How to View Supplier Remit Addresses

1. From the OK Corral home page select the for a Suppliers.





(Supplier Management) icon -> Manage Suppliers -> Search

2. Type your supplier name in the search field and press "Go".

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1	Supplier Management > Manage Suppliers > Search for a Suppli	er 🗢 🗦 Suppliers			DLogout
	Search	STC Business World			
		Enter search terms such as Legal Company Name or Supplier	ID,		
Â					
2					
R					

3. Select your supplier from the list (Active suppliers are marked with a 🗹 and inactive suppliers with a 본).



4. Choose "Addresses" under the "Contacts and Locations" section.

2	Stc Business World Inc 🍕	Supplier Details 🥴 ?			? II	iternal Notes	Q ?
11 24	Supplier NumberA19011399Registration StatusNoneView Supplier Registration	In NetworkActiveNon-Catalog	Stc Business Wor Legal Name DBA Aliases	Id Inc Stc Business World Inc Stc Business World Inc -		There are no Internal Notes to display.	
1 2	About		Supplier No. 3rd Party Ref No.	A19011399 -			
<u>16.</u>	Supplier 360 Summary		Date of Last Order Diversity	11/7/2016 -			
();	General Supplier Classes	Business Description	Registration Status	None			
0	System Settings Contacts and Locations	There is no business descr	There is no business description available for this supplier.				
	Addresses Fulfillment Cent						
	Workflow and Review >						

5. Select the address you wish to view from the list.

Supplier Number A1901139	Add an Address Show Inactive Add	Add an Address Show Inactive Addresses					
Registration status None	Select an Address	Address Information					
View Supplier Registration	PO Purchase Order 1 (Primary Fulfillm	ent) Name	AP Accounts Payable 1				
	AP Accounts Payable 1 (Primary Remit	ttance) Address Type	Remittance				
About	AP Accounts Payable 2 (Remittance)	Address ID	AP Accounts Payable 1 Edit				
Contacts and Locations	AP Accounts Payable 3 (Remittance)	3rd Party ID	No Value Edit				
Contacts and Locations		Active	$\mathbf{\nabla}$				
Contacts		Primary	1				
Addresses		Country	United States 🗸				
Fulfillment Centers		Street Line 1	Po Box 2660				
Workflow and Review		Street Line 2					
Legal and Compliance	2	Street Line 3					
eProcurement	>	City/Town	Little Rock				
iew History		State/Province	AR				
iew Email Logs		Postal Code	72203-2660				
		1000	Example: 12345-6789				
		Phone	1 888 3246760				
			Phone Country Code, Area, Phone Number, Phone Extension				
		Toll Free Number					