

E-invoicing instructions to Ariba orders

1. Purchase order (= Ostotilaus) number has to be in the e-invoice data
POxxxx = e.g. PO1308 *
2. Check that the number of Invoice lines does not exceed the number of order lines
(Line Items) **
3. Check that the invoice line information matches the Line Item information, one or more data ***
 - Line # = e.g. 1
 - Part # = e.g. 007
 - Description = e.g. Consultant project e-invoice



Line Items					
Line #	Part # / Description	Type	Qty (Unit)	Price	Subtotal
1	007	Material	1	9,700.00 EUR	9,700.00 EUR
	Amount-Based Line				
	Consultant project E-invoice				
Accounting					
	Percentage	Percentage	100		
	GL Account	General Ledger	0008897500		
	Cost Center	ID	5922011534		
Other Information					
Amount Based Receiving:Yes					
Rep. Line No.: 1					

*

PO number can be in any data field

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Partial invoicing possible

Invoice line information needs to match the Line Item information automatically