

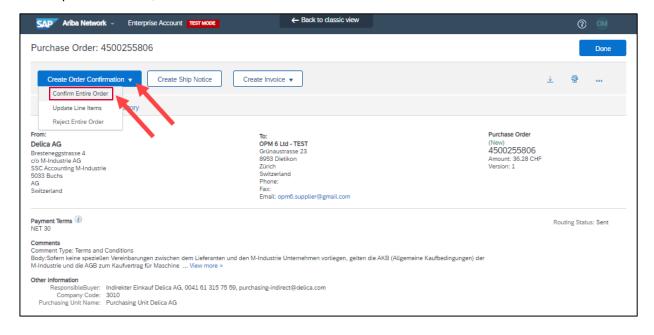
Ariba Network Material Purchase Order Guide

Enter order confirmation

We expect to receive your order confirmation via Ariba Network.

You can confirm the entire purchase order at once. While doing that, you have the option to confirm a deviating delivery date for all purchase order items.

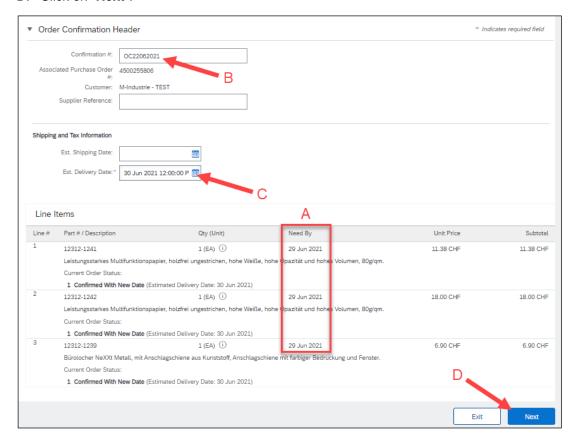
On the purchase order, click on "Create order confirmation" and then "Confirm Entire Order":



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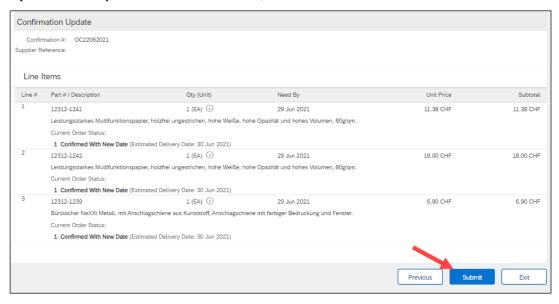


- A. The required delivery date according to the purchase order is visible.
- B. Enter your Confirmation number.
- C. Enter the **delivery date** you want to confirm. This date can deviate from the delivery date of the purchase order. This confirmed delivery date will be valid for all items.
- D. Click on "Next".



The summary of the order confirmation is displayed. If all information is correct, please click on "Submit".

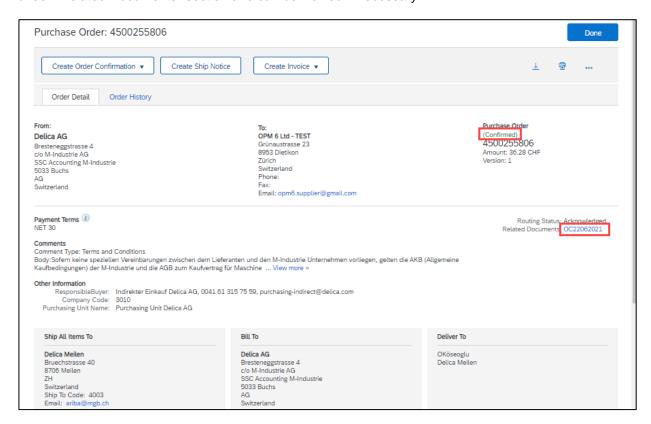
If you want to adjust the order confirmation, click on «Previous».



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The status of the purchase order has changed to "Confirmed" and your order confirmation is available under "Related Documents" section and can be viewed if necessary:



The order confirmation was successfully sent to Migros Industrie-company. A paper or PDF order confirmation is no longer necessary!

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