



## Buyer Account Frequently Asked Questions

### **IMPORTANT NOTE FOR SUPPLIERS**

Buyer AAA account number or Customer Number refers to the account number assigned to P&G to receive invoices from you via Tungsten Network. The Customer AAA number is unique for each P&G entity based on its unique VAT/Tax registration number. Incorrect selection of buyer account number could lead to rejection of your invoice in the system

- What is the P&G buyer account?
  - Buyer AAA account number or AAA Customer Number refers to the AAA account number assigned to P&G to receive invoices from you via Tungsten Network
  - The Customer AAA number is unique for each P&G entity based on its unique VAT/Tax registration number
  - The Buyer account equals to the P&G legal entity or company code
  
- Where to find it?
  - You can find the completed list of P&G legal entities with their respective mapped buyer account for download at the following link  
<http://www.tungsten-network.com/uk/en/pg/>
  
- Which buyer account to choose?
  - You have to choose the buyer account matching the P&G legal entity details provided on your PO confirmation or in case of NON PO details provided by your P&G buyer/contact
  - Based on the information provided, company name, company address, VAT registration number, legal entity/company code number, you can retrieve the right buyer account from the P&G legal entity list that you can download from  
<http://www.tungsten-network.com/uk/en/pg/>
  
- Which Legal entity am I invoicing currently?
  - For Integrated suppliers, the legal entities will be provided by your Tungsten Network implementation contact
  
  - For the web form supplier:
    - Tungsten Network registration supported by Tungsten Network contact:
      - You already have a number of P&G buyer accounts added to your Tungsten Network web form account based on the details provided to Tungsten Network by P&G
      - You can request additional P&G buyer accounts to be added by raising a support ticket via Tungsten Network



- Tungsten Network self-registration:
  - You can contact the PG paperless support team at [pgpaperlessinv@hp.com](mailto:pgpaperlessinv@hp.com) who will be providing you with list of legal entities that you are currently invoicing.
  - You can then retrieve the respective P&G buyer account from the P&G legal entity list available for download at <http://www.tungsten-network.com/uk/en/pg/>