



Schnucks requires that all invoices are to be received through one of our electronic invoice receiving systems or processes. Manual invoices (paper or email) received from suppliers will not be processed. For suppliers that are unable to submit electronic invoices via EDI, Schnucks has joined the Transcepta Procure-to-Pay Network. Schnucks requires that all suppliers enroll in the Transcepta Network, a free service, if invoices can't be sent via EDI. By accepting the terms of this agreement, the supplier agrees to enroll with Transcepta for invoice submission.

To begin the registration process with Transcepta, please read the information below and begin the process by going to <http://connect.transcepta.com/schnucks>.

INFORMATION ABOUT THE TRANSCCEPTA PROCESS

By sending your invoices electronically to the Transcepta Network, you're assured:

- Immediate, secure invoice submission and guaranteed delivery to Schnucks' Accounts Payable system, eliminating all the costs and delays of mailed invoices
- Automatic invoice validation and automatic notification of incomplete invoices, speeding corrections and facilitating processing and payment
- Greater visibility into the payment process, tracking invoice status via confirmation emails from Transcepta or through the Transcepta supplier web portal

As a Schnucks supplier, you pay **NO FEES** to participate. Plus, registration and connection with Transcepta takes only a few minutes of your time –with NO requirements to change your existing systems or invoice formats, or to engage in IT-intensive projects.

For more information and/or assistance with enrollment, please contact the Transcepta Supplier Registration Team at registration@transcepta.com or 949-382-2841. If you have questions specifically for Schnucks, please contact accountspayable@schnucks.com.