



July 31, 2019

Dear Valued Supplier,

Cargill is in the midst of a multi-year SAP implementation that will establish common processes and technology across all Cargill business units. The goals of this initiative are to enable increased operational effectiveness and drive enhanced partner collaboration while maintaining the exceptional level of service and solutions our customers enjoy.

This letter contains details you will need to know about the SAP implementation that is affecting Cargill Starches, Sweeteners & Texturizers North America business locations either **September 1, 2019 or November 1, 2019**. A complete listing of locations impacted and their respective Go Live Date can be found in Exhibit A of this letter. Some of the locations impacted may be in your system(s) under previous names such as Cargill Corn Milling, Cargill Sweeteners, Cargill Health & Nutrition, Acidulants or Cargill Texturing Solutions. This letter contains details regarding the current information you should be using to update your systems.

Checklist of REQUIRED ACTIONS:

- Read** this letter in its entirety to understand requirements from your company regarding this change.
- Share** this information with all parties involved with the Cargill account and make sure your system is updated appropriately.
- Watch the training video found on Supplier Central [Play Recording](#)** that provides details on the new process and changes.

It is very important that you thoroughly read the enclosed information.

This letter includes a summary of the following changes:

- Summary of Changes
 - Purchase Orders
 - Invoicing
 - Remittance Changes
 - Payments
 - Impacted Plant locations
- Exhibit A - Impacted Plant locations and Go Live Date

Please also refer to our Supplier Central website for additional information pertaining to the deployment and frequently asked questions. The website link is: <http://www.cargill.com/suppliercentral>

Thank you, in advance, for your full engagement in responding to our requests and adoption of new processes required to support this critical initiative.

Best Regards

Cargill Starches, Sweeteners & Texturizers North America



SUMMARY OF CHANGES: This letter details changes that will apply to your transactions with the affected locations beginning either **September 1, 2019** or **November 1, 2019**, as outlined in Exhibit B.

- 1.) **Purchase Orders:** Cargill Starches, Sweeteners & Texturizer's North America will be using SAP for purchases made with your company on or after the September 1, 2019 or November 1, 2019 migration to SAP.

Cargill suppliers that are currently live on the Ariba network should continue to transact as of today.

- All purchase orders will be solely sent via Ariba Network.

Material Purchase Order Confirmation:

- Material Purchase Order confirmations must be done by the supplier in Ariba
- Service POs do not require a PO confirmation.
- To ensure prompt and accurate payment, your order confirmation **must** match Cargill's purchase order.
- Order confirmations of each material line item pricing, estimated delivery date, AND ship from location are required back by Ariba within 24 hours .

Material Numbers & Descriptions: Cargill material numbers and descriptions will change. These new material numbers will be present on the purchase order form. If you have any questions regarding the new material numbers, please reach out to the PO Contact shown on your purchase order form.

Changes to Existing Purchase Orders:

Legacy purchase orders will be completed and paid through the current process. Any new Purchase Orders processed on **September 1st or November 1, 2019** forward will be found in the Ariba Network and will be processed using the Ariba Business Rules.

Cargill will not be liable to the supplier for any duplicate orders shipped to us in error. The supplier will be liable for any and all costs; including all return costs for deliveries made in error.

Failure to provide a timely purchase order confirmation will result in a delay of payment.

- 2.) **Invoicing Changes:**

All POs need to be invoiced through Ariba and All Purchase Orders need to be invoiced through Ariba and NOT sent to a Plant location for processing.

If today you submit an invoice and reference a Work Order Number on your invoice, in the future you must reference a Purchase Order number in order to get paid.

- 3.) **Remittance Changes:** Remittance advice notifications will contain more detail and Cargill recommends suppliers use this detail to apply settlements from Cargill. Payments will be made from the Cargill legal entity, so you will see a consolidation of invoice payments. **Instructions on how to read Remittance advice notifications can be found on Supplier Central:** <http://www.cargill.com/suppliercentral>.

- 4.) **Payments:** To provide easier reconciliation payments for the listed Impacted Plant locations will be combined with all other plants using the same remittance information.



Suppliers with questions on payments from Cargill should refer to the transactions status in AN prior to contacting Cargill's Supplier Relations team.

5.) **Impacted Plant locations:** These locations will be consolidated into existing structure of SAP. Please see Exhibit A for the list of plant locations effected.

✓ **Action Required:**

- *No action is required if you are currently receiving SAP Purchase Orders, payment notifications, payments, and communications to the correct contacts and addresses.*
- *If you are not receiving these documents after the go live date and believe you should be, please submit the information requested above on company letterhead with contact email addresses via email to: Cargill_SSTNA_SAP@cargill.com*
- *Submit completed and signed tax forms if you have not submitted tax forms previously - Link to instructions: <http://www.cargill.com/suppliercentral>*

This is one of multiple communications you may receive from various Cargill teams supporting this project. We appreciate your cooperation with each of the requests for information.

Watch the training video found on Supplier Central [Play Recording](#) that provides details on the new process and changes.

Questions regarding a specific Cargill order should be directed to the PO contact. Please note that the Cargill_SSTNA_SAP@cargill.com email is for SAP migration information and documentation gathering only and will be deactivated approximately 8-12 weeks after go-live.

Please also refer to Cargill's Supplier Central webpage for additional information pertaining to the deployment and frequently asked questions. The website link is:

<http://www.cargill.com/suppliercentral> .

Suppliers with questions about their companies business relationship with Cargill in AN should contact Cargill's NA Supplier Enablement team at CSSP_NASUPPLIERENABLEMENT@CARGILL.COM



Exhibit A - Cargill Plant and 3rd Party Warehouse Locations Impacted and Go Live Date

We have 2 different activation dates for the plants that make up the CSSTNA business, please see below to reference the plant and their respective activation date.

Go Live 1 – September 1, 2019

| Plant Code | Business Name | Street Address | City | State | Zip |
|------------|-----------------------------------|-------------------------|--------------|-------|------------|
| 1CDE | CARGILL INCORPORATED | 1710 16TH ST SE | CEDAR RAPIDS | IA | 52401-2638 |
| 1AJB | CARGILL INCORPORATED | 2888 FM 1727 | DALHART | TX | 79022-8361 |
| 1BLT | CARGILL INCORPORATED | 3201 NEEDMORE RD | DAYTON | OH | 45414-4309 |
| 1AGQ | CARGILL INCORPORATED | 1041 E GARFIELD AVE | DECATUR | IL | 62526-4854 |
| 1CAI | CARGILL INCORPORATED | 765 E PYTHIAN AVE | DECATUR | IL | 62526-2412 |
| 1ANK | CARGILL INCORPORATED | 1844 SUMMER ST | HAMMOND | IN | 46320-2236 |
| 1CHY | CARGILL INCORPORATED | 1100 INDIANAPOLIS BLVD | HAMMOND | IN | 46320-1019 |
| 1BLX | CARGILL INCORPORATED | 2800 LYNWOOD RD | LYNWOOD | CA | 90262-4010 |
| 1BLZ | CARGILL INCORPORATED | 2330 BUOY STREET | MEMPHIS | TN | 38113-0368 |
| 1CHI | DRY CORN INGREDIENTS INCORPORATED | 616 S JEFFERSON ST | PARIS | IL | 61944-2043 |
| 1DXB | DRY CORN INGREDIENTS INCORPORATED | 104 MCMILLAN ST | PARIS | IL | 61944-2043 |
| 1BMC | CARGILL INCORPORATED | 18049 COUNTY ROAD 8 | WAHPETON | ND | 58075-9700 |
| 1BMD | CARGILL INCORPORATED | 1120 MILLBURY STREET | WORCESTER | MA | 01607-1415 |
| 2GTB | CARGILL INCORPORATED | 1345 76TH AVE SW | CEDAR RAPIDS | IA | 52404-7038 |
| 2GTM | CARGILL INCORPORATED | 2780 HIGHLAND AVE | CINCINNATI | OH | 45212-2408 |
| 2GTC | CARGILL INCORPORATED | 5328 TREMONT AVE | DAVENPORT | IA | 52807-2639 |
| 2ANS | CARGILL INCORPORATED | 20 EAKER ST | DAYTON | OH | 45402-2550 |
| 2GTL | CARGILL INCORPORATED | 2311 45TH ST S | FARGO | ND | 58104 |
| 2GTD | CARGILL INCORPORATED | 8556 COUNTY ROAD 140 | FINDLAY | OH | 45840-1833 |
| 2GTG | CARGILL INCORPORATED | 500 57TH ST | MARION | IA | 52302-3801 |
| 2AYK | CARGILL INCORPORATED | 2885 W DIEHL RD | NAPERVILLE | IL | 60563-8742 |
| 2ARQ | DRY CORN INGREDIENTS INCORPORATED | 2201 PEDCO RD | PARIS | IL | 61944-2043 |
| 2GTI | CARGILL INCORPORATED | 1610 ALTORFER DR | PEORIA | IL | 61615-1923 |
| 2GTJ | CARGILL INCORPORATED | 1114 5TH ST | SIoux CITY | IA | 51101-1906 |
| 2GTK | CARGILL INCORPORATED | 809 W RUSSELL ST | SIoux FALLS | SD | 57104-1360 |
| 2AET | CARGILL INCORPORATED | 1100 COMMERCIAL DRIVE | WALFORD | IA | 52351-5470 |
| 3AAO | CARGILL INCORPORATED | 308 6TH AVE SE | CEDAR RAPIDS | IA | 52401-2014 |
| 3AAF | CARGILL INCORPORATED | 15407 MCGINTY RD W | HENNEPIN | MN | 55391-2365 |
| 3AAT | CARGILL INCORPORATED | 800 NW 62ND AVE STE 290 | MIAMI | FL | 33126-4992 |



Go Live 2 – November 1, 2019

| Plant Code | Business Name | Street Address | City | State | Zip |
|------------|-----------------------------------|----------------------------|--------------|-------|------------|
| 1CBM | CARGILL INCORPORATED | 3582 MCCALL PL | ATLANTA | GA | 30340-2802 |
| 1ADQ | CARGILL INCORPORATED | 650 INDUSTRIAL PARK DR | BLAIR | NE | 68008-2666 |
| 1BLQ | CARGILL INCORPORATED | 760 US HIGHWAY 60 | BOVINA | TX | 79009-3908 |
| 1BLS | CARGILL INCORPORATED | 1 RIVERSIDE LANE # C | CHATTANOOGA | TN | 37406-1725 |
| 1ADP | CARGILL INCORPORATED - VITAMIN E | 17540 MONROE WAPELLO RD | EDDYVILLE | IA | 52553-8032 |
| 1BIM | CARGILL INCORPORATED | 17540 MONROE WAPELLO RD | EDDYVILLE | IA | 52553-8032 |
| 1DVM | EDDYVILLE CHLOR-ALKALI, LLC | 1194 720 AVE | EDDYVILLE | IA | 52553-8528 |
| 1DXC | CARGILL INCORPORATED | 1285 APPLETON RD | ELKTON | MD | 21921-3913 |
| 1BLU | CARGILL INCORPORATED | 1950 HARVEST AVE | FORT DODGE | IA | 50501-8828 |
| 1BLV | CARGILL INCORPORATED | 9702 CLINTON DR | HOUSTON | TX | 77029-4330 |
| 1BLW | DRY CORN INGREDIENTS INCORPORATED | 1730 W MICHIGAN ST | INDIANAPOLIS | IN | 46222-3855 |
| 1BMA | CARGILL INCORPORATED | 2 S HORTON STREET | SEATTLE | WA | 98134-1810 |
| 1BMB | CARGILL INCORPORATED | 5425 W TYSON AVE | TAMPA | FL | 33611-3227 |
| 2GTA | CARGILL INCORPORATED | 1450 FRONT ST | BLAIR | NE | 68008-1638 |
| 2BEY | CARGILL INCORPORATED | 222 S CUMBERLAND ST | FREMONT | IA | 52561-9718 |
| 2AYD | CARGILL INCORPORATED | 10364 S 136TH ST | OMAHA | NE | 68138-3903 |
| 2GTE | CARGILL INCORPORATED | 13028 CARY CR | LA VISTA | NE | 68138-3722 |
| 2GTH | CARGILL INCORPORATED | 2523 EDWARD BABE GOMEZ AVE | OMAHA | NE | 68107-4431 |
| 3ABA | CARGILL INCORPORATED | 1705 KELLIE DR | BLAIR | NE | 68008-0530 |
| 4ACG | CARGILL INCORPORATED | 14800 28TH AVE N | PLYMOUTH | MN | 55447-4873 |
| 4AAB | CARGILL INCORPORATED | 12111 LYNN AVE S | SAVAGE | MN | 55378-1475 |