



Fortescue™

Processing Failed GR-flip Invoices

We are Fortescue

Processing Failed GR-flip Invoices



From 14 April 2025 GRs completed against POs created prior to this date will result in the automatic creation of an invoice. Due to Tax Information not being available on older POs these invoices will automatically fail in SBN..

Each of these failed invoices will require the Tax Information to be manually updated and then resubmitted.

Process Failed/Rejected Invoice



1. From the SBN Home Page, navigate to **Invoices** and select **Invoices**
2. Under filter options for **Invoice status**, select **Rejected**
3. Click on **Apply**
4. GR-flip invoices will have **Routing Status** as **Failed**
5. Click on the invoice number

The screenshot shows the SAP Business Network interface. The top navigation bar includes 'Home', 'Enablement', 'Discovery', 'Workbench', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', 'Reports', and 'Assessments'. The 'Invoices' menu is open, showing options like 'Leads', 'Credit Memos', 'Debit Memos', 'Archived Invoices', 'Timestamp Verification', and 'Drafts'. Below the navigation, there are several cards displaying statistics: '27 New orders', '9 Orders', '12 Orders to invoice', '9 Rejected Invoices', and '23 Invoices'. A search bar and a 'By Product' filter are also visible.

The screenshot shows the 'Invoice status' filter dropdown menu. The dropdown is open, showing the following options: 'All', 'All', 'Rejected', and 'Sent'. The 'Rejected' option is highlighted with a red box.

Invoice Number	Customer	Reference	Invoiced Date ↓	Amount	Routing Status	Invoice Status
AM96P5MD4	Fortescue Ltd - TEST	4502791434	Apr 7, 2025	\$500 AUD	Failed	Rejected

Process Failed/Rejected Invoice



6. The rejection reason will display “*The tax information in the invoice summary is missing*”
7. Click on **Edit & Resubmit**
8. Scroll down to **Line Items**

Standard Invoice / Tax Invoice

Status
Invoice: Rejected
Routing: Failed

Invoice Number: AM96P5MD4
Invoice Date: Sunday 6 Apr 2025 11:35 PM GMT-07:00
Original Purchase Order: 4502791434
Receipt: 5007154474;BIZGR
Submission Method: Online
Origin: Supplier
Generation Method: Auto-generated Standard Invoice

Invoice: AM96P5MD4

Edit Create Line-Item Credit Memo Copy This Invoice

Detail Scheduled Payments History

Rejected Invoice:
Reasons:
INV-38: The invoice was successfully received.
INV-423: The tax information in the invoice summary is missing.
DOC-6: A document preprocessing error occurred.
DOC-1: Invoice validation failed.

Invoice could be rejected due to buyer business rules. Check the

Edit & Resubmit

Process Failed/Rejected Invoice



9. Tick the **Tax Category** box
10. Click on **Add to Included Lines**
11. The **tax rate** and **tax amount** will be displayed
12. Click on **Next**
13. Review the **Subtotal, Total Tax** and **Amount Due**
14. Click on **Submit**
15. Click on **Done**

Line Items

Insert Line Item Options

Tax Category: 10% GST / Goods and Services Tax Shipping Documents Special Handling Discount **Add to Included Lines**

No.	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
10	<input checked="" type="checkbox"/>	MATERIAL	TEST-002	CYLINDER,BRK WHL,REAR		10	EA	\$50.00 AUD	\$500.00 AUD

Receipt Details

Receipt Line #: 1

Tax

Category: 10% GST / Goods and Services Tax

Location:

Description: Goods and Services Tax

Regime:

Taxable Amount: \$500.00 AUD

Rate(%): 10

Tax Amount: \$50.00 AUD

Exempt Detail: (no value)

Remove

Line Item Actions

Tax Summary

Tax Details:

Tax Category	Tax Rate	Tax Rate Type	Taxable Amount	Tax Amount	Tax Location	Description	Tax Regime	Exempt Detail
GST	10%		\$500.00 AUD	\$50.00 AUD		Goods and Services Tax		

Invoice Summary

Subtotal: \$500.00 AUD

Total Tax: \$50.00 AUD

Amount Due: \$550.00 AUD