



Existing Lilly Vendors – How to register on eConnect?

Lilly is requiring all PO vendors to submit their PO invoices through eConnect. Please click [here](#) to confirm if the Lilly Entity you are billing is live on eConnect and subject to Electronic Invoice submission. Below are the steps to follow in order to register on eConnect.

How to register:

<https://my.directcommerce.com/Enrollment?customer=lilly>

In order to gain access, you must first authenticate yourself as a supplier of Lilly, Elanco or Lohmann. To do this, when you click on the link above, you will be required to validate 3 out of the following 6:

- Lilly Vendor code
- Tax ID
- VAT Registration ID
- Paid or Scheduled to Pay Invoice number
- Recent payment amount
- PO number

If the entity you are billing is already live on eConnect and you are a PO supplier to Lilly please register immediately to avoid delays in the billing and payment process. After enrollment, it may take up to 2 days for the eInvoicing option to be available to you. Note that you can use eConnect right away to view Purchase Orders or the status of previously submitted invoices.

Lilly requests that you submit all PO invoices through eConnect. All open Purchase Orders are already available for invoicing in eConnect.

Who to contact for help?

If you have any eConnect registration or training questions, please contact Direct Commerce at LillyOnboarding@directcommerce.com. For all other Lilly Purchase to Pay/Accounts Payable questions, contact your Lilly Purchase to Pay Answer Center for your region as per Purchase-to-Pay Answer Center Contact Information attached.

We look forward to your participation in the Lilly Supplier eConnect Portal.

Important to Note:

eConnect will be the only way you will receive and view your POs from Lilly. Within eConnect you can select to receive notifications once a new PO is created or an existing PO is modified for your company. You will need to ensure that the relevant personnel have access to view the PO's in eConnect.

