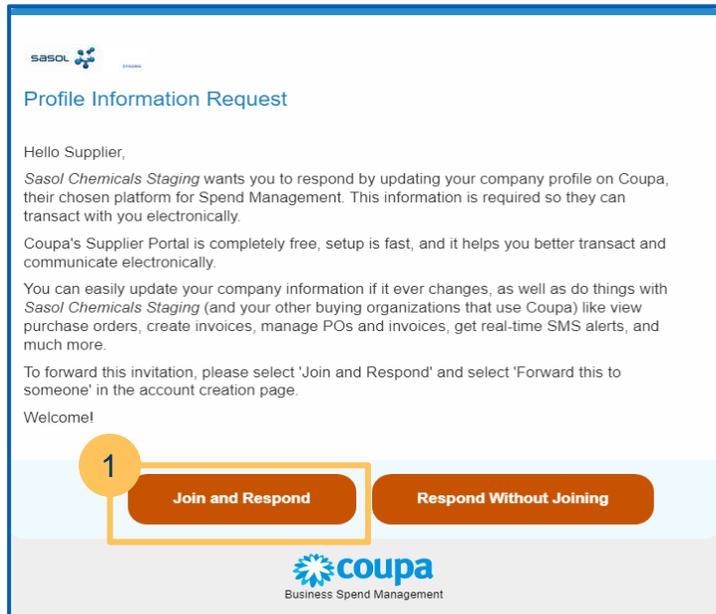


Lo scopo di questo documento è quello di fornire una panoramica del processo di creazione e aggiornamento del vostro account fornitore nel CSP per collaborare con Sasol.

Per iniziare

Riceverete una notifica via e-mail quando Sasol vi chiederà di iscrivervi al CSP e/o quando sarà necessario aggiornare le informazioni sulla vostra azienda, come la Ragione Sociale, l'indirizzo e i dati di contatto.

1. Fare clic su **Partecipa e rispondi** per impostare il profilo aziendale in CSP.

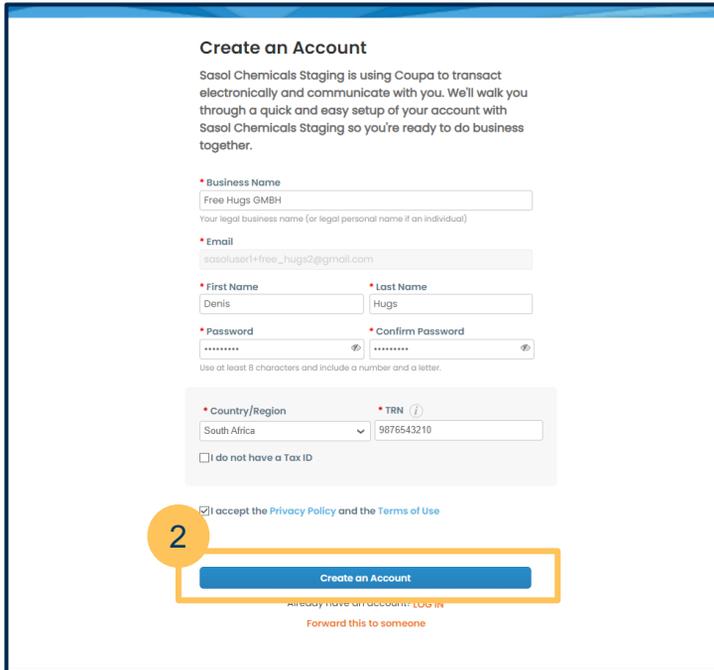


Nota:

Controllate la cartella spam per questa e-mail e tenete presente che questo invito scadrà tra 48 ore. Ciò significa che non sarà più possibile utilizzare questo link.

Creare un account CSP

2. Immettere le informazioni richieste e fare clic su **Crea account**.



Create an Account

Sasol Chemicals Staging is using Coupa to transact electronically and communicate with you. We'll walk you through a quick and easy setup of your account with Sasol Chemicals Staging so you're ready to do business together.

*** Business Name**
Free Hugs GmbH
Your legal business name (or legal personal name if an individual)

*** Email**
sasoluser1+free_hugs2@gmail.com

*** First Name** Denis *** Last Name** Hugs

*** Password** *** Confirm Password**
Use at least 8 characters and include a number and a letter.

*** Country/Region** South Africa *** TRN** 9876543210
 I do not have a Tax ID

I accept the [Privacy Policy](#) and the [Terms of Use](#)

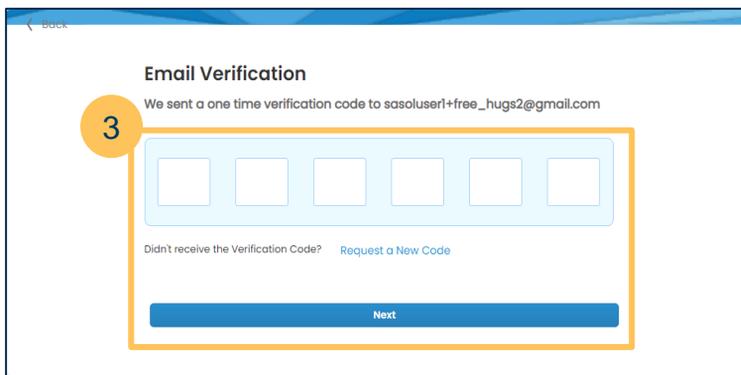
2 **Create an Account**

[Already have an account? Login](#)
[Forward this to someone](#)



Nota:
Se avete già un account con Coupa, accedete con i vostri dati.

3. Riceverete un'e-mail di verifica all'indirizzo di posta elettronica fornito. Immettere il codice di verifica per procedere con le fasi successive.



[Back](#)

Email Verification

We sent a one time verification code to sasoluser1+free_hugs2@gmail.com

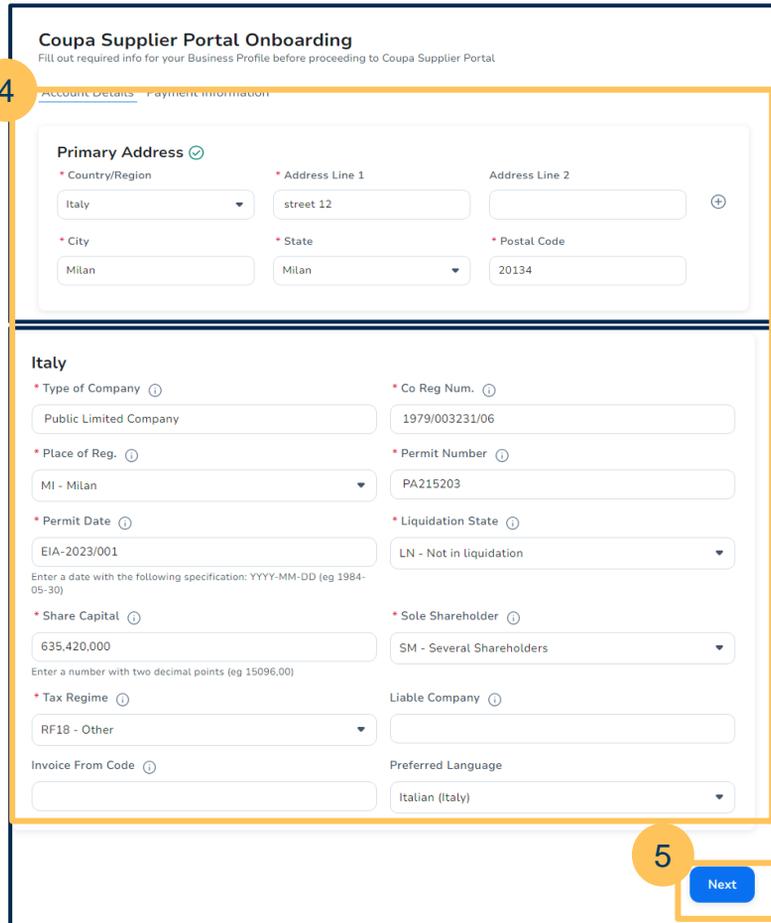
3 [Verification Code Input Field]

Didn't receive the Verification Code? [Request a New Code](#)

Next

Compilazione di informazioni aggiuntive per Sasol

4. Verificare le informazioni precompilate e apportare le modifiche necessarie. Compilare le informazioni mancanti, compresi tutti i campi obbligatori contrassegnati da un (*).
5. Fare clic su **Avanti** per continuare



Coupa Supplier Portal Onboarding
Fill out required info for your Business Profile before proceeding to Coupa Supplier Portal

4

Primary Address

* Country/Region: Italy
* Address Line 1: street 12
Address Line 2
* City: Milan
* State: Milan
* Postal Code: 20134

Italy

* Type of Company: Public Limited Company
* Co Reg Num.: 1979/003231/06
* Place of Reg.: MI - Milan
* Permit Number: PA215203
* Permit Date: EIA-2023/001
* Liquidation State: LN - Not in liquidation
* Share Capital: 635.420.000
* Sole Shareholder: SM - Several Shareholders
* Tax Regime: RF18 - Other
* Invoice From Code
* Preferred Language: Italian (Italy)

5 Next



Nota:

Per cambiare la lingua, scorrere fino alla fine della schermata e fare clic sulla regione per selezionare la regione desiderata. lingua.

Compilazione di informazioni aggiuntive per Sasol

- Per favore, selezionate 'Non accetto'...per carte virtuali, bonifico bancario e assegni. Questo è rilevante solo per il vostro profilo pubblico. Dovrete confermare i vostri dettagli di pagamento nello specifico modulo di onboarding per il fornitore fornito da Sasol Chemicals.
- Fare clic su **Avanti** per continuare.

Check Customer Supported

Please enter the following information to receive Check payments.

* Payment Method Name ⓘ
Bank Account

Country/Region
Italy

* Street 1
street 12

Street 2

Street 3

Street 4

* City
Milan

* State
Milan - MI

* Postal Code
20134

Remit-To Code ⓘ

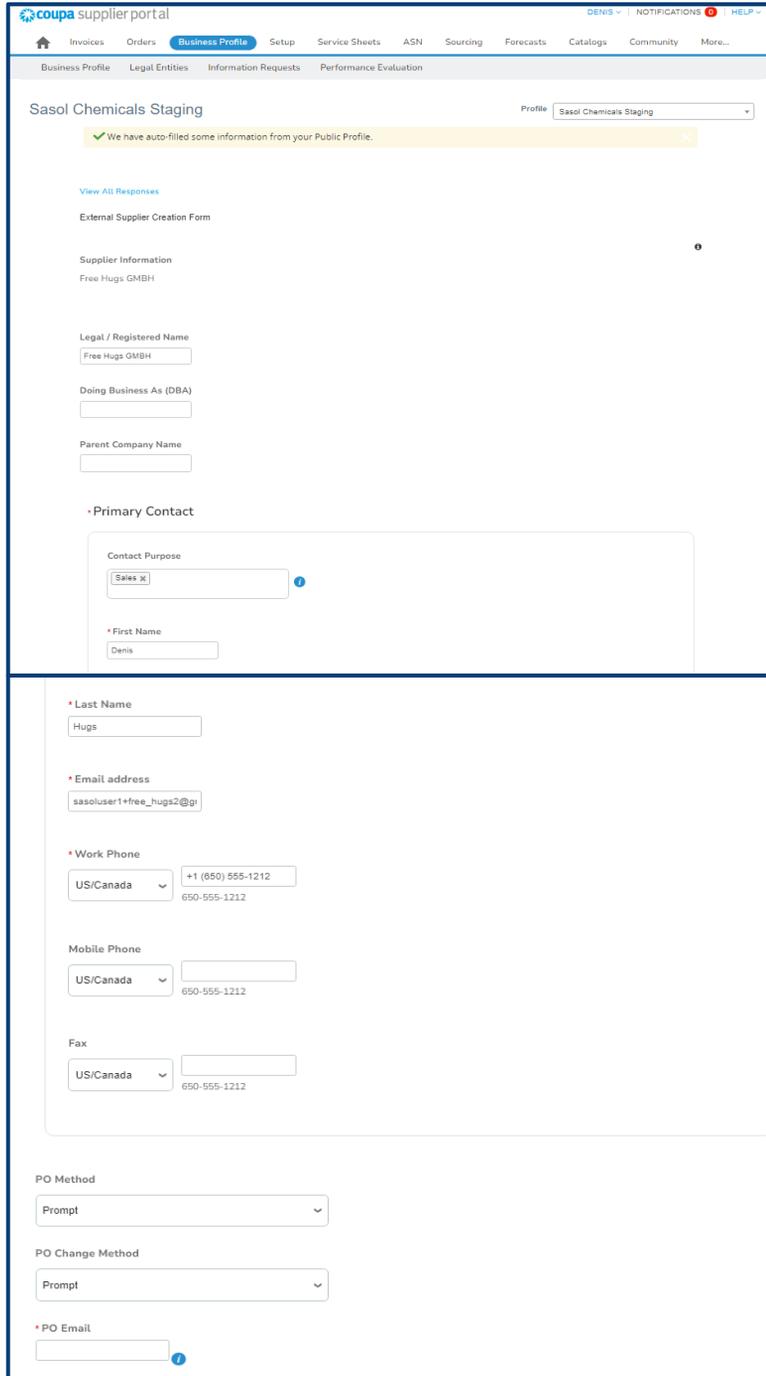
Do not accept Check payments from this customer

6

7 Next

Compilazione di informazioni aggiuntive per Sasol

8. Continuare a inserire le informazioni richieste nelle pagine successive...



The screenshot shows the 'Business Profile' page for 'Sasol Chemicals Staging' in the Coupa Supplier Portal. The page includes a navigation menu with options like 'Invoices', 'Orders', 'Business Profile', 'Setup', 'Service Sheets', 'ASN', 'Sourcing', 'Forecasts', 'Catalogs', 'Community', and 'More...'. Below the navigation, there are tabs for 'Business Profile', 'Legal Entities', 'Information Requests', and 'Performance Evaluation'. The main content area is titled 'Sasol Chemicals Staging' and shows a dropdown menu for 'Profile' set to 'Sasol Chemicals Staging'. A green checkmark indicates that some information has been auto-filled from the public profile. The form includes sections for 'Supplier Information' (Free Hugs GMBH), 'Legal / Registered Name' (Free Hugs GMBH), 'Doing Business As (DBA)', 'Parent Company Name', and 'Primary Contact'. The 'Primary Contact' section has a 'Contact Purpose' dropdown set to 'Sales' and a 'First Name' field with 'Denis'. Below this, there are fields for 'Last Name' (Hugs), 'Email address' (sasoluser1+free_hugs2@gr), 'Work Phone' (+1 (850) 555-1212), 'Mobile Phone' (650-555-1212), and 'Fax' (650-555-1212). At the bottom, there are dropdown menus for 'PO Method' and 'PO Change Method', both set to 'Prompt', and a 'PO Email' field.

Compilazione di informazioni aggiuntive per Sasol

• Primary Address

Address Purpose
Select Some Options ⓘ

* Region
Country/Region
Italy

State Region
Milan - MI

State ISO Code
IT-MI

Address Name

* Street Address
street 12

Street Address 2

Street Address 3

Street Address 4

* City
Milan

* Postal Code
20134

Location Code

* Supplier Region
AMER

* Will you be providing Goods to Sasol?
Yes

Please confirm whether the supplier is providing goods to your Sasol.

* Will you be providing Services to Sasol?
No

Please confirm whether the supplier is providing Services to your Sasol.

* Do you have COI Insurance?
Select

Select 'Yes' if you are providing any non-delivery services at Sasol plant facilities; otherwise, choose 'No.'

Tax Information

Compilazione di informazioni aggiuntive per Sasol

Tax Registration

Country
South Africa

VAT ID
4000000000

Local

Remit-To Addresses

Add one or more Remit-To Addresses by either filling out a new Compliant Invoicing Form or choosing an Existing Remit-To Address.

[Add Remit-To](#)

US Federal Tax Form

Type
W8

Attachments
[Add File](#)

Applicable for US suppliers

Do you have a W8/W9 Certificate

W9

Please select the respective W8/W9 certificate from the dropdown.

W9 Certificate

Effective Date
02/28/25

Expiration Date
02/25/28

Attachments
[Add File](#)
image_2025-02-20_071407454.png

Description

Payment Method

1200-Free Form Payment

Please select the Payment Method

Diversity Information

Supplier Diversity

If you are a small or diverse business, add the categories that apply to you.

[Add Diversity](#)

Compilazione di informazioni aggiuntive per Sasol

•Remit-To Addresses
Add one or more Remit-To Addresses by either filling out a new Compliant Invoicing Form or choosing an Existing Remit-To Address.

[Add Remit To](#)

•Remit-To Address

Address Name

Street Address

Street Address 2

City

Region
Country/Region

State Region

State ISO Code

Postal Code

Bank Name

Beneficiary Name

Bank Account Number

IBAN Number

SWIFT Code (BIC)

Bank Code

IFSC

Bank Routing Number

Bank Wire Routing Number

Bank Address

Bank City

Bank State or Region

Bank Postal Code

Bank Country/Region

Account Currency

Remit To Contact Email

Please attach official company letter including bank details
[Choose File](#) No file chosen

*** Is this Remit To Address same as Primary Address?**

Is the Address entered here same as Address entered above in the Primary Address section?

Enter additional Remit To Number?

If the Address here is not same as the Address entered above in Primary Address section, kindly choose the additional remit to number.
For Example:
If you have an address which is different from the Primary Address and for all additional bank accounts for this address choose "Additional Remit to 1"
If there is a second address that is different from the Primary Address and for all its additional bank account choose "Additional Remit to 2"

*** Is this an Additional Bank Account?**

When you are entering an address for the first time this field value will be always "No"

Compilazione di informazioni aggiuntive per Sasol



Nota:

Non inserire informazioni nella sezione intitolata USO **INTERNO**. Sasol completerà questa sezione.

Active

Active

INTERNAL USE (To be Filled By Sasol)

Remit To Type

Choose the option 'Additional Bank Account' if the below condition is met
1. Is this an Additional Bank Account? = Yes

Choose the option 'Remit To PA' if both below conditions are met
1. Is this Remit To Address same as Primary Address? = Yes
2. Is this an Additional Bank Account? = No

Choose the option 'Additional Remit To 1/2/3' if both the below conditions are met
1. Is this Remit To Address same as Primary Address? = No
2. Enter the Additional Remit to Number = 'Additional Remit To 1/2/3' and
3. Additional Bank Account = No

Remit to type of the bank account?

Choose the option 'N/A' if the below condition is met
1. Is this an Additional Bank Account? = No

Choose the option 'Remit To PA' if both below conditions are met
1. Is this Remit To Address same as Primary Address? = Yes
2. Is this an Additional Bank Account? = Yes

Choose the option 'Additional Remit To 1/2/3' if both the below conditions are met
1. Is this Remit To Address same as Primary Address? = No
2. Enter the Additional Remit to Number = 'Additional Remit To 1/2/3' and
3. Additional Bank Account = Yes

Bank Key

Bank Control Key

Tax Details

Compilazione di informazioni aggiuntive per Sasol

9. Al termine, fare clic su **Invia per l'approvazione**

Diversity Information

Supplier Diversity
If you are a small or diverse business, add the categories that apply to you.
[Add Diversity](#)

Insurance Information

*** Do you have workers compensation insurance?**
No **X**
Select 'Yes' if you have workers' compensation insurance coverage; otherwise, choose 'No.'

*** Reason for not having workers compensation insurance?**
X
Explain why you do not have workers' compensation insurance, such as specific exemptions or reasons for not being required to have it.

*** Do you have general liability insurance?**
No **X**
Select 'Yes' if you have general liability insurance coverage; otherwise, choose 'No'

*** Reason for not having general liability insurance?**
X
Explain why you do not have general insurance, such as specific exemptions or reasons for not being required to have it.

*** Do you have auto liability insurance?**
No **X**
Select 'Yes' if you have auto liability insurance coverage; otherwise, choose 'No'.

*** Reason for not having auto liability insurance?**
X
Explain why you do not have auto liability insurance, such as specific exemptions or reasons for not being required to have it.

X
Explain why you do not have auto liability insurance, such as specific exemptions or reasons for not being required to have it.

*** Do you have the Statutory Insurance required by local law?**
No **X**
Select 'Yes' if you have the Statutory insurance required by local law; otherwise, choose 'No'.

*** Reason for not having statutory insurance?**
X
Explain why you do not have statutory insurance, such as specific exemptions or reasons for not being required to have it.

Declaration

By submission of this application, I hereby certify the answers provided are true and accurate to the best of my knowledge.

*** Your Name**
Denis Hugs
Please mention your Full Name.

*** Your Email**
sasoluser1+free_hugs2@gmail.com
Please mention your Email address

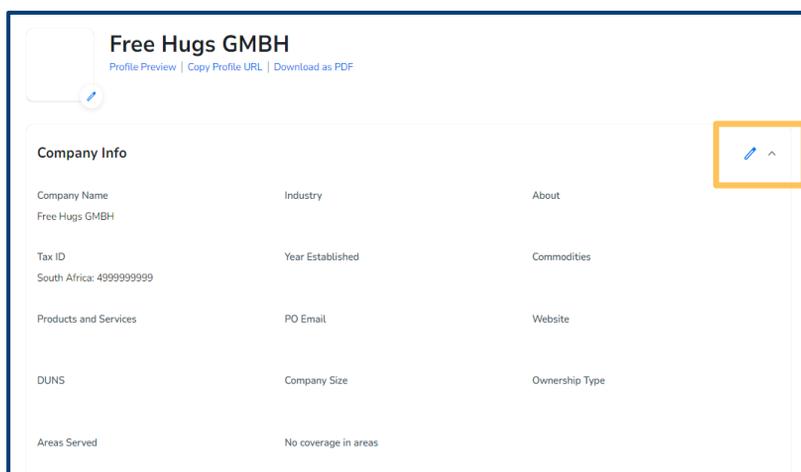
9

[Decline](#) [Save](#) [Submit for Approval](#)

Se le informazioni sulla vostra azienda, i certificati, i dati di contatto, ecc. cambiano, aggiornate il vostro profilo su CSP il prima possibile.

Aggiornare le informazioni

Accedere a CSP e fare clic sull'**icona della penna** per modificare i dettagli pertinenti.



Free Hugs GMBH
Profile Preview | Copy Profile URL | Download as PDF

Company Info		
Company Name Free Hugs GMBH	Industry	About
Tax ID South Africa: 4999999999	Year Established	Commodities
Products and Services	PO Email	Website
DUNS	Company Size	Ownership Type
Areas Served	No coverage in areas	