

Welcome to Ross Stores, Inc and dd's Discounts!

Dear New Ross Stores Inc. Supplier:

We are pleased that you have entered into a partnership with Ross Stores Inc. As a Ross Stores supplier, electronic invoice submission is the standard. Ross has partnered with the Ariba Network to offer our suppliers a completely paperless solution.

Please send an email to RossE-invoicing@ros.com to request registration for the Ariba Network. Additional details about our E-Invoicing can be found by clicking here: [Electronic Invoicing Information](#)

Benefits of the Ariba Network include:

- Ability to have real-time purchase order and invoice delivery, identification of discrepancies, and payment status reporting.
- Simple set-up – all you need is an internet connection.
- Provides the opportunity to participate in the early payment option.

ACH/EFT: Payments are issued electronically via ACH/EFT. Please complete the Ross ACH request form within this packet and follow the submission instructions located at the bottom of the form.

Pay Me Now: This option allows you to take advantage of early payment discounts on an invoice-by-invoice basis. It is initiated electronically through the Ariba Network and executed either manually or with an Auto-Acceptance function. This gives you more freedom to decide when you want your money. To take advantage of this functionality, your Company **must** have a registered account on the Ariba Network with Ross.

Supplier Portal: We have a self-service vendor portal where you can monitor your account and view all payments and invoices in our system. To register for this site, please send the [Supplier Portal Access Request Form](#) to supplierportal@ros.com.

Accounts Payable Contacts: Click here for the list of team members that handle vendor inquiries [AP Contact List](#)

Thank you,
Accounts Payable