



DEUTSCHE BANK GROUP- ROUTING STATUS AND INVOICE STATUS

Routing Statuses

The **Routing** Status field describes whether your invoice made it to Deutsche Bank's (DB) invoice processing system.

Failed - This status means that the invoice did not follow DB rules. Failed invoices are not sent to DB's invoice processing system. You can edit and resubmit a failed invoice.

Obsoleted – This status means that after you cancel an invoice or edit and resubmit an invoice, the original invoice moves to Obsoleted status to indicate that you do not need to take any further action on the original invoice. Once an invoice has this routing status, you cannot make any changes to it.

Queued – This status means that SAP Business Network is in the process of sending the invoice to Deutsche Bank. Contact SAP Business Network customer support (Refer to the call back request guide on the home page to contact SAP Business Network customer support) if your invoice remains in this status for more than 30 minutes.

Sent - This status means that SAP Business Network has sent the invoice to DB, but DB has not yet acknowledged that they have received the invoice. If your invoice stays in this status for more than 24 hours, contact DB (Refer help desk contact details guide on the home page) for the next course of action.

Acknowledged - This status means that the invoice has reached DB's invoice processing system. Acknowledged is the final routing status to confirm that the invoice has reached DB.

Invoice Statuses

The **Invoice** Status field lets you know where DB is in the invoice approval and payment process.

Canceled - This status means that you have canceled the invoice and cannot make any further changes to it.

Sent – This status means that DB has received the invoice but has not approved or rejected it. If your invoice stays in this status for more than 24 hours, contact DB (Refer help desk contact details guide on the home page) for the next course of action.

Rejected - This status means that the invoice has failed validation on SAP Business Network, or DB has rejected the invoice in the invoice processing system. You can edit and resubmit a rejected invoice.

Approved - This status means that if the invoice does not have any errors, DB approves the invoice for payment and then the invoice status changes to Approved. After an invoice reaches Approved status, you cannot make changes to it. You will need to send a credit memo (Refer to 'How to submit Line-Item Credit Note' guide on our home page) if you have made a mistake.

Paid - This status means that DB has paid the invoice or is in the process of issuing payment.