Dear Valued Supplier,

**ACTION REQUIRED: Join the Coupa Supplier Portal**

You are being asked to register for the Coupa Supplier Portal (CSP) on behalf of Ball Packaging North & Central America. We **launched the invitation on August 15th**. This is a mandatory step which will allow us to issue Purchase Orders once we go live with Coupa.

The invitation comes from this email: do\_not\_reply@supplier.coupahost.com (Please make sure to filter or review your spam email if you are not able to find it). If the information used on the invitation needs to be updated or re-sent to a new email address, please contact us with the correct contact and email.

Here is a link for the step-by-step Coupa supplier onboarding guide [**COUPA Supplier onboarding guide**](https://www.ball.com/our-company/supplier-resources/coupa/coupa-training-supplier-resource-library)

**SIM Suppliers Summits**

You’re Invited to attend Ball Packaging North & Central America Coupa SIM Supplier Summits. Keep an eye out for the Invitations and fill out your Coupa Questionnaire together with us!

**9/1** at 14PM MST – Webinar in English and/or **9/2** at 14PM CDT – Webinar in Spanish

**9/8** at 10AM MST – Webinar in English and/or **9/9** at 10AM CDT – Webinar in Spanish

**Contact us**

Please do not hesitate to contact us at supplierenablement@ball.com if you have any questions in the meantime.

Thank you in advance for your support.

**Ball Supplier Enablement Team**