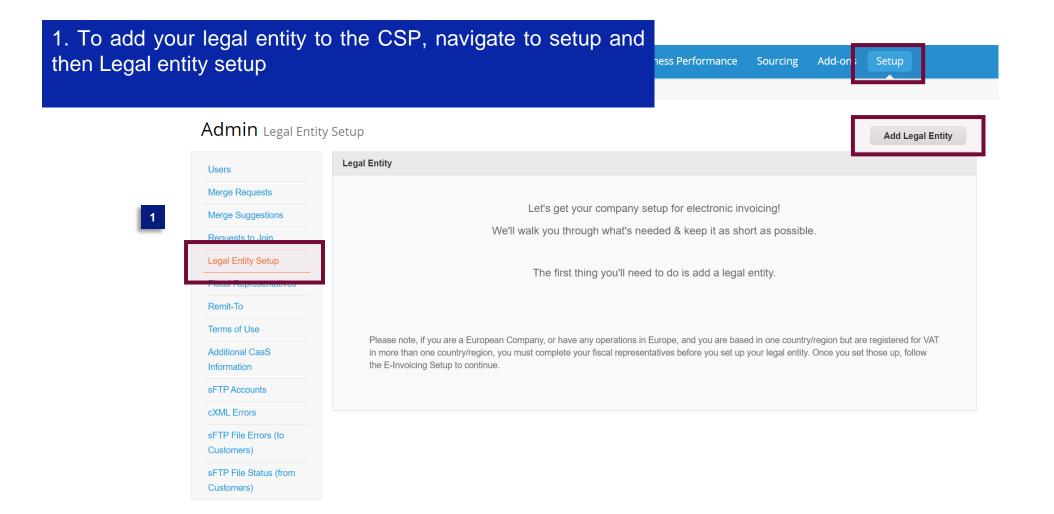


Managing Legal entities (e-invoicing set up)

OUR TEAM. OUR TIME. SHERWIN-WILLIAMS.



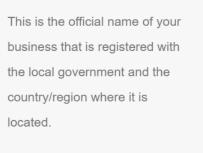


Where's your business located?

2. The CSP will guide you through all the fields needed to set up your legal entity.

Setting up your business details in Coupa will help you meet your customer's invoicing and payment requirements. For best results with current and future customers, complete as much information as possible.

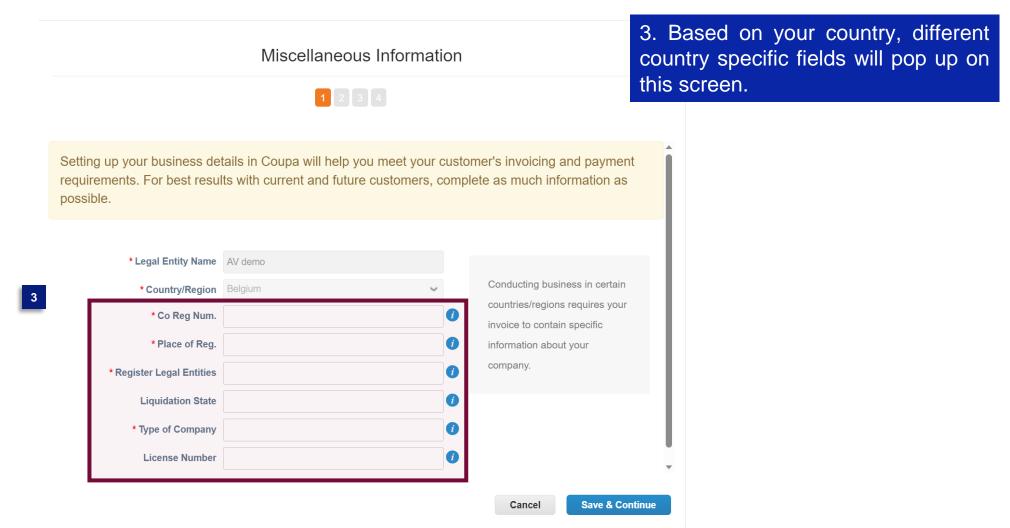
~



Cancel

Continue







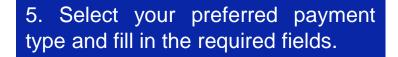
	1 2 3 4	
Which customers do you v	vant to see this?	
🗹 All 🗹 Sherwin-William	15	
What address do you invo	ice from?	
*Address Line 1 Address Line 2 • City State *Postal Code Country/Region	Select an Option	REQUIRED FOR INVOICING Enter the registered address of your legal entity. This is the same location where you receive government documents.
Country/Region * VAT ID		
	I don't have a VAT/GST Number	-
	Add additional Tax ID	_
Miscellaneous		

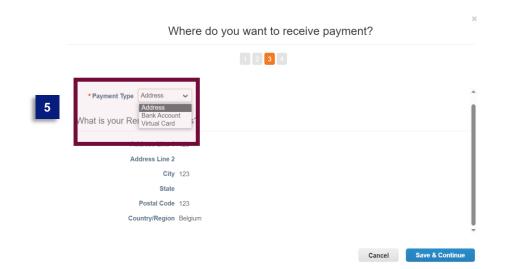
4. In this tab, you need to fill in your invoicing address.

If you are planning on setting up a cXML connection with Sherwin Williams, do not forget to fill in the Invoice from code field as this will serve as the address ID in cXML invoices.

Please contact the Sherwin Williams Supplier Enablement team (<u>emeaicoupaenable@sherwin.com</u>) first for more information.









		1 2 3	
0	or their invoices. Click Add Remit-To to	customers know where to send payment f	,
		se click Next.	add more locations, otherwis
	Status	se click Next. Remit-To Address	add more locations, otherwis Remit-To Account

Deactivate Legal Entity

Cancel

Next

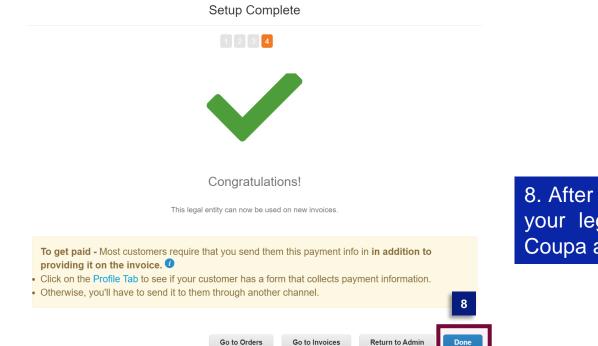
6. Verify if the data is correct for the Remit-to



		Where do	o you ship goods from?	×
			1264	
		ies/regions including different shipping I entity is registered. Status	details on the invoice is required if they are different to	Add Ship From
7	123 123 123 Belgium	Active		Manage
			Deactivate Lega	l Entity Done

7. Verify if the data is correct for the Ship-from





8. After completing these steps, your legal entity is set up in Coupa and ready for invoicing.

