

Invoicing Options

➤ ARIBA PO FLIP

- Invoices posted against a purchase order can be submitted through the Ariba Network portal
- Registration and use of the portal tools are **FREE** to Milliken vendors
- For info, contact: aribaHelp@Milliken.com

➤ INVOICES IN PDF FORMAT (if not flipping POs in Ariba)

- Supply / Indirect PO & non-PO Inquiries :
- Raw Material / Direct Invoices:
- Freight Carrier Invoices:

vendorinvoices@Milliken.com

rawmatap@Milliken.com

freightinvoices@Milliken.com

**These inboxes run an automated upload process.*

Please **DO NOT send statements, notes, questions, etc.*

Invoicing Options

➤ Questions / Inquiries?

- All Supply / Indirect PO & non-PO Inquiries:
- EDI (Automated) Invoice Inquiries:
- Raw Material / Direct PO Inquiries:
- Freight Carrier Inquiries:

vendorinquiries@Milliken.com

vendorinquiries@Milliken.com

rawmatinquiries@Milliken.com

patty.johnson@Milliken.com

➤ If vendor chooses to submit invoices via USPS:

- PO Box 1838, M-235, Spartanburg, SC 29304

**Note: Invoices sent through US Mail require the most preparation.*

**They will be handled after invoices sent via email/EDI*

Tips Continued

Payment Options – US Remit Addresses

- **V-Card: electronic payments via secure, one-time card # sent to vendor**
 - **ACH: electronic payments direct to approved bank account**
 - **Wire - electronic wire transfer for non-US bank locations**
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Payment Terms

- **Terms of payment begin when the invoice is posted in AP**
 - **(excludes EDI and non-PO)**
- **Changes to Terms of payment must be discussed with the Sourcing Manager**
- **Accounts Payable cannot discuss/change payment terms**