

	Actions
	There will be no modifications to the invoicing process. Please continue submitting invoices to the current Legal Entity, Address, and Tax ID as usual.
	Follow Invoicing Requirements and send outstanding invoices to the current Dow Legal Entity prior to the Go-Live date to avoid payment delays.
	Review and follow the instructions outlined in your Purchase Orders (POs). PO items transitioning to the new Diamond system will be identifiable on the Supplier Website shortly after the Go-Live date.
	When using Service Entry Sheets (SES), which represent an invoice for Services rendered, work directly with the plant site contact receiving the Service to determine where the SES should be sent. If a SES is sent to Dow's Accounts Payable organization, it will be returned with instructions to send it to the site directly, which could delay payment.

Information:

- Purchase Orders generated after the Go-Live date will reflect the latest details regarding the delivery address, legal entity name & address, invoice-to address, payment terms, and delivery terms.
- The Purchase Order Cross-Reference ("xref") establishes the link between existing Purchase Orders and those generated within the new Diamond system. This xRef will be accessible shortly after the Go-Live date [here](#).
- For payment or PO-related inquiries, please contact the [Procure to Pay Service Desk](#).