



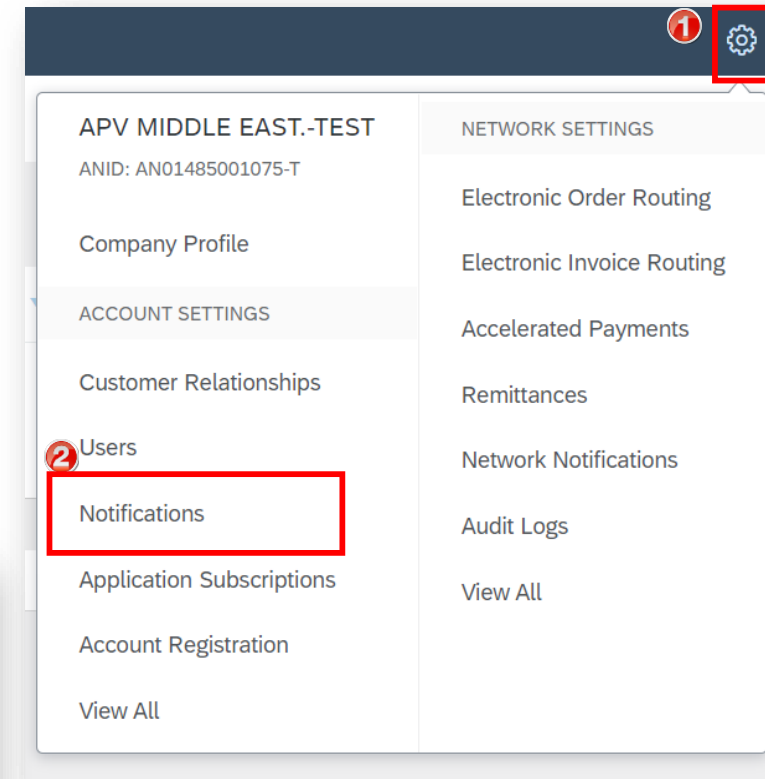
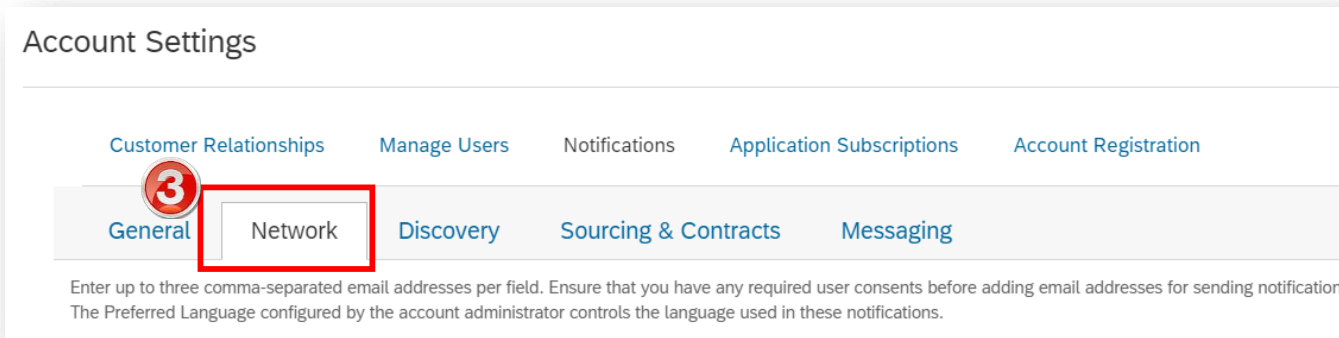
SAP Ariba 

# Configure Good Receipt Routing

1- Go to “Company Settings”

2- Click on “Notifications”

3- Click on “Network” Tab



**4- Under “Receipt” section, tick the box & enter up to 5 emails addresses followed by a comma. These email addresses will receive a notification when orders are received within your AN Account.**

**5- Click on “Save”**

Receipt

Type	Send notifications when...	To email addresses (one required)
Receipt	<input checked="" type="checkbox"/> Send a notification when a new receipt is received.	*

Status Update Request Broadcast

5

**Save** Close

# Thank you.