

## BSC Suppliers | How to Check on your Invoice

1. Access the PO in Ariba Network.
  - a. If you are a full-use supplier, the PO will be in your Inbox
  - b. If you are a light account supplier, you will need to use the original PO email to access the PO.
2. Look for the Invoice links in the Purchase Order under Related Documents:

Purchase Order: 7000003172 Done

Create Order Confirmation  Create Service Sheet  Create Invoice

**From:**  
Boston Scientific  
PO Box: 9188  
Accounts Payable Dept  
Accounts Payable Dept  
PO Box: 9188  
Canton, MA 2021  
United States

**To:** TEST  
100 Boston Scientific Place  
Marlborough, MA 01749  
United States  
Phone:  
Fax:  
Email: NoReplyAribaCS@ariba.com

**Purchase Order (Invoiced)**  
7000003172  
Amount: \$3,000.00 USD  
Version: 1

**Payment Terms**   
NET 30

**Comments**  
Comment Type: Terms and Conditions  
Body:====> SHIPPING TERMS <====  
Boston Scientific requires use of our freights accounts.  
For US domestic shipments under 150lbs, use specified FedEx Account noted below by location.  
For ship ... [View more](#)

**Other Information**  
Company Code: 1000  
Purchasing Unit Name: All

Routing Status: Acknowledged  
Related Documents: 1810-4  
 1810-3  
 1810-2  
[More\(2\)](#) »

3. Click the Invoice Number to access the invoice

Invoice: INV-3200 Done

**Standard Invoice**

<b>Status</b>		<b>Subtotal :</b>	<b>\$4,200.00 USD</b>
Invoice: Approved		Total Tax :	\$0.00 USD
Routing: Acknowledged		Total Gross Amount :	\$4,200.00 USD
Invoice Number : INV-3200		Total Net Amount :	\$4,200.00 USD
Invoice Date : Saturday 20 Oct 2018 11:14 AM GMT-04:00		Amount Due :	<b>\$4,200.00 USD</b>
Original Purchase Order : 7000003179			
Submission Method : Online			
Origin : Supplier			
Source Document : Order			

Check the Invoice Status and Routing

4. If the Invoice is Approved and Acknowledged, click the Scheduled Payments tab at the top (highlighted).

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Invoice: INV-3200 Done

[Create Line-Item Credit Memo](#) [Copy This Invoice](#) [Download PDF](#) [Export cXML](#)

[Detail](#) [Scheduled Payments](#) [History](#)

Payment Proposal	Received Date	Accepted Date	Planned Payment Date	Method	Original Amount	Discount	Adjustment	Amount Due	Status	Action
PAYINV-3200-6315	20 Oct 2018	20 Oct 2018	19 Nov 2018	Other	\$4,200.00 USD	\$0.00 USD	\$0.00 USD	\$4,200.00 USD	Scheduled	

5. The payment information is displayed. You can click the Payment Proposal to get more data:

Scheduled Payment: PAYINV-3200-6315 Done Previous

[Print](#) [Export cXML](#)

[Detail](#) [Payment History](#) [History](#)

### Payment Information

Scheduled Payment Date: 19 Nov 2018  
Payment Method: Other  
Invoice ID: INV-3200

**PAYMENT PROPOSAL**  
PAYINV-3200-6315 (Scheduled)  
Original Amount: \$4,200.00 USD  
Discount Amount: (\$0.00 USD)  
**Amount Due: \$4,200.00 USD**  
Settlement on: 19 Nov 2018

### Payment Timeline

The timeline shows the following events:

- Day 0:** Invoice Approved, Payment Proposal Received (20 Oct 2018), Invoice Created (\$4,200.00 USD, 20 Oct 2018).
- Day 9:** (Marked with a green arrow).
- Day 30:** Original Due Date (19 Nov 2018).