

How do I register for the SAP Business Network?

Log in to SAP Business Network with either your existing account or sign up for a new account at <https://service.ariba.com/Supplier.aw>. If you are creating a new SAP Business Network account, click the **“Register Now”** option when signing in, you will be redirected to the **“Create Account”** screen.

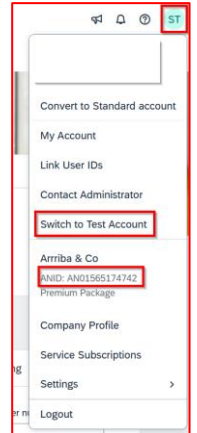
A **standard account is sufficient** for the process with Deutsche Bahn. Enter your **company details** and your **user account information**. Please memorize your **username** and **password** carefully. Once the account has been successfully created, you will receive a welcome email and the **SAP Business Network ID (ANID)**. Please forward this to Deutsche Bahn promptly using the master data sheet.

Where can I find the SAP Business Network ID (ANID)?

The **ANID** is used as the identifying account number for your company in SAP Business Network and is for completing the trading relationship (TRR) necessary. After you log into your account, your account's ANID will be displayed when you click on your **initials** at the top right of the application.

How do I create a test account?

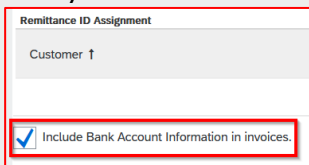
Please create your **test account** after successfully registering your productive account. To do this, click on your initials in the top right corner. In the selection that now appears, click on **“switch to test account”**. Here you will be asked again to enter your company details. If you did enter all the required information, the test account is available for you.



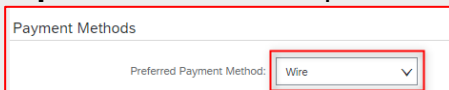
How do I enter bank details?

For Deutsche Bahn, it is mandatory that the supplier's bank details are also available on the invoices that are transmitted via the SAP Business Network.

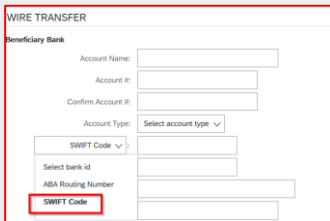
1. First click on your initials at the top right of the application and select **“Settings”** and then **“Remittances”**.
2. Click on **“Create”** in the **“EFT/Check Remittances”** section.
3. Fill in your bank transfer address.
4. Click on the box to the right of **“Include bank account information in invoices”** so that your bank details are used for all invoices:



5. **Important:** Select the option **“Wire”** under **“Preferred payment methods”**.



6. Click on **“SWIFT code”** for the bank ID.



7. Enter your **IBAN**.
8. Finally, click on **“OK”** and then on **“Save”**.

Where can I find additional information?



Further instructions can be found on the Deutsche Bahn [supplier portal](#).