

## Supplier Search Tips in Shop UW+

To see if a supplier is active in Shop UW+, select the supplier icon, and type in the supplier name in the search field

The screenshot displays the Shop UW+ web application. The top navigation bar includes a home icon, a shopping cart icon, a clock icon, a star icon, and a building icon. The main header shows the 'Shop UW+' logo and a breadcrumb trail: 'Orders > Approvals > Requisitions to Approve'. Below the header, there's a 'Group Results By:' dropdown menu set to 'Folders'. A 'Total Results Found: 3' message is displayed. A 'Filtered by' section shows 'Type: Requisitions', 'Date Range: All Dates', and 'View Approvals For: TERI L DRAKE'. A search bar on the right contains the text 'aladdin'. Below the search bar, a dropdown menu lists options: 'Supplier Management Home', 'Search for a Supplier', 'Multi ERP Supplier Search', and 'View Saved Searches'. The main content area shows a list of suppliers. The first supplier is 'ALADDIN FOOD MANAGEMENT SERVICES LLC (ELIOR INC)' with a green checkmark icon to its left. The supplier details include 'Supplier Number: 0001071811', 'Registration Status: None', and 'Contract Party Types: Supplier'. A 'Manage' button is visible next to the supplier name. The last updated timestamp is '5/1/2021 4:45 AM'.

Shop UW+

Orders > Approvals > Requisitions to Approve

Group Results By: Folders

Total Results Found: 3

Filtered by

Type: Requisitions

Date Range: All Dates

View Approvals For: TERI L DRAKE

aladdin

Supplier Management Home

Search for a Supplier

Multi ERP Supplier Search

View Saved Searches

ALADDIN FOOD MANAGEMENT SERVICES LLC (ELIOR INC)

Supplier Number: 0001071811

Registration Status: None

Contract Party Types: Supplier

Last Updated: 5/1/2021 4:45 AM


Manage


Your search results may return multiple suppliers. Please look for the green check mark to the left of the name to indicate the supplier is active in ShopUW+. You may click on the blue supplier name link to see more supplier information.

## Summary

General Supplier Information	
Supplier Name	ALADDIN FOOD MANAGEMENT SERVICES LLC
JAGGAER Supplier ID	1004867461
Contract Party Types	Supplier
Supplier Number	0001071811
Active for Shopping	✓
Order Acknowledgment	✗
Advanced Ship Notice	✗


If you would like to see whether a remittance address is active, you can select the Contacts and Locations

Supplier Number	0001071811
Registration Status	None
Registration Type	Profile 1 

About 


Summary


General


Contacts and Locations 

Contacts

Addresses

Workflow and Review 

**ALADDIN FOOD MANAGEMENT SERVICES LLC**


Supplier Number 0001071811  
Registration Status None  
Registration Type Profile 1 

About >  
Contacts and Locations <  
**Contacts**  
**Addresses**  
Workflow and Review >


[View History](#)


### Addresses

[Show Inactive Addresses](#)

Select an Address
ACH-16567 COLLECTIONS CENTER DR (Primary Fulfillment)
ACH-16567 COLLECTIONS CENTER DR (Primary Remittance)
CHK-748 ALGOMA BLVD (Fulfillment)
PO BOX 743357 (Fulfillment)
300 S TRYON ST STE 400 (Remittance)
400 UNIVERSITY DR (Remittance)
4135 SOUTHSTREAM BLVD STE 250 (Remittance)
725 ALGOMA BLVD (Remittance)
800 W MAIN ST RM 143 (Remittance)
CHK-748 ALGOMA BLVD (Remittance)
PO BOX 743357 (Remittance)

You can also select a specific remittance address on the right and see the details including the address ID number from SFS.

**ALADDIN FOOD MANAGEMENT SERVICES LLC**


Supplier Number 0001071811  
Registration Status None  
Registration Type Profile 1 

About >  
Contacts and Locations <  
**Contacts**  
**Addresses**  
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Address Information	
<b>Name</b>	300 S TRYON ST STE 400
<b>Address Type</b>	Remittance
<b>Business Unit Assignment</b>	No Business Units Assigned
<b>Address ID</b>	5
<b>3rd Party ID</b>	No Value
<b>Active</b>	✓
<b>Primary</b>	✗
<b>Country</b>	United States
<b>Street Line 1</b>	300 S TRYON ST STE 400
<b>Street Line 2</b>	
<b>Street Line 3</b>	
<b>City/Town</b>	CHARLOTTE
<b>State/Province</b>	NC
<b>Postal Code</b>	28202-0136
<b>Phone</b>	
<b>Toll Free Number</b>	
<b>Fax Number</b>	
<b>Example: Payment Alternate Name</b>	

Please note that this level of supplier address detail is not visible in the Requisition Wizard, but it is visible in the payment screens, such as direct payment, PIR, etc.

If there are multiple supplier records active, it is best to confirm that you are selecting the correct supplier by confirming the Tax Identification (TIN) number of the supplier in the SFS supplier table. This can be done by searching for the supplier by the TIN number on the quote, invoice, or W-9. Or, if you do not have access to this screen and have a question about which supplier to use, please contact [purchasing@uww.edu](mailto:purchasing@uww.edu).

The screenshot displays the 'Accounts Payable WorkCenter' interface. On the left, a sidebar contains navigation links under 'Links', 'Payments', 'Suppliers', and 'My Work'. The 'Suppliers' section is expanded, showing options like 'Supplier', 'Review Suppliers' (highlighted), 'Supplier Crosswalk', and 'New Supplier Request'. Below this, the 'Tax (1099/1042S)' section is visible. The 'My Work' section includes a 'Scope' dropdown set to 'My Scope' and a 'Vouchers' section with 'Incomplete Vouchers \*\*' and 'Unpaid Voucher Status \*\*'. The main area is titled 'Search Criteria' and contains several search fields: '\*SetID' with the value 'SHARE', 'Name' set to 'Equal to', 'Withholding Name' set to 'Equal to', 'Supplier Status' (dropdown), 'Address' set to 'Equal to', 'Customer Number', 'ID Type' set to 'Tax Identification Number' with the value '262223480', 'VAT Registration ID', and 'Withholding Tax ID'. At the bottom, the 'Max Rows' is set to 300.

Search Criteria	
*SetID	SHARE
Name	Equal to
Withholding Name	Equal to
Supplier Status	
Address	Equal to
Customer Number	
ID Type	Tax Identification Number
	262223480
VAT Registration ID	
Withholding Tax ID	
Max Rows	300

Also, please note that the Jaggaer supplier ID and the SFS supplier numbers are not the same.