



Invoicing

Document Information

Document Title:	Invoicing
Effective From:	02.2026
Version:	1.0
Prerequisites:	POA, ASN

Table of Contents

- Document Information..... 1
- I. Purpose & Scope..... 2
- II. Invoice Information..... 2
- III. Process Steps / Procedure 2
 - 1. Accessing the Invoice Wizard: 2
 - 2. Header Information: 4
 - 3. Detail Information (Line Items): 6
 - 4. Charge Tab:..... 7
 - 5. Tax Tab: 8
 - 6. Summary of Entered Information: 9
 - 7. Resending Invoices:..... 12
- IV. Revision History 15



Invoicing

I. Purpose & Scope

The purpose of this document is to guide suppliers through the invoicing process in the Cor360 Supplier Portal. It ensures invoices are accurate, compliant, and submitted promptly for payment. The scope includes using the Invoice Wizard, entering header and line-item details, and adding charges or taxes as needed.

II. Invoice Information

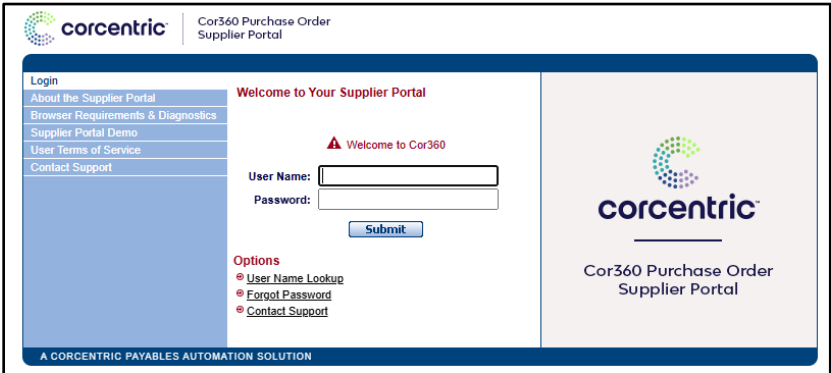
Invoicing notices:

- The Invoice Wizard will not be visible until you have completed the required steps such as a PO Acknowledgment and/or an Advance Ship Notice.
- If you have not sent an Advance Ship Notice for each of the lines you will not be able to invoice. For example, if a PO has 5 lines and you have sent an ASN for 2 of lines those are the only lines you will be able to invoice.

III. Process Steps / Procedure

1. Accessing the Invoice Wizard:

1.1 Log into [Corcentric: Cor360 Purchase Order Supplier Portal](#) with login credentials



1.2 Click the **Inbox** heading



Invoicing

PLASTIC MOLDING MANUFACTURING 1.2

Cor360 Purchase Order Supplier Portal

Main | **Inbox** | Outbox | Draft | Archive | User Management

Main Page

- About the Supplier Portal
- FAQs
- Use A Form
- Archived Messages

Welcome to Your Supplier Portal

Inbox

- Unread: 150
- Read: 128
- Total: 278

Outbox

- Unacknowledged: 15
- Acknowledged: 212
- Total: 227

Tips

If you are a first-time Supplier Portal user, please take a minute to look through the online help. To access the online HELP, click here or click help above at any time. The HELP section provides details and instructions to assist you in using the Supplier Portal.

User Management

- Change Password
- Change Contact Info
- Change Email Address

Links

- Download Acrobat Reader

A CORCENTRIC PAYABLES AUTOMATION SOLUTION

1.3 Enter Document Reference number for PO/Updated PO in Search bar or locate Document under Document name column

PLASTIC MOLDING MANUFACTURING

Cor360 Purchase Order Supplier Portal

Main | **Inbox** | Outbox | Draft | Archive | User Management

Inbox Filter: Read, Unread, View All

Options: Check New Documents, View All Documents

Key: Read Document, Restored Document, Original PO, Unread Document, Remittance Information, PO Acknowledgement Detail, Parent PO's, Admin Status Change, Invoices/ASNs

Page 1 of 7 | Total 206 records | All Document Types | Search by Document Name: [] Search

Options	Trading Partner	Document Name	Status	Document Type	Date Received	None
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002107	read	Purchase Order Change (Acknowledged)	11/26/2025 1:24 PM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	D482107122	unread	Purchase Order Change	11/26/2025 9:52 AM	<input type="checkbox"/>
[icon]	Solventum Thailand LM (BERLIN)	4500002315	read	Purchase Order (Acknowledged)	11/26/2025 8:50 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500200008	unread	Purchase Order	11/26/2025 5:24 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500200005	unread	Purchase Order	11/26/2025 5:24 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500200007	unread	Purchase Order	11/26/2025 5:24 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500200006	unread	Purchase Order	11/26/2025 5:24 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	D482107122	unread	Updated Purchase Order	11/26/2025 3:22 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002079	read	Purchase Order Change (Acknowledged)	11/25/2025 1:40 PM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500200001	unread	Purchase Order	11/25/2025 10:08 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002275	read	Purchase Order (Acknowledged)	11/24/2025 4:34 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002236	read	Purchase Order (Acknowledged) (ASN)	11/19/2025 11:06 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002107	read	Updated Purchase Order (Acknowledged)	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002101	unread	Purchase Order	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002079	read	Updated Purchase Order (Acknowledged)	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500001994	read	Purchase Order (Acknowledged)	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500001906	read	Purchase Order (Acknowledged)	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500002102	unread	Purchase Order	11/14/2025 11:00 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100338	unread	Purchase Order	11/3/2025 1:10 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100331	unread	Purchase Order	10/30/2025 5:10 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100330	unread	Purchase Order	10/30/2025 4:10 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100328	unread	Purchase Order	10/29/2025 3:10 PM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100327	unread	Purchase Order	10/29/2025 3:10 PM	<input type="checkbox"/>
[icon]	Solventum	200000079	read	Remittance Advice	10/28/2025 10:19 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100100	unread	Purchase Order Change	10/27/2025 12:10 PM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100100	unread	Purchase Order Change	10/27/2025 11:10 AM	<input type="checkbox"/>
[icon]	Solventum Poland Manufacturing Sp. z o.o. (BERLIN)	4500001398	unread	Purchase Order	10/24/2025 7:56 AM	<input type="checkbox"/>
[icon]	Solventum US Opco LLC (BERLIN)	4500100314	unread	Purchase Order	10/24/2025 1:10 AM	<input type="checkbox"/>

1.4 Click Icon in the options column to view PO

PLASTIC MOLDING MANUFACTURING

Cor360 Purchase Order Supplier Portal

Main | **Inbox** | Outbox | Draft | Archive | User Management

Inbox Filter: Read, Unread, View All

Options: Check New Documents, View All Documents

Key: Read Document, Restored Document, Original PO, Unread Document, Remittance Information, PO Acknowledgement Detail, Parent PO's, Admin Status Change, Invoices/ASNs

Page 1 of 1 | Total 1 record | All Document Types | Search by Document Name: 4500100327 Search

Options	Trading Partner	Document Name	Status	Document Type	Date Received	None
[icon]	Solventum US Opco LLC (BERLIN)	4500100327	Unread	Purchase Order	10/29/2025 3:10 PM	<input type="checkbox"/>



Invoicing

1.5 Once clicked, the PO will open to view

1.6 Scroll to the bottom of the PO and click on **Invoice Wizard**

2. Header Information:

2.1 Fill in the below details:

- a) **Invoice Number (Required):** Enter a unique invoice number. Note: Cannot send dashes, slashes, spaces, period, or any other special character in the invoice number.
- b) **Invoice Date (Required):** Enter the Invoice date using the MM/DD/YYYY format. Please note you cannot future date your invoice, and you may not back-date your invoice more than 365 days.
- c) **Transaction Type (Required):** Choose either PRODUCT (OR SERVICE) INVOICE or CREDIT MEMO from the drop-down menu.
- d) **Delivery Requested:** Defaults to the date on the PO.
- e) **Total Invoice Amount (Required):** Enter in the total invoice amount for your invoice including extra charges and tax (s). We will use that total to compare what you entered and what our system calculated on the summary screen. If the total's do not match you will need to return to this step and fix the total invoice amount or change the data that you entered in steps 2 and 3.



Invoicing

2.2 The fields for the Ship To are automatically populated from the purchase order.

Ship To #4974

Name: Solventum Fiege Zuelpich DE 3PL DC

Address: *

City: *

Province/State:

Postal Code:

Country: ▼

2.3 To include any Reference Information, select from the drop down and enter the corresponding data. This is optional.

Reference Numbers

<None Selected> ▼

<None Selected> ▼

<None Selected> ▼

<None Selected> ▼

2.4 You may include comments pertinent to the header by clicking Add Comments. **PLEASE NOTE: COMMENTS ARE REQUIRED IF THE PO IS A Mutually Defined PO (LIMIT PO).** A limit PO is used for services and will cover an extended period. Solventum will issue this PO for a service and typically will expect the supplier to generate several invoices back to Solventum based on the service that is provided at that time. The invoices could be weekly, monthly, or as supplied, depending on the type of service that is being purchased.

Ship To #4974

Name: Solventum Fiege Zuelpich DE 3PL DC

Address: *

City: *

Province/State:

Postal Code:

Country: ▼

Reference Numbers

<None Selected> ▼

<None Selected> ▼

<None Selected> ▼

<None Selected> ▼

Comments

→ COMMENTS ARE REQUIRED IF THE PO IS A Mutually Defined PO (LIMIT PO).

2.5 Vendor/Invoicing and Purchase Order Information are pulled from the purchase order and cannot be changed. If your company has multiple remits, you will be able to choose from a drop-down menu. If the remit to is incorrect, do not proceed - please contact your Solventum buyer.

Vendor/Invoicing Party Information	Purchase Order Information
Vendor Information #0710202422 SOLVENTUM UAT WEB TEST 2335 S 30TH ST LAFAYETTE IN 479092702 US Invoicing Party #0710202422 SOLVENTUM UAT WEB TEST 2335 S 30TH ST TEST AGAIN MN 55144 US Party To Pay Remittance SOLVENTUM UAT WEB TEST 345 Main St Mc Lean AL 12345 USA Bill-To-Party #2000 3M COMPANY 220-9E-02 ST. PAUL MN 55144 US	P.O. Number: 711WebPO Terms of Sale Terms Type: BASIC DISCOUNT OFFERED Terms Basis Date: INVOICE DATE Discount Percent: 2.00 Discount Days Due: 30 Net Days Due: 90 Day of Month: 3 Description: 2% 30 Days, Net 90



2.6 Click **Continue** to go to the next step, or click on the **Detail** tab.

Step 1 Header Information

Invoice Number:

Invoice Date:

Transaction Type: **PRODUCT (OR SERVICE) INVOICE**

Delivery Requested:

Total Invoice Amount: (Include any Miscellaneous Charges and/or Taxes)

Ship To #4974

Name: Solventum Peps Zustand DE 3PL DG
 Address:
 City:
 Provincial State:
 Postal Code:
 Country:

Reference Numbers

Comments

* Required

Vendor Information #0001660727
 PLASTIC MOLDING MANUFACTURING
 114 NEW PARK DR
 BERLIN CT 06037-374 US

Invoicing Party #0001660727
 PLASTIC MOLDING MANUFACTURING
 114 NEW PARK DR
 BERLIN CT 06037-374 US

Party To Pay Remittance

Purchase Order Information

P.O. Number: 450200251

Terms of Sale

Terms Type: DISCOUNT NOT APPLICABLE
 Terms Begin Date: INVOICE DATE
 Discount Percent: 0
 Discount Days Due: 0
 Net Days Due: 0
 Day of Month: 3

3. Detail Information (Line Items):

3.1 The item details are pulled from the purchase order. You may edit **Qty (Quantity)** and the **Unit Price**. Make any necessary changes by clicking in the box.

3.2 To remove a line item, enter "0" for the quantity or click the **Remove This Line Item** button.

Step 2 Detail Information (Line Items)

If you do not want to invoice a particular line item please click "Remove This Line Item" or enter zero "0" for quantity.

Line #: 10

Qty: UOM: ZZ Unit Price: Format: XXXXX.XXXXX **3.1**

Description: DEMO ITEM ONE

3.2

3.3 Click **Continue** to proceed to the next step or click the **Charge tab** at the top.

Step 2 Detail Information (Line Items)

If you do not want to invoice a particular line item please click "Remove This Line Item" or enter zero "0" for quantity.

Line #: 10

Qty: UOM: ZZ Unit Price: Format: XXXXX.XXXXX

Description: DEMO ITEM ONE

Line #: 20

Qty: UOM: ZZ Unit Price: Format: XXXXX.XXXXX

Description: DEMO LINE 2

Continue With Errors



Invoicing

4. Charge Tab:

If you do not have extra charges or taxes, you can skip to the Summary tab.

4.1 To add a charge to the invoice, first click Add Charge.

4.2 Complete the following fields:

- a) Charge Type: Select the appropriate type of charge from the drop-down menu.
- b) Charge Description: This field will automatically be populated based on the type that you select. **If you choose MUTUALLY DEFINED, you will need to enter the description.**
- c) Charge Amount: Enter the dollar amount of the charge.

4.3 To add additional allowances or charges, click on the **Add Charge** button. To remove a Charge, click on the **Remove Charge** button.



Invoicing

4.4 Click **Continue** to go to the next step or use the tabs at the top.

Step 3 Summary Information (Charges)
 Use this step only if you have charges (or credits) outside the line item (ex. Freight).
 Charge Type: [Dropdown] Required
 Please choose the description that best fits the charge that is being transmitted.
 Charge Description: [Text] Required
 Total Charge Amount: [Text] Required
 [Add Charge] [Remove This Charge] [Continue] [Continue With Errors]

TIP: If your invoice (or credit) contains only a charge (no line items), enter a zero in the quantity field for the line items, then complete the data.

5. Tax Tab:

5.1 To add tax to the invoice, complete the following fields:

- a) **Tax:** Select the appropriate tax type from the Tax drop-down field.
- b) **Amount:** Enter the dollar amount of the tax.
- c) **Tax Registration Number:** The tax registration/reference number is required for VAT, GST, HST, or QST taxes. If you provide this information when you first registered with Cor360 Purchase Order Supplier Portal, this field should populate automatically.

Step 4 Summary Information (Taxes)
 Use this step only if you have taxes.
 a) Tax: [Dropdown] Required
 Please choose the description that best fits the tax that is being transmitted.
 b) Tax Amount: [Text] Required
 c) Tax Registration Number: [Text] Required
 [Add Tax] [Remove This Tax] [Continue] [Continue With Errors]

d) To add additional Tax, click on the **Add Tax** button. To remove a Tax, click on the **Remove Tax** button.

5.2 Click **Continue** to go to the next step or use the tabs at the top of the screen.

Step 4 Summary Information (Taxes)
 Use this step only if you have taxes.
 Tax: [Dropdown] Required
 Please choose the description that best fits the tax that is being transmitted.
 Tax Amount: [Text] Required
 Tax Registration Number: [Text] Required
 [Add Tax] [Remove This Tax] [Continue] [Continue With Errors]



Invoicing

5.3 TIP: If your invoice (or credit) contains **only tax**, this must be entered in the **Charges Tab** rather than the Tax tab. In the Charge Tab, Select the Charge Type as Mutually Defined and enter the tax amount in the Total Charge Amount field.

5.3.1 Select the Charge Type as **Mutually Defined**

The screenshot shows the 'Step 3 Summary Information (Charges)' screen in the Invoice Wizard. The 'Charge Type' dropdown menu is set to 'MUTUALLY DEFINED'. Below it, there is a 'Charge Description' field and a 'Total Charge Amount' field. A 'Remove This Charge' button is visible below the Total Charge Amount field. At the bottom, there are 'Add Charge' and 'Continue' buttons.

5.3.2 Enter the **tax amount** in the Total Charge Amount field.

This screenshot is identical to the previous one, but the 'Total Charge Amount' field is highlighted with a green box, indicating where the tax amount should be entered.

6. Summary of Entered Information:

The last step includes a summary of your Invoice.

6.1 To make changes to Header Information, navigate to the Header tab

The screenshot shows the 'Summary' tab of the Invoice Wizard. It contains several sections of information:

- Ship To #1990**
- Vendor Information #0001660727**
- Invoicing Party #0001660727**
- Party To Receive Remittance**
- Bill-to-Party #1997**
- Invoice Information**: Invoice Number: 2345676543, Invoice Date: 01/08/2026 (MM/DD/YYYY), Transaction Type: PRODUCT (OR SERVICE) INVOICE, P.O. Number: 4500200251, Delivery Requested: 12/29/2025 (MM/DD/YYYY)
- Terms of Sale**: Terms Type, Terms Basis Date, Discount Percent, Discount Days Due, Net Days Due, Day of Month, Description
- Tax Information**: Tax Type, Amount, Registration Code
- Charge Information**: Charge Type, Charge Description, Total Charge Amount
- Buyer Currency: USD**
- Line Item Information** table:

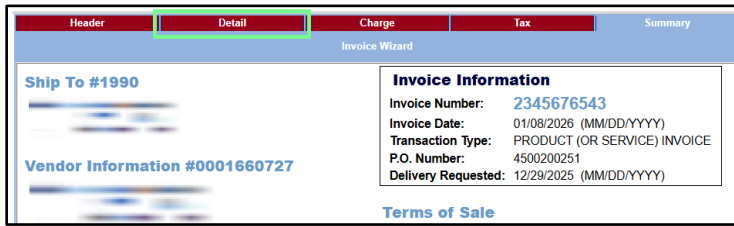
Line #	Buyer's Part Number	Invoiced Qty	UOM	Invoiced Price
10	1000002237	270	LB	47.41705

Pricing Information: Unit Cost Price: 47417.05000 Quantity: 270.000 Unit of Measure: LB Selling Multiplier: 1000
Description: RM3740 CAB-O-SIL M5/HDK-N20 FumedSilica

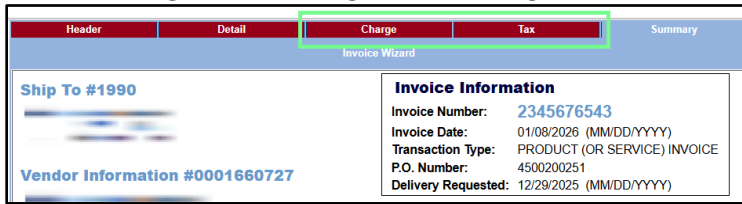


Invoicing

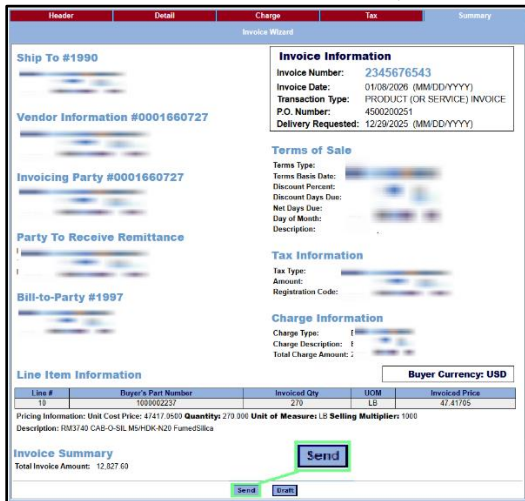
6.2 To make changes to Line Items, navigate to the Detail tab



6.3 To make changes to the Charges or Tax, navigate to the relevant tabs

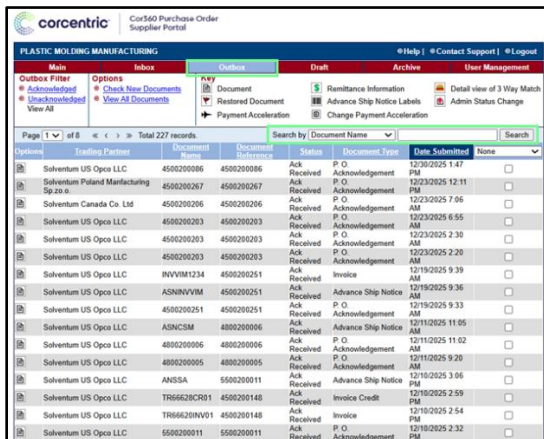


6.4 To send the Invoice to Solventum, click Send.



The Invoice will be stored in your Outbox where you can view it and monitor the status.

6.4.1 Navigate to the **Outbox** tab on the main Corcentric page and search using the relevant Invoice/PO number





Invoicing

Please note that Solventum processes invoices once per night. A status of **Acknowledged** means that Solventum has successfully received your invoice.

6.5 To save a draft of the document, click **Draft**.

The screenshot shows the 'Invoice Wizard' interface with several sections:

- Ship To #1990**
- Vendor Information #0001660727**
- Invoicing Party #0001660727**
- Party To Receive Remittance**
- Bill-to-Party #1997**
- Invoice Information**: Invoice Number: 2345676543, Invoice Date: 01/08/2026, Transaction Type: PRODUCT (OR SERVICE) INVOICE, P.O. Number: 4500200251, Delivery Requested: 12/29/2025.
- Terms of Sale**: Terms Type, Terms Basis Date, Discount Percent, Discount Days Due, Net Days Due, Day of Month, Description.
- Tax Information**: Tax Type, Amount, Registration Code.
- Charge Information**: Charge Type, Charge Description, Total Charge Amount.
- Buyer Currency: USD**
- Line Item Information**: Table with columns Line #, Buyer's Part Number, Invoiced Qty, UOM, Invoiced Price.
- Invoice Summary**: Total Invoice Amount: 12,827.68.
- A **Draft** button is highlighted with a green box at the bottom right.

6.5.1 Once clicked, you will be prompted to provide a name for the draft. **Create a name** for the draft and click **'OK'**

The screenshot shows a 'Draft Information' dialog box with the following elements:

- Title: **Draft Information**
- Text: **Please enter a name for the draft document:** followed by a text input field.
- Text below input: *Required and a maximum of 40 characters*
- Buttons: **OK** and **Cancel**.

6.5.2 To retrieve the draft Invoice, navigate to the **Draft** tab on the main Corcentric page and **search by Document name**

The screenshot shows the Corcentric Supplier Portal interface for 'PLASTIC MOLDING MANUFACTURING'.

- Navigation tabs: Main, Inbox, Outbox, **Draft** (highlighted), Archive, User Management.
- Options: View All Documents
- Key: Document, Restored Document
- Page 1 of 1, Total 1 record.
- Search by Document Name: [input field] Search
- Table with columns: Options, Trading Partner, Document Name, Status, Document type, Date Saved.
- Table row: Solventum Poland Manufacturing Sp zo o, test 1, Draft, P. O. Acknowledgement, 1/7/2026 2:36 PM
- Page 1 of 1, Total 1 record.
- Search by Document Name: [input field] Search
- Footer: A CORCENTRIC PAYABLES AUTOMATION SOLUTION



Invoicing

7. Resending Invoices:

7.1 If you discover that you have submitted an invoice that is incorrect, contact your Solventum buyer and provide them with the details (invoice number and total invoice amount) and ask them to delete the invoice.

7.1.1 The buyer contact information can be found on the purchase order.

solventum Purchase Order

Vendor Information #0710202422
 SOLVENTUM EDI TEST 001
 N1045 TECHNICAL DR
 GREENVILLE WI 549420199 US

Ship To #2001
 3M London
 801 Clarke Road
 London Ontario ON N5V 3B1 CA
 District: Company

Party To Receive PO #0710202422
 SOLVENTUM EDI TEST 001
 N1045 TECHNICAL DR
 GREENVILLE WI 549420199 US

Invoicing Party #0710202422
 SOLVENTUM EDI TEST 001
 N1045 TECHNICAL DR
 GREENVILLE WI 549420199 US

Bill-to-Party #2000
 3M CANADA COMPANY
 300 TARTAN DRIVE
 LONDON ON N5V 4M9 CA

Order Information
 P.O. Number: 710WebPOc
 Purpose: ORIGINAL
 P.O. Type: PURCHASE ORDER
 P.O. Date: 01/01/2024 (MM/DD/YYYY)

Contact Information
 Buyer Name Or Department: Shylia S
 Telephone: 508-40294352 Ext.
 Electronic Mail: ssanjaya@corcentric.com

FOB Information
 FOB Location: ORIGIN (SHIPPING POINT)
 FOB Description: ORIGIN
 Payment Method: COLLECT
 Incoterms: EX WORKS

Carrier Details
 Routing: Truck

Terms of Sale
 Terms Type: BASIC DISCOUNT OFFERED
 Terms Basis: INVOICE DATE
 Discount Percent: 2

7.1.2 Once the invoice has been deleted on the Solventum side, you can go back into Cor360 Purchase Order Supplier Portal and submit a corrected invoice using the same invoice number.

7.2 To edit and resend an invoice that has already been submitted, navigate to the Outbox tab on the main Corcentric page and search using the relevant Invoice/PO number

corcentric Cor360 Purchase Order Supplier Portal

PLASTIC MOLING MANUFACTURING @Help | @Contact Support | @Logout

Mails: Inboxes Outboxes Drafts Archive User Management

Outbox Filter: Options: Acknowledged, Unacknowledged, View All, Check New Documents, View All Documents, F.V.V. Document, Restored Document, Payment Acceleration, Remittance Information, Advance Ship Notice Labels, Change Payment Acceleration, Detail view of 3 Way Match, Admin Status Change

Options	Trailing Partner	Document Name	Document Reference	Status	Document Type	Date Submitted	None
<input type="checkbox"/>	Solventum US Opco LLC	4500200086	4500200086	Ack Received	P.O. Acknowledgement	12/30/2025 1:47 PM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum Poland Manufacturing Sp. z o.o.	4500200267	4500200267	Ack Received	P.O. Acknowledgement	12/23/2025 12:11 PM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum Canada Co. Ltd	4500200206	4500200206	Ack Received	P.O. Acknowledgement	12/23/2025 7:06 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4500200203	4500200203	Ack Received	P.O. Acknowledgement	12/23/2025 6:55 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4500200203	4500200203	Ack Received	P.O. Acknowledgement	12/23/2025 2:30 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4500200203	4500200203	Ack Received	P.O. Acknowledgement	12/23/2025 2:28 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	INNVIM1234	4500200251	Ack Received	Invoice	12/19/2025 9:39 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	ASNNV9VM	4500200251	Ack Received	Advance Ship Notice	12/19/2025 9:36 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4500200251	4500200251	Ack Received	P.O. Acknowledgement	12/19/2025 9:33 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	ASNC5M	4800200006	Ack Received	Advance Ship Notice	12/11/2025 11:05 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4800200006	4800200006	Ack Received	P.O. Acknowledgement	12/11/2025 11:02 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	4800200005	4800200005	Ack Received	P.O. Acknowledgement	12/11/2025 9:20 AM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	ANNSA	5500200011	Ack Received	Advance Ship Notice	12/10/2025 3:06 PM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	TR6662BCR01	4500200148	Ack Received	Invoice Credit	12/10/2025 2:59 PM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	TR66620NV01	4500200148	Ack Received	Invoice	12/10/2025 2:54 PM	<input type="checkbox"/>
<input type="checkbox"/>	Solventum US Opco LLC	5500200011	5500200011	Ack Received	P.O. Acknowledgement	12/10/2025 2:32 PM	<input type="checkbox"/>

7.3 Open the invoice by clicking on the icon in the Options column.

	Solventum US Opco LLC	INNVIM1234	4500200251	Ack Received	Invoice	12/19/2025 9:39 AM	<input type="checkbox"/>
--	-----------------------	------------	------------	--------------	---------	--------------------	--------------------------

Please note, that you cannot resubmit an invoice that has been created within 24 hours.



Invoicing

7.4 Next click **Review and Send**. This will open the invoice for you to edit.

Invoice

Ship To #1990

Vendor Information #0001660727

Invoicing Party #0001660727

Party To Receive Remittance

Bill-to-Party #1997

Invoice Information

Invoice Number: INVVIM1234
 Invoice Date: 12/16/2025 (MM/DD/YYYY)
 Transaction Type: PRODUCE (OR SERVICE) INVOICE
 P.O. Number: 450200251
 Delivery Requested: 12/29/2025 (MM/DD/YYYY)

Terms of Sale

Terms Type:
 Terms Date, Date:
 Discount Percent:
 Discount Days Due:
 Net Days Due:
 Description:

Tax Information

Tax Type:
 Amount:

Buyer Currency: USD

Line #	Buyer's Part Number	Involved Qty	UOM	Involved Price
0019	100002237	770	LB	47.41725

Pricing Information: Unit Cost Price: 47.41725 Quantity: 770.000 Unit of Measure: LB Selling Multiplier: 1000
 Description: 00357#1 CAS-G-SH, MSHK-KAC09-9-pm458-a

Invoice Summary

Total Invoice Amount: 12,922.00

Review & Send

Review & Send

Create PDF

You will see both copies of this invoice (original and edited) in your Outbox.



Invoicing

Country Specific Invoicing Guidelines:

ALL

Supplier is responsible to advise Solventum if submitting eInvoices is not supported legally or regulatory and provide Solventum with appropriate regulation.

Latin America

If you are a Mexican 3rd party provider selling to Solventum Panama Pacifico and shipping to San Luis Potosi in Mexico - please send the following header comment on your invoice:

OPERACION EFECTUADA AL AMPARO DEL ARTICULO 105 Y 112 DE LA LEY ADUANERA,

ARTICULO 29 FRACCION I DE LA LEY DEL IVA. ARTICULO 156 DEL REGLAMENTO DE LA LEY ADUANERA 5.1.3., 5.2.2, 5.2.3 Y 4.3.22 DE LAS REGLAS DE CARACTER GENERAL EN MATERIA DE COMERCIO EXTERIOR VIGENTE.

In addition, vendor should include IMMEX Number for: Solventum Purification S de RL de CV (2679-2006)

Panama Pacifico

If Supplier is from Panama and invoicing to Solventum Panama, follow invoicing instructions to manually send in the invoice, (eInvoicing is not allowed in this situation). Panama suppliers should eInvoice non-Solventum Panama locations.

Mexico

If Supplier is from Mexico and invoicing to Solventum Mexico (including EDUMEX), follow invoicing instructions to manually send in the invoice, (eInvoicing is not allowed in this situation). Mexican suppliers should eInvoice non-Solventum Mexican locations.

Swedish Suppliers

If you are a Swedish supplier and use a payment reference number (KID/FIK number) in your current invoice process, then you must include this in the EDI invoice.

Solventum Belgium

Toll levied when materials are transported by road in a large truck, if not included in the material prices, should be included in the shipping charges.

Europe (All)

If supplier billing entity is in Europe and sending an invoice to any European Solventum entity, then both supplier VAT registration number and Solventum VAT registration number must be included in the EDI invoice.



Invoicing

IV. Revision History

Date	Version	Description	Author
12.2025	1.0	Invoicing	Amir Rahman