



Dear Supplier,

We are excited to share with you that we now have two webinar training options for you; a live, interactive webinar session that occurs twice a month on Wednesdays or you can view the pre-recorded video that is accessible through our Hess Supplier Network site on the [Updates](#) tab. In preparation for the webinar or video, you may review our training documents found on our Hess Supplier Network website: <http://suppliers.hess.com/current-suppliers/ecommerce>

Training is mandatory to ensure your company can successfully submit your invoices to Hess via the OI Module in Open Invoice. You are only required to attend one session. If you are attending a live webinar, please review the training schedule below and choose a day and time that accommodates your schedule best. There is an accompanying link to each scheduled day that will allow you to access that session.

Wednesday, January 10, 2018, 10:00 am to 11:00 am CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 7820138

Wednesday, January 24, 2018, 3:00 pm to 4:00 pm CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 5406805

Wednesday, February 7, 2018, 10:00 am to 11:00 am CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 3472572

Wednesday, February 21, 2018, 10:00 am to 11:00 am CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 7940350

Wednesday, March 7, 2018, 3:00 pm to 4:00 pm CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 291572

Wednesday, March 28, 2018, 3:00 pm to 4:00 pm CST

→ [Join Skype Meeting](#) Trouble Joining? [Try Skype Web App](#)

Join by phone: [1-888-552-4602](tel:1-888-552-4602) (United States) [Find a local number](#)

Conference ID: 3868138

Thank you in advance for your participation. We look forward to working with you to create a more efficient and effective invoicing process.

Hess Global Supply Chain | eCommerce Support

eCommerce team email: eCommerceProject@Hess.com

Visit the Hess Supplier Network site!

www.suppliers.hess.com

Skype Help: [Forgot your dial-in PIN?](#) | [Help](#)