



Dear Valued Supplier,

COUPA IS LIVE

FOR BALL BEVERAGE PACKAGING IN THE USA, CANADA AND MEXICO

Coupa is a cloud-based source-to-pay solution with an easy-to-use interface that will make it simpler for you as a supplier to connect with Ball Beverage Packaging North & Central America.

Transacting via Coupa

Beginning today November 9th, all Beverage Packaging North & Central America purchase orders (except Metal) will be issued and managed via the Coupa Supplier Portal (CSP). All invoices will need to be submitted through the CSP for timely payment.

Your Go-Live Day checklist

- [Coupa Supplier Portal Registration](#) – you must complete your registration in order to transact in Coupa. Failure to register will delay receipt of orders from Ball. Review the [Supplier Onboarding Guide](#) for more instructions.
- [Remittance Details](#) - Make sure your CSP Legal Entity and Remit to Address (including banking details) are set up correctly on the supplier questionnaire in Coupa.
- [Training](#) - Review the training materials available on [Ball Supplier resources](#) and distribute within your organization as appropriate
- [Questions?](#) - Check [Frequently Asked Questions](#) for answers to questions you may have about the Ball Beverage Packaging North & Central America Coupa implementation.

If you have any additional questions, please feel free to contact your Ball procurement contact or our supplier enablement team at supplierenablement@ball.com.

Thank you in advance for your support,
Ball Supplier Enablement Team