



UHN Ship To Addresses

SAP Business Network Invoicing for Suppliers

DESCRIPTION

This document provides **UHN Ship To** address details for suppliers invoicing in the SAP Business Network (i.e., the Ariba Network) and an example of how to update the address.

The **Ship To** location selected should be the location where the service took place, or where the goods were delivered. If the work took place at multiple locations, only one address needs to be entered.



Important: You must enter in the **exact address** as shown in the table to prevent any error messages and to avoid any delays in processing the invoice. Copy and paste from the details below. Copying and pasting can be a helpful technique to ensure all fields are entered correctly. Please be mindful to remove any extra spaces.



SHIP TO ADDRESS DETAILS

Toronto General Hospital	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
Princess Margaret Hospital	610 University Avenue	Toronto	Ontario	Canada	M5G 2M9
Toronto Western Hospital	399 Bathurst Street	Toronto	Ontario	Canada	M5T 2S8
UHN Pandemic Stock	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
TGH Research	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
TWH Research	399 Bathurst Street	Toronto	Ontario	Canada	M5T 2S8
PMH Research	610 University Avenue	Toronto	Ontario	Canada	M5G 2M9
PMCRT Research	101 College Street	Toronto	Ontario	Canada	M5G 1L7
TRI Research	550 University Avenue	Toronto	Ontario	Canada	M5G 2A2
Toronto Rehab Bickle Campus	89 Close Avenue	Toronto	Ontario	Canada	M6K 2V2
Toronto Rehab Lyndhurst Campus	520 Sutherland Drive	Toronto	Ontario	Canada	M4G 3V9
Toronto Rehab University Ctr	550 University Avenue	Toronto	Ontario	Canada	M5G 2A2
Toronto Rehab Rumsey Center	347 Rumsey Road	Toronto	Ontario	Canada	M4G 1R7
West Park Healthcare Centre (WP)	170 Emmett Avenue	Toronto	Ontario	Canada	M6M 2J5
UHN Buttonwood Reactivation Care Centre (RCC)	82 Buttonwood Avenue	Toronto	Ontario	Canada	M6M 2J5



EXAMPLE

VIEW/EDIT ADDRESSES

* Indicates required field

Ship From

Name: Test Supplier Name

Department Name:

Address 1: 123 Anywhere Street

Address 2:

Address 3:

City: Toronto

Province: Ontario [CA-ON]

Postal Code: 1A1 1A1

Country/Region: Canada [CAN]

This selection will refresh the page content

Ship To

Name: Toronto General Hospital

Department Name:

Address 1: 200 Elizabeth Street

Address 2:

Address 3:

City: Toronto

Province: Ontario [CA-ON]

Postal Code: M5G 2C4

Country/Region: Canada [CAN]

This selection will refresh the page content

Deliver To:

OK Cancel

UHN Ship To addresses:

Toronto General Hospital	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
Princess Margaret Hospital	610 University Avenue	Toronto	Ontario	Canada	M5G 2M9
Toronto Western Hospital	399 Bathurst Street	Toronto	Ontario	Canada	M5T 2S8
UHN Pandemic Stock	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
TGH Research	200 Elizabeth Street	Toronto	Ontario	Canada	M5G 2C4
TWH Research	399 Bathurst Street	Toronto	Ontario	Canada	M5T 2S8
PMH Research	610 University Avenue	Toronto	Ontario	Canada	M5G 2M9
PMCRT Research	101 College Street	Toronto	Ontario	Canada	M5G 1L7
TRI Research	550 University Avenue	Toronto	Ontario	Canada	M5G 2A2
Toronto Rehab Bickie Campus	89 Close Avenue	Toronto	Ontario	Canada	M6K 2V2
Toronto Rehab Lyndhurst Campus	520 Sutherland Drive	Toronto	Ontario	Canada	M4G 3V9
Toronto Rehab University Ctr	550 University Avenue	Toronto	Ontario	Canada	M5G 2A2
Toronto Rehab Rumsey Center	347 Rumsey Road	Toronto	Ontario	Canada	M4G 1R7

WARNING MESSAGE

If a Ship To address is entered incorrectly when submitting an invoice, you may receive the following email warning message from the SAP Business Network. The invoice will still be processed, but may be delayed. Contact aribasupplierenablement@uhn.ca to identify the reason for the warning message, and to avoid receiving this message for future invoices.

SAP Ariba

Your customer University Health Network updated your invoice on SAP Business Network. Click [View Invoice](#) to log into your SAP Business Network account (ANID: [redacted]).

Country	CA
Customer	University Health Network
Invoice number	[redacted]
Invoice Status	Sent
Description:	Line item: Line Number:2 Part Number: Description:Tax Exceptions: Tax Calculation Failed Expected tax cannot be determined for this invoice because the invoice data does not match a valid tax configuration.Line item: Line Number:4 Part Number: Description:Tax Exceptions: Tax Calculation Failed Expected tax cannot be determined for this invoice because the invoice data does not match a valid tax configuration.---

[View Invoice](#)