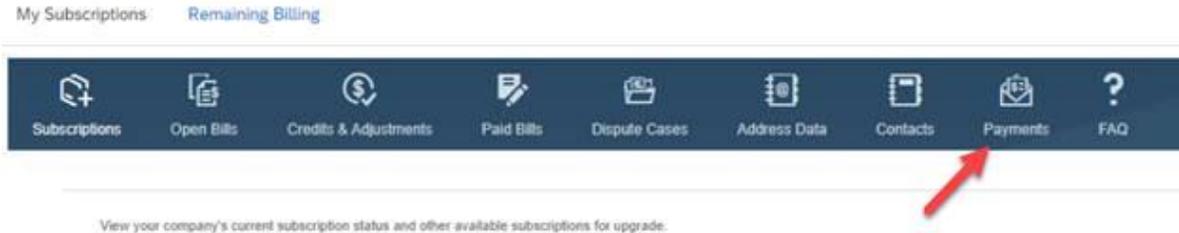


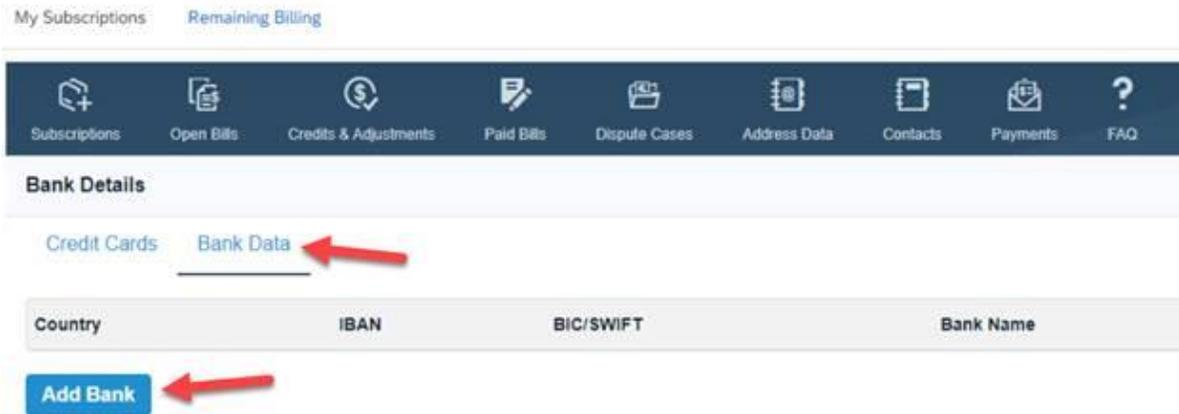
HOW TO PAY BY DIRECT DEBIT

To pay your invoices by direct debit, please follow these steps:

1. **Log in** to your [ACCOUNT](#)
2. In the upper right corner, click on the **[user initials]** > **Service Subscriptions**
3. Click on **Payments**.



4. Select **Bank Data** and click on **Add Bank**.



5. Enter bank account details and click on **Continue**.

The screenshot shows the SAP Bank Details form. The 'Payments' menu item in the top navigation bar is highlighted with a red box. In the left sidebar, the 'Add Bank' button is highlighted with a red box. The main form area contains the following details:

Bank Details

BP/ANID
2932020 / AN21018298689

Name
Automation Test Inc PRLaiDp

Street
jUnitDummy

Address
Arkansas City.1234 AT

IBAN*
AT29120000690030200

BIC/SWIFT*
BKAUATWW

SAP Bank Details

Indent Number
DE90ZZ00002422282

Name
Ariba, Inc.

Street
3420 Hillview Ave, Building 3

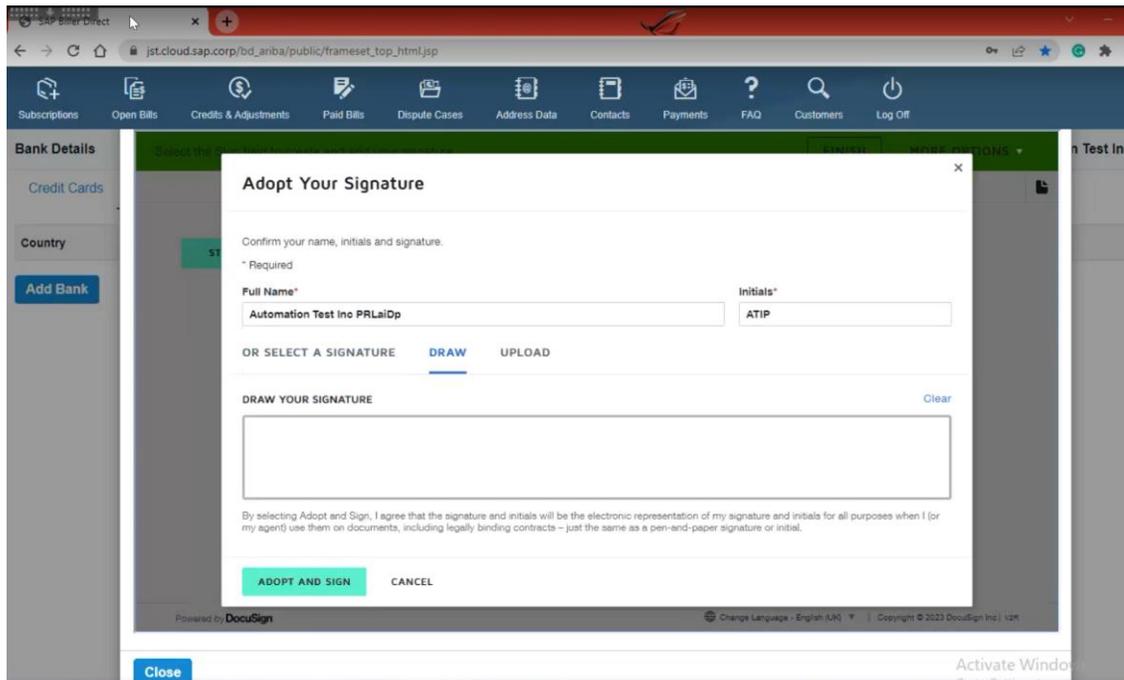
Address
Palo Alto, CA 94304 US

At the bottom of the form, the 'Continue' button is highlighted with a red box.

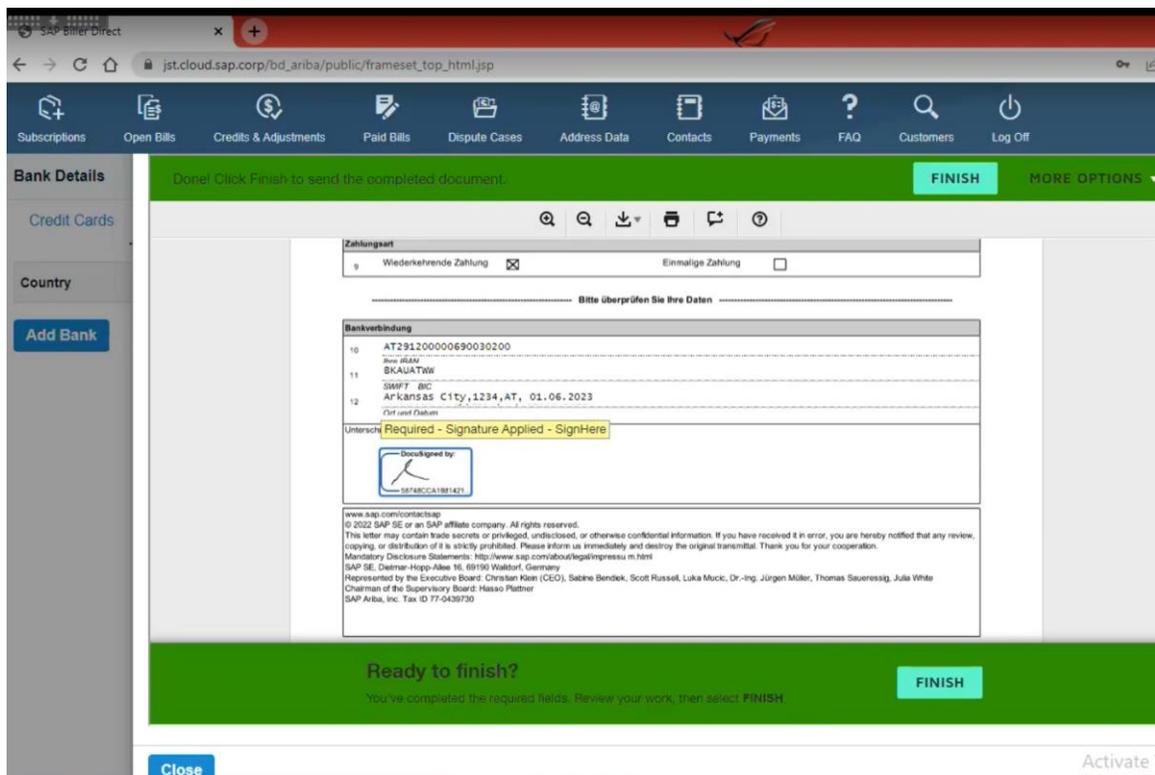
- A DocuSign SEPA Bank mandate will be generated. Click **Continue** to review the details maintained in the document.

The screenshot shows a web browser window displaying a 'Request for Signature' page. The browser's address bar shows the URL 'jstcloud.sap.corp/bd_ariba/public/frameset_top_html.jsp'. The page has a dark blue navigation bar with icons for Subscriptions, Open Bills, Credits & Adjustments, Paid Bills, Dispute Cases, Address Data, Contacts, Payments, FAQ, Customers, and Log Off. On the left, there is a sidebar with 'Bank Details', 'Credit Cards', 'Country', and an 'Add Bank' button. The main content area is titled 'Request for Signature' and features a profile for 'Erkan Guemes' (SAP CMS Demo) with a DocuSign logo. Below the profile, there is a 'Hello,' greeting and a 'View More' link. A prominent green bar contains the text 'Please review the documents below.' and two buttons: 'CONTINUE' and 'MORE OPTIONS'. The document content is partially visible, showing German text and two tables of payment details. The first table, 'Zahlungspflichtiger', lists: 1. 0002932020, 2. Ihre SAP Ariba Kundennummer: AUTONATION Test Inc. PRL10p, 3. Name: JUNITDUMMY, 4. Straße und Hausnummer: ARKANSAS CITY, 1234, AT, 5. Land: Österreich mit DE. The second table, 'Zahlungsempfänger', lists: 6. DE902200002422282, 7. Offizieller Bankverbindungskontonummer, 8. ARIDA, INC., 9. Street Name: 3420 Millview Ave, Building 3, 10. Straße und Hausnummer: ... The footer includes 'Powered by DocuSign', 'Change Language - English (UK)', and 'Copyright © 2023 DocuSign Inc | 1/28'. A 'Close' button is at the bottom left, and 'Activate Window' is at the bottom right.

7. Sign the document and click on **Adopt and Sign**.



8. Click on **Finish**.



9. Once entered and signed, the bank details will appear in the Ariba Network:

The screenshot displays the Ariba Network interface. At the top, a dark blue navigation bar contains icons and labels for various functions: Subscriptions, Open Bills, Credits & Adjustments, Paid Bills, Dispute Cases, Address Data, Contacts, Payments, and FAQ. Below this, the 'Bank Details' section is active, with a red arrow pointing to the 'Bank Data' tab. Underneath, a table lists bank information with columns for Country, IBAN, BIC/SWIFT, Bank Name, and Mandate ID. At the bottom of the table, there are two buttons: 'Edit Bank' and 'Delete Bank'.

Country	IBAN	BIC/SWIFT	Bank Name	Mandate ID

[Edit Bank](#) [Delete Bank](#)