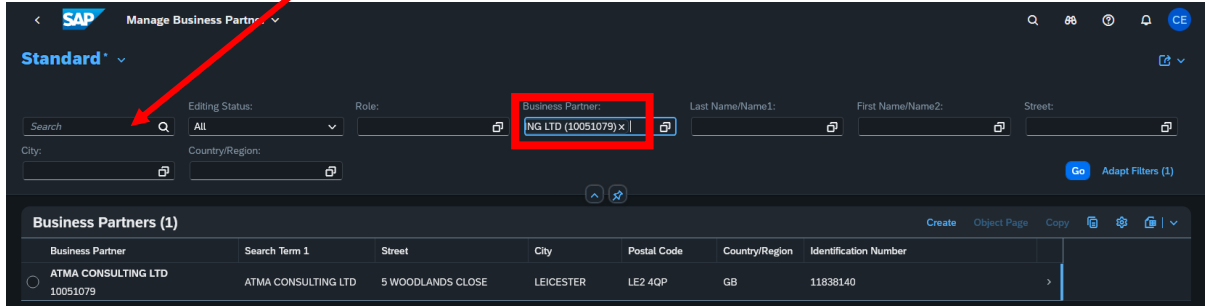
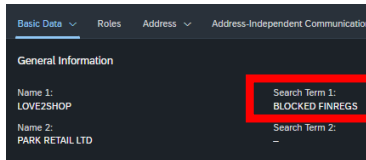


View Text on Supplier Account

- Go to MANAGE BUSINESS PARTNER app in Fiori and put in the vendor number and ENTER (or in the “search” field, you can search the name – don’t forget to use asterisks’ e.g. *ATMA*):

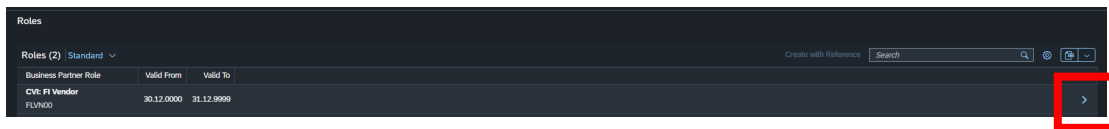


- Click into the line of the supplier – NOTE, Search Term 1 sometimes indicates the status of the vendor, for example:

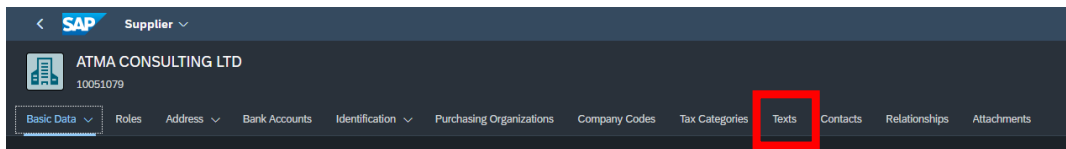


*this screenshot is not reflective of vendor 10051079, just used as example.

- Click into the CVI: FI Vendor role:



- Then click on the Texts tab:



- This will take you to the notes on the supplier

