

# **Dynamic Discounting Overview**

### Content



What is a Standing Early Payment Offer?



3

Video Guide on How to Review/Accept an Offer

Step-by-Step Guide on How to Review/Accept an Offer



# Standing Early Payment Offers

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### What is a Standing Early Payment Offer?

### **Standing Discount**

If you agree to a Standing Early Payment Term, early payment will be executed automatically upon an invoice being fully approved without any further intervention by you as the supplier.

- → Applies to all US invoices on standard terms\*
- → Utilizes dynamic (sliding scale) discount

A dynamic "sliding scale" discount is an early payment term where the amount of the invoice discount decreases the closer the early payment comes to the net term due date, enabling suppliers to receive early payment regardless of when the invoice is approved to pay.



**Example:** if the invoice is approved after the initial 15 calendar days but before the 45<sup>th</sup> day deadline, say, on the 20<sup>th</sup> day, the discount will change proportionally; in this example, to 1.66%.

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**Note:** This demo is not a reflection of the discount % Google will be offering.

### **Demo of Standing Discount**

Go <u>here</u> to watch the demo.	Payments ~ Catalogs Reports ~ Meso	ages	Click your
Support the people of Ukraine. Update Ukraine. Learn More Update Profile Orde     Overview Getting started	the categories and service locations in your Marketing profile and enable Don't remind me again rs and Releases All customers Exact mi	the Support Likraine toggle to match buyer postings for urgently-nee	ded humanitarian aid for page.
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### **Overview of Steps to Accept the Standing Offer**

- 1. Log in to your Ariba Supplier Account.
- 2. Add the email of your early payment decision maker to receive notifications/updates on standing offers.
- 3. Review the early payment offer on your supplier portal.
- 4. Accept the early payment terms.

Step 1: Log in to your Ariba Supplier Account.

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Supplier Login	A second se	1
User Name Password		
Login Forgot Username or Password		
New to SAP Business Network? Register Now or Learn More		
Supported browsers and plugins		
© 2022 SAP SE or an SAP affiliate company. All rights reserved	Privacy Statement Security Disclosure Te	rms of Use

- 1. Go to <u>http://supplier.ariba.com/</u>
  - 2. Log in with your company's Ariba Network credentials.
    - Not sure what they are? Search for your company <u>here</u>. Then select Actions > Contact Admin to email the person at your company who is managing access.

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Step 2: Add the email of your early payment decision maker to receive notifications/updates on standing offers.



- Once you're logged into your homepage, locate the Administration Drop Down Menu in the upper right corner of the screen.
- 2. From this menu, select "Accelerated Payments" in the Network Settings section.

#### Note:

If you do not have this option, the access granted by your account administrator needs to be modified.

Contact your account administrator to either perform the steps noted on this page, or they can add access to allow you to perform the tasks. See how to add discount access <u>here</u>.

Access should be granted for Inbox and Supplier Discount Administrator.

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Step 2: Add the email of your early payment decision maker to receive notifications/updates on standing offers.

SAP Business Network - Enterprise Account			0	BB
Network Settings			Save	Close
Electronic Order Routing Electronic Invoice Routing  * Indicates a required field	Accelerated Payments Settlement			
Notifications				
Type	Send notifications when	To email addresses (one required)		
Buyer-Initiated Early Payment Offers	Send a notification when your buyer initiates an early payment on a specific invoice.     Instantify for each payment     Instantify for each payment	<ul> <li>angle winters@sap.com.barbara.bullock@</li> </ul>	]	
Early Payment Offers	Send a notification when your buyer proposes a new early payment term for invoices. Once you accept the buyer will apply the payment term to holder workfor matter.	+ angle winters@sap.com,barbara.bullock@		

Both notifications <u>should be</u> checked and email entered to receive communication from Google in the future.

- 1. In the 'Notifications' section, enable discount notifications by checking both boxes.
- 2. Once the check-mark is present, enter the email address of the person or group where the notification should be sent.
- 3. Select the frequency you wish to receive notifications.
- 4. Select "Save."

#### Note:

You can enter up to three different email addresses per notification. Separate the emails with a comma (no space).

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Step 3: Review the early payment offer on your supplier portal.

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- Below Notifications in the "Customer Proposed Payment Terms" section, you'll see one or multiple standing early payment terms offered to you.
- 2. To view, select the "Review/Reject" option in the "Actions" column.

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Step 4: Accept the early payment terms.

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	J Sar	d a notification when your buyer initiates an	carly payment on a specific involce.	
	PAYMENT TERMS			
luyer-initiated Early Payment Offer	You can elect to accept the payment terms pro	oosed by Winters Enrerprises.		
	The continuer has non-assist a skiller water	discount between net and discount term		
arly Psyment Offers	For pro-rateo discourts, the specific discour	a percentage is determined by the number of	e days for which the involce is paid 65fty.	
	Discount Term(Days): 10	Disco	ant Rate(%): 2.00	
ayment Term Offers	Net term(clays): 45 Processing Time(Days): 3 (i)		Standing No	
	Below is a listing of the discount percentage	that will be taken from the face value of the	invoice by day.	
usioner Proposed Payn	Payment Day	Days Paid Early	Net Term (days)	% Discount
Last Modified	10	35	45	2.00
Customer: DEEPRO LLC (3)	11	34	45	1.94
17 Feb 2018	12	33	45	1.89
Customer: DG Buyer - Name Test (	12	33	AE	1.02
12 Jan 2016	40	34	763	1.22
Customer: JMC Industries Inc. (2)	14	41	*D	1.77
28 Oct 2020	10	30	45	1.4
2 Nov 2020	•			
Customer: Witten Erseptives. (4)	I arree to accent the proposed early par	ment terms. Once accepted, the customer w	di apply to yendor master, involces, and purchase orders. Laiso wa	ment that I am authorized by my company to accent said discount te
22 Aug 2018		the second s	of 1.2	
11 Oct 2018				
15 Apr 2019				Cancel Accept Off
21.000.2020				

 The next screen shows the discount percentage which will be applied depending on the payment date

**Note:** Recall with a standing term, you'll be paid on the earliest payment date unless the invoice is approved after this date, in which case you'll be paid on the next earliest payment run with the prorated discount applied.

- 2. Select the checkbox to agree to the proposed early payment terms.
- 3. Select "Accept Offer."
- 4. The status of the offer will change to "Accepted"

#### Note:

To opt out of the offer at any time, select the "Review/Reject" action.

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# More Questions?

Review our FAQ document on the <u>Supplier Portal</u> for more details.

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