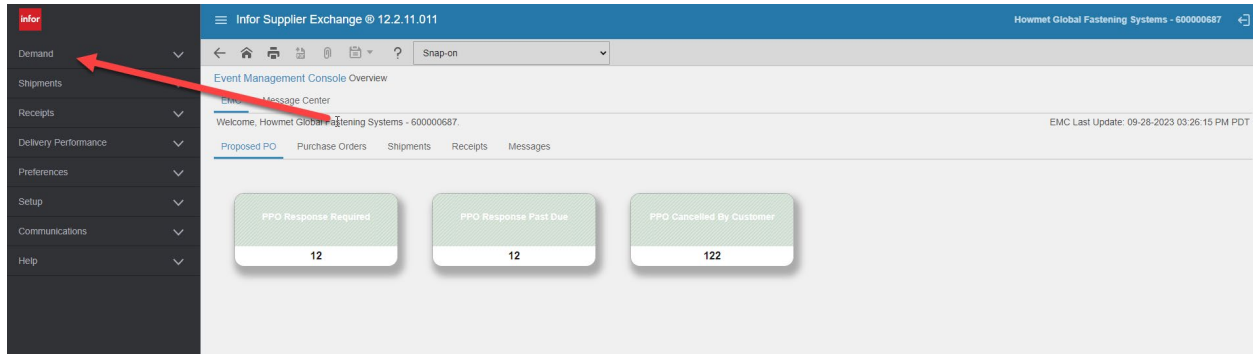


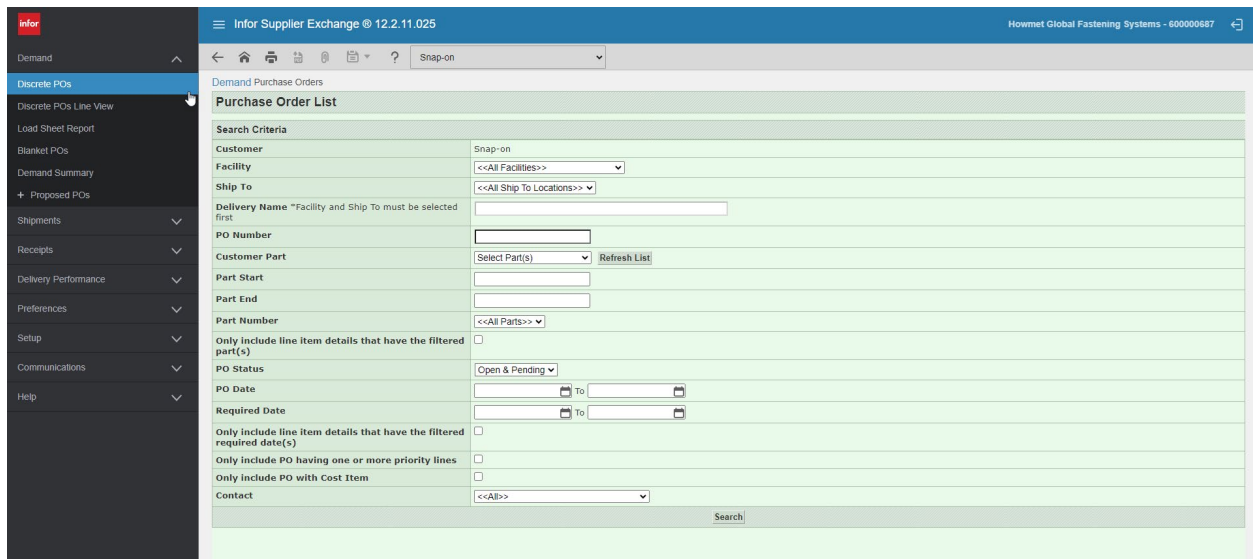
# SupplyWEB 12.2 Instructions

## Finding A PO:

Using the menu on the left side of the screen, select the Demand drop down menu



Select the Proposed PO Plus sign and click on Proposed PO Management



Enter the PO Number in the PO Number Field and change the PO Status Field from Open & Pending to All click the search button at the bottom of the screen

infor

Infir Supplier Exchange @ 12.2.11.025

Howmet Global Fastening Systems - 600000687

Demand

Discrete POs

Discrete POs Line View

Load Sheet Report

Blanket POs

Demand Summary

+ Proposed POs

Shipments

Receipts

Delivery Performance

Preferences

Setup

Communications

Help

Demand Purchase Orders

Purchase Order List

Search Criteria

Customer Snap-on

Facility <<All Facilities>>

Ship To <<All Ship To Locations>>

Delivery Name \*Facility and Ship To must be selected first

PO Number 1YN535742

Customer Part Select Part(s) Refresh List

Part Start

Part End

Part Number <<All Parts>>

Only include line item details that have the filtered part(s)

PO Status <<All>>

PO Date To

Required Date To

Only include line item details that have the filtered required date(s)

Only include PO having one or more priority lines

Only include PO with Cost Item

Contact <<All>>

Search

You will be taken to the Demand Purchase Orders Screen

Demand Purchase Orders

Purchase Order List

Search Criteria

Customer	Facility	Ship To	Delivery Name	PO Number	Customer Part	PO Status	PO Begin Date	PO End Date	Required Begin Date	Required End Date	Contact
Snap-on	All	All		1YN535742	All	All					All

Purchase Orders 1 to 1 of 1

View	PO Number	PO Date	PO Status	Status Date	Delivery Name	Contact	Ship To	Total Price	Viewed	Backorder	Priority
<input type="checkbox"/>	1YN535742	01-05-2024 10:00:00 AM PST	Open	01-05-2024 07:52:43 AM PST	SNAP-ON CRYSTAL LAKE RECEIVING	C Palmer	1. 555911 Snap-on Crystal Lake Receiving	1,870.00 USD	Yes	Yes	No

\* denotes Attachments

Showing Page 1 of 1 Go

<<Select a type >> Download POs

From here you can check on the status of the PO (ie. Open, Closed, Cancelled) by looking under the PO Status box, and you can look at the PO and the line by clicking on the eyeglasses under the View box.

## PO Negotiations

Go to Demand>Proposed POs>Proposed PO Management on the menu and enter your PO number and click the Continue button at the bottom of the screen to bring up your PO.

Click the pencil under the Edit section and you will see the Proposed PO Management Edit screen.

Proposed PO Management List

**Proposed PO Management List**

**Search Criteria**

Facility	Ship To	Delivery Name	Buyer Contact	Part	Status	PPO Source	PPO Number	Creation Date From	Creation Date To
All	All		All	All	All	All	1YN535706		

1 to 1 of 1

		Edit	Proposed PO Number	PO Number	Facility	Ship To	Delivery Name	Creation Date
<input type="checkbox"/>	<input type="checkbox"/>		1YN535706	1YN535706	Snap-on Logistics 130130	1. 555911 Snap-on Crystal Lake Receiving	SNAP-ON CRYSTAL LAKE RECEIVING	10-03-2023

\* denotes Attachments

From here you will be able to Accept or Reject the PO, and you will be able to start a negotiation to change the Required Date, Quantity, and Price.

Proposed PO Management Edit

CRYSTAL LAKE,IL 60014 UNITED STATES	
--	--

Buyer Contact: C Palmer

**Proposed PO Header**

Release Number		Order Number	1YN535706
Generation Date	10-03-2023	Tax ID	
Contact Email	Colleen.Palmer@snapon.com	Tax Exempt	No
Contact Phone Number	262-656-5739	Tax Exempt ID	
Method of Payment		State Tax (%)	
Terms of Sale	0.0% , Net	City Tax (%)	
Currency	USD	Country Tax (%)	
CUST_PHONE			
CARRIER	UPS GROUND		
TERMS OF DELIVERY	Z04		

**Line Item Detail**

<input type="checkbox"/>	Edit	Number	Status	Customer Part	Supplier Part	Required Date	Quantity	U of M	Ship To	Unit Price	Ext. Price
<input type="checkbox"/>		1	New line item created by customer	GRHAK175A	AK-175A	10-11-2023	10	ea	1. 555911 Snap-on Crystal Lake Receiving	167.00	1,870.00
<input type="checkbox"/>		2	New line item created by customer	GRHPR75K	PR-75K	10-11-2023	20	ea	1. 555911 Snap-on Crystal Lake Receiving	32.00	640.00
<input type="checkbox"/>		3	New line item created by customer	GRH202929	202929	10-11-2023	50	ea	1. 555911 Snap-on Crystal Lake Receiving	6.60	330.00
										<b>Total Amount</b>	<b>2,840.00</b>

\* denotes Attachments

+ denotes Schedules

# denotes Notes

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If you are ok with everything on the PO you can click Accept ALL or if you only approve some of the lines you can check the box on the left of the edit pencil for the lines you approve and click the Accept button.

Proposed PO Management Edit

CRYSTAL LAKE,IL 60014 UNITED STATES	
Buyer Contact	C Palmer

Proposed PO Information   Notes#   Allowances and Charges   History

Proposed PO Header			
Release Number		Order Number	1YN535706
Generation Date	10-03-2023	Tax ID	
Contact Email	Colleen.Palmer@snapon.com	Tax Exempt	No
Contact Phone Number	262-656-5739	Tax Exempt ID	
Method of Payment		State Tax (%)	
Terms of Sale	0.0% , Net	City Tax (%)	
Currency	USD	Country Tax (%)	
CUST_PHONE			
CARRIER	UPS GROUND		
TERMS OF DELIVERY	Z04		

Line Item Detail										
<input type="checkbox"/> Edit	Number	Status	Customer Part	Supplier Part	Required Date	Quantity	U of M	Ship To	Unit Price	Ext. Price
<input type="checkbox"/>	1	New line item created by customer	GRHAK175A	AK-175A	10-11-2023	10	ea	1. 555911 Snap-on Crystal Lake Receiving	187.00	1,870.00
<input type="checkbox"/>	2	New line item created by customer	GRHPR75K	PR-75K	10-11-2023	20	ea	1. 555911 Snap-on Crystal Lake Receiving	32.00	640.00
<input type="checkbox"/>	3	New line item created by customer	GRH202929	202929	10-11-2023	50	ea	1. 555911 Snap-on Crystal Lake Receiving	6.60	330.00
									<b>Total Amount</b>	<b>2,840.00</b>

\* denotes Attachments  
+ denotes Schedules  
# denotes Notes

ACCEPT REJECT

PUBLISH SAVE ACCEPT ALL REJECT ALL

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If you are not ok with the PO you can reject the PO by clicking the Reject All button, or if there are only some lines you wish to reject you can check the box to the left of the edit pencil on the lines you wish to reject and click the Reject button

Proposed PO Management Edit

CRYSTAL LAKE,IL 60014 UNITED STATES	
Buyer Contact	C Palmer

Proposed PO Information   Notes#   Allowances and Charges   History

Proposed PO Header			
Release Number		Order Number	1YN535706
Generation Date	10-03-2023	Tax ID	
Contact Email	Colleen.Palmer@snapon.com	Tax Exempt	No
Contact Phone Number	262-656-5739	Tax Exempt ID	
Method of Payment		State Tax (%)	
Terms of Sale	0.0% , Net	City Tax (%)	
Currency	USD	Country Tax (%)	
CUST_PHONE			
CARRIER	UPS GROUND		
TERMS OF DELIVERY	Z04		

Line Item Detail										
<input type="checkbox"/> Edit	Number	Status	Customer Part	Supplier Part	Required Date	Quantity	U of M	Ship To	Unit Price	Ext. Price
<input type="checkbox"/>	1	New line item created by customer	GRHAK175A	AK-175A	10-11-2023	10	ea	1. 555911 Snap-on Crystal Lake Receiving	187.00	1,870.00
<input type="checkbox"/>	2	New line item created by customer	GRHPR75K	PR-75K	10-11-2023	20	ea	1. 555911 Snap-on Crystal Lake Receiving	32.00	640.00
<input type="checkbox"/>	3	New line item created by customer	GRH202929	202929	10-11-2023	50	ea	1. 555911 Snap-on Crystal Lake Receiving	6.60	330.00
									<b>Total Amount</b>	<b>2,840.00</b>

\* denotes Attachments  
+ denotes Schedules  
# denotes Notes

ACCEPT REJECT

PUBLISH SAVE ACCEPT ALL REJECT ALL

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## PO Negotiations on Approved PO

Go to Demand>Discrete PO and enter the PO number and change the PO Status field to All and click the Search button at the bottom of the screen.

The screenshot shows the 'Demand Purchase Orders' interface. On the left is a navigation menu with options like 'Discrete POs', 'Shipments', 'Receipts', etc. The main area is titled 'Purchase Order List' and contains a 'Search Criteria' section. Fields include Customer (Snap-on), Facility (<<All Facilities>>), Ship To (<<All Ship To Locations>>), Delivery Name, PO Number (1YN535706), Customer Part (Select Part(s)), Part Start, Part End, Part Number (<<All Parts>>), PO Status (<<All>>), PO Date, Required Date, and various checkboxes for filtering. A 'Search' button is located at the bottom right of the search criteria section.

Click on the eyeglasses under the View column.

Demand Purchase Orders												
Purchase Order List												
Search Criteria												
Customer	Facility	Ship To	Delivery Name	PO Number	Customer Part	PO Status	PO Begin Date	PO End Date	Required Begin Date	Required End Date	Contact	
Snap-on	All	All		1YN535706	All	All					All	
Purchase Orders												1 to 1 of 1
<input type="checkbox"/> View	PO Number	PO Date	PO Status	Status Date	Delivery Name	Contact	Ship To	Total Price	Viewed	Backorder	Priority	
<input type="checkbox"/>	1YN535706	10-03-2023 10:00:00 AM PDT	Open	10-03-2023 09:18:09 AM PDT	SNAP-ON CRYSTAL LAKE RECEIVING	C Palmer	1. 555911 Snap-on Crystal Lake Receiving	2,840.00 USD	Yes	No	No	
* denotes Attachments												
Showing Page 1 of 1 Go												
<<Select a type >> Download POs												

This will take you to the Demand Purchase Orders screen

Demand Purchase Orders																			
Purchase Order																			
<b>Header Information</b>																			
<b>Facility</b>						<b>Ship To</b>						<b>Delivery Name</b>							
Snap-on Logistics 130130 2801 80th Street Kenosha, WI 53143 UNITED STATES						1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE, IL 60014 UNITED STATES						SNAP-ON CRYSTAL LAKE RECEIVING 3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES							
<b>Customer</b>				Snap-on				<b>PO Date</b>				10-03-2023							
<b>PO Number</b>				1YN535706				<b>PPO Number</b>				1YN535706							
<b>Release</b>								<b>Test</b>				false							
<b>Additional Information</b>																			
<b>Generation Date</b>				10-03-2023 10:00:00 AM PDT				<b>Currency</b>				USD							
<b>Contact Name</b>				C Palmer				<b>Tax ID</b>											
<b>Contact Phone Number</b>				262-656-5739				<b>Tax Exempt</b>				N							
<b>Contact Email</b>				Colleen.Palmer@snapon.com				<b>Tax Exempt ID</b>											
<b>Method of Payment</b>								<b>State Tax (%)</b>											
<b>Terms Discount</b>				0.0%, Net null				<b>City Tax (%)</b>											
<b>Terms Disc. Days</b>								<b>Country Tax (%)</b>											
<b>Notes</b>																			
Carrier: UPS GROUND: Customer Reference:Ref A Secondary Reference:Ref B Notes: TERMSOFDELIVERY:Z04																			
<b>Line Item Detail</b>																			
<input type="checkbox"/>	View	No.	Sched	Status	Customer Part	Supplier Part	Required Date	Dock	Ordered	U of M	Ship To	Shipped	Backorder	Resupply	Priority	Unit Price	Ext. Price	Disc. Amount	Net Amount
<input type="checkbox"/>	63	1		Open	GRHAK175A	AK-175A	10-11-2023		10	ea	1. 555911 Snap-on Crystal Lake Receiving	0				187.00 USD	1,870.00 USD		0.00 USD
<input type="checkbox"/>	63	2		Open	GRHPR75K	PR-75K	10-11-2023		20	ea	1. 555911 Snap-on Crystal Lake Receiving	0				32.00 USD	640.00 USD		0.00 USD
<input type="checkbox"/>	63	3		Open	GRH202929	202929	10-11-2023		50	ea	1. 555911 Snap-on Crystal Lake Receiving	0				6.60 USD	330.00 USD		0.00 USD
																<b>Total Amount</b>	2,840.00		

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At the bottom of the screen there is a Negotiate button, check the box of the lines you wish to negotiate and click the Negotiate button



Demand Purchase Orders

Release		Test	false
---------	--	------	-------

**Additional Information**

Generation Date	10-03-2023 10:00:00 AM PDT	Currency	USD
Contact Name	C Palmer	Tax ID	
Contact Phone Number	262-656-5739	Tax Exempt	N
Contact Email	Colleen.Palmer@snapon.com	Tax Exempt ID	
Method of Payment		State Tax (%)	
Terms Discount	0.0%, Net null	City Tax (%)	
Terms Disc. Days		Country Tax (%)	

**Notes**

Carrier: UPS GROUND: Customer Reference:Ref A Secondary Reference:Ref B Notes: TERMSOFDELIVERY:Z04

**Line Item Detail**

View	No.	Sched	Status	Customer Part	Supplier Part	Required Date	Dock	Ordered	U of M	Ship To	Shipped	Backorder	Resupply	Priority	Unit Price	Ext. Price	Disc. Amount	Net Amount
		1	Open	GRHAK175A	AK-175A	10-11-2023		10	ea	1. 555911 Snap-on Crystal Lake Receiving	0				187.00 USD	1,870.00 USD		0.00 USD
		2	Open	GRHPR75K	PR-75K	10-11-2023		20	ea	1. 555911 Snap-on Crystal Lake Receiving	0				32.00 USD	640.00 USD		0.00 USD
		3	Open	GRH202929	202929	10-11-2023		50	ea	1. 555911 Snap-on Crystal Lake Receiving	0				6.60 USD	330.00 USD		0.00 USD
<b>Total Amount</b>																2,840.00 USD		

\* denotes Attachments  
# denotes notes  
C denotes Cost Item Indicator  
Indicates a Non Stock part  
Indicates a Kanban managed part  
Indicates a SMI managed part

**NEGOTIATE**

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This will take you to the Demand Negotiate Discrete POs screen. Here you are able to change Required Date, Quantity and Price, there is also a Comment field where you makes comments as to why you are requesting the change. Once you have entered the changes you want, click the Publish button at the bottom and this will send the negotiation to Snap-on for approval.

Demand Negotiate Discrete POs

**Discrete Purchase Order**

**Purchase Order Information**

Customer	Snap-on	PO Date	10-03-2023
Facility	Snap-on Logistics 130130	PO Number	1YN535706
Ship To	1. 555911 Snap-on Crystal Lake Receiving	Release	
Deliver To	SNAP-ON CRYSTAL LAKE RECEIVING		

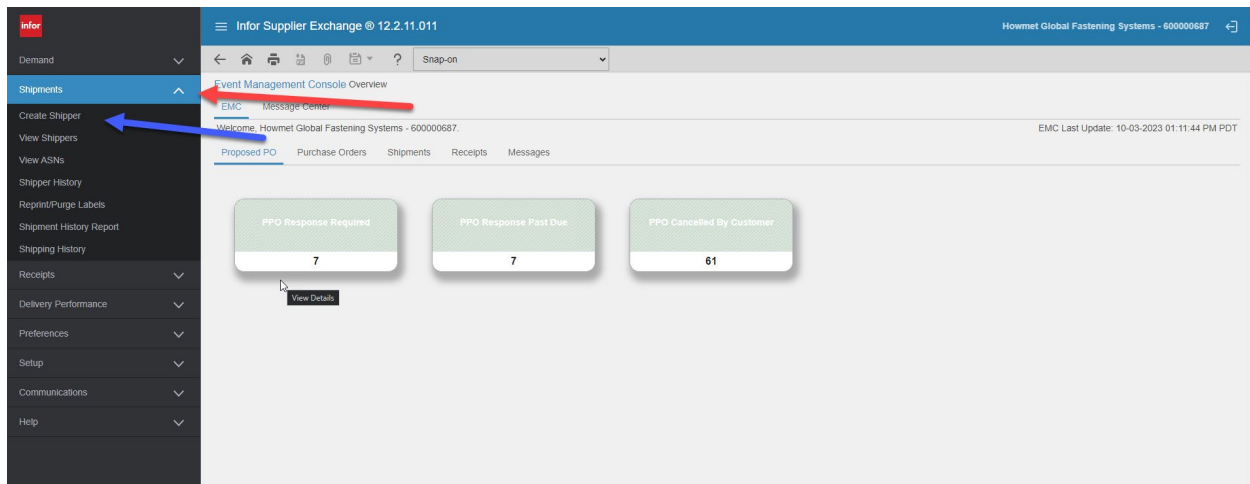
**Line Items**

No.	Sched	Buyer Part	Supplier Part	Req. Date	Ordered	U of M	Ship To	Unit Price	Backorder	Resupply	Comment
1		GRHAK175A	AK-175A	10-11-2023	10	ea	1. 555911 Snap-on Crystal Lake Receiving	187.00			
2		GRHPR75K	PR-75K	10-11-2023	20	ea	1. 555911 Snap-on Crystal Lake Receiving	32.00			
3		GRH202929	202929	10-11-2023	50	ea	1. 555911 Snap-on Crystal Lake Receiving	6.60			

**PUBLISH**    CREATE PPO FOR EDITING

## Creating A Shipper

On the menu on the left got to Shipments>Create Shipper



You will need to pick the correct Facility and Ship To from the drop down boxes( this information can be found in the header information on your PO). The Ship From and the Shipper Number will be automatically populated, so don't change those fields. You can put your PO number in the Discrete Purchase Order Number field, but it is not required.

Shipments Shipper	
<b>Shipper</b>	
Facility	Snap-on Logistics 130130
Ship To	1 555911 Snap-on Crystal Lake Rec
Ship From	Howmet Global Fastening System
Shipper Number *	17021
Discrete Purchase Order Number	<input type="text"/> Load POs
Continue	

You will be taken to the Shipments Create Shipper screen. You will need to click the drop down arrows to view the shipper information.



## Requirements

## Filter Criteria

Facility	Ship To	Ship From	Shipper Number	Discrete Purchase Order Number
Snap-on Logistics 130130	1. 555911 Snap-on Crystal Lake Receiving	Howmet Global Fastening System	17021	

## Shipping Information

## Requirement Filters

## Part List

Search

<input type="checkbox"/>	Part	Description	PO Number	Required Date	Delivery Name	Delivery Address	Suggested Ship Qty.	Procurement Method
<input type="checkbox"/>	GRH202929	JAWS	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	50	Discrete PO
<input type="checkbox"/>	GRH202929	JAWS	2HN141302	06-29-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	9	Discrete PO
<input type="checkbox"/>	GRHAK175A	RIVETER	1YN535699	11-23-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	10	Discrete PO
<input type="checkbox"/>	GRHAK175A	RIVETER	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	10	Discrete PO
<input type="checkbox"/>	GRHHK150A	RVTR TOOL	2HN140830	06-08-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	3	Discrete PO
<input type="checkbox"/>	GRHPR75K	RIVETER	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	20	Discrete PO
<input type="checkbox"/>	GRHPR75K	RIVETER	2HN140751	06-08-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	8	Discrete PO
<input type="checkbox"/>	HP300-27	NOSEPIECE 1/4	1YN531007	06-22-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176	4	Discrete PO

Create Shipper Cancel

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## Requirements

## Filter Criteria

Facility	Ship To	Ship From	Shipper Number	Discrete Purchase Order Number
Snap-on Logistics 130130	1. 555911 Snap-on Crystal Lake Receiving	Howmet Global Fastening System	17021	

## Shipping Information

Customer From	Ship To	Supplier	Ship From
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE, IL 60014 UNITED STATES	Howmet Global Fastening Systems- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES

## Requirement Filters

Requirement View	* 130 Days	Ship Coverage	* 130 Days <input type="checkbox"/> Include Weekends
Transit Time	* 5 Days 0 Hrs 0 Mins	Dock	
Test or Production	Production	PO Number	

Search

## Part List

Search

<input type="checkbox"/>	Part	Description	PO Number	Required Date	Delivery Name	Delivery Address	Suggested Ship Qty.	Procurement Method
<input type="checkbox"/>	GRH202929	JAWS	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	50	Discrete PO
<input type="checkbox"/>	GRH202929	JAWS	2HN141302	06-29-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	9	Discrete PO
<input type="checkbox"/>	GRHAK175A	RIVETER	1YN535699	11-23-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176	10	Discrete PO

Create Shipper Cancel

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Make sure and field that has a \* next to it is filled in. Once you have found the parts on your PO you are wanting to ship, check the box next to the part and make sure the number is correct under the Suggested Ship Qty and click on the Create Shipper button at the bottom.

Shipments Create Shipper

### Requirements

**Filter Criteria**

Facility	Ship To	Ship From	Shipper Number	Discrete Purchase Order Number
Snap-on Logistics 130130	1. 555911 Snap-on Crystal Lake Receiving	Howmet Global Fastening System	17021	1YN535706

**Shipping Information**

**Requirement Filters**

<b>Requirement View</b>	* 130 Days	<b>Ship Coverage</b>	* 130 Days <input type="checkbox"/> Include Weekends
<b>Transit Time</b>	* 5 Days 0 Hrs 0 Mins	<b>Dock</b>	
<b>Test or Production</b>	Production	<b>PO Number</b>	1YN535706

Search

**Part List**

Part	Description	PO Number	Required Date	Delivery Name	Delivery Address	Suggested Ship Qty.	Procurement Method
<input checked="" type="checkbox"/> GRH202929	JAWS	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	50	Discrete PO
<input checked="" type="checkbox"/> GRHAK175A	RIVETER	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	10	Discrete PO
<input checked="" type="checkbox"/> GRHPR75K	RIVETER	1YN535706	10-11-2023	SNAP-ON CRYSTAL LAKE RECEIVING	3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	20	Discrete PO

Create Shipper Cancel

You will be brought to the shippers screen where you will need to enter an invoice number and tracking number by clicking on the pencil all the way to the right.

Shipments Shippers

### Shipper

Shipper Number: 17021

**Shipping Information**

Customer From	Ship To	Deliver To	Supplier	Ship From	Shipment Date	Expected Arrival
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE, IL 60014 UNITED STATES	SNAP-ON CRYSTAL LAKE RECEIVING 3011 IL Route 176 CRYSTAL LAKE, IL 60014 UNITED STATES	Howmet Global Fastening Systems- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	10-03-2023 01:49:20 PM PDT	10-08-2023 01:49:20 PM PDT

**Header Information** Additional Information

<b>Freight</b>	Collect	<b>AETC Responsibility</b>		<b>AETC</b>	
<b>Transport</b>	Expedited Truck	<b>Vehicle Number</b>		<b>Dock</b>	
<b>SCAC</b>		<b>Test or Production</b>	Production	<b>Pro Number</b>	
<b>Bill of lading number</b>		<b>Carrier</b>			
<b>Remarks</b>					

**Line Items**

Line Item	Delete	Customer Part Number	Purchase Order	Quantity Shipped	UoM
		GRH202929	1YN535706	50	ea
		GRHAK175A	1YN535706	10	ea
		GRHPR75K	1YN535706	20	ea

Once you have clicked on the pencil you will see the below screen. Here you can enter the tracking number in the Bill of Lading Number field(optional). You then need to click on the Additional Information tab to get to the Invoice Number Field

Shipments Shippers

### Shipper Header

Shipping Information			
Customer From	Ship To	Supplier	Ship From
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE, IL 60014 UNITED STATES	Howmet Global Fastening Systems- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES

Header Information	Additional Information
<b>Shipper Number *</b> 17021 <b>Freight</b> Collect <b>AETC</b> <b>Vehicle Number</b> <b>Carrier</b> <b>Dock</b> <b>Test or Production</b> Production	<b>Ship Date &amp; Time *</b> 10-03-2023 01:49 PM PDT <b>Expected Arrival Date &amp; Time *</b> 10-08-2023 01:49 PM PDT <b>AETC Responsibility</b> Customer Responsibility <b>Transport</b> Expedited Truck <b>SCAC</b> Show All / Select One <b>Pro Number</b> <b>Bill of lading number</b> <b>Remarks</b>

Save Cancel

You will see this screen, where you can enter your invoice number and click the Save button at the bottom, notice there is a \* next to this field so this must be filled in or you will not be able to publish a shipper.

Shipments Shippers

### Shipper Header

Shipping Information			
Customer From	Ship To	Supplier	Ship From
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE, IL 60014 UNITED STATES	Howmet Global Fastening Systems- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES

Header Information	Additional Information
<b>INVOICE_NUMBER *</b> 123456	

Save Cancel

Once you click the Save button it will return you to the shipper screen. There are 4 buttons/icons in the upper right. Start by clicking on the 3<sup>rd</sup> icon to validate the shipper.

Snap-on

Shipments Shippers

Shipper

Shipper Number: 25003

Shipping Information

Customer From	Ship To	Deliver To	Supplier	Ship From	Shipment Date	Expected Arrival
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	DDW130 Direct Delivery See PO Kenosha, WI 53141 UNITED STATES	JC TOOLS INC 195 ELIZABETH AVE, GOLDBAND, JASON OCEANSIDE, NY 11572 UNITED STATES	Howmet Global Fastening System- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	04-08-2024 09:49:00 AM PDT	04-13- 2024 09:49:00 AM PDT

Header Information

Additional Information

Freight	Collect	AETC Responsibility		AETC
Transport	Unknown	Vehicle Number		Dock
SCAC		Test or Production	Production	Pro Number
Bill of lading number		Carrier		
Remarks				

Line Items

Quick Add

Line Item	Delete	Customer Part Number	Purchase Order	Quantity Shipped	UoM
		HP310-2	3YD943631		1 ea
		HP310-3	3YD943631		1 ea
		HP310-4	3YD943631		1 ea

You will see this message once it is successfully validated:

Snap-on

Shipments Shippers

Shipper

Shipper Number: 25003

Shipping Information

Customer From	Ship To	Deliver To	Supplier	Ship From	Shipment Date	Expected Arrival
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha, WI 53141-1410 UNITED STATES	DDW130 Direct Delivery See PO Kenosha, WI 53141 UNITED STATES	JC TOOLS INC 195 ELIZABETH AVE, GOLDBAND, JASON OCEANSIDE, NY 11572 UNITED STATES	Howmet Global Fastening System- 600000687 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy, CA 95376 UNITED STATES	04-08-2024 09:49:00 AM PDT	04-13- 2024 09:49:00 AM PDT

Header Information

Additional Information

Freight	Collect	AETC Responsibility		AETC
Transport	Unknown	Vehicle Number		Dock
SCAC		Test or Production	Production	Pro Number
Bill of lading number		Carrier		
Remarks				

Line Items

Quick Add

Line Item	Delete	Customer Part Number	Purchase Order	Quantity Shipped	UoM
		HP310-2	3YD943631		1 ea
		HP310-3	3YD943631		1 ea
		HP310-4	3YD943631		1 ea

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locate the 4<sup>th</sup> button highlighted below to Publish the shipper.

Infor Supplier Exchange ® 12.2.11.011 Howmet Global Fastening Systems - 60000687

← Home Print Refresh Filter Help Snap-on

Shipments Shippers

**Shipper**

Shipper Number: 17021

Shipping Information

Customer From	Ship To	Deliver To	Supplier	Ship From	Shipment Date	Expected Arrival
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha,WI 53141-1410 UNITED STATES	1. 555911 Snap-on Crystal Lake Receiving 3011 IL ROUTE 176 CRYSTAL LAKE,IL 60014 UNITED STATES	SNAP-ON CRYSTAL LAKE RECEIVING 3011 IL Route 176 CRYSTAL LAKE,IL 60014 UNITED STATES	Howmet Global Fastening Systems- 60000687 1925 N MacArthur Dr Ste 200 Tracy,CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy,CA 95376 UNITED STATES	10-03-2023 01:49:00 PM PDT	10-08- 2023 01:49:00 PM PDT

Header Information Additional Information

Freight	Collect	AETC Responsibility		AETC	
Transport	Expedited Truck	Vehicle Number		Dock	
SCAC		Test or Production	Production	Pro Number	
Bill of lading number		Carrier			
Remarks					

Line Items + Quick Add

Line Item	Delete	Customer Part Number	Purchase Order	Quantity Shipped	UoM
GRH202929			1YN535706	50	ea
GRHAK175A			1YN535706	10	ea
GRHPR75K			1YN535706	20	ea

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You will see the below screen with the message that your shipper was published

Shipments ASNs

The shipper was published and an ASN is being sent. If you have setup host and document profiles to receive copies of your ASNs, view the File Status to verify the file transfer.

Facility Information

Facility	Snap-on Logistics 130130
Ship To	1. 555911 Snap-on Crystal Lake Receiving
Ship From	Howmet Global Fastening System

Shipper Information

Shipper	17021
Last Published ASN	17021-1
Ship Date	10-03-2023 01:49:00 PM PDT

Advance Ship Notice History

View	ASN	Creation Date	Purpose Code
63	17021-1	10-03-2023 02:24:24 PM PDT	Original

Snap-on

Shipments Shippers

Shipper has been successfully validated.

Shipper

Shipper Number: 25003

Print Shipping Documents

Print

Shipping Information						
Customer From	Ship To	Deliver To	Supplier	Ship From	Shipment Date	Expected Arrival
Snap-on 2801 - 80th Street, PO Box 1410 Kenosha,WI 53141-1410 UNITED STATES	DDW130 Direct Delivery See PO Kenosha,WI 53141 UNITED STATES	JG TOOLS INC 195 ELIZABETH AVE, GOLDBAND, JASON OCEANSIDE,NY 11572 UNITED STATES	Howmet Global Fastening System- 600000687 1925 N MacArthur Dr Ste 200 Tracy,CA 95376 UNITED STATES	Howmet Global Fastening System 1925 N MacArthur Dr Ste 200 Tracy,CA 95376 UNITED STATES	04-08-2024 09:49:00 AM PDT	04-13- 2024 09:49:00 AM PDT

Header Information

Additional Information

Freight	Collect	AETC Responsibility	AETC
Transport	Unknown	Vehicle Number	Dock
SCAC		Test or Production	Pro Number
Bill of lading number		Carrier	
Remarks			

Line Items +

Quick Add

Line Item	Delete	Customer Part Number	Purchase Order	Quantity Shipped	UoFM
		HP310-2	3YD943631		1 ea
		HP310-3	3YD943631		1 ea
		HP310-4	3YD943631		1 ea

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Snap-on

Shipments Select Document Type

Shipper

Facility Information

Facility	CL TO TOOLS 555620
Ship To	DDW130 Direct Delivery
Delivery Name	JG TOOLS INC

Shipper Header Information

Shipper Number	25003	Ship Date & Time	04-08-2024 09:49:00 AM PDT
Freight	Collect	Expected Arrival Date & Time	04-13-2024 09:49:00 AM PDT
AETC		AETC Responsibility	
Vehicle Number		Transport	Unknown
Route Code		Dock	
SCAC		Ship From	Howmet Global Fastening System
Test or Production	PROD	Pro Number	
Remarks			

Generate Document

Document Type

Packing List: North America

Generate Document



To start a negotiation on the Required Date, Quantity, or Price change the information in the fields you want to change and once completed click the publish button at the bottom to send the negotiation to Snap-on for approval.

	CRYSTAL LAKE,IL 60014 UNITED STATES		
Buyer Contact	C Palmer		

Proposed PO Information   Notes#   Allowances and Charges   History

Proposed PO Header			
Release Number		Order Number	1YN535706
Generation Date	10-03-2023	Tax ID	
Contact Email	Colleen.Palmer@snapon.com	Tax Exempt	No
Contact Phone Number	262-656-5739	Tax Exempt ID	
Method of Payment		State Tax (%)	
Terms of Sale	0.0% , Net	City Tax (%)	
Currency	USD	Country Tax (%)	
CUST_PHONE			
CARRIER	UPS GROUND		
TERMS OF DELIVERY	Z04		

Line Item Detail											
<input type="checkbox"/>	Edit	Number	Status	Customer Part	Supplier Part	Required Date	Quantity	U of M	Ship To	Unit Price	Ext. Price
<input type="checkbox"/>		1	New line item created by customer	GRHAK175A	AK-175A	10-11-2023	10	ea	1. 555911 Snap-on Crystal Lake Receiving	187.00	1,870.00
<input type="checkbox"/>		2	New line item created by customer	GRHPR75K	PR-75K	10-11-2023	20	ea	1. 555911 Snap-on Crystal Lake Receiving	32.00	640.00
<input type="checkbox"/>		3	New line item created by customer	GRH202929	202929	10-11-2023	50	ea	1. 555911 Snap-on Crystal Lake Receiving	6.60	330.00
										Total Amount	2,840.00
* denotes Attachments											
+ denotes Schedules											
# denotes Notes											
ACCEPT   REJECT											
PUBLISH   SAVE   ACCEPT ALL   REJECT ALL											