

Account and Network Settings

Remittances (obligatory)



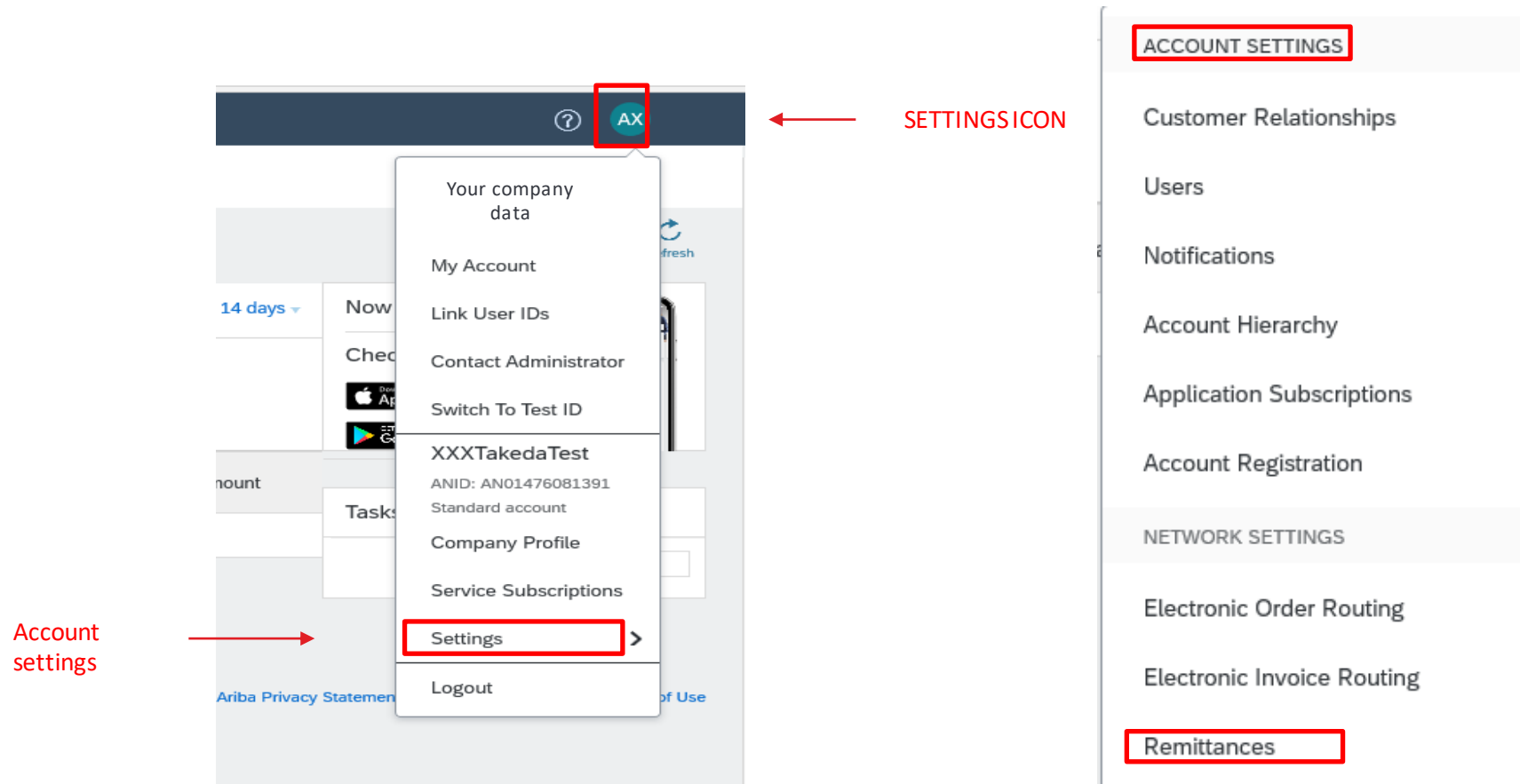
Account and Network settings



Remittances

In the following steps, we will configure your **Remittance** information.

STEP 1. Select „**Settings**” under the **Setting icons** and then choose “**Remittances**” from the drop-down list:



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Remittances

STEP 2. Select „Create” in the EFT/Check Remittances section to fill in all required bank details.

This is mandatory in order to issue an invoice later on.

EFT/Check Remittances

Address ↑	City	State	Country	Default
<input type="radio"/> Different ennties	paris		United Kingdom	No
<input type="radio"/> hjjih	Lodz		Poland	No
<input type="radio"/> xx	Prague		Czech Republic	Yes

↳



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Remittances

STEP 3. Complete all required fields marked by an asterisk - all other fields can be left blank.

Please remember to tick „**Include Bank Account Information in invoices**” – provided data will be included on your invoices automatically.

If you want to make that address default, please tick the appropriate field.

The screenshot shows a web form titled "Remittance Address". It contains several input fields: "Address 1: *" (highlighted with a red box), "Address 2:", "Address 3:", "City: *", "State: *" (dropdown menu showing "Alabama"), "Zip: *", "Country: *" (dropdown menu showing "United States [USA]"), and "Contact: Select contact" (dropdown menu). Below these fields are two checkboxes: "Make this address default" (highlighted with a red box and a red arrow pointing to it) and "Factoring Service" (with a help icon). At the bottom of the form, there is a section titled "Remittance ID Assignment" with a table:

Customer ↑	Remittance ID
Takeda - TEST	

Below the table, there is a checkbox labeled "Include Bank Account Information in invoices." (highlighted with a red box and a red arrow pointing to it).

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STEP 4. Select „Preferred Payment Method” and from a dropdown list choose:

Wire – usual payment method used by suppliers based in EMEA/APAC

ACH – recommended payment method for suppliers based in US

Payment Methods

Preferred Payment Method:

ACH

Account Name:

Account #:

Confirm Account #:

Account Type:

ABA: Bank Only

Confirm ABA: Bank Only

Bank Name:

Branch Name:

Select method

- ACH
- Check
- Credit Card
- Wire
- Cash
- Other
- Supply Chain Financing
- AribaPay
- Credit Transfer
- Direct Deposit

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STEP 5. Complete all necessary data in the „Wire transfer” section. Then press „OK” to finish.

WIRE TRANSFER			
Beneficiary Bank			
Account Name:	<input type="text" value="2008400000"/>		
Account #:	<input type="text" value="2008400000"/>		
Confirm Account #:	<input type="text" value="2008400000"/>		
Account Type:	Checking <input type="button" value="v"/>		
SWIFT Code <input type="button" value="v"/>	<input type="text" value="2008400000"/>		
Confirm SWIFT Code:	<input type="text" value="2008400000"/>		
IBAN:	<input type="text" value="DE06508700050020084000"/>		
Bank Name:	<input type="text" value="Darmstadt"/>		
Branch Name:	<input type="text" value="Darmstadt"/>		
Address 1:*	<input type="text" value="Frankfurter Str. 250"/>		
Address 2:	<input type="text"/>		
Postal Code:*	<input type="text" value="64293"/>		
City:*	<input type="text" value="Darmstadt"/>		
State:	<input type="text"/>		
Country:*	Germany [DEU] <input type="button" value="v"/>		
	Country	Area	Number
Bank Phone:	USA 1 <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>
Corresponding Bank			
Account Name:	<input type="text"/>		
Account #:	<input type="text"/>		
Confirm Account #:	<input type="text"/>		
Account Type:	Select account type <input type="button" value="v"/>		
Select bank id <input type="button" value="v"/>	<input type="text"/>		
Confirm Bank Id:	<input type="text"/>		
Bank Name:	<input type="text"/>		
Branch Name:	<input type="text"/>		
Address 1:	<input type="text"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text"/>		
City:	<input type="text"/>		
State:	(no value) <input type="button" value="v"/>		
Zip:	<input type="text"/>		
Country:	(no value) <input type="button" value="v"/>		
	Country	Area	Number
Bank Phone:	USA 1 <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>