



Harley-Davidson Motor Company

3700 West Juneau Ave., PO Box 653, Milwaukee, WI 53201

March 20, 2024

Dear Valued Supplier:

Harley-Davidson is committed to Operational Excellence and continually driving waste out of our business processes. This focus does not stop at our factory or office walls; it extends to you as well. To this point, we have identified improvement opportunities in our invoicing and accounts payable processes. To realize these efficiencies, we need your help. Please take time to review this information. To keep up with industry standards, Harley-Davidson's payment terms are net 60 days. We also have two early pay discount payment terms available if interested.

*****THIS INFORMATION DOES NOT APPLY TO HARLEY-DAVIDSON FINANCIAL SERVICES, DEALER SYSTEMS OR DEALERSHIPS ******

To lessen our carbon footprint and to allow us to process your invoice(s) accurately and timely, we are asking that you email us your invoices and no longer send paper invoices. To accomplish this, please email all Current (60 days or less from date of invoice) invoices to apelectronicinvoices@harley-davidson.com

All invoices with a PO starting with ARB should be sent to harley-davidsoninv1@accenture.com

Any past due invoices (61 days or more from the date of invoice) should be emailed to the following address: HDMCAP@harley-davidson.com

Statements should be sent to HDMCAP_Statements@harley-davidson.com

When emailing us, please following the guidelines below:

- All invoices and backup must be sent in PDF format as one attachment
- Do not send multiple invoices as one PDF
- When emailing invoices, you can either send each PDF in an individual email or one email with multiple PDF attachments
- Please include your supplier ID number and the full name of the Harley-Davidson contact person on all non-PO invoices and credits
- Please include a valid Harley-Davidson purchase order number on all PO invoices
- Please include your supplier ID number on all email correspondences

Please [email jun-spmcontact@harley-davidson.com](mailto:email_jun-spmcontact@harley-davidson.com) to request changes to your account (name, banking, tax ID, remittance email, etc.).

Harley-Davidson thanks you for your continued support in helping us to process your invoices timely by focusing on operational excellence. We also want to thank you for the value you help create for our customers.

Harley-Davidson Accounts Payable Department