Mercedes-Benz

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Quick guide

Suppliers in carrier area

Contact:
IBL Support
[Contact form IBL](#)

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An area carrier (GS) can use IBL function **Suppliers in carrier area (I040)** in the Information area to query the locations of suppliers that are located in his area.

Each area carrier is assigned a fixed area. Accordingly, only data (suppliers) from his area may be displayed to him.

He can select his own GS number(s), the related area is displayed, and the search can be additionally limited with the supplier number. The search button is only active when a GS number, and thus an area, has been selected.

1. The own **Carrier number** can be selected from the selection list.

2. After selecting a Carrier number, the **related area** is displayed. The search button does not have to be pressed for this purpose.

3. The search can also be limited by **supplier number** and **supplier name**.

4. After clicking on the **Search** button, the search result is displayed.

    Note: After each change of the search criteria, the search must be performed again to obtain the desired view.

5. The search result includes, in addition to the supplier number and name, the display of the **supplier's address data**.

6. For the export of rows, a **selection** can be made in this column. By clicking on the selection box in the table header, all rows are selected.

7. With **Export** the export of data can be configured in a pop-up window:

The **Export type** is fixed to "Excel".

In the **'Rows to export'** block, the user can select the data to be exported:
- only the **Selected rows** in the search result (Default)
- with N**umber of rows** the first xxx number of rows of the search result
- with **All rows** the entire search result

Export generates an Excel file and downloads it
Cancel closes the export dialogue