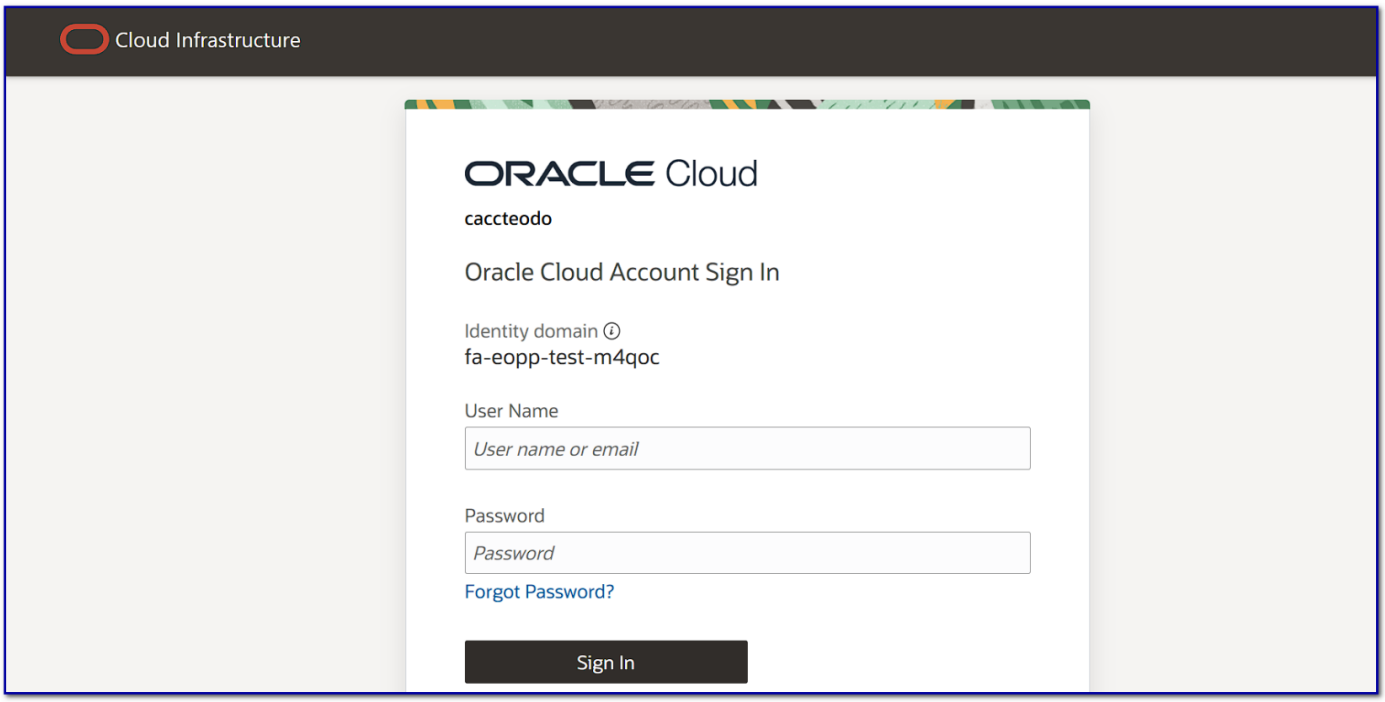
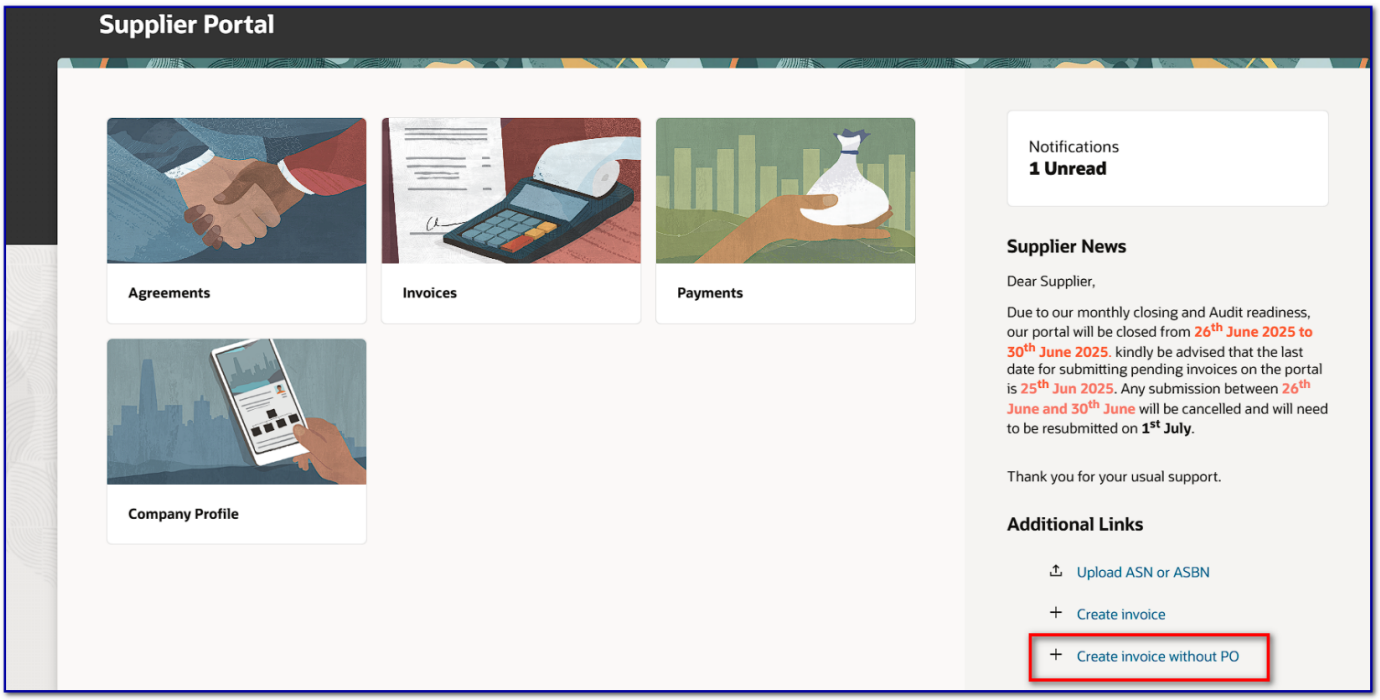
Create Invoice without PO from Supplier Portal

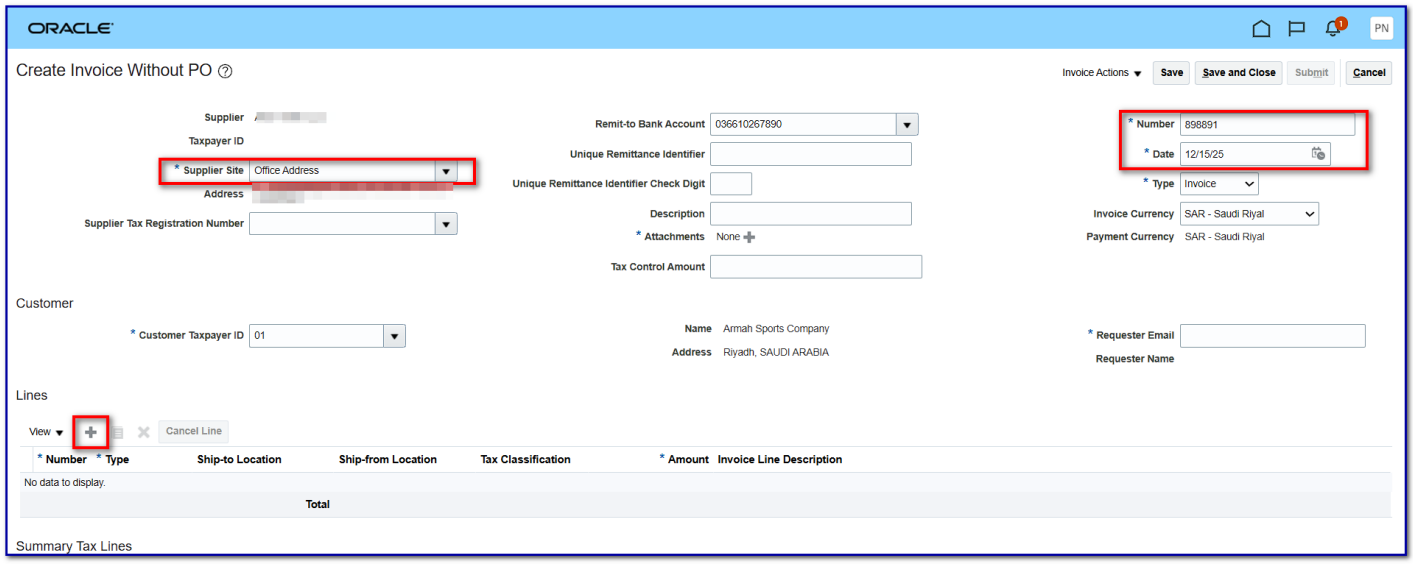
1. Login to Oracle Fusion Applications



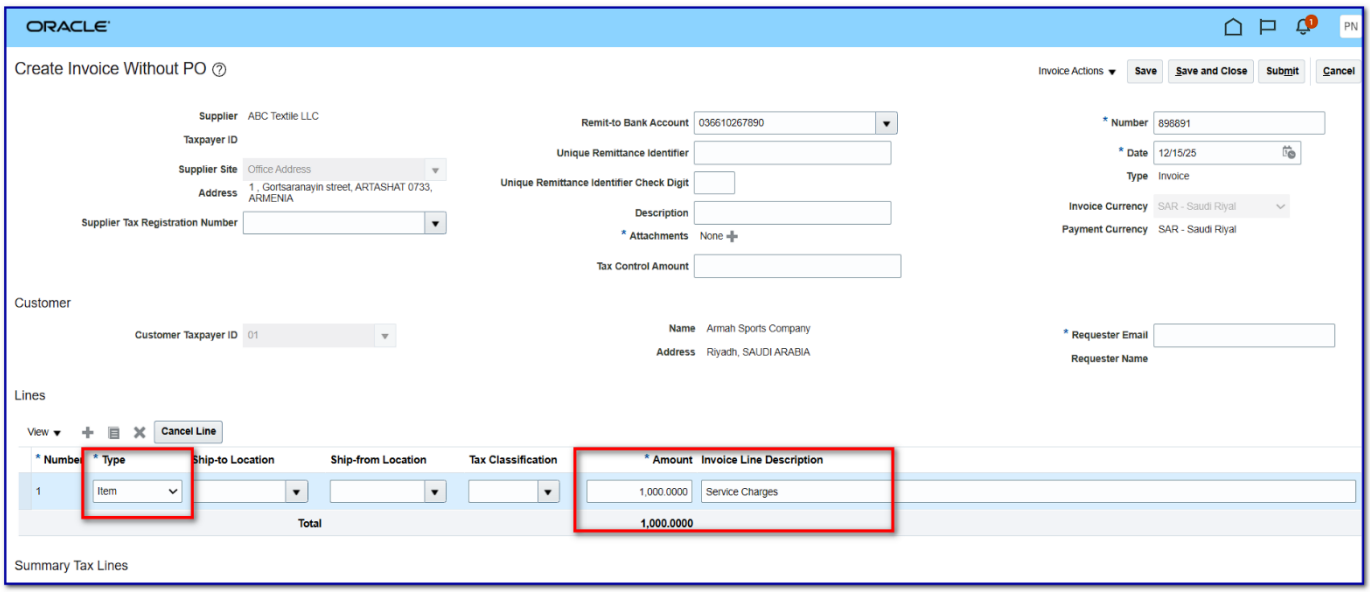
2. On the homepage click on **Create Invoice without PO** task



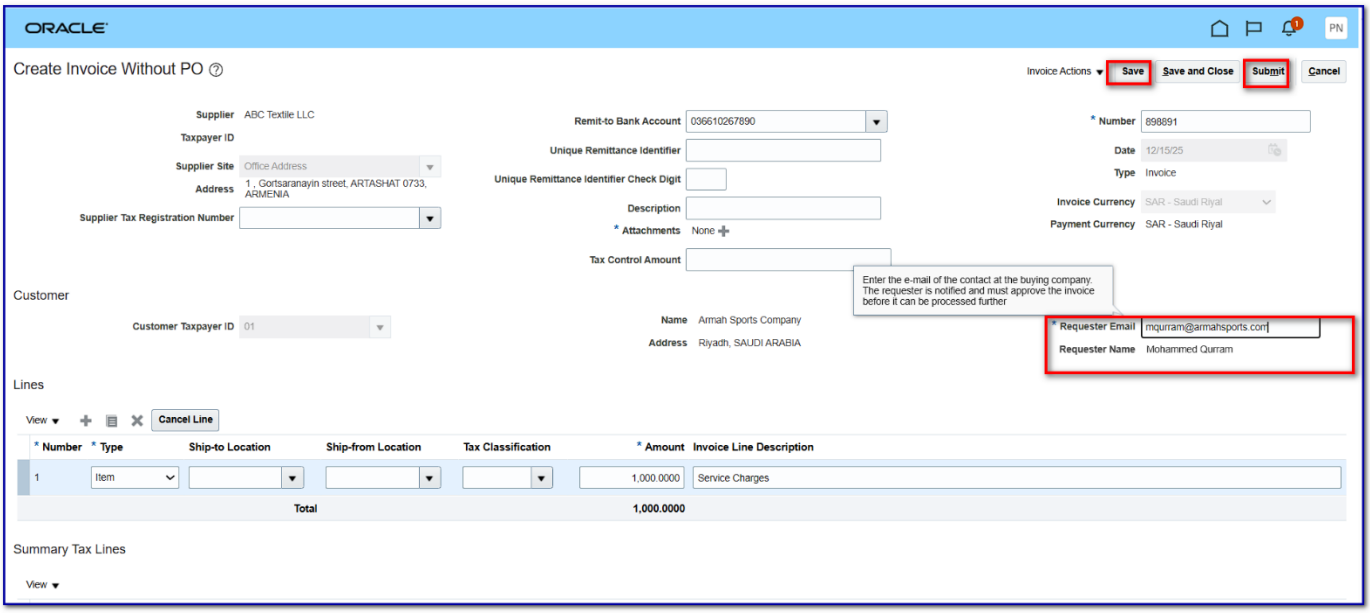
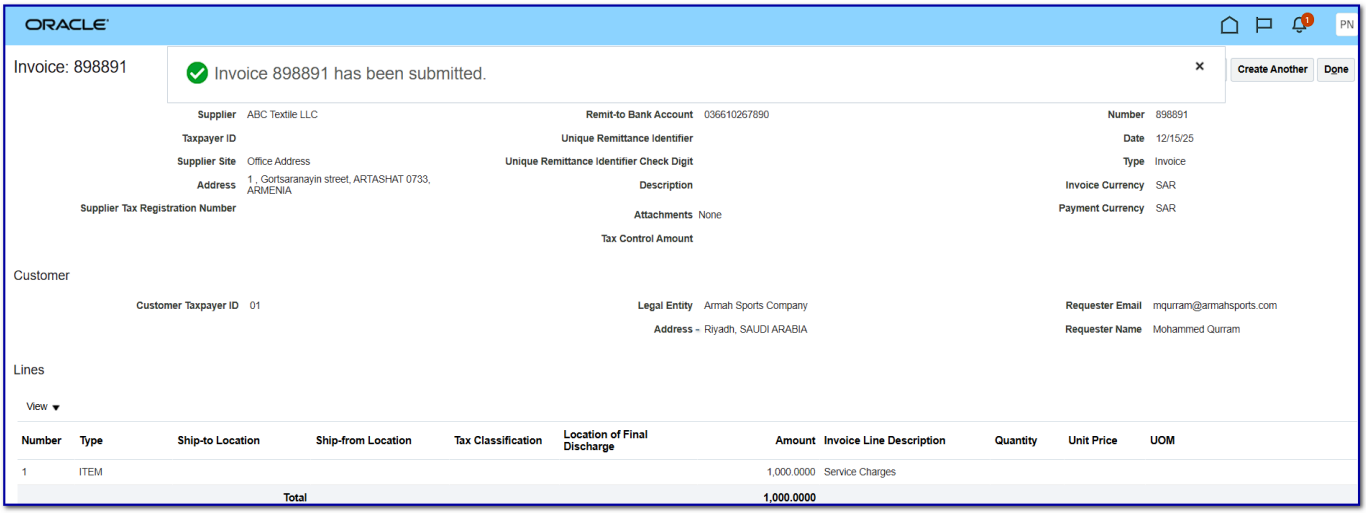
3. Enter the supplier site, Invoice number, Invoice date and click on "**+**" button.



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



5. 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



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