

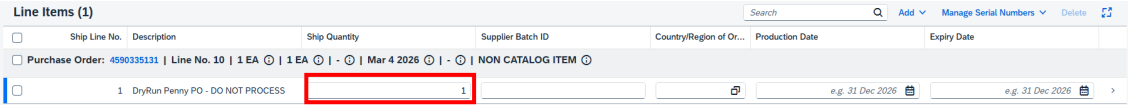
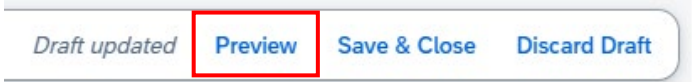
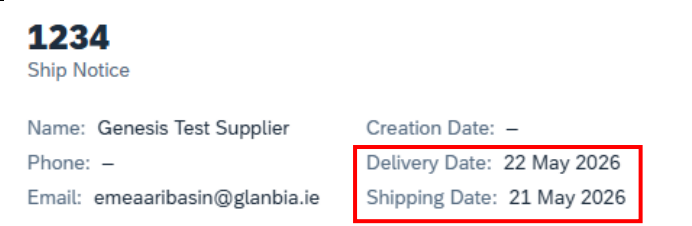
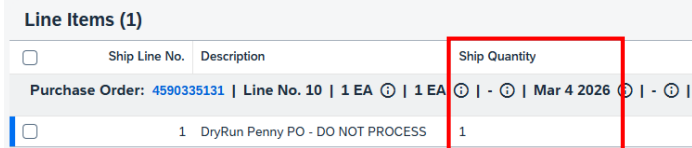
## ADVANCED SHIP NOTIFICATION

This guide is relevant if you need to submit an Advanced Ship Notification against a Tirlán Purchase Order (PO) sent to you through Ariba.

### INSTRUCTIONS:

| ACCESSING THE PURCHASE ORDER |                                                                                                                                                                                                                                                                                                         |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.                           | Log into Ariba to locate the PO that requires action by clicking <a href="#">here</a> .                                                                                                                                                                                                                 |
| 2.                           | <div> Enter your <b>username</b> and <b>password</b> that you generated during the registration process. <div> See guide: <a href="#">Ariba Registration Guide</a>. </div> Select <b>Sign In</b>. </div> <div> Supplier sign-in <div> Username </div> <div> Password </div> <div> Sign in </div> </div> |
| 3.                           | When you have successfully logged in to Ariba, locate the order that a Ship Notice needs to be issued against, and click the PO number to open it. <div> See guide: <a href="#">Locating Purchase Orders</a>. </div>                                                                                    |

| CREATING THE ADVANCED SHIP NOTICE (ASN) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.                                      | At the top of the screen, click 'Create', then click 'Ship Notice'. <div> <div> 4590335131<br/>Purchase Order </div> <div> The company logo has been uploaded from a source specified by the buyer. </div> <div> <div> Tirl </div> <div> Name: Tirlán Limited<br/>Phone: +353 (0) 56 8836000<br/>Email: -- </div> <div> Version: 1 </div> <div> Date Submitted: 13 Mar 2026, 22:04:53 </div> <div> Order Total: 1.01 EUR </div> <div> Status: Confirmed </div> </div> <div> <div> Create </div> <div> Resend </div> <div> Order Confirmation </div> <div> Ship Notice </div> <div> Invoice </div> <div> Credit Memo </div> </div> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.                                      | Enter <b>Packing Slip ID</b> : this can be any reference number you internally use or the PO number<br>Enter <b>Delivery Date</b> : this is the expected delivery date to our facility<br>These are the only required fields, but you can provide additional information if needed. <div> General <div> <div> Ship From </div> <div> Ship To </div> </div> <div> <div> Name: Genesis Test Supplier<br/>State: Dublin<br/>Postal Code: </div> <div> Name: Tirlán Agribusiness<br/>State: Kilkenny<br/>Postal Code: R95 DXR1 </div> </div> <div> <div> Department Name: Northwest Business Park<br/>Address Line 1: </div> <div> Department Name: </div> </div> <div> <div> Country/Region: Ireland<br/>Address Line 2: </div> <div> Country/Region: Ireland<br/>Address Line 2: </div> </div> </div> <div> Shipping Details <div> <div> Requested Delivery Date: </div> <div> Ship Notice Type: </div> <div> Delivery Date: e.g. 31 Dec 2026 </div> <div> Gross Weight: </div> <div> Width: </div> </div> <div> <div> Packing Slip ID: </div> <div> Shipping Date: e.g. 31 Dec 2026 </div> <div> Gross Volume: </div> <div> Length: </div> <div> Height: </div> </div> </div> |

|     |                                                                                                                                                                                                                                                                                                              |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.  | <p>If the quantity you are shipping is different than the quantity on the PO scroll down and enter the actual <b>Ship Qty</b>. Please contact the Purchase Order Processor if the qty. shipped exceeds the tolerance.</p>  |
| 7.  | <p>Scroll down and click <b>Preview</b></p>                                                                                                                                                                                |
| 8.  | <p>Verify the Shipping/Delivery Information.</p>                                                                                                                                                                           |
| 9.  | <p>Verify the Ship Qty:</p>                                                                                                                                                                                               |
| 10. | <p>Click <b>Submit</b> to send you Advanced Ship Notice to Tirlán.</p>                                                                                                                                                   |