

# Order confirmation



# Order confirmation



**STEP 1.** Log in to your SAP Business Network account and open the PO. You can either confirm the entire order or just a part of it by selecting option “Create order confirmation”.

Purchase Order: 8000141365

Done

Create Order Confirmation

Create Invoice

Print

Download PDF

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Resend

Confirm Entire Order

Update Line Items

Reject Entire Order

history



**From:**  
**Takeda GmbH**  
Robert-Bosch-Str. 8  
78224 Singen  
08  
Germany

**To:**  
**XXXTakedaTest - TEST**  
Sterlinga 8a  
91-425 Lodz  
Łódzkie  
Poland  
Phone: +48 (42) 000  
Fax:  
Email: [agnieszka.grzelak@takeda.com](mailto:agnieszka.grzelak@takeda.com)

**Purchase Order**  
**(New)**  
**8000141365**  
Amount: 100.00 EUR  
Version: 1

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STEP 2. Fill the below fields and select „Next”.

▼ Order Confirmation Header \* Indicates required field

Confirmation #:


Associated Purchase Order #: 8000141365


Customer: Takeda - TEST

Supplier Reference:

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**SHIPPING AND TAX INFORMATION**

Est. Shipping Date:  

Est. Delivery Date:  

Est. Shipping Cost:

Est. Tax Cost:

Comments:

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**Attachments**

Name	Size (bytes)	Content Type
No items		

The total size of all attachments cannot exceed 99MB

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**STEP 3.** Right now you can see your Order Confirmation. If provided data is correct, please select „Submit”.

Confirming PO Previous **Submit** Exit

**1** Confirm Entire Order  
**2** Review Order Confirmation

**Confirmation Update**

Confirmation #: OC ID001  
Supplier Reference: Ref\_ID001  
Comments: The order is confirmed  
Attachments:

**Line Items**

Line #	Part # / Description	Qty (Unit)	Need By	Unit Price	Subtotal
1	sleeve-1224 Laptop Sleeve, Designed for 13-13.3 Laptops, reinforced edges and corners offer well protection and extra padding in the bottom safeguards against any potential damages Current Order Status: <b>10 Confirmed</b> (Estimated Shipment Date: 7 Jun 2017 ; Estimated Delivery Date: 9 Jun 2017 )	10 (EA)	5 Jun 2017	20.00 EUR	200.00 EUR
2	abc-mouse1 ABC Mouse, Sleek and simple design, metal scroll wheel, host must support Bluetooth 4.0 or higher Current Order Status: <b>5 Confirmed</b> (Estimated Shipment Date: 7 Jun 2017 ; Estimated Delivery Date: 9 Jun 2017 )	5 (EA)	5 Jun 2017	50.00 EUR	250.00 EUR

Previous **Submit** Exit