

**PEPSICO****Instructions: When there is not an "Official" Invoice to request payment, complete the information on this form.**

- 1. You must fill in all of the fields below and the form must be accompanied with supporting documentation.**
- 2. Save submission as 1 single PDF file prior to submitting to nassapinvoicesubmission@pepsico.com**
- 3. The form can be used for the following invoice/payment type activity: Taxes/Legal Settlements/Business Licenses/Fines/Donation/sponsorship.**

SAP Payment Request **Substitute Invoice Form**


To be filled by Requestor

Vendor Type	S4
Vendor Name:	H.B. Fuller
Vendor Number:	2000031802
Company Code:	US01
Remit To Address : <i>(Must match the address in the AP system)</i>	H.B Fuller Company 1200 Willow Lake Boulevard St. Paul MN 55110
Special Handling needed:	No
Attn:	
Address:	
Overnight delivery required: <i>(if yes provide account # or CC below)</i>	
FedEx or UPS, & Provide Number:	
FedEx or UPS account #	
Cost Center (If No FedEx/UPS Number):	
Transaction type: Choose only 1 option - Invoice or Credit Memo from the dropdown	Invoice
Invoice Date:	11/11/2024
Invoice #: Limited to 16 characters - REQUIRED	901840244
Purchase Order # Not required if non-PO	0793976021
Payment GROSS Amount:	\$150.51
Tax Amount <i>(If applicable)</i>	
Payment NET Amount:	\$150.51
Currency (USD or CAD)	USD
Header Text:	
Requestor Name:	Jake McGibbeny
Requestor email	jake.mcgibbeny@pepsico.com
1st Level Approver Name	
1st Level Approver Email id/GPID	
Date Requested:	10/6/2025
GL Coding (6 digits)	100000
Cost Center (If applicable)	1K13100000
Profit Center (If applicable)	
WBS Element (If applicable)	
For Assistance On This Form submission please contact:	
Raise service now ticket(Snow)	PepsiCo - Sign In



H.B. Fuller Company
1200 Willow Lake Boulevard
St. Paul MN 55110
Phone:1-888-351-3523

Invoice 901840244 of 11/11/2024

Line Item No.	Material No / Description Customer Material No / CMIR Text EAN No / Customs Tariff No Import Codes	Quantity Quantity in Price	UoM UoM	Price / Unit	Net Total USD
10	15002532 Swift@therm LT PHC-7005 PHC7005 PE BX 17.24 KG	180.000	BOX		
	3506.91.5000 350691 Net Weight: 6,841.391 LB			Country of Origin: US	
	Price	6,841.391	LB	1.729999 USD/ 1 LB	11,835.60
	Net Value for Item	6,841.391	LB		11,835.60
					
Sum of Line No's					11,835.60
Freight Surcharge					2.200000 USD / 100 LB 150.51
Total					11,986.11



Remit To :
ACH-PNC
Account #: 1019823853
DDA/ACH #: 043000096
Remit Info to: Wire.Transfer@hbfuller.com

H.B. Fuller Company
1200 Willow Lake Boulevard
St. Paul MN 55110
Phone:1-888-351-3523

Check: H.B. Fuller
PO Box 777321
Chicago IL 60677-7003

Original

Invoice 901840244 of 11/11/2024

Due Date : 03/11/2025

Bill To Party: 25000893

Ship To Party: 55001290

PEPSI AMERICAS
ATTN TIM MENCHHOFFER
3245 HILL AVENUE
TOLEDO OH 43607
360236

PEPSI AMERICAS
3245 HILL AVENUE
TOLEDO OH 43607
360236

Customer Service Specialist: TODD SCHOMMER

Email: TODD.SCHOMMER@HBFULLER.COM

Sales Rep: JASON CONOVER

Order: 31461589

Delivery: 81946222

Purchase Order No: 793976021

Shipment No: 1797669

Tel: 773-451-4463

Payer: 45000886 : PEPSI-COLA GENERAL BOTTLERS INC STE 1300 1475 E WOODFIELD RD
SCHAUMBURG IL 60173

Payment Terms: Net 120 Days

Delivery Term: CARRIAGE INSURANCE PAID

Total Net Weight: 6,841.391 LB

Shipping Point: TUCKER US NAA

Total Gross Weight: 7,416.088 LB

Note : H.B. Fuller Company 1200 Willow Lake Boulevard St. Paul MN 55110 Phone:1-888-351-3523
Payment USD: PNC Bank, N.A. SWIFT: PNCCUS33 Account Number: 1019823853 Bank Key:
043000096

Note : 01-Truck

Note : 0.00

Line Item No.	Material No / Description Customer Material No / CMIR Text EAN No / Customs Tariff No Import Codes	Quantity Quantity in Price	UoM UoM	Price / Unit	Net Total USD
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From: SPA - PepsiCo Nass AP Invoice Submission <nassapInvoiceSubmission@pepsico.com>

Sent: Wed, 15 Oct 2025 17:09:02 (UTC)

To: svcimagingspaboxprod@pepsico.com

Subject: FW: Toledo VIM

Original Number of Attachments : 1

Original Attachment Names: SKM_C451i25100608520.pdf

Number of forwarded PDF's: 1

Number of forwarded Non PDF files: 0

From: McGibbeny, Jake {PEP} <Jake.McGibbeny@pepsico.com>

Sent: Wednesday, October 15, 2025 5:07:21 PM

To: SPA - PepsiCo Nass AP Invoice Submission <nassapInvoiceSubmission@pepsico.com>

Subject: Toledo VIM