



April 29, 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 June 1, 2019. A complete listing of locations impacted 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 or Cargill Sweeteners.

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.
- Attend** at least one of the informational webinars that will review the details and answer your questions. The dates and the webinars can be found at this link: <http://www.cargill.com/suppliercentral>. Please contact us at Cargill_SSTNA_SAP@cargill.com if you run into issues. We strongly suggest all suppliers attend the webinar.

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

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 **June 1, 2019**.

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

If you have any questions regarding this implementation, please attend a LIVE Q&A webinar that will review the details and provide a format for you to ask questions. Please contact us at Cargill_SSTNA_SAP@cargill.com for webinar dates and invitations. ***We strongly encourage you to attend these webinars!***

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 - Locations Impacted

Attention Line	Business Name	Street Address	City	State	Postal Code	Plant Code	Location Type
1001-A463-1ADQ	CARGILL INCORPORATED	650 INDUSTRIAL PARK DR	BLAIR	NE	68008-2666	1ADQ	MANUFACTURING
1001-A463-ABLQ	CARGILL INCORPORATED	760 US HIGHWAY 60	BOVINA	TX	79009-3908	1BLQ	MANUFACTURING
1001-A463-ACDE	CARGILL INCORPORATED	1710 16TH ST SE	CEDAR RAPIDS	IA	52401-2638	1CDE	MANUFACTURING
1001-A463-1BLS	CARGILL INCORPORATED	1 RIVERSIDE LANE # C	CHATTANOOGA	TN	37406-1725	1BLS	MANUFACTURING
1001-A463-1AJB	CARGILL INCORPORATED	2888 FM 1727	DALHART	TX	79022-8361	1AJB	MANUFACTURING
1001-A463-1BLT	CARGILL INCORPORATED	3201 NEEDMORE RD	DAYTON	OH	45414-4309	1BLT	MANUFACTURING
1001-A463-1BIM	CARGILL INCORPORATED	17540 MONROE WAPELLO RD	EDDYVILLE	IA	52553-8032	1BIM	MANUFACTURING
1001-A463-2AFW	CARGILL INCORPORATED	1285 APPLETON RD	ELKTON	MD	21921-3913	2AFW	MANUFACTURING
1001-A463-1BLU	CARGILL INCORPORATED	1950 HARVEST AVE	FORT DODGE	IA	50501-8828	1BLU	MANUFACTURING
1001-A463-1BLV	CARGILL INCORPORATED	9702 CLINTON DR	HOUSTON	TX	77029-4330	1BLV	MANUFACTURING
1001-A463-1BLX	CARGILL INCORPORATED	2800 LYNWOOD RD	LYNWOOD	CA	90262-4010	1BLX	MANUFACTURING
1001-A463-1BLZ	CARGILL INCORPORATED	2330 BUOY STREET	MEMPHIS	TN	38113-0368	1BLZ	MANUFACTURING
1001-A463-1BMA	CARGILL INCORPORATED	2 S HORTON STREET	SEATTLE	WA	98134-1810	1BMA	MANUFACTURING
1001-A463-1BMB	CARGILL INCORPORATED	5425 W TYSON AVE	TAMPA	FL	33611-3227	1BMB	MANUFACTURING
1001-A463-1BMC	CARGILL INCORPORATED	18049 COUNTY ROAD 8	WAHPETON	ND	58075-9700	1BMC	MANUFACTURING
1001-A463-1BMD	CARGILL INCORPORATED	1120 MILLBURY STREET	WORCESTER	MA	01607-1415	1BMD	MANUFACTURING
1001-A463-3ABA	CARGILL INCORPORATED	1705 KELLIE DR	BLAIR	NE	68008-0530	3ABA	OFFICE
1001-A463-3AAO	CARGILL INCORPORATED	308 6TH AVE SE	CEDAR RAPIDS	IA	52401-2014	3AAO	OFFICE
1001-A463-3AAF	CARGILL INCORPORATED	15407 MCGINTY RD W	HENNEPIN	MN	55391-2365	3AAF	OFFICE
1001-A463-3AAT	CARGILL INCORPORATED	800 NW 62ND AVE STE 290	MIAMI	FL	33126-4992	3AAT	OFFICE
1001-A463-4ACG	CARGILL INCORPORATED	14800 28 th Ave N	HENNEPIN	MN	55391-2365	4ACG	R&D
1001-A463-4AAB	CARGILL INCORPORATED	12111 LYNN AVE S	SAVAGE	MN	55378-14875	4AAB	R&D