

Subject Line: Introduction: Partnering with SAP Ariba to streamline our processes

E-Commerce Project Notification Letter

Dear Valued Suntory Global Spirits Supplier,

We are pleased to announce a new initiative to streamline our procurement and accounts payable processes. Suntory Global Spirits, Inc. (previously Beam Suntory, Inc.) is partnering with **SAP Ariba** to fulfill our vision of moving away from manually transmitted documents. SAP has been transforming the global procurement landscape for businesses of all sizes and we are excited to work with you as we transition to this platform.

Additional Information:

➤ **What does this mean for you?**

In November 2024, we will go live and begin sending purchase orders to our suppliers via this platform. We expect all suppliers to use SAP Business Network to:

- [Receive Purchase Orders](#)
- [Create Order Confirmations](#)
- [Create Ship Notices](#)
- [Create PO-Flip Invoices](#)
- [Create Credit Memos](#)

➤ **Is there a cost associated with this initiative?**

You will have the option to register for a **free** Standard Account, or you may use an existing account (Standard or Enterprise) to connect with Suntory Global Spirits. Please note that if you choose to use an existing **Enterprise** Account, you may incur **fees** from SAP Business Network use. Any fees generated from an Enterprise Account will be the responsibility of the supplier. To learn more please visit [SAP Business Network Subscriptions and Pricing](#).

➤ **When will this take effect?**

In the coming weeks, SAP will send you important communications and instructions for joining SAP Business Network. This includes establishing a trading relationship with Suntory Global Spirits on the network and properly configuring your SAP Business Network account. We appreciate your prompt action on all communications and requests regarding this initiative. We are targeting a cutover date from your existing AP processes in November 2024.

➤ **How do I learn more?**

- Watch this short video to [Get Ready to Transact](#) (3:47 duration)
- Visit the Supplier Information Portal (SIP) to view [training videos](#)
- Register to view an OnDemand [Supplier Summit](#) to prepare for this process

We believe this shift will strengthen our business relationship and allow for more robust collaboration and purchasing capabilities. If you are not the correct recipient or have questions, please contact the Suntory Global Spirits Enablement Team at S2P_inquiries@beamsuntory.com.

Best regards,

Beth Turner

Director, Global Process Owner