



Harley-Davidson and Buell Invoice Process Changes — All Other Invoices FAQs



HOW WILL SUPPLIERS INVOICE HARLEY-DAVIDSON AND BUELL FOR GOODS AND SERVICES?

Suppliers may invoice Harley-Davidson and Buell for payment using one of the following options:

- Manual (mailed) Invoice
- E-mail Invoice

In the future, suppliers may have the option of electronically submitting invoices using EDI functionality. When this functionality becomes available, suppliers will be notified.

WHERE WILL MANUAL INVOICES BE SENT BEGINNING JANUARY 1ST?

To streamline the invoice approval and payment process, Harley-Davidson and Buell invoices should be mailed to the central Harley-Davidson mailing address. Address specifics will be communicated to suppliers before the end of the 2006 calendar year.

WHEN WILL E-MAIL INVOICING BE AVAILABLE?

Suppliers can start e-mailing their invoices to the central Harley-Davidson e-mail address starting January 1, 2007. The e-mail address will be communicated to suppliers before the end of the 2006 calendar year.

WHAT IS A UNIQUE INVOICE NUMBER?

Harley-Davidson's new financial systems require that each invoice submitted by a supplier reference an invoice number that the supplier has not used in the past 24 months. All suppliers should utilize an invoice numbering system that will ensure invoice numbers are not reused in a 24 month period. The invoice number field has a tolerance of 16 numeric or alphanumeric characters. Invoice numbers exceeding 16 characters in length will be truncated for payment purposes.



Harley-Davidson and Buell Invoice Process Changes — All Other Invoices FAQs

Page 2



WILL SUPPLIERS RECEIVE A NEW SUPPLIER ID NUMBER?

Yes. All suppliers will be receiving a new supplier ID number as part of our implementation of the new Accounts Payable system. This new number will be linked to a supplier's current ID number. Therefore, suppliers will not be required to reference this new number when they submit an invoice. However, this new ID number will appear on payment stubs, checks, HDSN, etc. Your existing supplier ID number is required on all invoices.

WILL HARLEY-DAVIDSON'S METHOD OF PAYING SUPPLIERS CHANGE?

No. Harley-Davidson's existing method of payment to suppliers will not change.