

## How to View Vendor Remittance Address

With the implementation of the simplified vendor registration, the vendors may add a single 'Remit to' address (Alternative Payment Recipient). A vendor may have additional addresses added as permitted payees. When the remit to address is added via Supplier Self Service (SUS), a new vendor number is generated. The number range for the new vendor starts with '41'. This number is ONLY used for recording the 'Remit to' address on the vendor master record, and cannot be used for vendor payments. The number is added to the vendor master record with the partner function code AZ *A.payment recipient*. By default, all payments will go to the alternative payment recipient. View the partner functions in transaction code XK03 *Display Vendor*.

### Display Vendor: Initial Screen

Vendor: 310050000 HILLS CONSTRUCTION COMPANY, INC.  
Company Code: 0010 LAGOV  
Purch. Organization: 0010 PCC Purch. Org.

General data  
 Address  
 Control  
 Contact Persons

Company code data  
 Accounting info  
 Payment transactions  
 Correspondence  
 Withholding tax

Purchasing organization data  
 Purchasing data  
 Partner functions

### Display Vendor: Partner functions

Vendor: 310050000 HILLS CONSTRUCTION COMPANY, INC. HAMMOND  
Purchasing Org.: 0010 PCC Purch. Org.



Alternative data | Partner address | Other Minority Indicators | Auditor Compliance Info





Partner Functions

P	Name	Number	Name	DP
AZ	A.payment recipient	410000175	HILLS CONSTRUCTION COMPANY, INC.	<input type="checkbox"/>
OA	Ordering Address	310050000	HILLS CONSTRUCTION COMPANY, INC.	<input type="checkbox"/>
VN	Vendor	310050000	HILLS CONSTRUCTION COMPANY, INC.	<input type="checkbox"/>
IP	Invoice presented by	310050000	HILLS CONSTRUCTION COMPANY, INC.	<input type="checkbox"/>




# How to View Vendor Remittance Address

## Remittance Vendor Address

  **Display Vendor: Address**

Vendor

  Preview 

**Name**

Name

**Street Address**

House no./street	<input type="text" value="14728 WOODBRIDGE DRIVE"/>
City/State/ZIP Code	<input type="text" value="BATON ROUGE"/> <input type="text" value="LA"/> <input type="text" value="70816"/>
Country	<input type="text" value="US"/> USA Louisiana
Time zone	<input type="text" value="CST"/>

# How to View Vendor Remittance Address

## INVOICE ENTRY - 'REMIT TO' WITH NO PERMITTED PAYEES

If the partner function AZ has been added to a vendor master record, the 'Remit to' address may be viewed during invoice entry by using the scroll bar on the Basic data tab. See below illustrations.

**Park Vendor Invoice: Company Code 0010**

Tree on Company Code Simulate Save as completed Post Editing options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Amount split Notes

Vendor	310050000	SGL Ind	
Invoice date	10/18/2012	Reference	SOLMAN8000004283
Posting Date	10/29/2012		
Document Type	KR Vendor Invoice		
Amount		USD	<input type="checkbox"/> Calculate tax
Tax amount			
Text			
Paymt terms	30 Days net		
Baseline Date	10/18/2012		

Vendor Address  
HILLS CONSTRUCTION COMPANY, INC.  
157 MAIN STREET  
HAMMOND LA 70404

OIs

To view vendor Remittance Address use this scroll bar

Tree on Company Code Simulate Save as completed Post Editing options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Amount split Notes

Lot No.

Remit to Vendor	
Number	410000175
Address	HILLS CONSTRUCTION COMPANY, INC. 14728 WOODBRIDGE DRIVE BATON ROUGE LA 70816

Vendor Address  
HILLS CONSTRUCTION COMPANY, INC.  
157 MAIN STREET  
HAMMOND LA 70404

OIs

Tree on Company Code Simulate Save as completed Post Editing options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Amount split Notes

BaselineDt	10/18/2012	Payt Terms	NT00	Days	
Due on	10/18/2012			Days	
Discount		USD		Days net	
Disc.base		USD	To be calcultd	Fixed	
Pmt Method	Pmnt Meth.Sup.	Pmnt Block	Free for payment		
Inv.ref.					
Part. Bank		House Bank	/		

Vendor Address  
HILLS CONSTRUCTION COMPANY, INC.  
157 MAIN STREET  
HAMMOND LA 70404

No Permitted Payees OIs

The Payee field is available only if the vendor has permitted payees added to the vendor master record.

# How to View Vendor Remittance Address

## INVOICE ENTRY - 'REMIT TO' WITH PERMITTED PAYEES

If there are multiple 'Remit to' addresses for a single vendor, the additional vendor numbers must be added to the vendor master record as permitted payees by the Vendor Master Data Processor. When this occurs, and the permitted payee is selected by the user during invoice entry, the permitted payee will receive the payment. The Payee field is available when the vendor has permitted payees in the vendor master record.

### *Park Vendor Invoice: Company Code 0010*

Transactn: R Invoice

Vendor: 310050001

Invoice date: 10/18/2012

Posting Date: 10/29/2012

Document Type: KR Vendor Invoice

Amount: USD

Reference: SOLMAN8000004283

Vendor Address: JACKSON BUSINESS SOLUTIONS  
6820 S. SHARLO AVE  
BATON ROUGE LA 70802

To view vendor Remittance Address use this scroll bar

Transactn: R Invoice

Remit to Vendor:

Number: 410000180

Address: JACKSON BUSINESS SOLUTIONS  
P.O. Box 731072  
DALLAS TX 75373-1072

Transactn: R Invoice

BaselineDt: 10/18/2012

Due on: 10/18/2012

Pay Terms: NT00

Discount: USD

Disc.base: USD

Pmt Method: Pmnt Meth.Sup.

Inv.ref.

Part. Bank

Payee: 310050002

Vendor Address: JACKSON BUSINESS SOLUTIONS  
6820 S. SHARLO AVE  
BATON ROUGE LA 70802

Permitted Payee selected