



# UNION PACIFIC SUPPLIER REVISE REGISTRATION INSTRUCTIONS

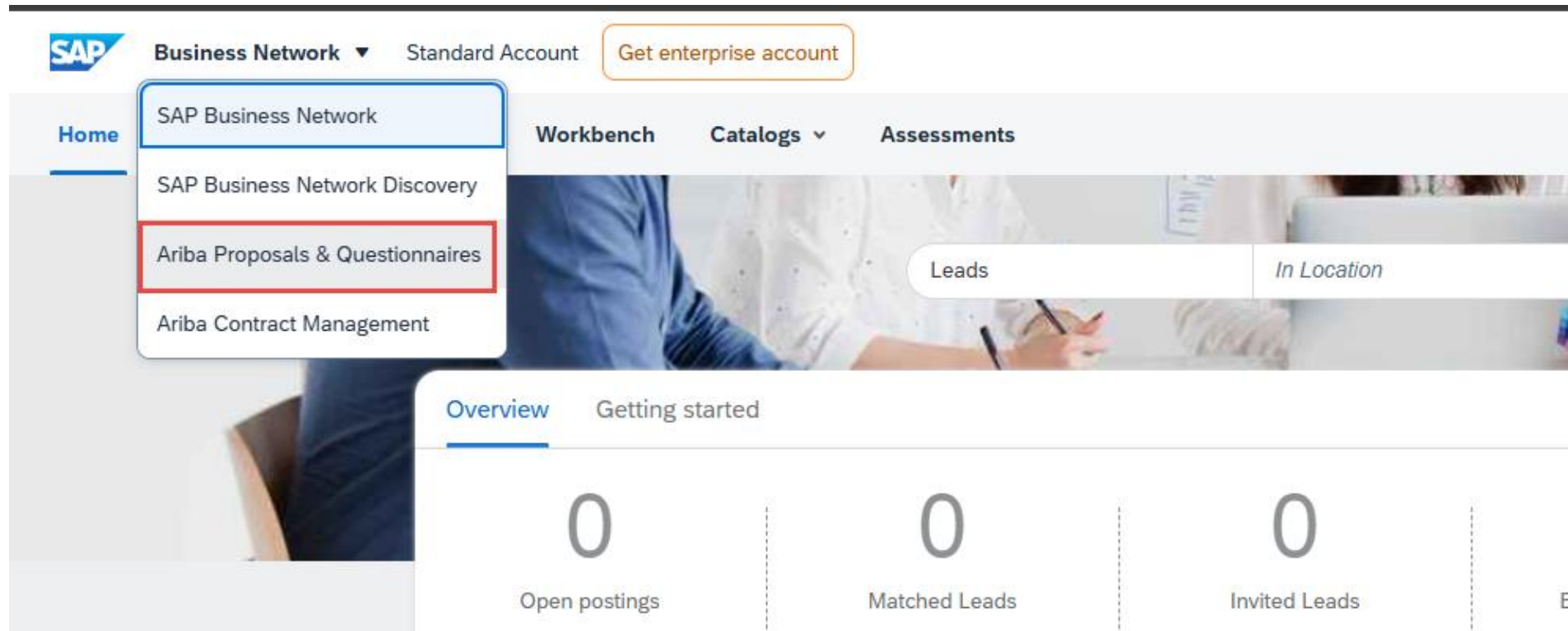
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# Union Pacific Supplier Revise Registration Instructions

Access SAP Ariba following this link: [Ariba Sourcing](#)

Log in with your credentials

Select Ariba Proposals & Questionnaires



# Union Pacific Supplier Revise Registration Instructions

SAP Ariba Proposals and Questionnaires Standard Account

UNION PACIFIC RAILROAD - ARIBA

There are no matched postings.

Welcome to the **Ariba Spend Management** site. This site assists in identifying world class suppliers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity.

Home

Events

Title	ID	End Time ↓	Event Type	Participated
No items				

Registration Questionnaires

Title	ID	End Time ↓	Status
▼ Status: Open (1)			
Supplier Registration Questionnaire	Doc1133701252	6/25/6107 9:21 AM	Registered

Click Link



# Union Pacific Supplier Revise Registration Instructions

The screenshot shows the Ariba Sourcing interface. At the top, the header includes 'Ariba Sourcing' on the left and 'Company Settings', 'Jennifer Shukert', 'Feedback', and 'Help' on the right. Below the header, there is a navigation bar with 'Go back to Union Pacific Railroad - Ariba Dashboard' and 'Desktop File Sync'. The main content area is titled 'Console' and contains a green notification banner with a checkmark icon and the text: 'Some of the information in this questionnaire has changed. It now includes the most current information from the buyer's systems.' Below the banner is a blue button labeled 'Revise Response' with an information icon. A red callout box with the text 'Click Revise Response' points to this button. On the left side, there is a sidebar menu with 'Event Messages', 'Event Details', 'Response History', and 'Response Team'. Below that is a section for 'Event Contents' with a dropdown arrow, containing 'All Content' and a numbered list item '1 Company Name And Add...'. The main content area below the banner shows 'All Content' with a table header 'Name ↑' and a dropdown menu for '1 Company Name And Address'.

# Union Pacific Supplier Revise Registration Instructions

The screenshot displays the Ariba Sourcing interface. At the top, the header reads "Ariba Sourcing" and "Company Se". Below the header, there is a navigation bar with "Go back to Union Pacific Railroad - Ariba Dashboard". The main content area is titled "Console" and includes a sidebar with "Event Messages", "Event Details", "Response History", and "Response Team". A green notification banner states: "Some of the information in this questionnaire has changed. It now includes the most current information from the buyer's systems." A "Revise Response" button is visible. A modal dialog box is open, titled "Revise Response?", with the text: "You have already submitted a response for this event. Click OK if you would like to revise your response." The dialog has "OK" and "Cancel" buttons. A red callout bubble points to the "OK" button with the text "Click OK". The background shows a table with columns for "Name" and "Company Name And Address", with rows for "1.1 Company Legal Name", "1.2 Company Legal Name Overflow", "1.3 Doing Business As Name", and "1.4 Doing Business As Name Overflow".

# Union Pacific Supplier Revise Registration Instructions

If adding a new attachment, click Update File to add a new attachment

Ariba Sourcing

Company Settings Jennifer Shukert Feed

back to Union Pacific Railroad - Ariba Dashboard Desktop File Sync

Console

Event Messages  
Event Details  
Response History  
Response Team

Event Contents

All Content

2.5 Tax Classification [02] LIMITED LIABILITY COMPANY - C CORP

2.10 Does the company require a Form 1099 at year end? [N] No

2.11 Attach Updated W-9 Form \* Union Pacific registration form instructions.docx Update file Delete file Update Attachment

2.12 Does the company provide services in California? [N] No

3 Bank Information

Click on Update File to add a new attachment

# Union Pacific Supplier Revise Registration Instructions

If updating primary contact, strike over existing contact

All Content Before

Name ↑	
1.7 Main Phone Number	<input type="text" value="4025440000"/>
▼ 1.8 Primary Contact Details	
1.8.1 Supplier Contact First Name	* <input type="text" value="John"/>
1.8.2 Supplier Contact Last Name	* <input type="text" value="Doe"/>
1.8.3 Supplier Contact Email	* <input type="text" value="johndoe@test.com"/>
1.8.4 Supplier Contact Phone Number	* <input type="text" value="4025440000"/>

All Content After

Name ↑	
1.7 Main Phone Number	<input type="text" value="4025440000"/>
▼ 1.8 Primary Contact Details	
1.8.1 Supplier Contact First Name	* <input type="text" value="George"/>
1.8.2 Supplier Contact Last Name	* <input type="text" value="Glass"/>
1.8.3 Supplier Contact Email	* <input type="text" value="georgeglass@test.com"/>
1.8.4 Supplier Contact Phone Number	* <input type="text" value="4025440101"/>

# Union Pacific Supplier Revise Registration Instructions

When complete, click **Submit Entire Response**. Updated registration will be submitted to Supplier Management Group for system update.

The screenshot shows a registration form with a sidebar on the left containing menu items: 'Link Information', 'University Classifica...', 'Procurement Info', and 'Contractual Authority...'. The main form area contains two acknowledgment sections: '6.4 Acknowledge that you have read the Code of Conduct.' and '6.5 Acknowledge that you have read the PO Terms and Conditions.', each with a dropdown menu set to 'I acknowledge'. A grey bar below these sections contains the text '(\*) indicates a required field'. At the bottom of the form, there are five buttons: 'Submit Entire Response' (highlighted in blue), 'Reload Last Bid', 'Save draft', 'Compose Message', and 'Excel Import'. A red callout bubble with a white background and red border points to the 'Submit Entire Response' button, containing the text 'Click Submit when complete'.