

Create Invoice without PO from Supplier Portal

1. Login to Oracle Fusion Applications

Cloud Infrastructure

ORACLE Cloud

caccteodo

Oracle Cloud Account Sign In

Identity domain ⓘ
fa-eopp-test-m4qoc

User Name


Password

[Forgot Password?](#)


Sign In

2. On the homepage click on **Create Invoice without PO** task


Supplier Portal




Agreements



Invoices



Payments



Company Profile

Notifications

1 Unread

Supplier News

Dear Supplier,

Due to our monthly closing and Audit readiness, our portal will be closed from **26th June 2025 to 30th June 2025**. kindly be advised that the last date for submitting pending invoices on the portal is **25th Jun 2025**. Any submission between **26th June and 30th June** will be cancelled and will need to be resubmitted on **1st July**.

Thank you for your usual support.

Additional Links

[Upload ASN or ASBN](#)

[+ Create invoice](#)

[+ Create invoice without PO](#)

Create Invoice without PO from Supplier Portal

- Enter the supplier site, Invoice number, Invoice date and click on “+” button.

ORACLE

Create Invoice Without PO ?

Supplier: / Taxpayer ID: Supplier Site: Office Address Address: Supplier Tax Registration Number: Remit-to Bank Account: 036610267890 Unique Remittance Identifier: Unique Remittance Identifier Check Digit: Description: * Attachments: None Tax Control Amount: Invoice Actions: Save Save and Close Submit Cancel

* Number: 896891 * Date: 12/15/25 * Type: Invoice Invoice Currency: SAR - Saudi Riyal Payment Currency: SAR - Saudi Riyal

Customer: * Customer Taxpayer ID: 01 Name: Armah Sports Company Address: Riyadh, SAUDI ARABIA * Requester Email: Requester Name:

Lines: View + Cancel Line

* Number	* Type	Ship-to Location	Ship-from Location	Tax Classification	* Amount	Invoice Line Description
No data to display.						
Total						

Summary Tax Lines

- Select the Type from the list of values which fits in and add the invoice line amount and Invoice Line Description.

ORACLE

Create Invoice Without PO ?

Supplier: ABC Textile LLC Taxpayer ID: Supplier Site: Office Address Address: 1, Gortsaranayin street, ARTASHAT 0733, ARMENIA Supplier Tax Registration Number: Remit-to Bank Account: 036610267890 Unique Remittance Identifier: Unique Remittance Identifier Check Digit: Description: * Attachments: None Tax Control Amount: Invoice Actions: Save Save and Close Submit Cancel

* Number: 896891 * Date: 12/15/25 * Type: Invoice Invoice Currency: SAR - Saudi Riyal Payment Currency: SAR - Saudi Riyal

Customer: Customer Taxpayer ID: 01 Name: Armah Sports Company Address: Riyadh, SAUDI ARABIA * Requester Email: Requester Name:

Lines: View + Cancel Line

* Number	* Type	Ship-to Location	Ship-from Location	Tax Classification	* Amount	Invoice Line Description
1	Item				1,000.0000	Service Charges
Total						1,000.0000

Summary Tax Lines

Create Invoice without PO from Supplier Portal

- Enter the e-mail of contact at the buying company. The requester is notified and must approve the invoice before it can be processed further

ORACLE

Create Invoice Without PO

Invoice Actions: **Save** **Save and Close** **Submit** **Cancel**

Supplier: ABC Textile LLC
 Taxpayer ID:
 Supplier Site: Office Address
 Address: 1, Gortsaranayin street, ARTASHAT 0733, ARMENIA
 Supplier Tax Registration Number:

Remit to Bank Account: 036610267890
 Unique Remittance Identifier:
 Unique Remittance Identifier Check Digit:
 Description:
 Attachments: None
 Tax Control Amount:

* Number: 898891
 Date: 12/15/25
 Type: Invoice
 Invoice Currency: SAR - Saudi Riyal
 Payment Currency: SAR - Saudi Riyal

Customer:
 Customer Taxpayer ID: 01
 Name: Armah Sports Company
 Address: Riyadh, SAUDI ARABIA

Enter the e-mail of the contact at the buying company. The requester is notified and must approve the invoice before it can be processed further

* Requester Email: mqugram@armahsports.com
 * Requester Name: Mohammed Quram

Lines

View + Cancel Line

* Number	* Type	Ship-to Location	Ship-from Location	Tax Classification	* Amount	Invoice Line Description
1	Item				1,000.0000	Service Charges
Total					1,000.0000	

Summary Tax Lines

View

- Click on Save and Submit, Confirmation message would display that Invoice was submitted.

ORACLE

Invoice: 898891

Invoice 898891 has been submitted.

Create Another Done

Supplier: ABC Textile LLC
 Taxpayer ID:
 Supplier Site: Office Address
 Address: 1, Gortsaranayin street, ARTASHAT 0733, ARMENIA
 Supplier Tax Registration Number:

Remit to Bank Account: 036610267890
 Unique Remittance Identifier:
 Unique Remittance Identifier Check Digit:
 Description:
 Attachments: None
 Tax Control Amount:

Number: 898891
 Date: 12/15/25
 Type: Invoice
 Invoice Currency: SAR
 Payment Currency: SAR

Customer:
 Customer Taxpayer ID: 01
 Legal Entity: Armah Sports Company
 Address: Riyadh, SAUDI ARABIA

Requester Email: mqugram@armahsports.com
 Requester Name: Mohammed Quram

Lines

View

Number	Type	Ship-to Location	Ship-from Location	Tax Classification	Location of Final Discharge	Amount	Invoice Line Description	Quantity	Unit Price	UOM
1	ITEM					1,000.0000	Service Charges			
Total						1,000.0000				