

# WELCOME TO THE NETWORKED ECONOMY

NOW YOU NEED TO BUY SMARTER, SELL FASTER, AND  
MANAGE CASH BETTER THAN EVER BEFORE.



A R I B A®

An SAP Company

## Explanation of the Ariba Network Supplier Membership Program (SMP) Invoice

With the Ariba Network you can easily communicate with your commercial partners in order to buy smarter, to sell faster and to manage your cash more effectively than ever.

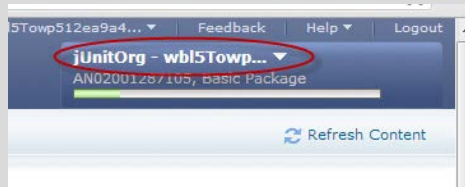
# Have you received a notification about an invoice in your account? You will find all the information related to the payment process in this guide.

You can pay your subscription on the Ariba Network by credit card. Under certain conditions payment via check or wire/bank transfer is also possible. More at <https://knowledge.ariba.com/creditcards>.

**To obtain a copy of your invoice and make payment please complete the following:**


Access your account on [supplier.ariba.com](http://supplier.ariba.com) and:

1. In the top right corner, click **your company name** to expand the administration navigator



2. Click **“Service Subscriptions”**.

3. Click the **“Pay Now”** button in the section titled **“Network Transaction Service”**.

Network Transaction Services		
Description	My Subscription	Status
 <p><b>Network Transaction Service</b> Collaborate with your customers during the order process, submit invoices and other documents, and manage catalogs reliably and securely on the Ariba Network. Your Network Transaction Service fees are calculated as a small percentage (0.155%) of your total transaction volume across all customer relationships if you transact five or more documents and \$50,000 USD or higher with at least one customer annually. <a href="#">Learn More...</a></p>	<a href="#">Details</a>	<b>Action Required</b> <a href="#">Pay Now</a> <b>Payment due: 19,852.00EUR</b>

4. Click the **“Pay Invoice”** button for any of the subscriptions where Payment(s) are due.

Status of Ariba service invoices. Ariba sends these invoices to bill you for service fees. You must remit payment by the due date to avoid service disruptions.

Invoice ID	Invoice Amount	Amount Due	Invoice Date	Payment Method	Payment Date	Action Required
<b>Status: Payment Due (2)</b>						
87	7,713.00EUR	7,713.00EUR	1 Apr 2013	Not Selected		<a href="#">Pay Invoice</a>
96	12,139.00EUR	12,139.00EUR	2 Jan 2013	Not Selected		<a href="#">Pay Invoice</a>

5. Follow the instructions for selecting a payment method, click on the **“Next”** button. Once this is complete click **“Submit”**.

a)

Select the payment method that works best for your organization.

Pay with new Credit Card

Pay by Check/Electronic Settlement ⓘ

[Next ▶](#) [Exit](#)

b)

Review the information shown below. Your subscription order is subject to the [Ariba Privacy Statement](#) and the [Terms of Use](#). Click **Submit** to complete the process.

[◀ Previous](#) [Submit](#) [Exit](#)

DETAILS

6. Click on the **“Printable Version”** button to print a copy of the invoice for your records and for remittance to Ariba.

SUBSCRIPTION INVOICE

[Printable Version](#)

# Details of the Invoice


## 1)

Service Summary			
Subscription Item	Amount	Tax	Subtotal
Network Transaction Service	6,344.00EUR	0.00EUR	6,344.00EUR
Ariba Network Enterprise Plus	5,795.00EUR	0.00EUR	5,795.00EUR
<b>Invoice Amount</b>	<b>12,139.00EUR</b>	<b>0.00EUR</b>	<b>12,139.00EUR</b>

## Network Transaction Service



Your Network Transaction Service (NTS) subscription enables you to collaborate with your customers on orders, invoices, and catalogs reliably and securely on the Ariba Network.

You have exceeded the Standard (free) transaction volume with one or more customers and are now subject to Network Transaction Service fees. For details, download the Network Transaction Service Fee Threshold report.

 [NTS Fee Threshold Report](#) This report lists the transaction documents that determine your chargeability for Network Transaction Services.

## 2)

Transaction Details				
Customer	Subscription Period	Document Count	Transaction Volume	Transaction Fee
T-Marketing	1 Jan 2013 - 1 Apr 2013 Quarterly Subscription Billing Anniversary Date: 1 Jan 2013	42	Qualifying: 3,713,648.72EUR Year To Date: 3,713,648.72EUR Previously Billed: 0.00EUR	Subtotal: 5,756.00EUR Amount: 5,756.00EUR Tax: 0.00EUR
Hold Ltd.	1 Jan 2013 - 1 Apr 2013 Quarterly Subscription Billing Anniversary Date: 1 Jan 2013	7	Qualifying: 379,453.00EUR Year To Date: 379,453.00EUR Previously Billed: 0.00EUR	Subtotal: 588.00EUR Amount: 588.00EUR Tax: 0.00EUR

 [Transaction Activity Report](#) 

For quarterly invoices, the Transaction Activity Report displays the transaction volume and documents for all your customer relationships for the previous quarter. For annual invoices, this report displays the transaction volume and documents for all your customer relationships for the past 12 months.

- This Transaction Activity Report can be downloaded by any supplier. It shows the YTD volume of all transactions starting from your Billing Anniversary Date. The subtotal of each quarterly invoice is the difference between the YTD volume and the Previously Billed volume.

• 3)

Ariba Network Enterprise Plus



Your Ariba Network Enterprise Plus subscription provides value-added functionality and services that enable better collaboration with customers. You have been subscribed to this package based on your annual transaction volume.

**Total Annual Transaction Volume:** 14,861,720.70EUR 

**Package Level:** Ariba Network Enterprise Plus

For annual transaction volume above 7,500,000.00EUR

[Learn More](#)

 Network Subscription Fee Report 

This report contains transaction details for all your trading relationships. Based on the transaction volume, you now qualify for the network subscription assigned to you. For the first invoice, Ariba projects the annual transaction volume based on the first quarter transaction volume when you first exceed the Standard (free) transaction volume.

<b>Subscription Period:</b>	1 Jan 2013 - 1 Jan 2014
<b>Amount:</b>	5,795.00EUR
<b>Tax:</b>	0.00EUR

[Pay Now](#) [Exit](#)

**For additional assistance do not hesitate to contact Ariba customer support :**  
<https://connect.ariba.com/help/1,,contact,00.html>

**Customer Support Telephone Numbers**

Including questions about registration, login problems, account navigation and the [Supplier Membership Program](#).

1. Have your Ariba account ID (ANID) available. It is located at the top right corner of your account home page after logging in.  
 Suppliers: <http://supplier.ariba.com>  
 Buyers: <http://buyer.ariba.com>  
*If unable to login, skip to step 2.*
2. Call the number for your region:

<b>US/Canada Toll Free</b>	1-866-31ARIBA (1-866-312-7422)
<b>North/South America</b>	+1-412-222-6170
<b>Europe, Middle East, and Africa</b>	+44 (0) 20 7187 4185
<b>Asia Pacific</b>	+65 6311 4585

3. [Click here for additional phone numbers.](#)  
 If you don't know your ANID, hold the line and the next available agent will assist you.

Location	Telephone Number
Americas-	1-866-31ARIBA (1-866-312-7422) or 1-412-222-6170
Europe, Middle East and Africa-	+31 (0)20 797 9060 or 00 800 22227422 (toll free number for France, Germany, Italy, Netherlands, Spain, Sweden, Switzerland & UK)
<b>Asia Pacific-</b>	
Australia	1800 993 346
China	10800 650 0164
Hong Kong	800 900 163
India	00 0800 650 1143
Indonesia	001 803 65 7551
Japan	0120-006-917
Korea	00798 651 7198
Malaysia	1800 801 286
New Zealand	0800 443 167
Philippines	00 800 22227422
Singapore	800 6161 703
Thailand	001 800 65 6369

## Supplementary Information :

- To learn more about the features and benefits related to your membership level, visit: [www.ariba.com/suppliermembership/fre/index.cfm](http://www.ariba.com/suppliermembership/fre/index.cfm).
- To register for a live conference call and to learn more about how suppliers are getting the most from the Ariba Network, you are welcome to visit: <http://www.ariba.com/supplier/suppliernetwork/>.
- To ask questions concerning the specific details of your invoice or documents included into calculation, you may send your request to the following email addresses:

[PragueCollectionsTeam@ariba.com](mailto:PragueCollectionsTeam@ariba.com)

European Suppliers

[suppliernetworkbilli@ariba.com](mailto:suppliernetworkbilli@ariba.com)

Suppliers from other countries