Does this happen to you? SourceDay can help.

Don’t get lost trying to navigate the purchase order acknowledgement process.

A single purchase order acknowledgement faces four opportunities to fail. Find out the potential risks of the PO acknowledgement process below.


POs are cut from your ERP and sent to the Buyer to send to the Supplier. Buyer takes PO and manually sends it to a supplier via email, phone or fax.

If Supplier receives PO, they send it back to Buyer. ERP does not get updated. Supplier does not send, or Buyer receives incomplete information.

A single purchase order acknowledgement faces four opportunities to fail. Find out the potential risks of the PO acknowledgement process below.

1. Buyer forgets to send
2. Supplier doesn’t receive
3. Supplier doesn’t acknowledge
4. ERP doesn’t get updated

This is just the process for ONE Purchase Order.

1,000 Purchase Orders x 4 opportunities = 4,000 opportunities for failure

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