

Introduction

This document contains Cummins' specifications and requirements for supplier invoice file transactions. The information in this document is specific to Cummins' internal requirements, not necessarily the standard cXML/EDI/Html invoice specification.

Invoice documents that do not adhere to these requirements are likely to be rejected by the Ariba Supplier Network (ASN) and/or Cummins' invoicing system.

- In addition to information provided in this document, be sure to review the Cummins Ariba Supplier Network account configuration. (**ANID: AN01000332622**)
- For additional information regarding invoice transactions on Ariba, log on to your Ariba Supplier Network (ASN) account at: <https://supplier.ariba.com>. Relevant documentation includes:
 - **Ariba SN Supplier's Guide**
 - **Ariba cXML Solutions Guide**
 - **Ariba EDI Implementation Guide**

To download the documentation mentioned above, log into your Ariba SN account and navigate to **Help** link from the top of the page.

If you do not have an existing ASN supplier account, you can self-register at the supplier.ariba.com login page by clicking on **Register Here** and filling out the required information.

- For any questions or issues that may arise, Ariba SN technical support can be contacted by phone or contacted by e-mail from your ASN account. Contact information is as follows:

Phone: 1-888-89-ARIBA

ASN: Click the Resources->Support link from your ASN supplier homepage, and fill out the **Ariba Supplier Network Email Support Form**. Click *Submit* to contact ASN support.

Requirements Overview

The following section provides detail on the required format for specific invoice scenarios, and the Cummins required content needed to process and pay an invoice successfully.

1. General Guidelines

Ariba Network Validation

The Ariba Supplier Network does not accept invoices under the following scenarios. These invoices will be rejected outright by the ASN and will not be delivered to Cummins' ASN inbox:

- Invoice files that do not meet the defined cXML / EDI specification or are missing required elements will be rejected by the ASN.
- Duplicate invoices will be rejected by the ASN. Invoices with a previously-used invoice number that is an acceptable status are considered duplicates by the ASN and by Cummins. ONLY if an invoice has been rejected, should the number be reused.

Invoice Numbers

- Invoice numbers have a maximum length of 30 characters.
- Invoice numbers must not contain any spaces or special characters.
- Rejected or invalid invoices should be resubmitted under the same invoice number.

Invoice Types

Cummins supports cXML / EDI /html (PO Flip) and only accepts invoices that meet the following criteria:

Individual Invoices – apply against a single purchase order (PO).The invoice **must** reference a valid PO. Invoice lines need to include a PO line reference.

Cummins does not accept invoices with following criteria. These invoices will be rejected by Cummins' eInvoicing system:

- **Summary Invoices** – apply against multiple PO's.
- **Header Invoices** – apply against a purchase order as a whole, without referencing specific line items.
- **Credit Memos** – specify a credit for Cummins, where the amount due is negative, but the invoice does not contain line items.
- **Debit Memos** – specify a debit for Cummins, where the invoice has an amount due but does not contain line items.

Invoice Dates

- The invoice date should be set as the date the invoice file is generated for delivery to ASN. Future and back dating of invoice is not acceptable.

Currency

- Invoices must be provided in any single valid currency. Invoices that contain more than one currency will be rejected by Cummins' eInvoicing system.
- If the currencies do not match between the invoice and the purchase order, the invoice will be rejected by Cummins' eInvoicing system. If the PO currency is incorrect, contact the PO owner to correct the PO prior to sending the invoice

Fractional Quantities & Rounding

In situations where fractional quantities are necessary, amounts may be rounded up to 5 decimal points. Ensure that line item total matches invoice total. **Note:** All invoice lines must have a quantity greater than 0.

Credit Processing

Per the **Invoice Types** section above, ASN-defined Credit Memos are not accepted by Cummins. Processing credits through eInvoicing is not accepted by Cummins. Credits and discounts need to be processed through the Cummins Business Services.

2. Tax Requirements

General Tax Requirements

- All applicable must be included at the header level only.
- If there is no tax on the invoice a header tax amount of zero is required.

3. Shipping & Special Handling Charges

Shipping Amount

- If the PO has a shipping / freight line, then the invoice line should match the PO line with shipping /freight information. If there are shipping /freight charges not included on the PO, then a shipping / freight line should be created on the invoice. All shipping charges should be at the header level.

Special Handling

- Special handling charges are optional but if included, they must be header level only.
- Only one special handling charge record per invoice is allowed.

Note

- In order to get your invoice paid on time, the invoice must match the PO exactly. If you have questions regarding the PO, please contact the requestor prior to fulfilling and invoicing.
- PO's created prior to September 2009 can only be processed through the Cummins Business Services department.

Example of a Cummins Purchase Order

Ariba Supplier Network Supplier

Page 1 of 2

This purchase order was delivered by Ariba Supplier Network. For more information about Ariba and Ariba Supplier Network, visit <http://www.ariba.com>.



PURCHASE ORDER

IND2101039

Version: 1

ROUTING STATUS

Acknowledged

ORDER STATUS

Partially Invoiced

Order submitted on: Monday 15 Feb 2010 10:30 AM GMT-05:00
Received by Ariba Supplier Network on: Monday 15 Feb 2010 10:40 AM GMT-05:00

SUPPLIER

United States
Phone: +1
Fax: +1 ()
Email:

BILL TO

554: CUMMINS BUSINESS SERVICES NASHVILLE
PO BOX 290909
NASHVILLE, TN 37229-0909
United States

SHIP ALL ITEMS TO

500 Jackson Street
Columbus, IN 47201
United States
Ship To Code: AD191432
Email: lf624@cummins.com

OTHER INFORMATION

CompanyName: Cummins Inc.
Registered Address: 500 Jackson St, Columbus, IN 47201, USA

COMMENTS

- by aribasystem, on Monday 15 Feb 2010 10:30 AM GMT-05:00
null

LINE ITEMS

Line #	Part ID	Quantity	Unit	Description	Need By	Price	Ext. Price
1	0C002222	110,547.84	EA			\$1.00USD	\$110,547.84USD

Invoiced Amount: \$4,665.05USD
Invoiced Quantity: 4,665.05

STATUS

110,547.84 Unconfirmed

ACCOUNTING

Split Percentage:

● Percentage: 100
Team/Department:
● Team/Department Name: 4470937: PURCHASING FUNCTIONAL EXCELLENCE
Account:
● Account Name: 7411000: OFFICE SUPPLIES (PENCILS, PAPER, ETC.) ADM. EXPENSE
Project:
● Project Number: 46601: CORE INDIRECT PURCHASE
Charge Amount: \$110,547.84USD

OTHER INFORMATION

Requester: Dougherty, Isaac R(Ike)
PR No.: PR98301
Additional Item ID: TEMP

Sub-total:	\$	110,547.84	USD
Total Invoiced:	\$	4,665.05	USD

Example of a cXML invoice

```
<?xml version="1.0" encoding="UTF-8" ?>
<!DOCTYPE cXML (View Source for full doctype...)>
- <cXML payloadID="1267183894907@xyz.com" timestamp="2010-02-
  26T11:31:34+00:00" version="1.2.019" xml:lang="en-US">
- <Header>
- <From>
  - <Credential domain="NetworkId">
    <Identity>AN010000000-T</Identity>
  </Credential>
</From>
- <To>
  - <Credential domain="NetworkId">
    <Identity>AN01000332622-T</Identity>
  </Credential>
</To>
- <Sender>
  - <Credential domain="NetworkID">
    <Identity>AN0100000001</Identity>
    <SharedSecret>--DELETED--</SharedSecret>
  </Credential>
  <UserAgent>Fieldglass InSite</UserAgent>
</Sender>
</Header>
- <Request deploymentMode="test">
- <InvoiceDetailRequest>
  - <InvoiceDetailRequestHeader invoiceDate="2010-02-26T11:31:25+00:00"
    invoiceID="CMI1234567" operation="new" purpose="standard">
    <InvoiceDetailHeaderIndicator />
    <InvoiceDetailLineIndicator isAccountingInLine="yes" isTaxInLine="yes" />
  - <InvoicePartner>
    - <Contact role="remitTo">
      <Name xml:lang="en-US">XYZ Services</Name>
    - <PostalAddress>
      <Street>1234 ABC Lane</Street>
      <Street />
      <City>Columbus</City>
      <State>IN</State>
      <PostalCode>47201</PostalCode>
      <Country isoCountryCode="USA">United States</Country>
    </PostalAddress>
    </Contact>
    <IdReference domain="supplierTaxID" identifier="11-1111111" />
  </InvoicePartner>
- <InvoicePartner>
  - <Contact role="soldTo">
    <Name xml:lang="en-US">Cummins Inc</Name>
  - <PostalAddress>
    <Street>500 Jackson Street</Street>
    <Street />
    <City>Columbus</City>
    <State>IN</State>
    <PostalCode>47201</PostalCode>
```

```

        <Country isoCountryCode="USA">United States</Country>
    </PostalAddress>
</Contact>
</InvoicePartner>
<Period startDate="2010-02-15T00:00:00+00:00" endDate="2010-02-
21T00:00:00+00:00" />
</InvoiceDetailRequestHeader>
- <InvoiceDetailOrder>
- <InvoiceDetailOrderInfo>
    <OrderIDInfo orderID="IND9999999" />
</InvoiceDetailOrderInfo>
- <InvoiceDetailItem invoiceLineNumber="1" quantity="1,771.60">
    <UnitOfMeasure>EA</UnitOfMeasure>
- <UnitPrice>
    <Money currency="USD">1.00</Money>
</UnitPrice>
- <InvoiceDetailItemReference lineNumber="1">
- <ItemID>
    <SupplierPartID>CMI123456</SupplierPartID>
</ItemID>
    <Description xml:lang="en-US">This is a Test line for CMI IPA
    Testing</Description>
</InvoiceDetailItemReference>
- <SubtotalAmount>
    <Money currency="USD">1,771.60</Money>
</SubtotalAmount>
- <Tax>
    <Money currency="USD">0.00</Money>
    <Description xml:lang="en" />
- <TaxDetail purpose="tax" category="sales">
- <TaxableAmount>
    <Money currency="USD">1,771.60</Money>
</TaxableAmount>
- <TaxAmount>
    <Money currency="USD">0.00</Money>
</TaxAmount>
    <TaxLocation xml:lang="en">US.COL.COB</TaxLocation>
</TaxDetail>
</Tax>
- <GrossAmount>
    <Money currency="USD">1,771.60</Money>
</GrossAmount>
- <NetAmount>
    <Money currency="USD">1,771.60</Money>
</NetAmount>
- <Distribution>
- <Accounting name="Accounting">
- <AccountingSegment id="Company:CostCenter">
    <Name xml:lang="en">Reference ID</Name>
    <Description xml:lang="en">US</Description>
</AccountingSegment>
</Accounting>

```

```
- <Charge>
  <Money currency="USD">1,771.60</Money>
</Charge>
</Distribution>
<Comments />
</InvoiceDetailItem>
</InvoiceDetailOrder>
- <InvoiceDetailSummary>
- <SubtotalAmount>
  <Money currency="USD">1,771.60</Money>
</SubtotalAmount>
- <Tax>
  <Money currency="USD">0.00</Money>
  <Description xml:lang="en-US" />
</Tax>
- <GrossAmount>
  <Money currency="USD">1,771.60</Money>
</GrossAmount>
- <NetAmount>
  <Money currency="USD">1,771.60</Money>
</NetAmount>
- <DueAmount>
  <Money currency="USD">1,771.60</Money>
</DueAmount>
</InvoiceDetailSummary>
</InvoiceDetailRequest>
</Request>
</cXML>
```