

# PentaSAP for Indirect Suppliers

October, 2014

- **Chrysler Supplier Portal - eSupplierConnect**
  - How to Access
  - Global Home Page
  - Chrysler Group Home Page
  - Corporate Focus Areas
  - Applications / Recommended Applications
  - How to locate and download your Purchase Orders in GPSIS
- **Purchasing**
  - Purchasing Documents
  - 2 Way vs 3 Way Match
  - Units of Measure
  - Delivery Note
  - Additional Lines to Invoice
  - Currency Adjustments
  - How Suppliers will Receive Purchasing Documents
  - EDI / Non-EDI
  - Resources
- **Corporate Accounts Payable**
  - CAPSPIN – How to Create An Invoice



# eSupplierConnect

Tom Whedon

## The Chrysler Supplier Portal can be accessed via

[www.esupplierconnect.com](http://www.esupplierconnect.com)



FIAT CHRYSLER AUTOMOBILES



### Welcome to eSupplierConnect

Providing enhanced features to improve performance, collaboration and communication between Fiat Chrysler Automobiles and supplier partners.



FIAT CHRYSLER AUTOMOBILES

Fiat S.p.A. has become Fiat Chrysler Automobiles N.V. and has listed its stock on the New York Stock Exchange and Mercato Telematico Azionario in Milan. This occasion further cements our presence as the seventh largest global automaker moving forward as a single group with a united team of leaders and a common set of goals and ambitions. Changes have been made to eSupplierConnect to reflect the new FCA brand. Please see the Global Home page within eSupplierConnect for additional details.

LOGIN

- Home
- Register as a New User
- Need Help?
- Supported Browsers

### CORPORATE NEWS

Merger to Form Fiat Chrysler Automobiles N.V. Completed - FCA Debuts on the NYSE

LEARN MORE

### IN THE SPOTLIGHT

New FCA Group site



- Read & Accept the Terms and Conditions
- Apply for system access
- Via Email you will receive a user ID – W#####A and password





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⚙ MY APPLICATIONS ↻

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## ALERTS

### New Features for Request Applications, Account Manager and User Profiling:

*The Request Applications, Account Manager and the User Profiling (SSA functionality) features have been simplified and enhanced. The Request Applications and the Account Manager self-service features are available for all End Users to manage their own account.*

### New Bulletins section:

*Now under the second level menu of eSupplierConnect you can easily find a dedicated area for all the regional and global bulletins.*

Starting from Wednesday, **October 15<sup>th</sup>** eSupplierConnect becomes the unique entry point for FGPS, CAPMAN, BeStandard, F4S, FCM, MaPS, SQP, CADNET, CMWF and CSPS applications (except for those who were provided with at least one of these applications account out of eSupplierConnect after July 25<sup>th</sup>, until they will receive a specific communication from eSupplierConnect team).

This means that all the user management activities (e.g., new user ID creation, user data modifications, new applications request, profiling on FCA supplier codes) are now only possible through eSupplierConnect.

However, all supplier users who have to manage CNH Industrial supplier codes have to use the usual application procedure.

We remind you also that, for assistance specifically related to the applications previously mentioned (e.g., application error, etc.), you should contact the application help desk.

- You will find global information related to Fiat-Chrysler Automobiles
- Links to both Fiat and Chrysler Group



FIAT CHRYSLER AUTOMOBILES

eSUPPLIER  
CONNECT

Welcome: THOMAS, WHEDON ▾

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› Home ☆

- Chrysler Group Information
- Supplier Bulletins
- Links to more information

### UPCOMING EVENTS

**Mexico Supplier Town Hall**  
Wednesday, October 22 from 8:00 - 10:30 am local time  
Santa Fe Headquarters

**Supplier Town Hall at CTC**  
Monday, November 17  
Registration details coming soon

### WELCOME NEW SUPPLIER PARTNERS

As you navigate through the eSupplierConnect, you will be able to learn about numerous organizations and opportunities you may experience in your relationship with Chrysler Group.

It is our goal to provide our supplier partners with every opportunity to improve their performance and understanding of Chrysler requirements. Communication and education are our keys to success!

[Click here to visit the New Supplier Onboarding Site](#)

### CHRYSLER GROUP LLC NEWS

For all the latest news about Chrysler's products, people and places, check out the Chrysler Group Newscenter at [www.ChryslerGroup360.com](http://www.ChryslerGroup360.com)

#### Supplier Awards Recap Video

[Click here](#) to watch highlights from the 2014 Annual Strategy Meeting & Supplier Awards Ceremony.

### QUICK LINKS

#### [Key Contact Directory](#)

Contact information Chrysler Group Industrial organizations

#### [Supplier Training Reference Guide](#)

High-level overview of Chrysler Group systems and processes

#### [Supplier Diversity](#)

Information about the Chrysler Diversity Supplier Development (DSD) Department

#### [Debit Process Flowcharts](#)

Information about the Chrysler Debit Process Flowcharts

- [Corporate Focused Materials Home](#)
- [Indirect Purchasing](#)
- [Sustainability](#)
- [Innovation](#)
- [Conflict Minerals](#)
- [Supply Chain Management](#)

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## Corporate Focus Areas - Home

### Welcome

#### Indirect Purchasing

**Indirect Supplier:** A supplier that provides goods or services to Chrysler Group LLC that are not part of the end product (i.e. Sales & Marketing, Construction, Tooling & Equipment, IT, Services, etc.).

#### Sustainability

In order for our industry to thrive moving forward, we must give the key resources upon which we depend – people, the environment and our own business ethics and integrity – the attention that they deserve. We must collectively foster a culture committed to sustainable business practices and promote environmental and social responsibility.

#### Innovation

We believe that Chrysler Group LLC's continued success is based on the collaborative relationships that we are fostering with our suppliers. We launched the Supplier Innovation Gateway in May 2011 in an effort to develop and implement creative solutions for our future products. This program is designed to drive innovation by working collaboratively with our supplier partners to bring new and inspired ideas to the marketplace. To date, we have received over 200 ideas from our supplier partners. Many of those are being actively pursued and will be implemented in our future vehicles.

## Corporate Focus Areas

- Indirect Purchasing
- Sustainability
- Innovation
- Conflict Minerals
- Supply Chain Management





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## Corporate Focus Areas - Home

Welcome

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### Conflict Minerals

Please use this page to inform yourself about the new conflict minerals regulation effecting Chrysler and its suppliers. Here you will find information to answer many of your conflict minerals questions. This upcoming year will be a challenge to all of us as we seek to comply with this new law; this page is our home for news and supplier updates regarding the conflict minerals rule.

Here you will find a letter we sent to all of our suppliers informing them of the new law. Additionally, the links below will direct you to FAQs, general information about the conflict minerals rule, a sample template of information Chrysler will ask, and the reporting tool we'll be asking our suppliers to use.

### Supply Chain Management

The Chrysler Supply Chain Management (SCM) team recognizes that our supply base is the backbone of our success. This page is intended to provide you with direct access to tools and resources to ensure that shipments meet the right criteria for successful shipments.

- Indirect Purchasing is all goods & services NOT related to the vehicle build.
- Information displayed on this page is related to this business area and function.



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Corporate Focus Areas

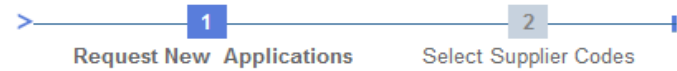
## •Reference Documents

- [Chrysler Diversity Supplier Development](#)
- [Chrysler Plant Code List](#)
- [Chrysler Supplier Innovation](#)
- [Chrysler Supplier Innovation Template](#)
- [Chrysler Supplier Reference Guide](#)
- [Chrysler Technical Center Visitor's Guide](#)
- [Chrysler Corporate Accounts Payable User Guide](#)
- [EDI Implementation Guides](#)
- [Electronic Commerce Requirements](#) - Direct Pay Permits can be found in the Reference tab
- [Electronic Funds Transfer – Wire Application Instructions and Form](#)
- [ESP Sales & Marketing Invoicing Instructions](#)
- [Harmonized Sales Tax Matrix.pdf](#)
- [Indirect General Terms & Conditions and Clauses](#)
- [P.O. Inquiry/Print Instructions](#)
- [Supplier Travel Guidelines](#)
- [WebRFQ Training Manual](#)

- Applications Launchpad
- Request Applications

CLOSE MENU

## Request New Application



Next Step ▶ Abort

### Select Applications

#### Search Type

- My Applications  My Organization Applications  All Others Available Applications

▶ [Show Search Criteria](#)

#### Search Results

Application Name	Bundle C...				
Accelerated Digital Asset Management (ADAM)	DAM				<a href="#">Request</a>
ADAM Simplified User Interface	DAM				<a href="#">Request</a>
AMPS/ESCRROLL	MBB				<a href="#">Request</a>
AQP Supplier Reports	EWR				<a href="#">Request</a>
ASME Die Operations System	DIE				<a href="#">Request</a>
Asset Cost Breakdown	FPZ				<a href="#">Request</a>

- List of available applications listed in alphabetic order.
- You will not need every application.
- Review the request application document to register for those applications that apply to the services you will provide.

The following applications are recommended for Purchasing & Finance in eSupplierConnect. They have been updated for PentaSAP and available to all suppliers:

<b>GPSIS (Default)</b>	<b>Purchase Order (PO) Inquire</b>
<b>Corporate Accounts Payable (CAP)</b>	<b>Supplier Profile Update System</b>

## How to register:

- The supplier's own Chrysler Supplier Portal Security Administrator (SA) needs to request the three applications.
- Once the SA has registered for the applications, each subsequent user will need to request access, where applicable.
- The request is then sent to the supplier's SA, who will then either approve or deny the request.
- If approved, the user can then access the applications via the "Applications" tab.
- Refer to the quick reference guide and manual for app. request on the support page at [www.esupplierconnect.com/support](http://www.esupplierconnect.com/support)

**Note:** *All other eSupplierConnect content is unchanged & also continues to be available.*

# GPSIS - How to Find Your Purchase Orders

## Select Purchase Order (PO) Inquire - from menu

The screenshot shows the GPSIS web application interface. A red arrow points to the 'Purchase Order (PO) Inquire' option in the left-hand navigation menu. The main content area displays a 'Welcome to GPSIS' message and a list of announcements. The right-hand side features a 'NEWS' section with a link to 'Indirect My Desktop Users'.

**GPSIS MAIN MENU**

- Company and Descriptions
- Supplier Tools
- Reports
- EBSC
  - Purchase Order (PO) Inquire
  - Supplier Profile Update System
- Savings Database

**Welcome to GPSIS**  
Global Platform for Sourcing and Information Services

- 3/20/2014 - 2014 EBSC data is now available.
- 2/26/14 - The PO Inquiry parameter section now defaults to Indirect, so if you're a Direct supplier, don't forget to select "Direct" before running the report
- Note that when you get to GPSIS from the portal it will show all the portal apps that are hosted in GPSIS but only those for which you are registered in the portal will work.
- The portal Supplier Profile Update System app browser compatibility problem has been fixed. If you don't get the "Edit" button option, you have probably not registered for that app in the portal.
- If you are a Production or Service parts supplier and have a question regarding your EBSC, then please refer to the Contact List located in the Help section of EBSC.

**NEWS**  
Indirect My Desktop Users

News Archives

Select  
“PO Inquire – Web Version” from the menu

Windows Internet Explorer provided by Chrysler

://gpsis.intra.chrysler.com/prod/servlet/com.dcx.ps.gpsis.ac.srvlet.ImpersonateServlet

Chrysler Group LLC  
Purchasing & Supplier Quality / GPSIS

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GPSIS MAIN MENU

- Codes and Descriptions
- Supplier Tools
  - DSD Reports
  - EBSC
  - Purchase Order (PO) Inquire**
    - PO Inquire – Web Version**
    - PO Inquire – 3270 Version
    - Part List Report
    - PO Inquire - MPAB Components
    - User Manual
    - FAQs
  - Supplier Profile Update System
- Savings Database

First Time User | Help | Profile | Contact Us | English | USD | Impersonate Welcome,

### Welcome to GPSIS

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NEWS

Indirect My Desktop Users

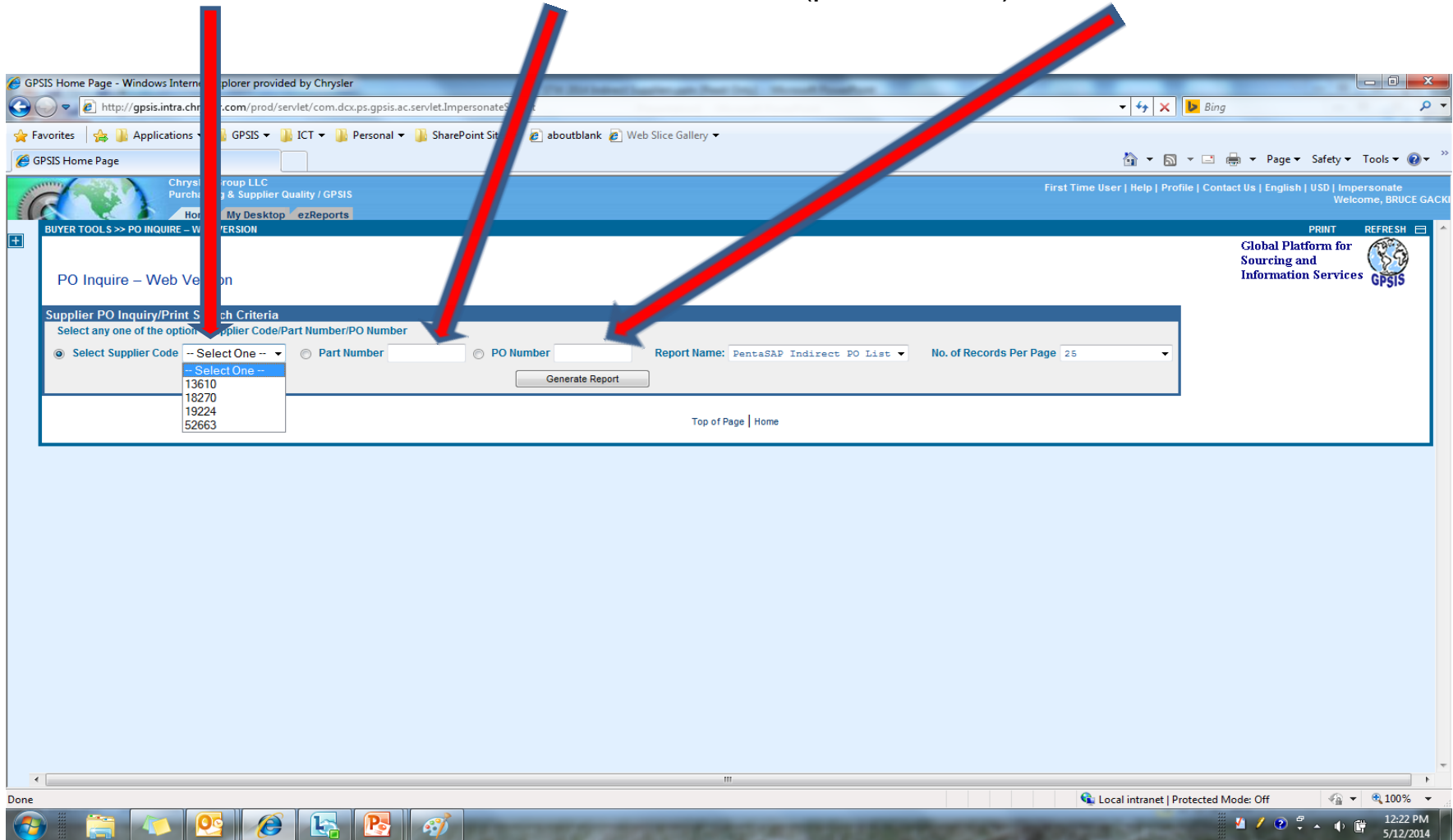
News Archives

Local intranet | Protected Mode: Off

12:21 PM  
5/12/2014

# GPSIS - How to Find Your Purchase Orders

Select a Vendor Code, or enter a Material Number (part number) or PO Number.



# GPSIS - How to Find Your Purchase Orders

Make sure the appropriate Report Name is selected. Report default is “PentaSAP Indirect PO List”.

The screenshot shows the 'PO INQUIRE - WEB VERSION' page. The search criteria section includes a dropdown for 'Select Supplier Code' (13610), radio buttons for 'Part Number' and 'PO Number', a 'Report Name' dropdown (set to 'PentaSAP Indirect PO List'), and a 'No. of Records Per Page' dropdown (set to 25). A 'Generate Report' button is located below these options. A red arrow points to the 'Report Name' dropdown.

**PENTA SAP INDIRECT PO LIST**

PDF	PO/Contract	Legacy PO Number	Old Release	Po Issue Date	Purchasing Group	Cancelled	Issued Supplier	Supplier Name	Release Supplier	Ship Supplier	Mfg Supplier	Payment Terms	FOB Supplier	Document Type	Current version for spot buys	Company Code	Modular Flag	Currency Code	Purch Organ
	60245045			2014-03-24	T6A		13610					XLZA	FCA	MUT	000000	G589		USD	10
	48267010			2014-05-08	G2R		13610					XLZA	FCA	CS	000000	G589		USD	10

Total Records: 2

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# GPSIS - How to Find Your Purchase Orders

Click on the PDF icon to open the print view of the PO (it takes a while to build the PDF so please wait for it!)

The screenshot shows the GPSIS web application interface. A red arrow points to a PDF icon in the first row of the table. The search criteria form is filled with the following values:

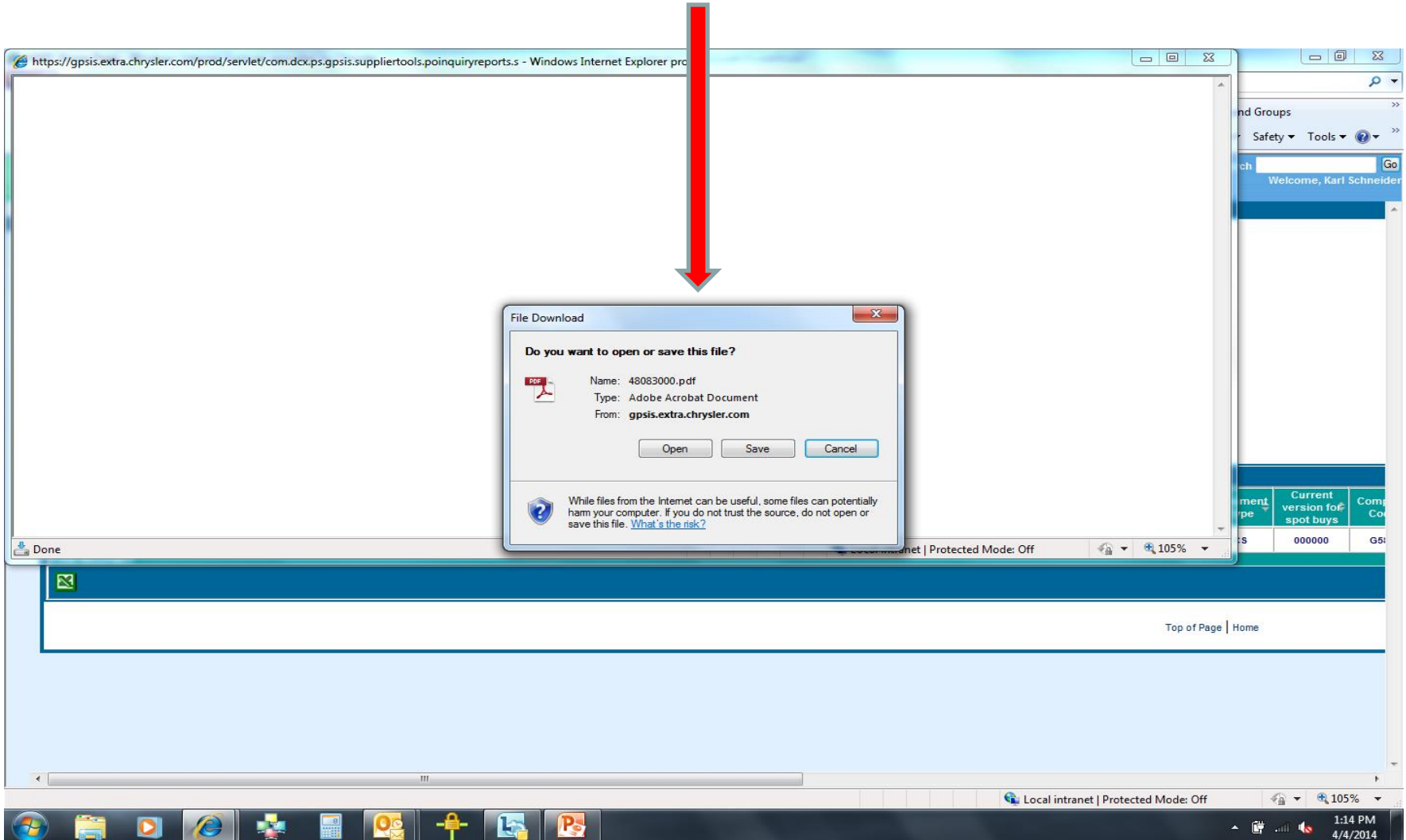
- Supplier Code: [Empty]
- PO Number: 48083000
- Records Per Page: 25
- Supplier SID: [Empty]
- Part Number: [Empty]
- Report Name: PentaSAP Indirect PO List

The table below shows the search results:

PO/Contract	Legacy PO Number	Old Release	Po Issue Date	Purchasing Group	Cancelled	Issued Supplier	Supplier Name	Release Supplier	Ship Supplier	Mfg Supplier	Payment Terms	FOB Supplier	Document Type	Current version for spot buys	Comp
48083000			2014-01-22	G2P		60749 A	TUOPU NORTH AMERICA LTD				XLZA	FCA	CS	000000	GS

Total Records:1

Click on **Open** in the File Download box to display the PO



# GPSIS - How to Find Your Purchase Orders

- A PDF of the PO is displayed (Note: PO's may have multiple pages with line item details). If the PDF does not appear complete, please see next page.

48083000[1].pdf - Adobe Reader

File Edit View Window Help

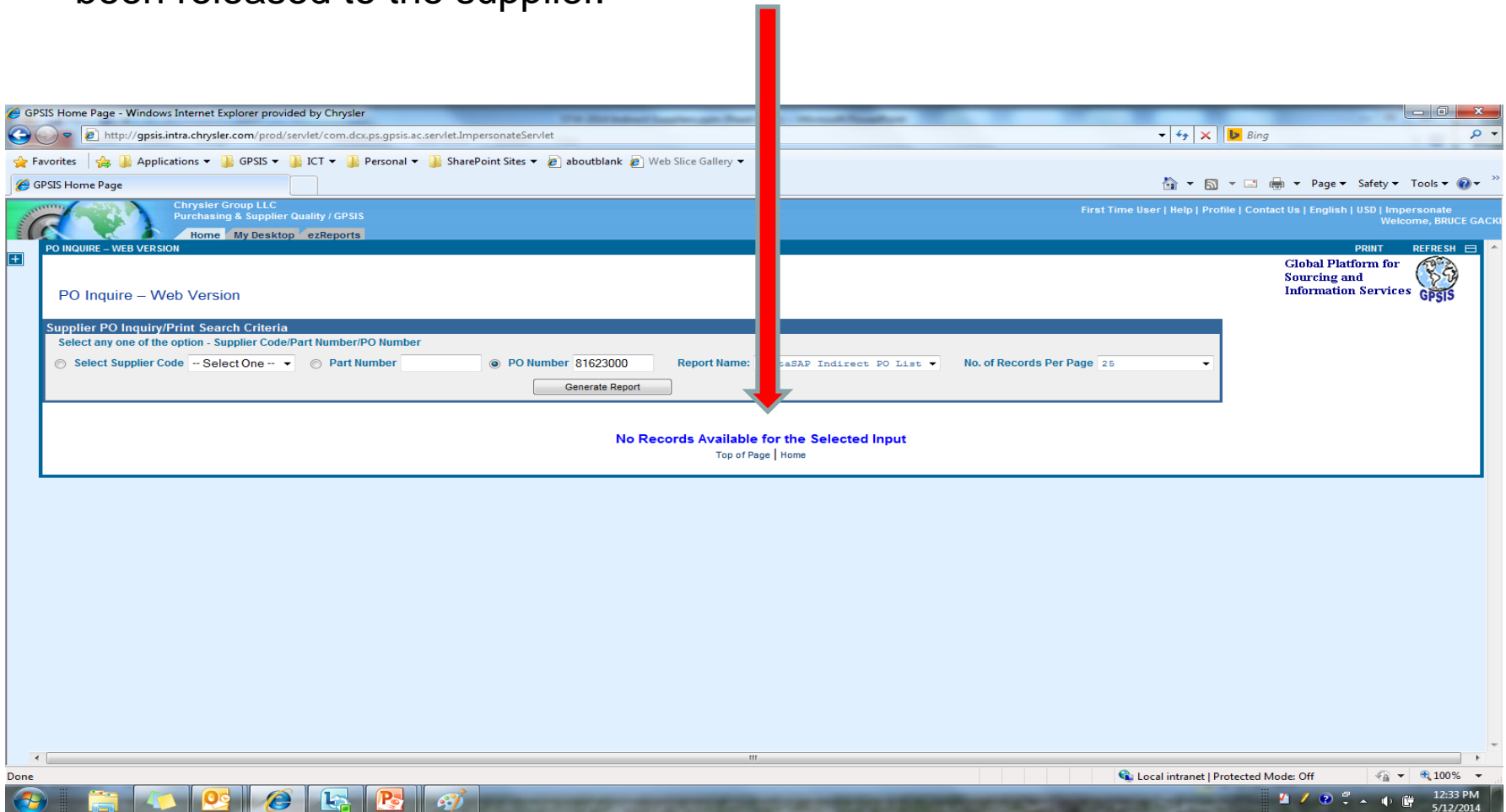
1 / 6 84.9%

Comment

<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		Buyer: FORREST KNOX Purchasing Group: G2P Phone: 2485763526 E-mail: FLK@CHRYSLER.COM	Purchase Order: Issue Date: 01/22/2014 Doc Type: CS	Payment Terms: XLZA NET 45 DAYS Delivery FCA Goods Supplier Location				
Vendor Name:		Ship to Attention to:	See below See below	Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA				
Vendor Code:								
Line Item	Part Number	Description	U/M	Qty	Unit Price	Price Per Unit (1/10/100)	Total Price	Delivery Date
1	68202955AB	BUSHING BUSHING CONTROL ARM LWR FRT PART CHANGE LEVEL REQUESTED IS AOO 2016 WD Mule 3A and 3B builds  Ship to: Automotive Corp 2347 DOVE ST Port Huron, MI 48060  SUPPLIER: CHRYSLER PROTOTYPE BAR CODE LABEL MUST BE USED WHEN SHIPPING PROTOTYPE PARTS TO ANY CHRYSLER LOCATION TO ENSURE ACCURATE INVENTORY AND TIMELY PAYMENT. BAR CODE	EA	156		1		02/28/2014
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order. Standard text (as referenced in the order, the Chrysler Indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler Indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard Text ID text are currently published on <a href="https://gps.extra.chrysler.com/ps/pgtgc/">https://gps.extra.chrysler.com/ps/pgtgc/</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's form or otherwise presented by Seller or Chrysler, Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>								
Pag 1 of 6				Version 0 01/22/2014				

1:14 PM 4/4/2014

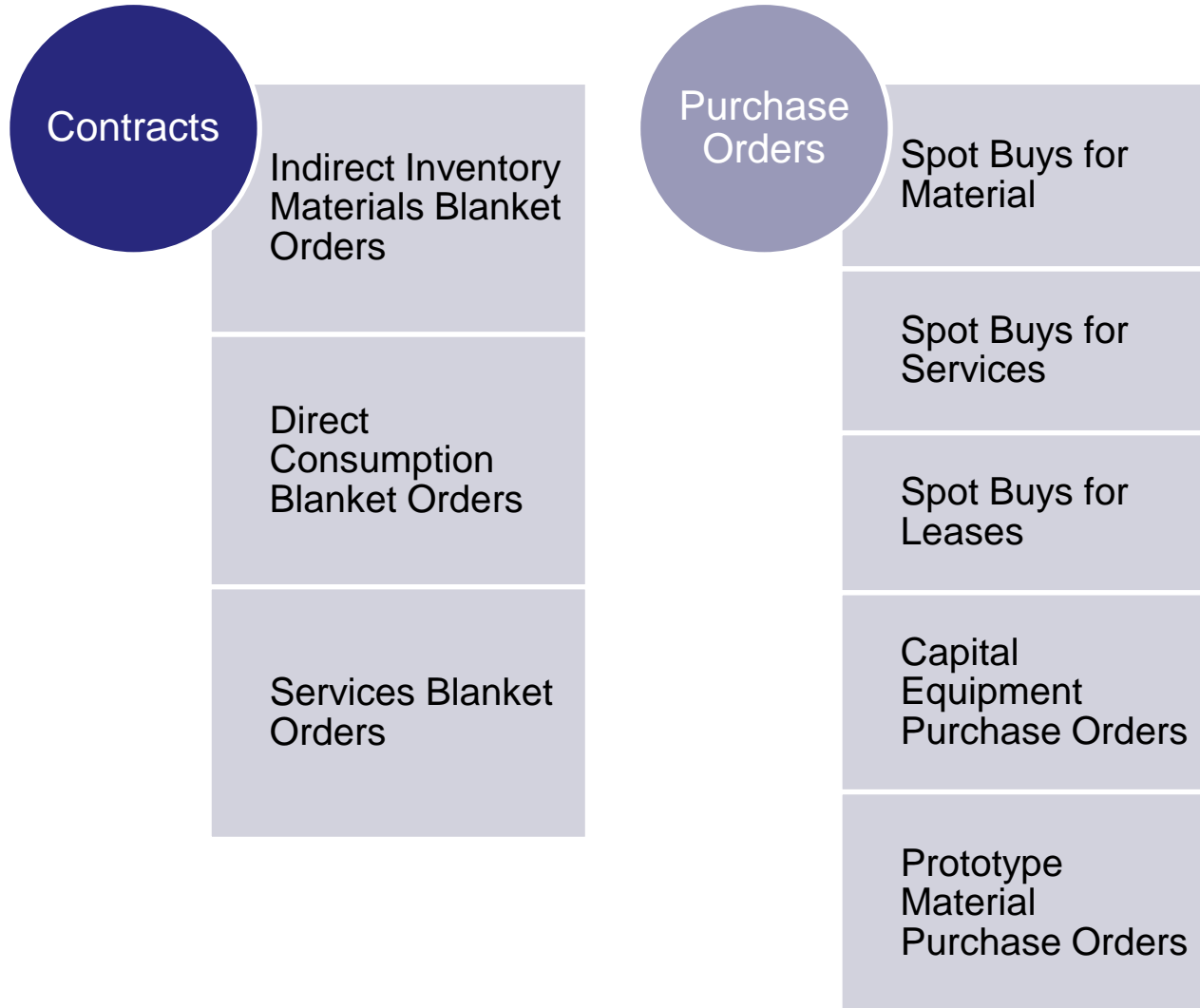
If the system returns the message “No Records Available for the Selected Input” this indicates the Purchase Order is NOT fully approved, and has NOT been released to the supplier.



# Indirect Purchasing

Tom Whedon

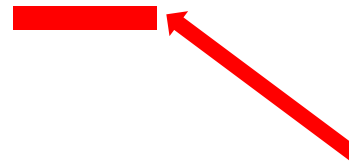
- PentaSAP will use 2 types of Purchasing Documents



The format of our contract and purchase order numbers has changed with the launch of PentaSAP to:

- ❑ 7 or 8 digits
- ❑ All numeric

**Example:** **60365978**



- The first or the first & second positions will identify the type of document
- The document will also carry a “doc type” which will also identify the type of contract or purchase order

# Indirect Purchase Order & Contract Numbering

Type	Number Range		Doc Type	Replaces PO Prefixes
	From	To		
Scheduling Agreement	20000001	29999999	EOP	
Prototype	48000000	49999999	CS	J
Material Spot Buy	60000000	69999999	MUT	J
Indirect Material Contract	70000000	78999999	INMC	A,N,Z
Assets	80000000	81499999	CP	J
Framework Orders (used for Lease)	81500000	82999999	FO	J
Indirect Material Release	90000000	99999999	ML	



**“7”**

A purchase contracts will begin with “7”. These contracts are NOT an authorization to ship materials or provide services. These purchase contracts numbers will never be used to submit an invoice against.

**NOTE: Do not submit invoices against a Contract that begins with “7”**

**“9”**

Purchase orders that begin with a “9” are purchase orders against an open contract. These purchase orders are your authorization to ship materials or provide services. These purchase order number will always be used for invoicing purposes.

**NOTE: You can submit an invoice against a PO that begins with “9”**

**“4”**

Purchase orders that begin with a “4” are considered spot buy purchase orders. These are purchase orders issued for Prototype Parts.

**“6”**

Purchase orders that begin with a “6” are considered spot buy purchase orders. These are purchase orders issued through a General & Administrative (G&A) / Expense budget.

**“8”**

Purchase orders that begin with a “8” are also considered spot buy purchase orders. These are purchase orders issued through a Capitol Expense (CapEx) budget.

**NOTE:** You can submit an invoice against any of these types of PO’s

- Purchase Orders or Purchase Contracts may contain multiple line items.
- Purchase Orders only require a material group item number (5 numeric characters)
- Purchase Contracts require fully coded material numbers (9 numeric characters)

## Purchase Orders (Spot Buys) and Contracts (Blankets) can contain multiple parts/items

Purchase Order		
Line Item	Part #	Description
1	271500006	CLIP MINIHOOK TO STD BANANA PLUGBLACK
2	271500007	CLIP ALLIGATOR TO ALLIGATOR CLIP
3	271500011	CLIP MINIHOOK TO BANANA PLUG RED


## Contracts (Blanket Orders)

The same contract can cover multiple Chrysler plants.

Separate contracts for the same part will be issued if the part is required for a different Chrysler company code (ex. used by U.S. & Mexico).

Contracts will contain a pricing start date and end date. The total contract value will be managed by the internal end user and purchasing.

# Purchase Order / Contract: Example (slide 1 of 4)

 <b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills, MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:		Purchase Order: 70001791 Issue Date: 09/05/2013 Expiration Date: 09/05/2013 Doc Type: INMC		Payment Terms: XLSA NET 60 DAYS Delivery Terms: FCA Goods Supplier Location:	
Vendor Name:				Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA MI 48153-7927			
Vendor Code:				Rel Location: See below			
Line Item	Part Number	Description	U/M	Unit Price	Price Per Unit (1/10/100)	Pricing Start Date	Pricing End Date
1	998040035	0035 - RATE RANGE PRICE: below \$3000	WK	3000.00USD	1	09/05/2013	09/05/2014
2	998040012	0012 - RATE RANGE PRICE: \$65.01/HR - \$70 09-05-2013 RATE RANGE PRICE: \$65.01/HR - \$70.00/HR	HR	70.00USD	1	09/05/2013	09/05/2014
This order is for approximately 65% - 100% of our requirements. Standard Text id: Comments: This is Contract for Supplemental Labor  The following plants are authorized to release against this contract: 1100 CG Chrysler Group LLC 1210 CG Purchasing and Supplier Qua 1250 CG Engineering Office							
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text ids referenced in the order, the Chrysler indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text id text are currently published on <a href="https://gsp.entra.chrysler.com/ps/pagtc/">https://gsp.entra.chrysler.com/ps/pagtc/</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>							
Page 1 of 1				Version 0		09/05/2013	

- ## Contract/PO Features
1. Issued by company code (legal entity)
  2. Buyer's Name and email address will be provided
  3. PO Number, Issue / Expiration Date & Doc Type (refer to page 24)
  4. Payment Terms will stay the same
  5. Delivery Terms will utilize the Intl. Chamber of Commerce – "Incoterms"

Sample Contract

# Purchase Order / Contract: Example (slide 2 of 4)

<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills, MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:	Purchase Order: 70001791 Issue Date: 09/05/2013 Expiration Date: 09/05/2014 Doc Type: INMC	Payment Terms: XLSA NET 60 DAYS  Delivery Terms: FCA Goods Supplier Location			
Vendor Name:		Vendor Code:		Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA MI 48153-7927			
6		7		8			
Rel Location: See below							
Line Item	Part Number	Description	U/M	Unit Price	Price Per Unit (1/10/100)	Pricing Start Date	Pricing End Date
1	998040035	0035 - RATE RANGE PRICE: below \$3000	WK	3000.00USD	1	09/05/2013	09/05/2014
2	998040012	0012 - RATE RANGE PRICE: \$65.01/HR - \$70 09-05-2013 RATE RANGE PRICE: \$65.01/HR - \$70.00/HR	HR	70.00USD	1	09/05/2013	09/05/2014
This order is for approximately 65% - 100% of our requirements. Standard Text id: Comments: This is Contract for Supplemental Labor  The following plants are authorized to release against this contract: 1100 CG Chrysler Group LLC 1210 CG Purchasing and Supplier Qua 1250 CG Engineering Office							
7							
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text ids referenced in the order, the Chrysler indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text id text are currently published on <a href="https://gsp.entra.chrysler.com/sp/prg/c/">https://gsp.entra.chrysler.com/sp/prg/c/</a>. By accepting this order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>							
Page 1 of 1				Version 0		09/05/2013	

**Contract/PO Features**

- Supplier codes will now be called Vendor Codes; codes will stay the same. Suppliers are responsible for keeping their contact information up to date
- Releasing Location
- Invoicing method / location stays the same

## Sample Contract

# Purchase Order / Contract: Example (slide 3 of 4)


<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:	Purchase Order: 70001791 Issue Date: 09/05/2013 Expiration Date: 09/05/2014 Doc Type: INMC	Payment Terms: XLSA NET 60 DAYS  Delivery Terms: FCA Goods Supplier Location			
Vendor Name:		Vendor Code:		Rel Location: See below		Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA MI 48153-7927	
Line Item	Part Number	Description	U/M	Unit Price	Price Per Unit (1/10/100)	Pricing Start Date	Pricing End Date
1	998040035	0035 - RATE RANGE PRICE: below \$3000	WK	3000.00USD	1	09/05/2013	09/05/2014
2	998040012	0012 - RATE RANGE PRICE: \$65.01/HR - \$70 09-05-2013 RATE: \$65.01/HR - \$70.	HR	70.00USD	1	09/05/2013	09/05/2014
9	10	11	12	13	14	15	16
This order is for approximately 65% - 100% of our requirements. Standard Text id: Comments: This is Contract for Supplemental Labor  The following plants are authorized to release against this contract: 1100 CG Chrysler Group LLC 1210 CG Purchasing and Supplier Qua 1250 CG Engineering Office							
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text ids referenced in the order, the Chrysler indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text id text are currently published on https://gsp.entra.chrysler.com/sv/pag/1. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>							
Page 1 of 1				Version 0		09/05/2013	

- ## Contract/PO Features
9. Line items (refer to page 27)
  10. Material Numbers may have changed please review
  11. Descriptions will coincide with 9 digit Chrysler material number
  12. The codes used for some u/m will change; some addtl u/m will be available
  13. Unit Price
  14. Price Per Unit
  15. Each item on a contract will have a Pricing Start Date (not used on PO's)
  16. Each item on a contract will have a Pricing End Date (not used on PO's)

**Sample Contract**



# Purchase Order / Contract: Example (slide 4 of 4)

 <b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:		Purchase Order: 70001791 Issue Date: 09/05/2013 Expiration Date: 09/05/2014 Doc Type: INMC		Payment Terms: XLSA NET 60 DAYS  Delivery Terms: FCA Goods Supplier Location	
Vendor Name:				Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA MI 48153-7927			
Vendor Code:				Rel Location: See below			
Line Item	Part Number	Description	U/M	Unit Price	Price Per Unit (1/10/100)	Pricing Start Date	Pricing End Date
1	998040035	0035 - RATE RANGE PRICE: below \$3000	WK	3000.00USD	1	09/05/2013	09/05/2014
2	998040012	0012 - RATE RANGE PRICE: \$65.01/HR - \$70 09-05-2013 RATE RANGE PRICE: \$65.01/HR - \$70.00/HR	HR	70.00USD	1	09/05/2013	09/05/2014
This order is for approximately 65% - 100% of our requirements. Standard Text id: Comments: This is Contract for Supplemental Labor  The following plants are authorized to release against this contract: 1100 CG Chrysler Group LLC 1210 CG Purchasing and Supplier Qua 1250 CG Engineering Office							
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text ids referenced in the order, the Chrysler indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text id text are currently published on <a href="https://gsp.einfo.chrysler.com/ps/pag/1">https://gsp.einfo.chrysler.com/ps/pag/1</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>							
Page 1 of 1				Version 0		09/05/2013	

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18

**Contract/PO Features**

17. COMMENTS:  
The number of clause use will be greatly reduced; a clause number will be identified if applicable. Clause text will be available through the Chrysler portal on eSupplierConnect  
Any Comments related to this contract, as well as, any related reason for an amendment will be displayed in the Standard Text id & Comments area.

18. General Terms & Conditions information.

**Sample Contract**



## Purchase Orders - 3 Way Invoice Match

A purchase order will only be valid for one plant (and one Chrysler company code).

A purchase order will include a quantity & once that quantity has been shipped the order is considered fulfilled.

A goods receipts will be required for all quantity based Purchase Orders.

## Purchase Orders – 2 Way Invoice Match

A purchase order will only be valid for one plant (and one Chrysler company code).

A purchase order will include a not to exceed value plus a deliverable. once the deliverable is complete, the order is considered fulfilled.

An internal invoice approval will be required for all Purchase Orders that cannot be stated in a quantity / cost per unit relationship.

# Purchase Order - 3 Way Match – Example (1 of 1)

<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		<b>Buyer</b> Purchasing Group: <b>Phone:</b> <b>E-mail:</b>	<b>Purchase Order:</b> 60000742 <b>Issue Date:</b> 01/29/2013 <b>Doc Type:</b> MUT	<b>Payment Terms:</b> XLSA NET 60 DAYS  <b>Delivery Terms:</b> FCA CHICAGO IL 60632-3881				
<b>Vendor Name:</b>		<b>Ship to Location:</b> CG Warren Truck Assy Plant 1 Chrysler Group LLC, 6277 E Eight Mile Road Warren MI 48091 US <b>Plant Code:</b> 2452		<b>Invoice to Location:</b> CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA				
<b>Vendor Code:</b>								
Line Item	Part Number	Description	U/M	Qty	Unit Price	Price Per Unit (1/10/13)	Total Price	Delivery Date
1	423800001	REID TOOL SUPPLY KHD-70 MODERN DESIGN	EA	15	25.00 USD	1	375.00 USD	09/15/2012
2		GERLIEVA 302-55065 SPRAY NOZZLE TIP	EA	8	59.00 USD	1	472.00 USD	09/05/2013
<b>Comments:</b> Standard Text ID: 098A, 156, A774, A775, A887, H11								
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text IDs referenced in the order, the Chrysler Indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler Indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text ID text are currently published on <a href="https://gsp.astra.chrysler.com/va/psg/ta/">https://gsp.astra.chrysler.com/va/psg/ta/</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>								
Page 1 of 1				Version 0 09/05/2013				

**PO Example**

1. Line item number
2. Item Material Number
3. Item unit of measure
4. Line item quantity
5. Line item price
6. Total price for this line item

**NOTE:** A supplier can issue any number of invoices per line item, until the total line item quantity is exhausted, provided the unit price is at or below the line item price stated. A goods receipt is required.

**Sample Purchase Order**

# Purchase Order - 3 Way Match – Progress Payments Example (1 of 1)

<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:	Purchase Order: 80003042 Issue Date: 09/07/2013 Doc Type: CP	Payment Terms: XLSA NET 60 DAYS  Delivery Terms: FCA				
<b>Vendor Name:</b> 1 2 3		<b>Ship to Location:</b> CG Sterling Hgts Assy Plant Van Dyke 4 5 6 Sterling Height 312 Plant Code: 40		<b>Invoice to Location:</b> CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA 7				
Line Item	Part Number	Description	U/M	Qty	Unit Price	Price Per Unit (1/10/100)	Total Price	Delivery Date
1	395083856	PRP INC GRACO Z-SERIES METERING PUMPS, 1 Milestone 1 added on 10/02/13	LO	1	30,886.80 USD	1	30,886.80 USD	09/07/2013
2	395083856	PRP INC GRACO Z-SERIES METERING PUMPS, 1 Milestone 2 added on 10/02/13	LO	1	30,886.80 USD	1	30,886.80 USD	09/07/2013
3	395083856	PRP INC GRACO Z-SERIES METERING PUMPS, 1 Milestone 3 added on 10/02/13	LO	1	30,886.80 USD	1	30,886.80 USD	09/07/2013
4	395083856	PRP INC GRACO Z-SERIES METERING PUMPS, 1 Milestone 4 added on 10/02/13	LO	1	10,295.60 USD	1	10,295.60 USD	09/07/2013
<b>Comments:</b> Legacy Create Date:12/17/2012 12:00:00 AM; Original WBS:2A5762 Original PO Amount:102956.00 Legacy Req. Number:BAME0004458; Material Number:395083856; Standard Text ID: 098A, A774, A775, A887, H11 Reason for Change as of 10/02/2013 : CLAUSE ADDEDCLAUSE ADDED								
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text id's referenced in the order, the Chrysler Indirect Materials and Logistics Services Purchasing General Terms and Conditions (R/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and cancel and supersede any prior contemporaneous negotiations or agreements regarding the order. The Chrysler Indirect Materials and Logistics Services Production General Terms and Conditions (R/2011) and standard text ID text are currently published on <a href="http://aps.electra.chrysler.com/aps/pagof/">http://aps.electra.chrysler.com/aps/pagof/</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>								
Page 1 of 1				Version 1 10/02/2013				

**PO Example**

1. Line item number
2. Item Material Number
3. Item description with milestone payments
4. Item unit of measure
5. Line item quantity
6. Line item price
7. Total price for this line item

**NOTE:** The milestone payments identified in line item #3, allows the supplier to invoice 1 time upon completion of the agreed upon milestone or deliverable. The number of line items is determined by the negotiated number of milestones or deliverables to complete the project or service. A goods receipt is required.

**Sample Purchase Order**

# 3 Way Match

A 3 way match occurs when the Purchase Order, Goods Receipt and Invoice data are consistent. A 3 way match is required for the invoice to be accepted for payment.

Purchase Order # 123					
PO Line item	Quantity	UOM	Cost / unit	Line item \$	
1	10	each	\$ 1.00	\$ 10.00	
2	1	each	\$ 5.00	\$ 5.00	
				\$ 15.00	

Goods Receipt #555 8/2/2013 & Delivery note number			
PO#	PO Line #	Qty Received	
123	1	5	

Supplier invoice #4567 & Delivery note number				
PO#	PO Line #	Qty delivered	Cost / unit	Line item \$
123	1	5	\$ 1.00	\$ 5.00

3 way match -  
— PO, GR and Invoice agree

Pay invoice,  
update project  
status

# Purchase Order - 2 Way Match – Example (1 of 1)

<b>CHRYSLER</b> Chrysler Group LLC 1000 Chrysler Drive Auburn Hills MI 48326 US		Buyer: Purchasing Group: Phone: E-mail:	Purchase Order: 60000742 Issue Date: 01/29/2013 Doc Type: MUT	Payment Terms: XLSA NET 60 DAYS  Delivery Terms: FCA Goods Supplier Location				
Vendor Name:		Ship to Location: CG Warren Truck Assy Plant 1 Chrysler Group LLC 4277 E Eight Mile Road Warren MI 48090 Plant Code: 245		Invoice to Location: CHRYSLER GROUP LLC - CORPORATE ACCOUNTS PAYABLE PO BOX 537927 LIVONIA				
1	2	3	4	5	6	7		
Line Item	Part Number	Description	U/M	Qty	Unit Price	Price Per Unit (1/10/100)	Total Price	Delivery Date
1	423800001	REID TOOL SUPPLY KHD-70 MODERN DESIGN	EA	1	2,590.00 USD	1	2,590.00 USD	09/15/2012
2		C001 - Multiple invoices accepted SUPPLIER PRESENTATION C004 - Multiple invoices accepted # Must Follow Chrysler Travel Policy # Documentation Required at Invoicing	LO	1	5,999.00 USD	1	5,999.00 USD	09/05/2013
Comments:  Standard Text ID: 098A, 156, A774, A775, A887, H11 Reason for Change as of 10/02/2013 : CLAUSE ADDED								
<small>Seller agrees to sell and deliver the goods and services specified in Chrysler's order in accordance to the Terms and Conditions contained in the order, standard text ids referenced in the order, the Chrysler Indirect Materials and Logistics Services Purchasing General Terms and Conditions (8/2011), the terms of this form and any signed documents referenced in this order, all of which constitute the entire and final agreement between Chrysler and Seller and supersede any prior or contemporaneous negotiations or agreements regarding the order. The Chrysler Indirect Materials and Logistics Services Production General Terms and Conditions (8/2011) and standard text ID text are currently published on <a href="https://gpc.entra.chrysler.com/ps/wps/ctrl">https://gpc.entra.chrysler.com/ps/wps/ctrl</a>. By accepting the order, the Seller acknowledges having actual knowledge of the text of the reference instructions and the General Terms and Conditions. Chrysler's order expressly limits acceptance to the terms of the order and any additional or different terms, whether contained in Seller's forms or otherwise presented by Seller or rejected unless expressly agreed to by Chrysler. Seller specifically waives its signed acceptance of the order. "Order" means a purchase order transmitted to Seller via Chrysler Electronic Data Interchange system or delivered to Seller in a paper format.</small>								
Page 1 of 1				Version 2 00/00/0000				

**PO Example**

1. Line item number
2. Item Material Number
3. Item description with cost code identified
4. Item unit of measure
5. Line item quantity
6. Line item price
7. Total price for this line item

**NOTE: The cost code identified in line item #3, allows the supplier to submit multiple invoice against a quantity of 1. Internal invoice approval is required, but a goods receipt is not. These codes replace clause 135. For cost code definitions see slide #40.**

**Sample Purchase Order**

A 2 way match occurs when data on the Purchase Order and an Approved Invoice are consistent. When consistent, payment occurs. 2 way match usage is restricted.

Purchase Order # 999 for equipment installation				
PO Line item	Quantity	UOM	Not to exceed	
1	1	each	\$ 50.00	

Approved Invoice # 777 for equipment installation & Delivery note number				
PO #	Quantity	January charges		
999	1	\$ 22.00		



— 2 way match – PO and Approved Invoice agree

Pay invoice,  
update project  
status

2 way match may only be used for:

1. Contracts with progress payments where the dollar amount of each payment cannot be determined in advance (eg. Construction, installation).
2. Contracts that cannot be stated in a quantity / cost per unit relationship.

- In PentaSAP there will be a cost code associated to the specific line item that will indicate if more than 1 invoice can be submitted on that line item. Multiple invoices can be submitted against quantity based line items but a cost code will be required for multiple invoices for a quantity of 1.
- This cost code will need to be identified on the specific line at each time the item is invoiced. **These cost codes are as follows:**
  - **C001 / C002** - Multiple invoices accepted
  - **C003** - Multiple invoices accepted – Documentation of Third Party Invoicing Required – Supplier to Follow Chrysler Sales & Marketing Guidelines
  - **C004** - Multiple invoices accepted – Must Follow Chrysler Travel Policy – Documentation Required at Invoicing
- Clause 135 Will **NO** longer be used to make multiple payments against any line item with a quantity of “1”

**CLAUSE: 135**



# Purchase Order / Contract Details: Acceptable Units of Measure (Slide 1 of 2)

- The MM Functional Solution designed for Chrysler Purchase Order processing allows fractional quantities on all SAP units of measure.
- The Unit of Measure required when invoicing via CAPSPIN is found in the SAP UoM column.

EDI UoM	SAP UoM	Description
02	MI	Mile
28	KGF	Kilogram/Square meter
2J	C3S	Cubic centimeter/second
2M	CMS	Centimeter/Second
2X	M	Meter
2Z	MV	Millivolt
03	S	Second
3B	MEJ	Megajoule
3H	KGK	Kilogram/Kilogram
4G	µL	Microliter
4K	MA	Milliampere
4O	µF	Microfarad
4S	PA	Pascal
4V	M3H	Cubic meter/Hour
59	PPM	Parts per million
61	PPB	Parts per billion
68	A	Ampere
70	V	Volts
82	OHM	Ohm
83	F	Farad
86	J	Joule
8U	KM2	Square kilometer

EDI UoM	SAP UoM	Description
99	W	Watt
AC	ACR	Acre
BF	BFT	Board Feet
BG	BAG	Bag
BI	BAR	bar
BO	BT	Bottle
BX	BX	Crate
C3	Col	Coil
C8	CD3	Cubic decimeter
CA	CS	Case
CC	TC3	1/cubic centimeter
CD	CR	Carat (jewelery)
CE	°C	Degrees Celsius
CF	FT3	Cubic foot
CH	CTR	Container
CI	"3	Cubic inch
CJ	CN	Cone
CL	CY	Cylinder
CM	CM	Centimeter
CN	CAN	Canister
CO	TM3	1/cubic meter
CP	BX	Crate

EDI UoM	SAP UoM	Description
CR	M3	Cubic meter
CT	CAR	Carton
CW	CWT	Hundered Weight
CX	Col	Coil
CY	YD3	Cubic yard
DA	DAY	Days
DD	DEG	Degree
DM	DM	Decimeter
DR	DR	Drum
DZ	DZ	Dozen
EA	EA	each
F5	MOL	Mol
FA	°F	Fahrenheit
FT	FT	Feet
GA	GAL	US gallon
GI	IGL	Imperial Gallon
GP	MGQ	Milligram/cubic meter
GQ	µGQ	Microgram/cubic meter
GR	G	Gram
GS	GRO	Gross
GV	FY	Gigajoule
H4	HL	Hectoliter



# Purchase Order / Contract Details: Acceptable Units of Measure (Slide 2 of 2)

EDI UoM	SAP UoM	Description
HH	HH	Hundred Cubic Feet
HQ	HA	Hectare
HR	HR	Hours
HU	HU	Hundred
HY	YD	Yard
HZ	HZ	Hertz (1/second)
IE	PRS	Number of persons
IN	IN	Inch
J2	JKG	Joule/Kilogram
K4	KVA	Kilovoltampere
K7	KW	Kilowatt
KC	KGV	Kilogram/cubic meter
KG	KG	Kilogram
KH	KWH	Kilowatt hours
KN	KM	Kilometer
KP	KMH	Kilometer/hour
KQ	KPA	Kilopascal
KT	KIT	Kit
KV	K	Kelvin
LB	LB	US pound
LF	LF	Linear Feet
LO	LO	Lot

EDI UoM	SAP UoM	Description
LT	L	Liter
M1	MGL	Milligram/liter
M6	MBA	Millibar
ME	MG	Milligram
MJ	MIN	Minute
ML	ML	Milliliter
MM	MM	Millimeter
MO	MON	Months
MP	TO	Tonnes
MR	M	Meter
MS	MM2	Square millimeter
N6	MHZ	Megahertz
NA	MGK	Milligram/kilogram
NS	TON	US ton
NW	N	Newton
OZ	OZ	Ounce
PC	PC	Piece
PF	PAL	Pallet
PK	PAC	Pack
PR	PAA	Pair
PT	PT	Pint, US liquid
QT	QT	Quart, US liquid

EDI UoM	SAP UoM	Description
RL	ROL	Roll
RM	RM	Ream
S4	M2S	Square meter/second
SB	MI2	Square mile
SC	CM2	Square centimeter
SF	FT2	Square foot
SH	SH	Sheet
SI	"2	Square inch
SM	M2	Square meter
SO	SO	Spool
ST	SET	Set
SY	YD2	Square Yard
TB	TU	Tube
TH	TS	Thousand
TO	APZ	Troy Ounce
UN	UN	Unit
VP	V%	Percent volume
WK	WK	Weeks
YD	YD	Yard
YR	YR	Years
ZZ	ZB4	Outros



## IMPORTANT NOTE:


In PentaSAP, the supplier will be required to provide a DELIVERY NOTE on every invoice submitted that must match the Goods Receipt.


- If a material is being delivered, then the supplier should enter the **packing slip number** in the delivery note field of the 810 EDI transmission or the CAPSPIN screen.
- If a service is being delivered, then the supplier should enter the **PO number** in the delivery note field of the 810 EDI transmission or the CAPSPIN screen.
- Delivery Note is auto populated in CAPSPIN for non-inventory material – supplier does not need to enter it.
- Supplier needs to continue to enter delivery note for EDI


# Purchase Order / Contract: Packing Slips & Over shipments for Materials

- Shipments of materials provided will need to be receipted by Chrysler.
- Invoices will only be paid if there is a completed goods receipt or approved invoice in PentaSAP.
- In some instances a goods receipt and invoice will be required.



 Every shipment should be accompanied by a shipping document (e.g. packing slip) that includes a shipping document number.  
(3 Way Invoice Match)

 The packing slip must include the Chrysler Purchase Order number.

 Do not over ship. We can only enter a goods receipt up to the quantity that is shown on the order for spot buys (purchase orders).

**To avoid delays  
in payment**



- **CLAUSE #324:** MATERIALS COVERED BY THIS PURCHASE ORDER SUBJECT TO DISPOSAL MAY BE CLASSIFIED AS HAZARDOUS, SPECIAL, OR OTHER-WISE ENUMERATED FOR SPECIAL ENVIRONMENTAL OR REGULATORY TAXES OR FEES BY FEDERAL, STATE OR LOCAL GOVERNMENT ENTITIES. SUCH TAXES OR FEES, WHEN IMPOSED, ARE THE RESPONSIBILITY OF THE CONTRACTOR AND MUST BE SEPARATELY INVOICED AND IDENTIFIED BY RATE AND JURISDICTION. CONTRACTOR WILL MAKE AND RENDER THE PROPER RETURN TO THE IMPOSING JURISDICTION. DISPOSAL MUST BE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL LAWS.

- **Clause 324** will be migrated into PentaSAP where applicable
- The supplier will submit an “additional charge” line item in the EDI 810 invoice transmission using the code of HMT.  
(See CAPSPIN Guide – Add Additional Charge)
- AP will compare it to the clause on the PO for verification.



# Freight – Incoterms for PO & Invoicing

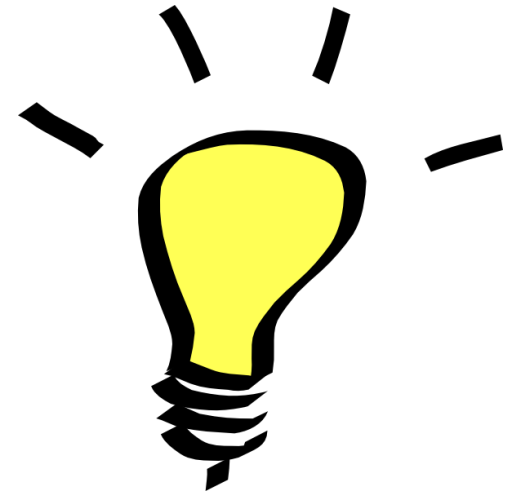
Incoterms are a set of rules which define the responsibilities of sellers and buyers for the delivery of goods. They are published by the International Chamber of Commerce (ICC) and are widely used in commercial transactions. All Chrysler POs will have an incoterm included on the PO.

Below is a chart of the incoterms used by Chrysler and instructions for supplier invoicing:

Inco term	Description	Populated Information	Who pays Freight?
FCA	Free Carrier Assign - the seller delivers the goods to the carrier at the sellers premises or another named place.	“Goods Supplier Location”	Chrysler pays the freight– supplier does not invoice for freight charges unless there is a specific PO line for freight
DAP	Delivered at Place –the seller delivers when the goods are placed at the disposal of the buyer on the arriving means of transportation at the named place of destination	Place of delivery agreed to by the Buyer and Supplier	Supplier pays the freight and submits an invoice for the freight charges using the additional charge code of “FRT” .

## - Important Things to Remember ! -

1. When invoicing, you cannot exceed the total approved amount of the release or purchase order.
2. When invoicing, you cannot exceed the total cost related to a specific line item.
3. All lines will now have an associated not to exceed value.
4. Under billing at the line item level is acceptable, over billing is NOT.



# Purchase Order / Contract: Note: Currency Adjustments

## • Currency Adjustments

- PentaSAP will adjust currencies on a daily basis
- The exchange rate used will be **based on the payment date**

Currency	Source
USD	Bloomberg Daily Exchange Rates
Pesos	Mexico Central Bank Daily Rates
All Others	Bloomberg Daily Exchange Rates

- Approved purchase orders will be sent to the supplier in 1 of 3 ways:
  - ▶ Sent via EDI transmission (Chrysler Preferred)
  - ▶ Transmitted to the supplier via to a 3<sup>rd</sup> Party Provider
  - ▶ Emailed to the Supplier
- Contracts, Purchase Orders, and Release Purchase Orders Orders will all be sent electronically.
- If you are not EDI enabled, and do NOT use a 3<sup>rd</sup> party provider, a PDF of the purchase order will be sent to the email address provided in your supplier profile under “PO Inbox (Non EDI).”
- Purchase orders issued to your supplier code will be available to you for downloading through the PO Inquire application via eSupplierConnect.







EDI changes needed to support PentaSAP Project can be found at: <http://itb-ebus.extra.chrysler.com>

**Click on** EDI Implementation Guides → PentaSAP → Wave 2 – Indirect Purchasing Suppliers (Effective 01/02/2014)



- The following EDI documents have changed to support PentaSAP Wave 2:
  - 810 PentaSAP Accounts Payable Invoice
  - 820 PentaSAP Remittance Advice
  - 824 Application Advice Envelope
  - 850 PentaSAP Purchase Order
  - 860 PentaSAP Purchase Order Change
- Also available on the EDI PentaSAP Wave 2 web site to support the launch are:
  - EDI FAQ – Wave 2
  - Supplier bulletins concerning PentaSAP EDI Wave 2
  - Test EDI Transactions for PentaSAP Wave 2



If you have a question about...	...Go to/contact:
Content covered in Supplier Town Halls, Supplier Training Week, or Indirect Supplier FAQs	<b>eSupplierConnect</b> Log in to <a href="http://www.eSupplierConnect.com">www.eSupplierConnect.com</a> → click “Chrysler Group” → click “Corporate Focus Areas” → click “Indirect Purchasing” → click link to relevant document
eSupplierConnect	<b>eSupplierConnect Help Desk – US - 800-841-1752</b> <b>Mexico - 800-099-0297</b>
EDI	EDI Website <a href="http://itb-ebus.extra.chrysler.com">http://itb-ebus.extra.chrysler.com</a> PentaSAP/EDI Call Center 248-838-2650 <a href="mailto:EDIB2B@chrysler.com">EDIB2B@chrysler.com</a>
Invoices (non-Mexico)/Payments/Banking Additions or Changes	<b>Corporate Accounts Payable</b> 844-289-1227 <a href="https://www.eSUPPLIERconnect.com">https://www.eSUPPLIERconnect.com</a> on the “Corp Accounts Payable” CAPSPIN home page. (Invoices/Payments) <a href="mailto:CAP_Masterdata@chrysler.com">CAP_Masterdata@chrysler.com</a> (Banking)
Invoices to be Processed and Paid by Chrysler de Mexico	<b>Corporate Accounts Payable Mexico Help Desk</b> 01 800 55 5081 7762 <a href="mailto:CXP2@chrysler.com">CXP2@chrysler.com</a>
Supplier Training	<b>Chrysler Supplier Training Website</b> <a href="http://www.Chryslertraining.com">www.Chryslertraining.com</a>

# Corporate Accounts Payable CAPSPIN for PentaSAP

## •Chrysler Corporate Accounts Payable (CAPSPIN)

- User Guide - June 10, 2014

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- **About CAPSPIN**
- The Chrysler Corporate Accounts Payable (CAP) application, also known as CAPSPIN, is provided to the supplier community for the following:
  1. Submitting Invoices to Chrysler
  2. Retrieving Invoice Status
  3. Viewing Payment Summaries
  4. Submitting a case to the Chrysler Corporate Accounts Payable call center for review

## • Accessing CAPSPIN

- Access the Chrysler Portal online at <https://esupplierconnect.com> . An eSupplierConnect ID and password is required.
- Select the Corporate Accounts Payables (CAP) Application from the ‘Applications’ Tab
- The CAPSPIN home page will display with available menu options, and announcements.

### CORPORATE ACCOUNTS PAYABLE

#### Supplier Payment Information



CAPSPIN Application
<a href="#">Create Invoice</a>
<a href="#">Draft Invoices</a>
<a href="#">View Invoice Status</a>
<a href="#">Payment Summary</a>
<a href="#">Payment Summary Archive 2012 and Prior</a>
<a href="#">Online Summary Report</a>
<a href="#">Received Invoices</a>
<a href="#">Contact Corporate Accounts Payable</a>

CAP Help Documents
<a href="#">Click Here</a>

Announcements
<b>NEW</b> <06/11/2014> The 6/05 and 6/10 payment data is not yet loaded due to a technical issue. We are working on the resolution and apologize for the inconvenience.
<4/28/2014> Chrysler Accounts Payable has launched a new Call Center. 844-289-1227, or you can submit a case online via CapSpin home page.
<5/1/2014> When creating a case to the AP Call Center for multiple invoices, enter "multiple" in the invoice field, and reference the invoices in the Reason field or attached file. Do not submit 1 case per invoice.

- **Available Option:**

Option	Description
<b>Create Invoice</b>	Select this option to create and submit an invoice.
<b>Draft Invoices</b>	Select this option to view invoices saved in draft status.
<b>View Invoice Status</b>	Select this option to create a report of all received invoices with status information (regardless of source).
<b>Payment Summary</b>	Select this option to create a payment summary report of invoices paid in a specific payment cycle or date range. (Select “Payment Summary Archive 2012 and Prior” option to view payment summaries archived prior to 2013).
<b>Online Summary Report</b>	Select this option to generate a summary report of invoices submitted via CAPSPIN.
<b>Received Invoices</b>	Select this option to search and view invoices submitted via CAPSPIN.
<b>Contact Corporate Accounts Payable</b>	Select this option to view ways to contact Chrysler Corporate Accounts Payable, submit a case for Chrysler review, or to view status of submitted cases.



- Create Invoice:

Home

## Create Invoice

\* = Required Field

Invoice Details	
Supplier Address:	Invoice To:
* Supplier Number: <input type="text"/>	* Invoice Number: <input type="text"/>
* Email Address: <input type="text"/>	* Shipped To: <input type="text"/>
Currency:	Final Destination: <input type="text"/>
<b>1</b> * Material Type: <input type="text"/>	<b>4</b> * Invoice Type: <input type="text"/>
<b>2</b> * Payable To: <input type="text"/>	Comments: <input type="text"/>

Order Details	
* Invoice Date: <input type="text"/>	
* Shipped Date: <input type="text"/>	Shipped Via: <input type="text"/>

Attachment Details	
<input type="checkbox"/>	Attachment Name
There are no Attachments.	

**5**

Add Line Item  
Delete Line Item

Add Additional Charge  
Delete Additional Charge

## 1 Material Type:

- A. InDirect : this is to be used for Non-Production Purchase Orders
- B. Direct : this is to be used for Production Purchase Orders (including Tooling POs)

## 2 Payable To:

- A. US Payable: Use this option if your company is paid by US Payables. This typically applies to materials shipped to, or services provided in the United States, or from US & Canada to rest-of-world (including cross-border US to Mexico). Refer to your purchase order. Invoice to Location: Chrysler Group LLC – Corporate Accounts Payable on PDF (N1~BT on EDI 850), or company codes G589, G591, G594, G597, G691 in GPSIS.
- B. Canada Payable: Use this option if your company is paid by Canada Payables. This typically applies to materials shipped to, or services provided in Canada. Refer to your purchase order. Invoice to Location: Chrysler Canada Inc. on PDF (N1~BT on EDI 850), or company codes G590, C042, C046 in GPSIS.
- C. Mexico Payable: Use this option if your company is paid by Mexico Payables. This typically applies to materials shipped to, or services provided in Mexico ONLY if your company is a foreign supplier to Mexico. Refer to your purchase order. Invoice to Location: Chrysler de Mexico S.A. de C.V. on PDF (N1~BT on EDI 850), or company code G592 in GPSIS.

**NOTE:** Most shipments to US and Canada manufacturing and Mopar locations (and Mexico cross-border from US/CAN) for Direct material type are invoiced and paid via Evaluated Receipt Settlement (ERS) based on your Advance Shipment Notification (ASN). Invoices should **not** be submitted if you are shipping to an ERS plant against a production contract and sending an ASN\*. For a list of ERS plants, please visit the CHAMPS/ERS site from within the eSupplierConnect portal.

## 3 Shipped To:

Select the correct shipped-to plant as directed by your purchase order. This can be located below the Ship to Location on the PDF, the N1~ST (use the 4-digit numeric code) on EDI 850, or “Receiving plant for spot buy” in GPSIS.

## 4 Invoice Type:

- A. Invoice: Use this option to create a new invoice, or re-enter an invoice that was previously submitted but returned.
- B. Subsequent Debit: Use this option if a Debit Memo needs to be processed against an already processed invoice.
- C. Subsequent Credit: Use this option if a Credit Memo needs to be processed against an already processed invoice.

## 5 Line Items and Additional Charges:

Once the *Invoice Details* and *Order Details* sections have been filled in, select one of the following options to begin adding line items:

- ▶ Add Line Item: Select this option to enter the line item details for the invoice
- ▶ Delete Line Item: Used to Delete Line Items entered in error (check box next to line item you want to delete)
- ▶ Add Additional Charge: Use this to enter the Clause Charges, such as Packaging or Taxes (check the box next to the invoice line to which you want to add additional charges)
- ▶ Delete Additional Charge: Used to Delete Additional Charges entered in Error (check box next to additional charge item you want to delete)

## Invoice - Add Line Item

\* = Required Field

Invoice Number: 123456      Supplier Number: 99999

Part / Line Item Details											
Line #	* P.O. Number	Part/Item Number	* PO Line Item Number	Release Number	Bill of Lading	* Packing Slip	* Qty Shipped	* Quantity Unit of Measure	* Unit Price	* Price Factor	* Price Unit of Measure
001	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
* Comments: <input type="text"/>											

Save Cancel

### 1 PO Number:

A. Indirect Material (PentaSAP): Enter the PO/Release number you received from Chrysler. This is likely to begin with a 4, 6, 8 or 9 (Doc Types: CS, MUT, CP, ML). **Do not use the 7\* (Doc Type: INMC) contract number.**

B. Indirect Material (Legacy): Enter your existing alpha-numeric PO. These will be phased out throughout 2014.

C. Direct Material: Enter the PO number received from Chrysler.

- Click on the magnifying glass icon next to the field to use the PO lookup feature.
- If you get error message “Entered PO is Canceled or Converted. Please use PentaSAP PO.”, you cannot use the PO entered for invoicing. Get the converted PO from Chrysler GPSIS system or contact buyer to get new PO.

### 2 Part/Item Number:

Enter the Part Number or Item Number from the Purchase Order. If there is no part number on the purchase order provided by Chrysler, leave part number field blank.

## 3 PO Line Item Number:

This field is required and depends on the Material Type involved;

- A. Direct Material: The Purchase Order specifies the PO Line Item Number for each Part involved (i.e. 00010 or 00020)
- B. Indirect Material: For PentaSAP converted PO's, Purchase Order specifies the PO Line Item Number for each Part involved. For legacy POs, leave blank.

## 4 Release Number

- A. Direct / Indirect Material (PentaSAP): Not required, leave blank.
- B. Indirect Material (Legacy) : Enter your release number received from Chrysler.

## 5 Bill of Lading:

Enter the Bill of Lading Number from the shipment.

## 6 Packing Slip

- A. Direct Material: Enter the Packing Slip number from the shipment.
- B. Indirect Material: The packing slip field will be automatically populated with PO number and PO line item number.

## 7 Qty Shipped:

Amount of material shipped/provided.

## 8 Quantity Unit of Measure:

This field will populate automatically for the new PentaSAP PO's (all numeric) based on the PO and PO Line Item Number entered. For legacy PO's (alpha-numeric), select from drop down, must match value on PO.

## 9 Unit Price:

Check the Purchase Order for pricing

## 10 Price Factor:

Check the Purchase Order for the Price Factor (i.e. \$2.50 per piece would be a price factor of 1 whereas pricing of \$250.00 per 100 pieces would be a price factor of 100). Used primarily for prices where there are more than 2 digits to the right of the decimal (i.e. \$2.4962 per piece). Price factor must be entered exactly as specified on the purchase order.

## 11 Price Unit of Measure:

This field will populate automatically for the new PentaSAP PO's (all numeric) based on the PO and PO Line Item Number entered. For legacy PO's (alpha-numeric), select from drop down, must match value on PO.

## 12 Comments:

Enter a brief comment in the comments field.

# CAPSPIN – Add Additional Charge

## Invoice - Add Additional Charge

\* = Required Field

Invoice Number: 123456 Supplier Number: 99999

Part / Line Item Details												
Line #	P.O. Number	Part/Item Number	PO Line Item Number	Release Number	Bill of Lading	Packing Slip	Qty Shipped	Quantity Unit of Measure	Unit Price	Price Factor	Price Unit of Measure	Amount
001	0007851		00001			6000785	1.00	LO	1333.10	1	LO	1333.10
Comments:												
Additional Charge Details												
001	1	Select One	2	3	4	5						

Save Cancel

Note that this screen has two rows of headers, followed by two rows of data. The red arrows in the graphic above show the alignment between the header and data rows. Also, depending on your window size and screen resolution, the column headers may not line up correctly with the fields. The purple arrows in the graphic above show the alignment between the column headers and data fields.

1. Charge Type: Choose either Taxes or Other. The Purchase Order should specify.
2. Clause/Charge: Select the appropriate clause/charge from the drop-down that corresponds with the Charge Type being invoiced.
3. GST Number: Only required if the Additional Charge is for GST.
4. Amount: Amount to be invoiced for the specified Clause/Charge.
5. Description: Enter a Brief Description of the Charge (i.e. Excise Tax or Packaging).

- Once the Invoice Header, line items, and additional charges are entered, there are two steps remaining to send your invoice to Chrysler Corporate Accounts Payable – Validate and Submit.



- **Validate**

Edits the invoice and validates certain data such as PO, Part Number, Line Item Number, etc. Follow the instructions on the screen to correct any errors found.

- **Submit**

This will send the invoice to the Chrysler Payables application – PentaSAP. Note that once submitted, it may take up to 48 hours to see the status of the invoice through the “View Invoice Status” screen.



You can view the status of submitted invoices (whether submitted through CAPSPIN, or EDI) by clicking on “View Invoice Status” from the main menu. The following page will display:

## View Invoice Status

\* = Required Field, # = No Data Available

If you couldn't find the invoices in Chrysler PentaSAP, Please check in Chrysler Legacy.

Note : If your browser session is opened for more than 30 minutes, you might run into error, while accessing the report. If you get error, Please re-login using new session and access the report.

Invoice List Selection Criteria	
* Supplier Number: <input type="text"/>	Supplier Name: TOYOTA INTERNATIONAL CORPORATION
① Invoice Number: <input type="text"/>	Status: All <input type="button" value="v"/>
② Invoice From Date: 04/06/2014 <input type="button" value="calendar"/> (mm/dd/yyyy)	Invoice To Date: 06/05/2014 <input type="button" value="calendar"/> (mm/dd/yyyy)
Paid Date From: <input type="text"/> <input type="button" value="calendar"/> (mm/dd/yyyy)	Paid Date To: <input type="text"/> <input type="button" value="calendar"/> (mm/dd/yyyy)
③ * Invoice Location: Select One <input type="button" value="v"/>	

- ① Invoice Number: You may enter an invoice number if you are looking invoice. For best performance, remove any date ranges when searching by invoice number.
- ② Invoice From/To Date: If you wish to search for all invoices within a specific date range (cannot exceed 60 days), enter a date in the “Invoice From Date” and “Invoice To Date” fields. This is the actual date of the invoice, not the date it was submitted.
- ③ Invoice Location: Select the appropriate invoice location
  - A. Chrysler PentaSAP: If your invoice was submitted against a new PentaSAP purchase order
  - B. Chrysler Legacy: If your invoice was submitted against a legacy (alpha-numeric) purchase order

# CAPSPIN – View Invoice Status (Continued)

Total Number of Records:

Vendor	Clearing Document Number	Clearing Date	Invoice Number	Invoice Date	Invoice Status	Return Reason	Check #	Check Date	Invoice Due Date	Profit Center	Document Currency	Amount	Accounting Source	Description
	4560	05/25/2014	01491	04/07/2014	Paid/Cleared	Not Assigned	#	#	05/22/2014	FA00/4015	USD	(2,034.24)	ERS	#
			01497	04/10/2014	Paid/Cleared	Not Assigned	#	#	05/25/2014	FA00/4015	USD	(3,599.04)	ERS	#
	4560	05/30/2014	01509	04/14/2014	Paid/Cleared	Not Assigned	#	#	05/29/2014	FA00/4015	USD	(2,503.68)	ERS	#
			01510	04/15/2014	Paid/Cleared	Not Assigned	#	#	05/30/2014	FA00/4015	USD	(5,789.76)	ERS	#
			01529	04/21/2014	Set-To-Pay	Not Assigned	#	#	06/05/2014	FA00/4015	USD	(3,755.52)	ERS	#
			01531	04/22/2014	Set-To-Pay	Not Assigned	#	#	06/06/2014	FA00/4015	USD	(6,259.20)	ERS	#
			01539	04/28/2014	Set-To-Pay	Not Assigned	#	#	06/12/2014	FA00/4015	USD	(2,503.68)	ERS	#
			01545	04/30/2014	Set-To-Pay	Not Assigned	#	#	06/14/2014	FA00/4015	USD	(4,850.88)	ERS	#
						Not								

# CAPSPIN – Payment Summary

## Payment Summary

\* = Required Field

Note : If your browser session is opened for more than 30 minutes, you might run into error, while accessing the report. If you get error, Please re-login using new session and access the report.

Payment Summary Search Criteria			
* Supplier Number:	<input type="text"/>	Supplier Name:	<input type="text"/>
Pay Date From:	<input type="text" value="04/06/2014"/> (mm/dd/yyyy)	Pay Date To:	<input type="text" value="06/05/2014"/> (mm/dd/yyyy)
Check / Clearing Document Number	<input type="text"/>		

[Search](#) [Clear](#) [Cancel](#) [Print Preview](#) [Download to Excel](#)

Total Number of Records: 11

Clearing Document Number	Payment Date	Document Currency	Amount
4560205110	04/10/2014	USD	5,633.280
4560211815	04/15/2014	USD	3,599.040
4560221780	04/20/2014	USD	13,457.280
4560231468	04/25/2014	USD	3,755.520
4560239145	04/30/2014	USD	5,946.240
4560245774	05/05/2014	USD	9,701.760
4560257505	05/10/2014	USD	2,503.680
4560263920	05/15/2014	USD	6,885.120
4560273370	05/20/2014	USD	7,198.080
4560283387	05/25/2014	USD	9,545.280
4560292942	05/30/2014	USD	8,293.440

### Payment Summary:

Enter a date range of no more than 60 days. This will return a list of clearings (with clearing document number) dates and amounts.

Enter the specific clearing document number (and remove the pay from/to dates) and the invoice level detail will be displayed for that clearing.

# CAPSPIN – Payment Summary (Continued)

Home

## Payment Summary

\* = Required Field

Note : If your browser session is opened for more than 30 minutes, you might run into error, while accessing the report. If you get error, Please re-login using new session and access the report.

Payment Summary Search Criteria	
* Supplier Number: <input type="text"/>	Supplier Name: <input type="text"/>
Pay Date From: <input type="text"/> (mm/dd/yyyy)	Pay Date To: <input type="text"/> (mm/dd/yyyy)
Check / Clearing Document Number	4560292942

Total Number of Records:

Vendor	Clearing Document Number	Clearing Date	Invoice Number	Invoice Date	Invoicing Status - Key	Invoice Status	Check #	Check Date	Profit Center	Document Currency	Amount	Accounting Source	Description
	4560292942	05/30/2014	01509	04/14/2014	#	Paid/Cleared	#	#	FA00/4015	USD	(\$2,503.68)	ERS	#
	4560292942	05/30/2014	01510	04/15/2014	#	Paid/Cleared	#	#	FA00/4015	USD	(\$5,789.76)	ERS	#

- Click on the CAP Help Documents link on the CAPSPIN home screen to view/download documents that may answer common questions regarding invoicing and CAPSPIN usage.

CAP Help Documents

[Click Here](#)

- **For these topics:**

- Invoice - status, returns, rejections
- Payments – overdue, incorrect amount, remittance details
- Adjustment details, debit/credit explanations
- Bank and Address changes
- PO not found, not accepted when adding line item

- **Call Chrysler Corporate Accounts Payable at 844-289-1-CAP (844-289-1227)**

- Or click on the [Contact Corporate Accounts Payable](#) link from the main menu to submit a case electronically.

- **For these topics:**

- ID or password problems
- Cannot access eSupplierConnect portal
- Cannot access the Chrysler CAPSPIN application once inside of eSupplierConnect portal
- CAPSPIN system errors, crashes, and other technical issues

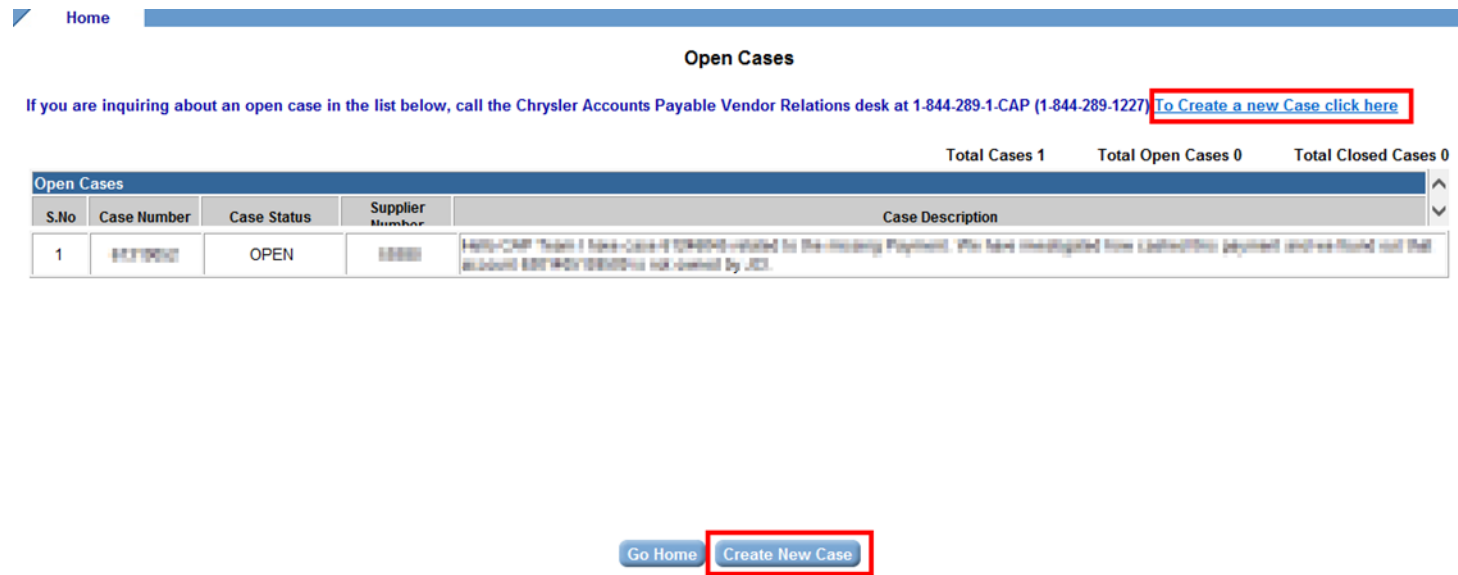
- **Call the eSupplierConnect help desk at 800-841-1752**

- **DO NOT CONTACT eSUPPLIERCONNECT FOR GENERAL INVOICING & PAYMENT INQUIRIES.**

- For questions or problems related to EDI (trading partner setup, file layout & specifications, functional acknowledgement errors):
  - **EDI Website**
  - <http://itb-ebus.extra.chrysler.com>
  - **PentaSAP/EDI Call Center**
  - 248-838-2650
  - **E-Mail**
  - [EDIB2B@chrysler.com](mailto:EDIB2B@chrysler.com)
- **DO NOT CONTACT EDI SUPPORT FOR GENERAL INVOICING & PAYMENT INQUIRIES.**

Using the Contact Corporate Accounts Payable form in CAPSPIN:

To submit a case to Corporate Accounts Payable for review, click on the “Contact Corporate Accounts Payable” link from the main menu. The following page will display:



Home

### Open Cases

If you are inquiring about an open case in the list below, call the Chrysler Accounts Payable Vendor Relations desk at 1-844-289-1-CAP (1-844-289-1227) [To Create a new Case click here](#)

Total Cases 1    Total Open Cases 0    Total Closed Cases 0

Open Cases				
S.No	Case Number	Case Status	Supplier Number	Case Description
1	8879982	OPEN	88888	HELP-CAP Team I have Case # 8879982 related to the missing Payment. We have investigated from customer's payment address found out that amount 8879982\$ is not owned by JCI.

[Go Home](#) [Create New Case](#)

# CAPSPIN – Getting HELP (Continued)

- You will first be presented with a list of your open cases. If you want to inquire about an open case, you must call Corporate Accounts Payable Call Center at 844-289-1-CAP (844-289-1227). If you want to open a new case, click “Create New Case”. The following page will display:

Contact Corporate Accounts Payable

This form should be used to report issues or questions related to invoices and payments - invoice submission and status, returns and rejects, payment status, remittance details, and other questions. Technical problems such as eSupplierConnect access, ID/PW problems, Chrysler CAP application access and system errors should be reported to the eSupplierConnect Help Desk at 800-841-1752.

\* = Required Field

Issue Details	
* Supplier Number: <input type="text" value="Select One"/>	* Supplier Name: <input type="text"/>
* First Name: <input type="text"/>	* Last Name: <input type="text"/>
* Phone Number: <input type="text"/>	Invoice # / Adjustment document: <input type="text"/>
* Email Address: <input type="text"/>	PO order: <input type="text"/>
* Issue Category: <input type="text" value="Select One"/>	* Sub Category: <input type="text"/>
* Reason: <input type="text"/>	

Attachments	
<input type="checkbox"/>	File Name
There are no Attachments.	

Ensure all required fields are populated. You may enter detail for a single invoice #/adjustment, however, if you have multiple invoices/adjustments, please enter “Multiple” and attach detail regarding the invoices/adjustments.

**Do not submit individual cases for each invoice/adjustment you are currently inquiring about.**

To expedite your request, please ensure the Issue Category and Sub Category drop-downs are populated as accurately as possible so that your case can be routed to the appropriate support area.

When complete, click the Submit button.





# QUESTIONS