
3. Click “Next”

SAP Ariba Network Enterprise Account TEST MODE

Edit Invoice Update Exit Next

3

▼ Invoice Header * Indicates required field Add to Header ▼

Summary

Purchase Order: 9680002107 **1**

Invoice #: * Inv2107-2

Invoice Date: * 6 Feb 2020

Service Description:

Supplier Tax ID: * test taxID

Remit To: Marcel-Breuer-Str.9

Munich

Germany

Bill To: BAG GmbH

Arnsberg

Germany

Subtotal: RMB5,000.00 CNY
Total Tax: RMB300.00 CNY
Total Amount without Tax: RMB5,000.00 CNY
Amount Due: RMB5,300.00 CNY

[View/Edit Addresses](#)

Shipping

Header level shipping Line level shipping

Ship From: TestSupplier2 - TEST

Muenchen

Germany

Ship To: BAG Arnsberg
Arnsberg
05
Germany
SZhao

Deliver To: BAG Arnsberg

[View/Edit Addresses](#)

Payment Term

Supplier VAT/Tax ID: * test

Supplier Commercial Identifier: * test

Supplier Commercial Credentials:

Customer VAT/Tax ID: * DE813411940

Supplier Legal Form: * GmbH

Tax Exchange Rate

Exchange Rate from * Chinese Renminbi to Euro : 0.1304

2

Invoicing

Edit and resubmit invoice

SAP Ariba Network Enterprise Account TEST MODE

Edit Invoice [Previous](#) [Submit](#) [Exit](#)

Confirm and submit this document. It will be electronically signed according to the countries of origin and destination of invoice. This transaction qualifies as Domestic Trade. The document's originating country is:Germany. The document's destination country is:Germany.
If you want your invoices to be stored in the Ariba long term document archiving, you can subscribe to an archiving service. Note that you will also be able to archive old invoices once you subscribe to the archiving service.

Standard Invoice 1

Invoice Number: Inv2107-2
Invoice Date: Thursday 6 Feb 2020 11:05 AM GMT+08:00
Original Purchase Order: 9680002107

Subtotal: **RMB5,000.00 CNY** 652.00 EUR
Total Tax: RMB300.00 CNY 39.12 EUR
Total Amount without Tax: RMB5,000.00 CNY 652.00 EUR
Amount Due: **RMB5,300.00 CNY** 691.12 EUR
(1 Chinese Renminbi = 0.1304 Euro)

REMIT TO:	BILL TO:	SUPPLIER:
TestSupplier2 - TEST	BAG GmbH	TestSupplier2 - TEST
Postal Address: Marcel-Breuer-Str.9 80807 Munich	Postal Address (Standardwert): Möhnestr. 53 59755 Arnsberg	Postal Address: Königinstraße 1 12345 Muenchen
Germany	Germany	Germany
Tax ID of Supplier: test taxID	Address ID: BILLTO_0032	Legal Form: GmbH

BILL FROM:	CUSTOMER:	WIRE PAYMENT TO BANK:
TestSupplier2 - TEST	BAG GmbH	ING
Postal Address: Königinstraße 1 12345 Muenchen	Postal Address: Möhnestr. 53 59755 Arnsberg	Account Name: ING Account Type: Checking Account ID: DE98500105175406444654 SWIFT Code: INGDDFFXXX IBAN ID: DE98500105175406444654
Germany	Germany	
	Address ID: BILLTO_0032	

Invoice: Inv2107-2 [Done](#) [Previous](#)

[Create Line-Item Credit Memo](#) [Copy This Invoice](#) [Download PDF](#) [Export cXML](#) 3

[Detail](#) [Scheduled Payments](#) [History](#)

Invoice: Inv2107-2
Invoice Status: Sent
Received By Ariba Network On: 6 Feb 2020 11:05:38 AM GMT+08:00
Submitted By: Beatrice Braunwarth

To: OSRAM GmbH - TEST
Routing Status: Queued

2

History

Status	Comments	Changed By	Date and Time
	Invoice was modified. Original document at Inv2107-1	Supplier-125004086	6 Feb 2020 11:06:09 AM
	This document has been digitally signed.	LegalizationDispatcher-125034057	6 Feb 2020 11:06:32 AM
	This document has been digitally verified.	LegalizationDispatcher-125034057	6 Feb 2020 11:06:33 AM

[Create Line-Item Credit Memo](#) [Copy This Invoice](#) [Download PDF](#) [Export cXML](#)

1. Preview the edited invoice and submit
2. Edited Invoice successfully submitted
3. Click "Done" to go back to PO page

Invoicing

Edit and resubmit invoice

Purchase Order: 9680002107

Done

Create Order Confirmation Create Ship Notice Create Invoice Hide Print Download PDF Export cXML Download CSV Resend

Order Detail Order History

b,a,g enabling your digital light.
BY OSRAM

www.BAGelectronics.com

From: BAG GmbH
Möhlnestr. 53
59755 Arnsberg
Germany

To: TestSupplier2 - TEST
Königinstraße 1
12345 Muenchen
Germany
Phone:
Fax:
Email: b.braunwarth@osram.com

Purchase Order (Invoiced)
9680002107
Amount: RMB5,000.00 CNY
Version: 1

Payment Terms NET 60

Comments
Comment Type: Terms and Conditions
Body: https://bagelectronics.com/uploads/pics/BAG_electronics_GmbH_AEB_National.pdf

Routing Status: Acknowledged
Related Documents: Inv2107-2
SN2107
OC2107

Related Documents in PO page updated

Routing Status: Acknowledged
Related Documents: Inv2107-2
 SN2107
 OC2107

Invoicing

Line-item credit memo

Purchase Order: 9680002088

Create Order Confirmation | Create Ship Notice | **Create Invoice** | Hide | Print | Download PDF | Export cXML | Download CSV | Resend

Order Detail | Order History

Standard Invoice
Line-Item Credit Memo **2**
Line-Item Debit Memo

b,a,g enabling your digital light.
BY OSRAM

From: BAG GmbH
Möhnestr. 53
59755 Arnsberg
Germany

To: TestSupplier2 - TEST
Königinstraße 1
12345 Muenchen
Germany
Phone:
Fax:
Email: b.braunwarth@osram.com

1. A credit memo is an invoice that represents a refund owed to the buyer.
2. Click “Line-item Credit Memo”
3. Select a Invoice to credit

Line-Item Memo Done

Invoices (1)

Invoice #	Customer	Reference	Submit Method	Origin	Self Billing	Source Doc	Date	Amount	Routing Status	Invoice Status
Inv2088	OSRAM GmbH - TEST	9680002088	Online	Supplier	No	Order	5 Feb 2020	RMB5,950.00 CNY	Acknowledged	Sent

3 Create Line-Item Credit Memo | Create Line-Item Debit Memo | Edit | Copy | Create Non-PO Invoice

Invoicing

Line-item credit memo

1. Enter the amount you want to refund: the **Quantity** should be a negative number

2. Enter the reason for the Credit Memo

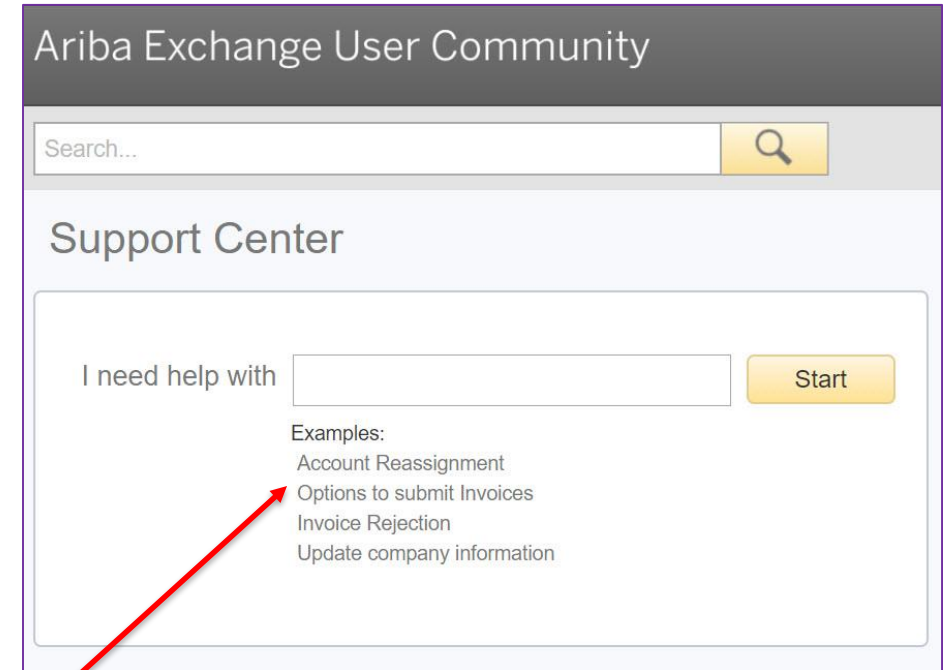
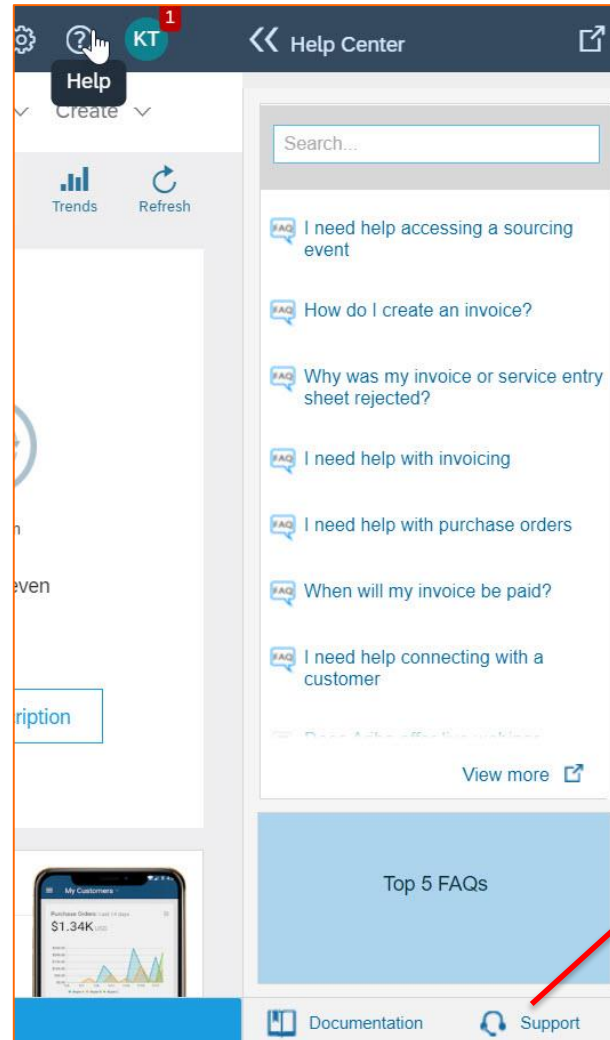
3. Click “Update” and check the amount

4. Click “Next” to preview the credit memo and submit it

Invoicing

Help Center

Clicking “Help” on the dashboard, you will be guided to Help Center where you can search for **answers** and **documentation**.



If no answer is available, please click “**Support**” at the bottom. Enter your question in “I need help” and click “**start**”.

Invoicing Help Center

Ariba Exchange User Community

Search...

Support Center

I need help with

- Date-dependent and tiered pricing in BMEcat catalogs
- What is AribaPay?
- Date-dependent and tiered pricing in BMEcat catalogs
- EDIFACT Resource: ORDERS Implementation Guide [PDF]
- ANSI X12 Resource: 850 Purchase Order Implementation Guidelines [PDF]

Can't find what you are looking for? Let us help you.
Choose your communication preference:

- Get help by live chat**
- Get help by phone** Estimated wait in minutes: 2
- Attend a live webinar**

Ariba Exchange User Community

Search...

SAP Ariba Phone Support

Provide the following information, and the next available specialist will call you.

Problem Description

Short Description: *

Details: *

Contact Information

First Name: *

Last Name: *

User ID:

Company: *

Email: *

Requested Language: Select a different language from the Home tab.

Phone: * Extension:

Confirm Phone Number: *

My phone number is correct.
 Do not record this phone call.

Ariba Network ID: *

You expressly agree and understand that your data entered into this system will be transferred to Ariba, Inc. and the Ariba hosted computer systems (currently located primarily in the U.S.), in accordance with the Ariba Privacy Statement and applicable law.

* I agree

* Required Fields

SAP Ariba Customer Support

Thanks for contacting us! To better serve you, please fill out the short form below and click the Start Chat button in the lower right.

Full Name: *

You can call me: *

Email: *

Phone: *

Initial Question: *

You expressly agree and understand that your data entered into this system will be transferred to Ariba, Inc. and the Ariba hosted computer systems (currently located primarily in the U.S.), in accordance with the Ariba Privacy Statement and applicable law.

* I agree

You can also get help through **Live chat** or **Phone calls** if you didn't find the result you want.