



GSK Supplier Portal

Supplier Guide

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Introduction

This Document describes the use of the GSK Supplier Portal, where GSK Suppliers can logon and view/amend their own master data as held by GSK. This will ensure the quality of the data we hold for you.

The data that can be managed directly by Suppliers includes username, password, company name, address details, banking information, tax information, contact details, purchase order and remittance email addresses.

Further help is available via links given at the end of this guide.

Please note: Supplier Portal is not self-registration, instead via GSK invitation for both new and existing Suppliers.

The GSK Supplier Website

The GSK Supplier Portal is hosted on the GSK home page at <https://supplier.gsk.com>

The website is an information centre designed for all GSK Suppliers of goods and services, whether a current Supplier or a potential Supplier.

The site contains details on becoming a Supplier, getting paid, e-Invoicing, contact information, Supplier policy documentation together with areas on social responsibility and Supplier Diversity.



GSK Suppliers



Do you have the next Consumer Health idea? Submit your idea on our Consumer Healthcare Innovation site

Let's work together to help people do more, feel better, live longer

The GSK Supplier site is an information centre designed for our current and prospective suppliers

Supplier Portal Login

Username *

Password *

Log On

Not got an account?Click Here to find out more...

Logon Problems?**Get Support**

Supplier Registration

Initial Contact

Whilst anyone can view the GSK Supplier website, access onto the Supplier Portal area is restricted to Suppliers that receive an invitation from GSK.

As part of the invitation process, suppliers will receive two separate emails. An invitation to register on the GSK supplier portal and a temporary password required to enable registration.

Registration email from GSK

Dear Alan Smith

Please register on the GSK Supplier Portal.

This portal will enable you to maintain your own company data and assist GSK in paying your organisation promptly and accurately.

***** WHAT YOU NEED TO DO TO REGISTER *****

Please click [Registration Link](#) to begin, for guidance have a look at our [Quick Registration Guide](#).

Your temporary password has been sent in a separate email.

Registration will take around 15 minutes to complete.

If you need any help you can contact us by clicking [Here](#).

***** AFTER REGISTRATION *****

Once Registered use your supplier contact email address as the username and the password that you created during registration to login <https://supplier.gsk.com/iri/portal/>.

Best regards,

GSK Supplier Registration Team

Temporary Password email from GSK

Dear Alan Smith,

Your temporary password is: D\ByJQ/gd5

Please use this password and the registration link we sent in the registration email, to register on the GSK Supplier Portal.

If you need help have a look at our [Quick Registration Guide](#) or contact us by clicking [Here](#).

Best regards,

GSK Supplier Registration Team

Registration process on the GSK Supplier Portal

Important note: To ensure successful registration, complete all steps of this section:

1. Open the “please register on the GSK supplier portal” email
2. Click the Registration Link within the email
3. Copy the temporary password provided in the “GSK supplier portal – temporary password” email and paste it into the Password field highlighted below

GSK Supplier Portal

User: *

AW9HDGMB6SJR

Password: *

|

Log On

[Change Password](#)



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GSK Supplier Portal

User: *

Password: *

[Change Password](#)



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4. Click **Log On**

The Supplier Registration page will display, key information, First Name, Last Name, Country, Phone number, e-mail and e-mail language

Please Note: The User email address detailed in this section, will be the username needed to log on to the supplier.gsk.com portal following registration together with the password you setup in this section

Supplier Contact Registration

Welcome to the User Registration page.
After you have filled out the required fields, you will be created as an administrator user for your company.
* Fields marked with an asterisk are mandatory

Supplier Contact Information

First Name:	<input type="text" value="Alan"/>	Country:	<input type="text" value="United Kingdom"/>
Last Name:	<input type="text" value="Smith"/>	Phone Number / Extension:	<input type="text" value="01312258090"/>
Department:	<input type="text" value=""/>	E-Mail:	<input type="text" value="alan@scottishmotors.co.uk"/>
	<input type="button" value="v"/>	E-Mail Language:	<input type="text" value="English"/>

Create Your Administrator Account

* User:	<input type="text" value="alan@scottishmotors.co.uk"/>	<input type="text" value=""/>
* New Password:	<input type="password" value=""/>	<input type="password" value=""/>
* Confirm Password:	<input type="password" value=""/>	<input type="password" value=""/>

Formats and Settings

Date Format:	<input type="text" value="DD.MM.YYYY"/>	<input type="button" value="v"/>
Decimal Format:	<input type="text" value="1.234.567,89"/>	<input type="button" value="v"/>
Time Zone:	<input type="text" value=""/>	<input type="button" value="v"/>

GSK Terms of Use

- I have read, understood and agreed to the [GSK Supplier Portal Terms of Use](#) .
- I have read and understood the [Privacy Notice](#)

5. Enter a New Password and confirm

Password Restrictions

To ensure security of your company account, your password must follow certain rules. Your new password must:

- Contain a minimum of 8 characters
- Contain at least one upper case letter (A-Z)
- Contain at least one numeric character (0-9)

GSK policies prevent the use of certain words as your system password. These include generic terms such as “Welcome” and the use of consecutive numbers such as “123”.

If you see the error message **! Errors: Password is in exception table**, you must choose a different password.

6. Change formats and settings as required
7. Confirm that you have read, understood and agree to the GSK Supplier Portal Terms of Use
8. Confirm that you have read and understood the Privacy Notice

Supplier Contact Registration

Welcome to the User Registration page.
After you have filled out the required fields, you will be created as an administrator user for your company.
* Fields marked with an asterisk are mandatory

Supplier Contact Information

First Name:	<input type="text" value="Alan"/>	Country:	<input type="text" value="United Kingdom"/>
Last Name:	<input type="text" value="Smith"/>	Phone Number / Extension:	<input type="text" value="01312258090"/>
Department:	<input type="text" value=""/>	E-Mail:	<input type="text" value="alan@scottishmotors.co.uk"/>
		E-Mail Language:	<input type="text" value="English"/>

Create Your Administrator Account

* User:	<input type="text" value="alan@scottishmotors.co.uk"/>
* New Password:	<input type="password" value=""/>
* Confirm Password:	<input type="password" value=""/>

Formats and Settings

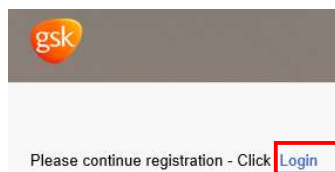
Date Format:	<input type="text" value="DD.MM.YYYY"/>
Decimal Format:	<input type="text" value="1.234.567.89"/>
Time Zone:	<input type="text" value=""/>

GSK Terms of Use

I have read, understood and agreed to the [GSK Supplier Portal Terms of Use](#) .

I have read and understood the [Privacy Notice](#)

9. Click **Create**
10. Click **Login**



Your company information is now displayed – click **Edit** to update your company data



- Company
- Company Data**
- Attachments
- Certificates
- Employee
- Tasks
- Qualifications

Edit

Supplier General Information

Section Help

Data Up-to-Date:

* Company Name:

Other Name:

Legal Name (if different):

D-U-N-S Number:

ERP Vendor:

* Language:

Website Address:

* Currency:

Tungsten ID number:

Ariba Network ID number:

1. Click **Edit** to update the company information in the **Company Data** screen
2. Notice mandatory fields marked with asterisk * (Company Name, Language and Currency) in the Supplier General Information section
3. Update Address information, address should match to your tax documentation i.e. W8/W9

Supplier Address

Section Help

Building / Floor: / Room: PO Box Address

House Number: / * Street: Please provide the info

Street 2:

Street 3:

* City: / * Postal Code:

District:

* Country:

Region:

PO Box:

Other Country:

Other City: / Postal Code:

PO Box Without Number

Communication

Section Help

* Preferred Communication Method:

E-Mail Address	Purchase Order E-Mail Address
<input type="text"/>	<input type="text"/>
No result found	
New Line	
Remittance Advice E-Mail Address: <input type="text"/>	

Phone Number	Extension	Country	Standard Number
No result found			
New Line			
Fax Number			
Extension			
Country			
Standard Number			
No result found			
New Line			

4. Complete the mandatory field (Remittance Email Address) in the Communication section

Update Banking and Tax Details

Bank and Tax Details

Section Help

Country	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	SWIFT Code
United Kingdom							

New Line

Tax Type	Tax Number

New Line

To enter new bank details:

1. Country is set to United Kingdom but this can be changed via the dropdown
2. Key fields which MUST be completed Refer to the section “**Bank Country Specific Information**” in this document
3. When entering IBAN enter without spaces
4. Any fields not required will be greyed out

Fields Description:

Country	Country where the bank is located
Bank Key	Numeric or alphanumeric branch identifier
Account Number	Supplier bank account number
Control Key	Key for checking the combination of bank number and bank account number (only required for some countries)
Bank Reference	For countries with long bank account numbers, enter remaining digits
Account Holder	Company name of the Supplier (enter without any special characters)
IBAN	International account number (enter without spaces)
Swift Code	Unique identifier for a bank used for international payments (auto populated field cannot be entered)

To enter tax details:

1. Select tax type from the dropdown
2. Enter tax number in the Tax Number field

Note:

- VAT Registration Number must be prefixed by the 2-letter country code
- For North America, the Social Security Number entered will be masked

Saving & Submitting the data entered

1. Once all company data has been entered – **click Submit** (the Edit button at top of screen has toggled to Submit).



When clicking Submit this saves and submits the data entered to GSK for approval. The record is “locked” and no further changes can be made until changes submitted are processed by GSK

2. Click **Display** to view the changes in progress

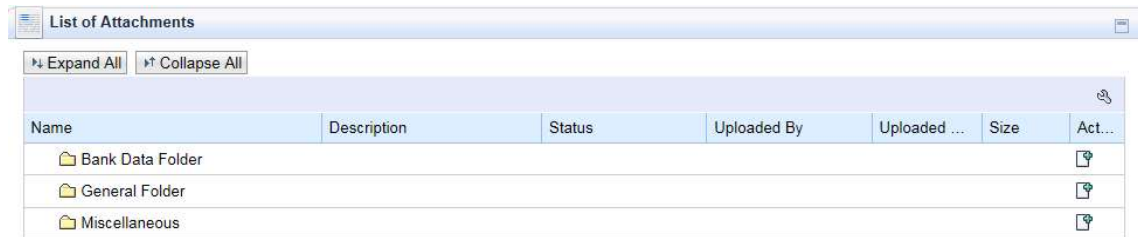
****Remember to Add - Bank & Tax Supporting Information in non-editable format such as pdf**

Banking supporting information - bank statement, bank book or alternatively company letterhead in PDF format detailing the bank details can be provided.

Tax supporting information – W9 domestic supplier providing services in US, W8 international supplier providing services in US, VAT registration certification for Europe

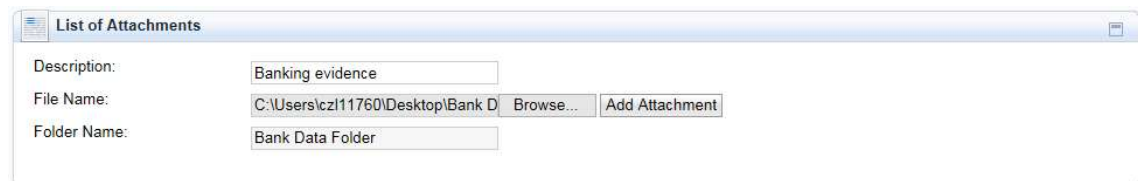
To Attach Bank & Tax Supporting Information

1. Click on **Attachments** from the left hand side navigation bar
2. Click the **Add Attachment** button against the bank data folder



3. Enter text in the Description field
4. Click **Browse** to locate the required file
5. Click **Add Attachment** to complete the process

Note: Attached documents are sent to GSK for approval



Your registration is now completed and awaiting GSK review

Updating Login Information

Updating your own Login Details

To change your name or email address:

1. Log in to supplier portal – <https://supplier.gsk.com>
2. Follow the menu path **Supplier Contact > Employee > Own Data**
3. Change your name and/or email address
4. Click **Save** to send the change to GSK
Once approved, the user account will be updated and the new email can be used

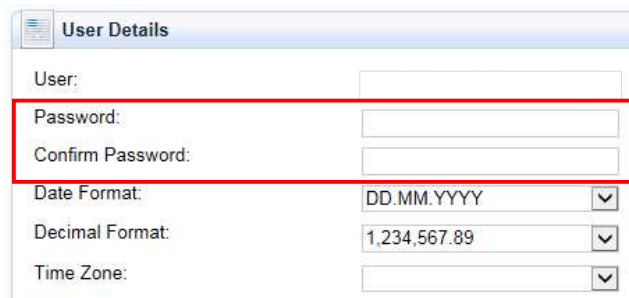


Title:	<input type="text"/>
First Name:*	<input type="text"/>
Last Name:*	<input type="text"/>
Department:	<input type="text"/>
Language:*	English
E-Mail:*	<input type="text"/>
Country:*/ Phone Number:*/ Extension:	United Kingdom
Country: / Fax Number: / Extension:	<input type="text"/>

Changing your Password

To change your password:

1. Log in to supplier portal – <https://supplier.gsk.com>
2. Follow the menu path **Supplier Contact > Employee > Own Data**
3. Enter a new password



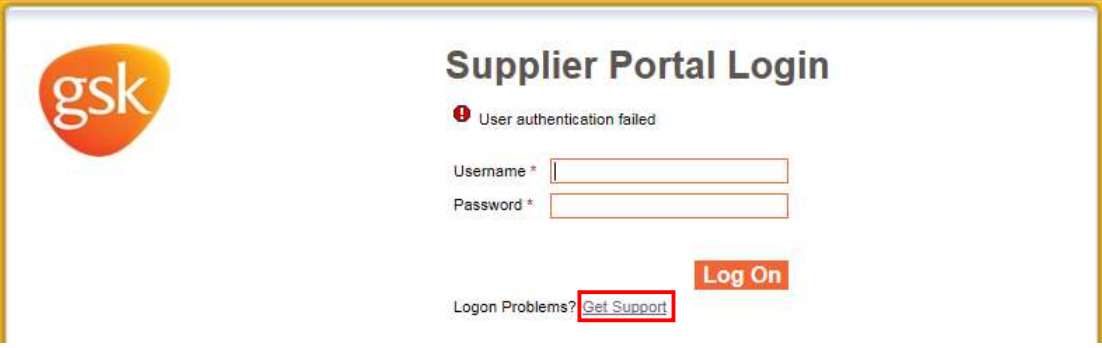
User:	<input type="text"/>
Password:	<input type="text"/>
Confirm Password:	<input type="text"/>
Date Format:	DD.MM.YYYY
Decimal Format:	1,234,567.89
Time Zone:	<input type="text"/>

4. Click **Save**

Re-setting your Password

To reset your password (e.g. if you have forgotten it):

1. Click the **Get Support** link on the Supplier Logon page - <https://supplier.gsk.com>



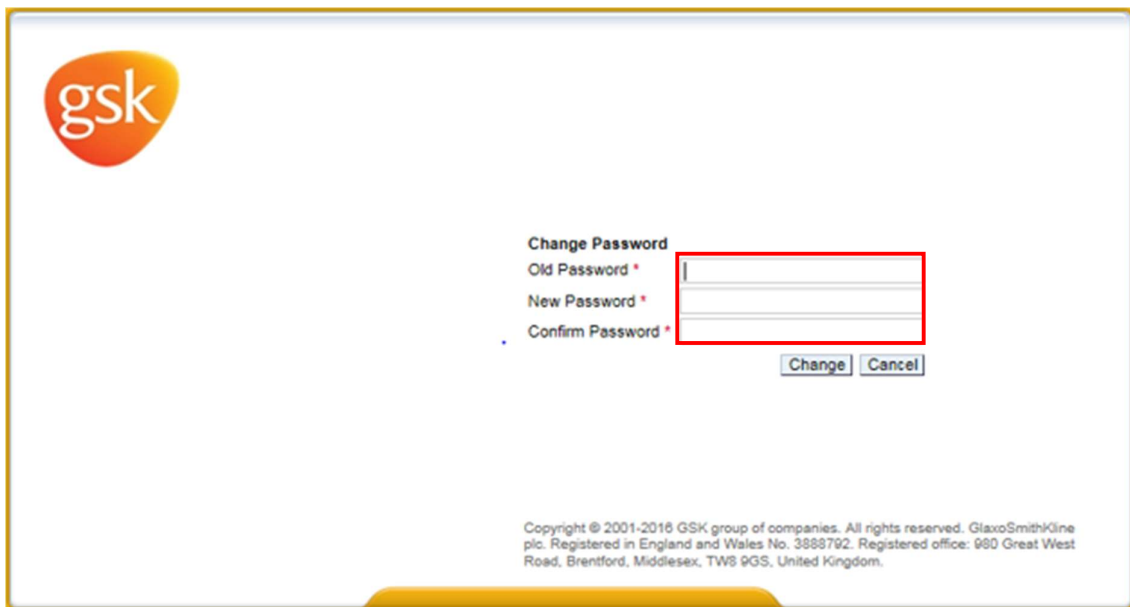
The screenshot shows the 'Supplier Portal Login' page. On the left is the GSK logo. The main heading is 'Supplier Portal Login'. Below the heading, there is a red error message: 'User authentication failed'. Underneath, there are two input fields: 'Username *' and 'Password *'. To the right of these fields is a red 'Log On' button. Below the input fields, there is a link for 'Logon Problems?' which is highlighted with a red box and labeled 'Get Support'.

2. Enter the email address that you use to log on to the Supplier portal in the **Logon ID** field
3. Re-enter your email address in the **E-Mail** field
4. Click **Submit**
5. Click **Continue**
An email with a new temporary password will be sent.



The screenshot shows a dialog box titled 'Having trouble logging in?'. Below the title bar, it says 'Provide the following information to receive a new password'. There are two input fields: 'Logon ID: *' and 'E-Mail: *'. Below the fields are two buttons: 'Submit' and 'Cancel'.

6. Return to the Supplier Logon page - <https://supplier.gsk.com>
7. Enter the email in the **Username** field
8. Enter the new temporary password
9. Click **Log on**
The Change Password screen will then be displayed



gsk

Change Password

Old Password *

New Password *

Confirm Password *

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10. Enter the temporary password that was sent to you into the Old Password field
11. Choose a new password and enter it in the New Password and Confirm Password fields.
Refer to the section “Password Restrictions” in this document for help creating a suitable password
12. Click **Change** to save the changes
This will automatically re-direct you to the Supplier Portal where you will be able to log on using the new password you have created

Maintaining Company Data

The GSK Supplier Portal holds a range of information, logically grouped under the following headings:

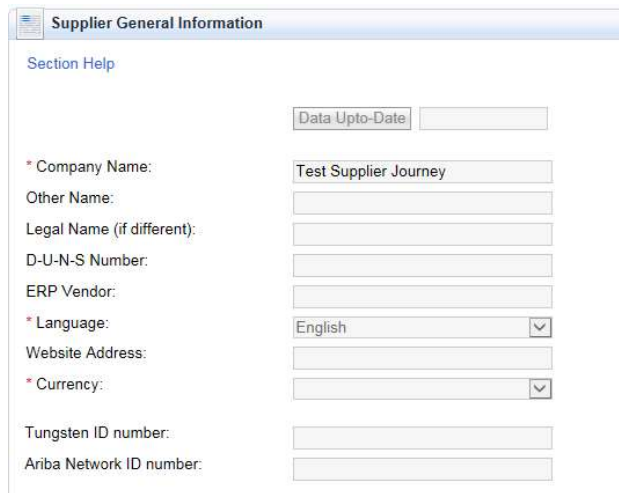
- Supplier General Information
- Supplier Address
- Communication
- Bank and Tax Details

To update Company Data:

1. Log on to the Supplier Portal – <https://supplier.gsk.com>
2. Click **Edit** to change/update the company data
3. Ensure all mandatory fields marked with a red asterisk (*) are completed
4. Click **Submit** when all sections are completed

Note: Once saved the data is sent to GSK for review and your record is “locked”. You will not be able to make further changes to the company data until changes are processed by GSK

Supplier General Information



The screenshot shows a web form titled "Supplier General Information". At the top left, there is a "Section Help" link. Below it, there is a "Data Upto-Date" label and an empty text box. The form contains several fields, some of which are marked with a red asterisk (*) to indicate they are mandatory. The fields and their current values are:

Field Label	Value
* Company Name:	Test Supplier Journey
Other Name:	
Legal Name (if different):	
D-U-N-S Number:	
ERP Vendor:	
* Language:	English
Website Address:	
* Currency:	
Tungsten ID number:	
Ariba Network ID number:	

Key fields

Other Name: Leave blank or Use for the continuation of company name

Legal Name: Leave blank or if “doing business as” enter legal name shown on W9 in this field

ERP Number – Populated once registration completed

Currency – Purchase order currency determined at time of registration

Tungsten ID and Ariba ID – data collection only. Registration on specific portals is required.

Supplier Address

Supplier Address

Section Help

Building: / Floor: / Room:

House Number: / * Street: Central

Street 2:

Street 3:

* City: / * Postal Code: Bielefeld 33615

District:

* Country: Germany

Region:

PO Box Address

PO Box:

Other Country:

Other City: / Postal Code:

PO Box Without Number:

Important Note for the USA, Canada and Puerto Rico only

When saving an update to any of the following fields, Street, City, Country, Postal Code, or Region, the Vertex interface will check the data entered and return the Tax Jurisdiction code. For USA Suppliers, the address will be 'cleansed', leading to the following message:

Messages

Information: Address cleansed using Vertex tool

Information: Changes are in approval; editing is currently not possible

Supplier Communication Details

Communication

Section help

Preferred Communication Method:* E-Mail

E-Mail Address Purchase Order E-Mail Address

No result found

New Line

Remittance Advice E-Mail Address:*

Phone Number Extension Country Standard Number

No result found

New Line

Fax Number Extension Country Standard Number

No result found

New Line

To update Remittance Advice E-Mail Address:

1. Enter/overwrite data in the remittance field

To Create/Update Purchase Order E-Mail Address

1. Click **New Line** under E-Mail Address
2. Enter the PO email address – a radio button will be visible showing that this is selected as **Purchase Order E-Mail Address**

E-Mail Address Purchase Order E-Mail Address

sales@test.com

New Line

Note:

- Only one email address can be maintained for purchase order and one for remittance
- If no purchase order email address is maintained the remittance advice email will be set for Purchase Orders (POs) transmission

Attachments

This section contains details of Attachments that you have uploaded.

To access the Attachments section, follow the menu path:

Supplier Contact > Company > Attachments

Supporting attachments must be loaded to support banking information and tax information

Banking supporting information - bank statement, bank book or alternatively company letterhead in PDF format detailing the bank details can be provided.

Tax supporting information – W9 domestic supplier providing services in US, W8 international supplier providing services in US, VAT registration certification for Europe

Three folders are maintained for document upload and storage as part of the supplier record. All attachments loaded will be subject to approval by the GSK Supplier Maintenance team.

Name	Description	Status	Uploaded By	Uploaded ...	Size	Act...
Bank Data Folder						[Add]
General Folder						[Add]
Miscellaneous						[Add]

To upload an attachment, click on the action button, browse and click on the file you wish to attach, add a file description and click Add Attachment

Once the files are upload you can expand the folder to see the attachments and whether these have been approved

Name	Description	Status	Uploaded By	Uploaded ...	Size	Act...
Bank Data Folder						[Add]
letterhead.pdf	banking supporting information New (Pending Appro...		Alan Smith	09.07.2021 1...	30 kB	[Add]
General Folder						[Add]
Miscellaneous						[Add]

Certificates

This section contains details of Certificates that you should upload.

To access the Certificates section, follow the menu path:

Supplier Contact > Company > Certificates

Certificates may be mandatory or optional. You will receive an email notification requesting the upload of missing documentation in the following cases:

- New requests for Certificate(s)
- When an existing Certificate is nearing expiry or has expired, and a replacement has not been provided
- Reminders that a Certificate has been set to mandatory and is yet to be provided

Certificate	Valid To	Expires In	Status	Act...
No result found				

To upload a Certificate:

1. Click the **Upload Certificate** button against the relevant Certificate Type
2. Enter text in the required field
3. Click the **Browse** button to locate the certificate
4. Click the **Upload Certificate** button to complete the process

Attached certificates are subject to approval by GSK

Upload Certificate

Certificates : Mexico Domestic Withholding Tax

* Certificate Name: Withholding Tax

Issued By:

* Valid To: 19.10.2018

Never Expires

File Description: Withholding Tax Certific:

File Name: Tax Certificate.pdf

Comment: Current certificate

Note: If the certificate area is not available on the portal for your company please upload withholding tax certificates under attachments general folder – previous section above.

Maintaining Employee Data

Own Data

The Own Data section contains your contact details. To access the section, follow the menu path:

Supplier Contact > Employee > Own Data

Data is logically grouped under the following headings:

- Supplier Contact Details
- User Details

Own Data always defaults as open in Edit mode.

To update the information:

1. Review the information and make changes/update the data as required.
Mandatory fields are marked with a red asterisk (*)

Supplier Contact Details

Title:

First Name:*

Last Name:*

Department:

Language:*

E-Mail:*

Country:* / Phone Number:* / Extension:

Country: / Fax Number: / Extension:

User Details

User:

Password:

Confirm Password:

Date Format:

Decimal Format:

Time Zone:

Roles

	Role Name
<input checked="" type="checkbox"/>	Supplier Contact

Notifications

	E-Mail Notification
<input type="checkbox"/>	Notification About Qualification Request
<input checked="" type="checkbox"/>	Notification About Changes to Supplier Company Data
<input checked="" type="checkbox"/>	Notification About Changes to Supplier Contact Persons/Employees
<input type="checkbox"/>	Notification About Task

Important Note: Ensure the Supplier Contact check box is always selected

2. Once completed, click [**Save**]

Important Note: Once all updates/changes have been saved the system may take a few seconds to issue the confirmation message, please wait and do not click the [**Save**] button again

The system will deliver a confirmation message that changes are in approval and further editing is not possible – your record is “locked”. You will not be able to make further changes until changes are processed by GSK



If your updates are accepted, you will receive a confirmation email from GSK.

You may receive an email or phone-call from GSK if there are queries on your changes.

If your updates are rejected, you will receive an email with reasons for rejection. If you receive a rejection email, please review and re-submit any changes for approval.

Add a Contact Person

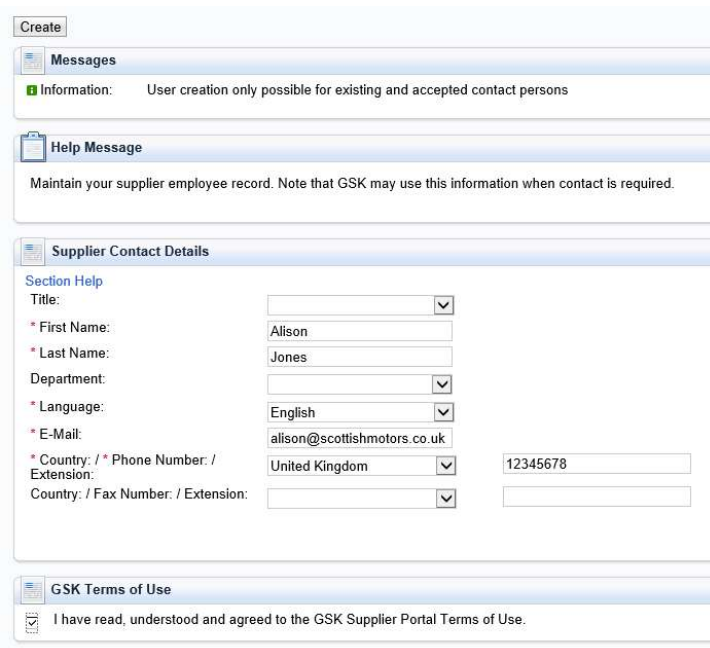
Additional contacts from your organisation can be added to the GSK Portal as contact persons.

Note: The initial contact person is registered as the Administrator for your organisation and is responsible for the initial setup of new contacts as described below.

To add a new contact person:

1. Follow the menu path:

Supplier Contact > Employee > Create Employee

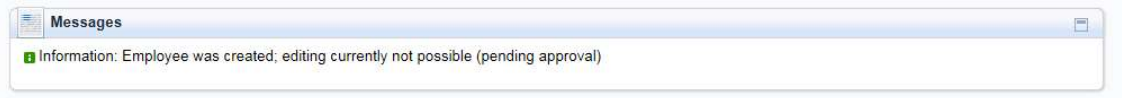
A screenshot of a web form titled "Create" for adding a new employee. The form includes several sections: "Messages" with an information message, "Help Message" with instructions to maintain the supplier employee record, "Supplier Contact Details" with a "Section Help" link and various input fields, and "GSK Terms of Use" with a checked checkbox. The input fields are: Title (dropdown), First Name (text: Alison), Last Name (text: Jones), Department (dropdown), Language (dropdown: English), E-Mail (text: alison@scottishmotors.co.uk), Country / Phone Number / Extension (Country: United Kingdom, Phone Number: 12345678), and Country / Fax Number / Extension (Country: dropdown, Fax Number: text field).

2. Enter the employee details

3. Review the Terms and Conditions placing a tick in the Confirm box if you agree to the Terms and Conditions

4. Click **[Create]**

A system message will be displayed as below, indicating that the new user record is “locked”. You will not be able to make changes until processed by GSK



- Once approved by GSK, the primary contact at your organisation (the Administrator) must create a temporary password for any newly added employee. Once saved, the email address of the new user will auto populate on the User Details screen. That person will then be able to access the system and select a password of their own

The screenshot shows the "User Details" form. It includes fields for User, Password, Confirm Password, Date Format (DD.MM.YYYY), Decimal Format (1.234.567,89), and Time Zone. Below these are sections for Roles and Notifications, each with a table of checkboxes.

Roles	
	Role Name
<input type="checkbox"/>	Supplier Contact

Notifications	
	E-Mail Notification
<input type="checkbox"/>	Notification About Qualification Request
<input type="checkbox"/>	Notification About Changes to Supplier Company Data
<input type="checkbox"/>	Notification About Changes to Supplier Contact Persons/Employees
<input type="checkbox"/>	Notification About Task

- If the new employee is also to become a Administrator, select the **Supplier Contact checkbox** in the Roles section. Also, tick any other checkboxes as required in the Notifications section

New Primary Contact/Administrator

If the existing primary contact administrator changes, a new contact must be created and assigned as a system Supplier Contact as described in the “Add a Contact Person” section above.

List of Employees

The List of Employees allows you to view who GSK can contact, as well as the status of the employee account.

- Unlocked – the Employee account can be edited
- Pending Approval – recent changes/updates have been submitted to GSK and further editing is not possible until the data is processed
- Updated – changes have been approved

The screenshot shows the "List of Employees" window with a table of employee records.

Actions	Status	Employee Name	User	E-Mail Address
	Unlocked	Alan Smith	ALAN@SCOTTISHMOTORS.CO.UK	alan@scottishmotors.co.uk
	Pending Approval	Susan Smith		susan@scottishmotors.co.uk
	Pending Approval	Alison Jones		alison@scottishmotors.co.uk

Other Features

Tasks – Not currently used

Qualifications – Not currently used

Viewing Purchase Orders and Invoices

Purchase orders and Invoices can be viewed via the Supplier Portal following registration.

On the navigation bar two tabs will be shown – Purchase Orders & Invoices and Credit Memos

- Click on the tab to view the information

The screenshot shows the 'Supplier Contact' page with a navigation bar containing: Supplier Contact, About us, Prospective suppliers, Existing Suppliers, Responsibility, Policies, and Supplier Diversity. The left sidebar lists: Company, Company Data, Attachments, Employee, Tasks, Qualifications, Purchase Orders, and Invoices and Credit Memos. The main content area shows the breadcrumb: Supplier Contact > Company > Company Data. An 'Edit' button is visible. The 'Supplier General Information' form includes the following fields:

Data Up-to-Date:	
Company Name:*	Max Formal Supplier
Legal Name (if different):	GMBH
D-U-N-S Number:	123456789
ERP Vendor:	9910117592
Language:*	English
Website Address:	
Currency:*	British Pound
Tungsten ID number:	TUNG123
Ariba Network ID number:	ARIBA1234

Purchase orders raised will be shown

The screenshot shows the 'Supplier Contact' page with a navigation bar containing: Supplier Contact, About us, Prospective suppliers, Existing Suppliers, Responsibility, Policies, and Supplier Diversity. The left sidebar lists: Company, Employee, Tasks, Qualifications, Purchase Orders, All, New, Changed, and Invoices and Credit Memos. The main content area shows the breadcrumb: Supplier Contact > Purchase Orders > All. Below the breadcrumb is a 'List of Purchase Orders' section with a table:

External Reference No.	Number	Name	Date	Total Value
4500328997	1000000021	PO	29.03.2017	16,000.00 USD
4500328994	1000000020	PO	29.03.2017	96,000.000.00 USD
4500328842	1000000012	PO	10.03.2017	32,160,000.00 USD
4500328841	1000000010	PO	10.03.2017	32,000,000.00 USD

- Click on the purchase order number to view the detail

Supplier Contact

Supplier Contact > Purchase Orders > All

- Company
- Employee
- Tasks
- Qualifications
- Purchase Orders
- All
- New
- Changed
- Invoices and Credit Memos

List of Purchase Orders > Display Purchase Order

Purchase Order: 4500328994

Display Document Flow | Print | Download

Communication and Collaboration

General Information

Basic Data

Purchase Order ID: 4500328994

Number: 1000000020

Name: PO

Date: 29.03.2017

Status: New

Follow-On Documents: 1

Terms of Payment

Payment in Days	Discount in %

Terms of Delivery

Incoterm	Location

No follow-on documents requested

Item Overview

Number	Short Text	Product	PO Quantity	Purchase Order Va...	Required on	Status
10	ABRA SPEAK 410 OC		1.000 each	18.000.000,00 USD	18.05.2017	New
20	ABRA SPEAK 410 OC		2.000 each	32.000.000,00 USD	20.07.2017	New
30	ABRA SPEAK 410 OC		3.000 each	48.000.000,00 USD	18.09.2017	New
Net Value (Unconfirmed Items)					0,00 USD	
Net Value (Confirmed Items)					98.000.000,00 USD	
Net Value (Total of all Items)					98.000.000,00 USD	

Invoice and Credit Memos processed will be shown

Supplier Contact

Supplier Contact > Invoices and Credit Memos > Invoices and Credit Memos

- Company
- Employee
- Tasks
- Qualifications
- Purchase Orders
- Invoices and Credit Memos
- Invoices and Credit Memos

Invoices and Credit Memos

Invoice no.:

Invoice Date From: 03.03.2017 To: 02.04.2017

Invoice Status:

Submit

List of Invoices and Credit Notes

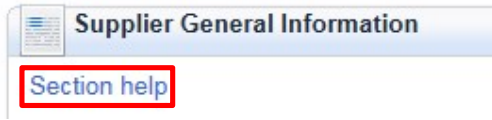
Invoice No.	Invoice Type	Invoice Date	Gross Amount	Invoice Currency	Invoice Status	Payment Due Date	Document No.	Payment Date	Company Code	Transaction Reference No.	SAP Vendor No.
	KS	10.03.2017	0,00		Rejected				DE01		9910117562
APPROVED	KS	10.03.2017	162,00	USD	Paid	09.04.2017	31000135	10.03.2017	DE01		9910117562
INV_REF	KS	10.03.2017	100,00	GBP	Approved	05.08.2017	31000138		DE01		9910117562
APPROVED_1	KS	09.03.2017	100,00	EUR	Received		31000138		DE01	AAAD00130008922	9910117562
129993	KS	10.03.2017	100,00	EUR	Approved	05.08.2017	31000137		DE01	AAAD00130008992	9910117562
NONPOINV1303_1	KS	13.03.2017	900,00	EUR	Received				DE01	22	9910117562
NONPOINV130301	KS	13.03.2017	900,00	EUR	Approved	05.08.2017	31000139		DE01		9910117562
TARAK	KS	10.03.2017	500,00	EUR	Approved	05.08.2017	31000140		DE01		9910117562

Page 1 of 1

Additional Help

Section Help

Section Help is available under each section heading on the portal. Section Help provides guidance on how to complete the information.



The Section help pages should display with a white background – if not please adjust your Internet web browser settings to show the background colour correctly.

GSK Supplier Website address:

<https://supplier.gsk.com>

Email Queries / Telephone

Please see relevant contact information for your country [here](#)

FAQs

How can I obtain a link to the Supplier Portal, if I forget to save it as a favourite?

The link is <https://supplier.gsk.com>

Why do I keep getting an error message when I try to login after initial registration?

This can occur if you try to login using the temporary password after you have registered. After initial registration, you must use your registered email address and the password you created during registration.

If the Supplier Contact changes at my company, how can I update this information?

Log on using the original user name, and then change the email address for the Supplier Contact in **Own Data**. Click **Save** to submit the change and once approved by GSK, the username will be updated with the amended email address.

How will I know if the changes/updates made to Company Information have been approved?

You will receive an approval email, or you can login and verify the amended information.

What happens to any changes made to company information that are rejected by GSK during the approval process?

You will receive a rejection email outlining the reason for rejection and all changes made by the Supplier Contact will be discarded.

I am unable to tick the Terms of Use and Privacy statements?

Please, change your browser from Firefox and repeat the steps.

Why is there a delay in approving the company data submitted?

You must ensure you upload supporting information for initial registration, this supporting information should be PDF format and include letterhead detailing banking information, vat/tax certification, for US W8/W9 required

Bank Country-specific Information

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Andorra	AD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Utd.Arab Emir.	AE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Afghanistan	AF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Antigua/Barbuda	AG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Anguilla	AI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Albania	AL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Armenia	AM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Dutch Antilles	AO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Angola	AQ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Antarctica	AR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Argentina	AS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Samoa, America	AT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Austria	AU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Australia	AW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Aruba	AX	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Azerbaijan	AZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Bosnia-Herz.	BA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Barbados	BB	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bangladesh	BD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Belgium	BE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Burkina Faso	BF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bulgaria	BG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Bahrain	BH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Burundi	BI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Benin	BJ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bermuda	BM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Brunei Daruss.	BN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bolivia	BO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Brazil	BR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Bahamas	BS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bhutan	BT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Bouvet Islands	BV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Botswana	BW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Belarus	BY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Belize	BZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Canada	CA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Coconut Islands	CC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Dem. Rep. Congo	CD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
CAR	CF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Rep.of Congo	CG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Switzerland	CH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Cote d'Ivoire	CI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cook Islands	CK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Chile	CL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cameroon	CM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
China	CN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Colombia	CO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Costa Rica	CR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cuba	CU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cape Verde	CV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Christmas Islnd	CX	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cyprus	CY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Czech Republic	CZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Germany	DE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Djibouti	DJ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Denmark	DK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Dominica	DM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Dominican Rep.	DO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Algeria	DZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Ecuador	EC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Estonia	EE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Egypt	EG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
West Sahara	EH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Eritrea	ER	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Spain	ES	Mandatory	Mandatory	Mandatory	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Ethiopia	ET	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Finland	FI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Fiji	FJ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Falkland Islnds	FK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Micronesia	FM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Faroe Islands	FO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
France	FR	Mandatory	Mandatory	Mandatory	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Gabon	GA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
United Kingdom	GB	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Grenada	GD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Georgia	GE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
French Guayana	GF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guernsey	GG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Ghana	GH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Gibraltar	GI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Greenland	GL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Gambia	GM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guinea	GN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guadeloupe	GP	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Equatorial Guin	GQ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Greece	GR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
S. Sandwich Ins	GS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guatemala	GT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guam	GU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guinea-Bissau	GW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Guyana	GY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Hong Kong	HK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Heard/McDon.Isl	HM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Honduras	HN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Croatia	HR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Haiti	HT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Hungary	HU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Indonesia	ID	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Ireland	IE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Israel	IL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Isle of Man	IM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
India	IN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Brit.Ind.Oc.Ter	IO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Iraq	IQ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Iran	IR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Iceland	IS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Italy	IT	Mandatory	Mandatory	Mandatory	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Jersey	JE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Jamaica	JM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Jordan	JO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Japan	JP	Mandatory	Mandatory	Mandatory	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Kenya	KE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Kyrgyzstan	KG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Cambodia	KH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Kiribati	KI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Comoros	KM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
St Kitts&Nevis	KN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
North Korea	KP	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
South Korea	KR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Kuwait	KW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Cayman Islands	KY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Kazakhstan	KZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Laos	LA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Lebanon	LB	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
St. Lucia	LC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Liechtenstein	LI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Sri Lanka	LK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Liberia	LR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Lesotho	LS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Lithuania	LT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Luxembourg	LU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Latvia	LV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Libya	LY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Morocco	MA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Monaco	MC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Moldova	MD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Montenegro	ME	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Madagascar	MG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Marshall Islnds	MH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Macedonia	MK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Mali	ML	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Burma	MM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Mongolia	MN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Macau	MO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
N.Mariana Islnd	MP	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Martinique	MQ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Mauretania	MR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Montserrat	MS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Malta	MT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Mauritius	MU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Maldives	MV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Malawi	MW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Mexico	MX	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Malaysia	MY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Mozambique	MZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Namibia	NA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
New Caledonia	NC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Niger	NE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Norfolk Islands	NF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Nigeria	NG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Nicaragua	NI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Netherlands	NL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Norway	NO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Nepal	NP	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Nauru	NR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Niue	NU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
New Zealand	NZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Oman	OM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Panama	PA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Peru	PE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Frenc.Polynesia	PF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Pap. New Guinea	PG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Philippines	PH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Pakistan	PK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Poland	PL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
St.Pier,Miquel.	PM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Pitcairn Islnds	PN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Puerto Rico	PR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Palestine	PS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Portugal	PT	Mandatory	Mandatory	Mandatory	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Palau	PW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Paraguay	PY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Qatar	QA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Reunion	RE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Romania	RO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Serbia	RS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Russian Fed.	RU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Rwanda	RW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Saudi Arabia	SA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Solomon Islands	SB	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Seychelles	SC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Sudan	SD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Sweden	SE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Singapore	SG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Saint Helena	SH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Slovenia	SI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Svalbard	SJ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Slovakia	SK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Sierra Leone	SL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
San Marino	SM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Senegal	SN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Somalia	SO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Suriname	SR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
South Sudan	SS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
S.Tome,Principe	ST	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
El Salvador	SV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Syria	SY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Swaziland	SZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Turksh Caicosin	TC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Chad	TD	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
French S.Territ	TF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Togo	TG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Thailand	TH	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Tajikistan	TJ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Tokelau Islands	TK	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
East Timor	TL	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Turkmenistan	TM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Tunisia	TN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Tonga	TO	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
East Timor	TP	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Turkey	TR	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only

Country	Country key	Bank Key	Account Number	Control Key	Bank Reference	Account Holder	IBAN	Swift Code
Trinidad,Tobago	TT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Tuvalu	TV	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Taiwan	TW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Tanzania	TZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Ukraine	UA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Uganda	UG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Minor Outl.Isl.	UM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
USA	US	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Uruguay	UY	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Uzbekistan	UZ	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Vatican City	VA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
St. Vincent	VC	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Venezuela	VE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Brit.Virgin Is.	VG	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Mandatory	Read-Only
Amer.Virgin Is.	VI	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Vietnam	VN	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Vanuatu	VU	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Wallis,Futuna	WF	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Samoa	WS	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Yemen	YE	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Mayotte	YT	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
South Africa	ZA	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Zambia	ZM	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only
Zimbabwe	ZW	Mandatory	Mandatory	Optional - Leave Blank	Optional - Leave Blank	Optional - Complete	Optional - Complete	Read-Only

