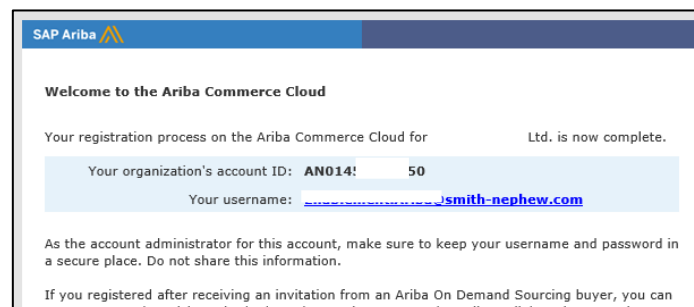
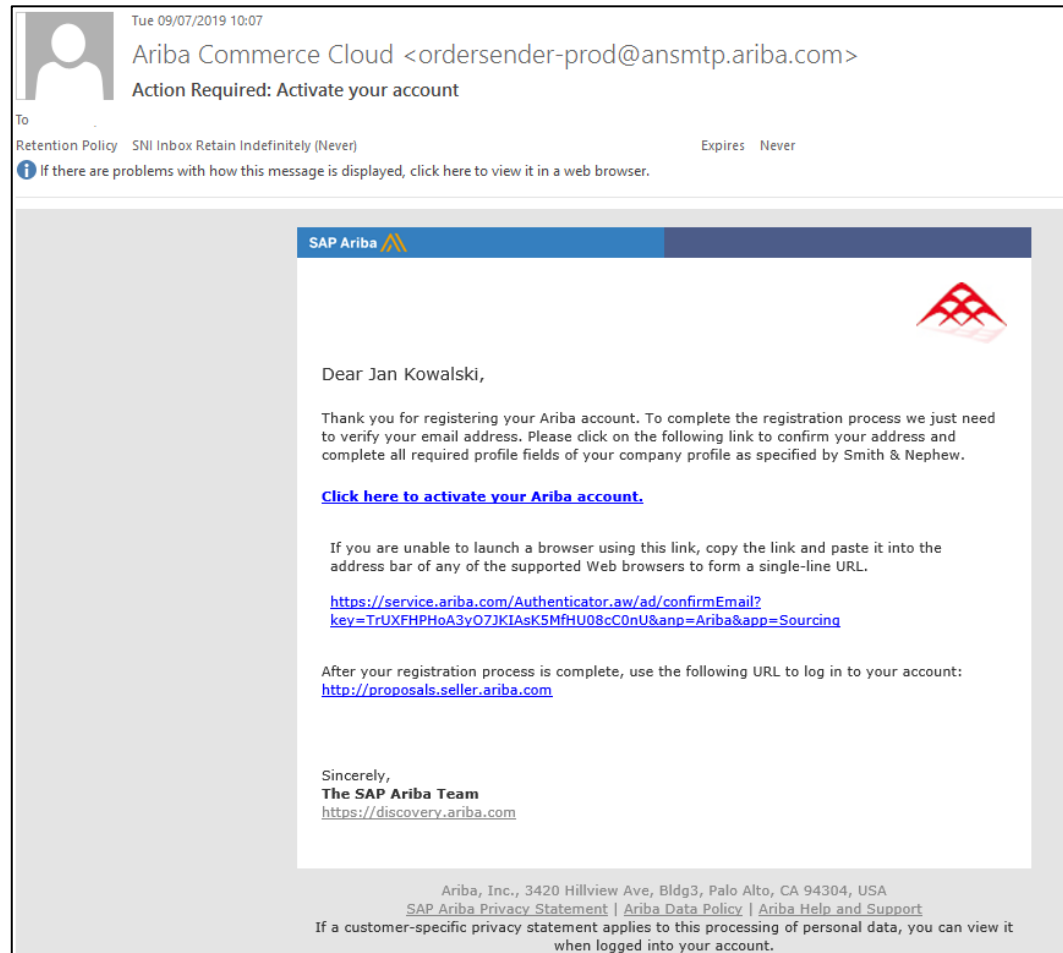


**You have received an email from Smith & Nephew to register in Ariba Network. Once you completed the mandatory profile information, we will be able to invite you to the next step of onboarding. This guide will help you through the registration process.**

1. Select the link from the e-mail notification to register/log in (use Internet Explorer browser) <http://smith-nephew.supplier.ariba.com/register>
  - If you are a new Ariba Network user – fill in the company information and click “Register”
  - If you already have an Ariba Account – click on “Login” and go to: Company Settings - Company Profile - Customer Requested tab – Smith&Nephew – and proceed to point 4 of this instruction.

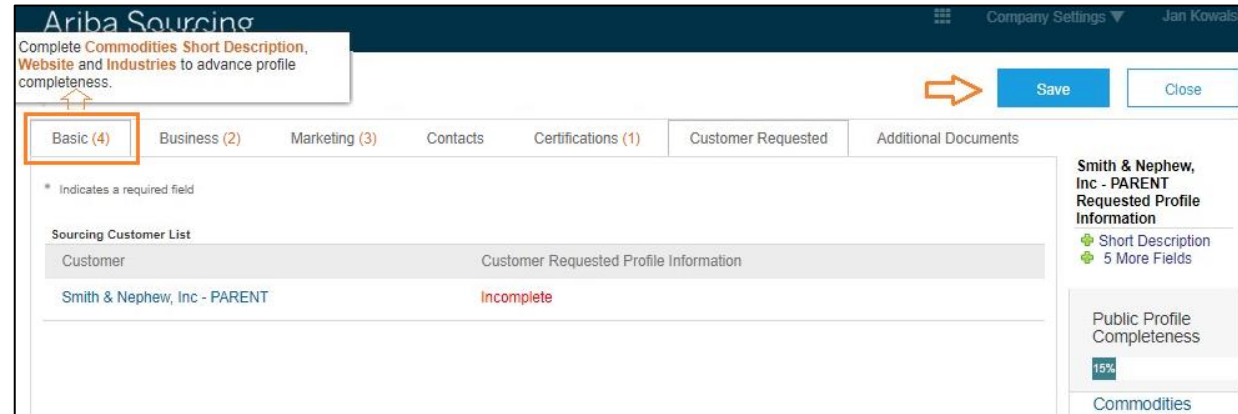
**Note:** The Help Center on the right side offers instructions and support for various topics – use the search bar to find what you need or the Support button to specify your problem and contact SAP Ariba support directly.

2. Once you register, you will receive an email to activate your account. Afterwards, you will also receive a notification with your Ariba Network ID (ANID).



- Smith & Nephew requests that you complete Basic tab profile information (marked with \*) to be able to continue with our Supplier Pre-qualification Questionnaire. You must complete the profile and submit filled in questionnaire before you can transact with Smith & Nephew.

**Note:** Business, Marketing and Certifications tabs are not mandatory to continue with Smith & Nephew onboarding.



**Note:** When filling in the Basic tab please make sure to fill in below fields:

**Product and Service Categories, Ship-to or Service Locations, and Industries**

Product and Service Categories\*

Enter the products and services your company provides. Postings made by buyers will be matched to you based on the product and service categories you enter below.

Enter Product and Service Categories   -or-

Ship-to or Service Locations\*

Enter the locations that your company ships to or serves. If you serve limited locations, enter the locations your company serves below. If you have global capabilities, browse and select "Global." For example: a services company might only serve the US, but a goods manufacturer may ship globally.

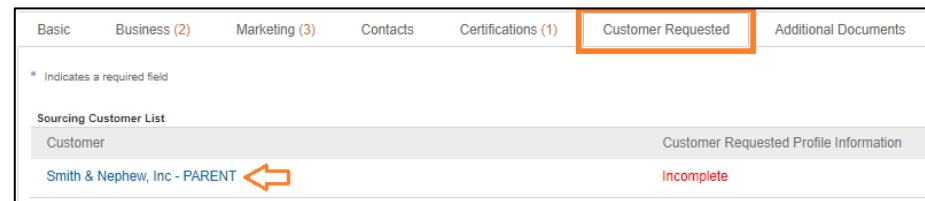
Enter Ship-to or Service Location   -or-

Industries

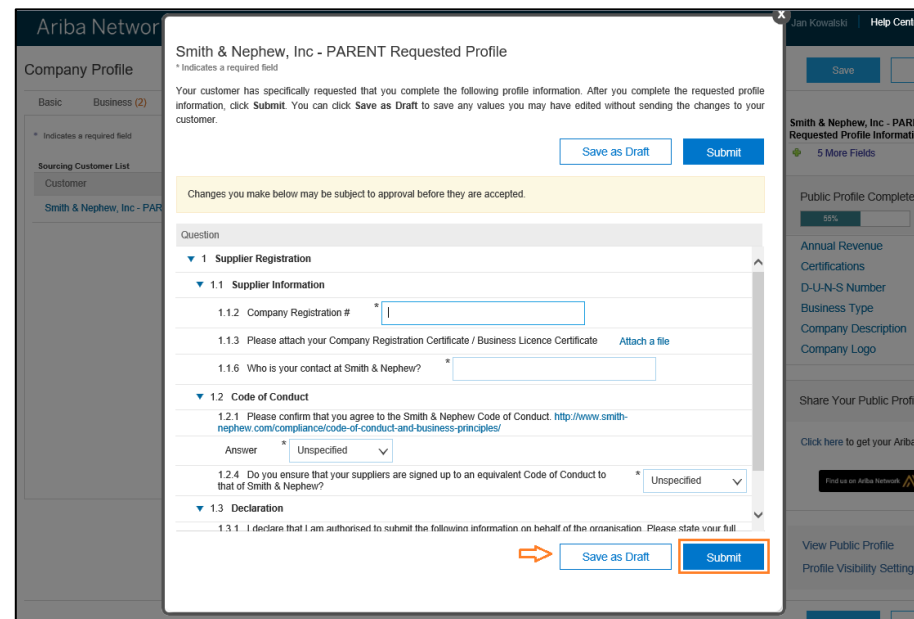
Select the industries your company serves.

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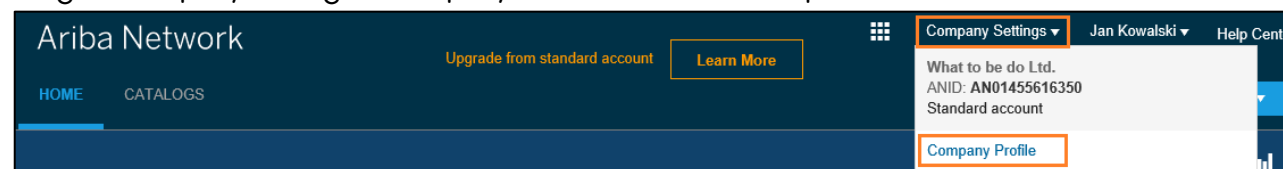
- Once you complete the Basic tab fields – go to Customer Requested tab and click on [Smith & Nephew, Inc – PARENT](#) to access the Pre-qualification Questionnaire.



**Note:** Save as a draft until you are ready to submit. Depending on your previous answers, you might be prompted to provide additional information.

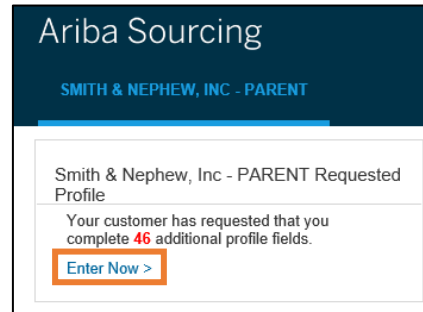


- If you already have an existing Ariba Account, after you receive the Smith & Nephew Ariba link, our Smith & Nephew Pre-qualification Questionnaire will become available after you log in: Company Settings – Company Profile – Customer Requested Tab – S&N Questionnaire.



6. Once you complete the Pre-qualification Questionnaire, it will be reviewed by Smith & Nephew, and a Full Onboarding Questionnaire will be released. You will receive an email from Smith & Nephew informing you to complete the final stage - Full Onboarding Questionnaire [questions from 2.0 onwards].

Please login into your account with the following link: <http://supplier.ariba.com/> and enter the required information:



**Smith & Nephew, Inc - PARENT Requested Profile**  
\* Indicates a required field

Your customer has specifically requested that you complete the following profile information. After you complete the requested profile information, click **Submit**. You can click **Save as Draft** to save any values you may have edited without sending the changes to your customer. Click **Discard Draft** to clear all the changes you have made and display the last values you successfully submitted to your customer.

Status: **Submitted** at 09/07/2019 15:59 Discard Draft Save as Draft Submit

Changes you make below may be subject to approval before they are accepted.

**Question**

▼ **2 Supplier Qualification**

▼ **2.1 Supplier Information**

2.1.1 Purchase Order email address \*

2.1.2 Remittance email address \*

2.1.5 If you are supplying to Smith and Nephew in the US, we require you to attach an active copy of the W8 / W9 Request for Taxpayer Identification Number and Certification form, please upload here.  
 Answer [Attach a file](#)

2.1.6 Attach Bank Details on letter headed document, including IBAN/SWIFT code \* [Attach a file](#)

▼ **2.2 Compliance**

2.2.1   
 Please describe the service or product you may be providing to Smith & Nephew

**Note:** If you require assistance in completing above actions please contact: [Enablement.Ariba@smith-nephew.com](mailto:Enablement.Ariba@smith-nephew.com)