

Guide to the Order and Invoice Overview

Table of contents

1	Introduction	2
2	Overview of orders and invoices	2
3	Contact details for the Rexroth Store	5

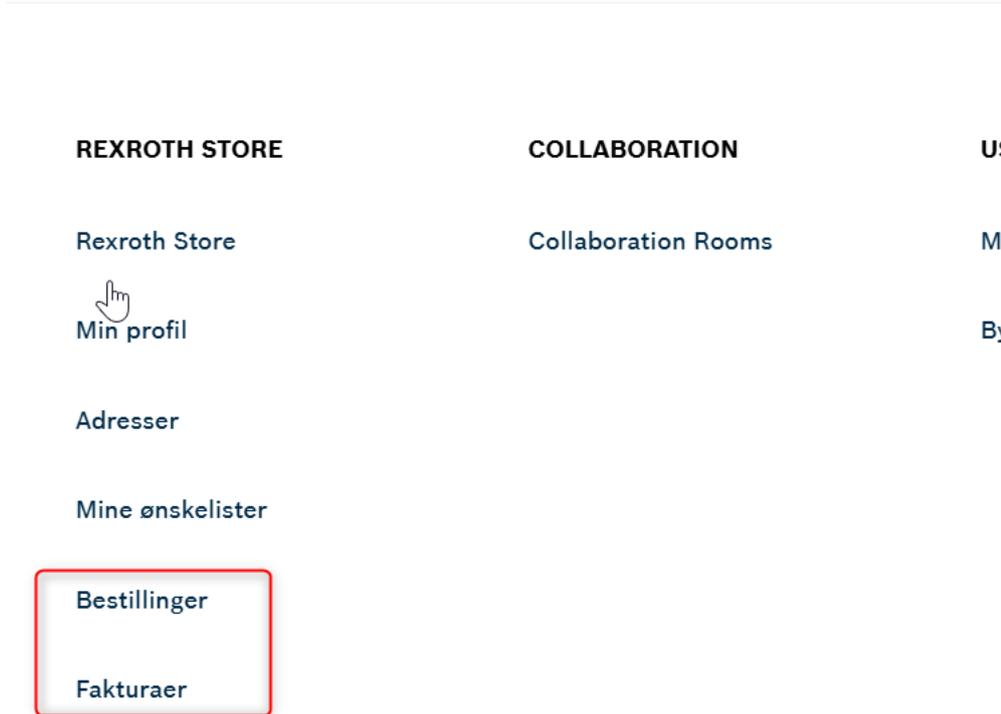
1 Introduction

Registered Full User accounts can use the Rexroth Store to view all their company's orders, track current orders and download important documents. Orders placed via a channel other than the Rexroth Store are also displayed.

2 Overview of Orders

Access to the Order Overview

You need to be logged in to see the order and invoice information. Click on myRexroth and flyout menu will appear.



By default, it opens ongoing orders. If you want to see completed orders, click on completed.

myRexroth > Ordre RELEASE V2.3.0

Ordre VARSLINGSINNSTILLINGER

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FILTER ETTER: Bestillingsnummer | SØK ETTER: | FRA: 14.12.2024 | TIL: 14.03.2025 |

Bestillingsnummer	Bestillingdato	Ordrenummer	Totalbeløp	Status	Nedlastinger	Varsler
118796	13.03.2025	8388381	3 155,38 kr	Alle ordrelinjer i rute	Ordrebekreftelse	<input type="checkbox"/>
118750	10.03.2025	8384478	25 414,94 kr	1 av 1 under bekreftelse	Ordrebekreftelse	<input type="checkbox"/>
118643	03.03.2025	8376195	466 384,64 kr	Alle ordrelinjer i rute	Ordrebekreftelse	<input type="checkbox"/>
118543	14.02.2025	8360203	9 450,19 kr	Ordre fullført	Ordrebekreftelse	<input type="checkbox"/>

Overall Information (Order List)

- When opening the Order Information the last 10 orders that have been created are shown
- At the end of the list, you can select how many orders are to be displayed or additionally loaded via the 'Load more' button
- The customer order number, the purchase date, Rexroth order number, the total order amount and the status of the order are displayed
- Time period of shown orders remains limited to 4 months in the past, unless timeframe is changed in the search bar

Alternatively, the orders can be searched by using the search bar on top of the page.

You can search for

1. Search field

- Customer order number
- Rexroth order number
- Rexroth Material number
- Materialnumber

2. Search term

3. Timeframe

Good to know:

- It is important to select what is being searched for (e.g. PO number), as the search will only consider the appropriate fields

- When entering a timeframe also orders older than 6 months can be found

Order Details

- Jump to the order details by clicking on the order number displayed on the order list
- Upper part contains the order header information that applies to the entire order
- Below the order header, all order items are listed, each with general information (e.g. material description) and further details on the delivery status (e.g. shipment date)

Bestilling 118643

VARSLER MEG

Informasjon

Status 📍 Alle ordrelinjer i rute
Bestillingdato 03.03.2025
Ordrenummer 8376195
Totalbeløp 466 384,64 kr
(inkl. avgifter og tillegg)

Adresser

Faktureringsadresse
Leveringsadresse

Vilkår og betingelser

Leveringsbetingelse Standard
Incoterms DAP .
Betalingsvilkår Fri fakturamåned + 30 dager

Pos	Beskrivelse og material	Antall	Pris/Enhet	Nettopris	Ønsket dato	Forventet dato	Status
10	A11VO190DRS/11R-NSD12N00 Rexroth materialnr.: R902170577 Mitt materialnr.: 4556348 Gå til katalog	2 STK	38 624,36 kr	77 248,72 kr	29.08.2025	22.08.2025	📍 I rute
20	A11VO95DRS/10R-NPD12N00 Rexroth materialnr.: R902220193 Mitt materialnr.: 4659783 Gå til katalog	13 STK	22 231,23 kr	289 005,99 kr	29.08.2025	22.08.2025	📍 I rute

If you click on the Contact symbol a prefilled email template will open and can be used if customer have questions about this specific order.

To expand all order details, click on the arrow:

Pos	Beskrivelse og material	Antall	Pris/Enhet	Nettopris	Ønsket dato	Forventet dato	Status
10	A11VO190DRS/11R-NSD12N00 Rexroth materialnr.: R902170577 Mitt materialnr.: 4556348 Gå til katalog	2 STK	38 624,36 kr	77 248,72 kr	29.08.2025	22.08.2025	📍 I rute
20	A11VO95DRS/10R-NPD12N00 Rexroth materialnr.: R902220193 Mitt materialnr.: 4659783 Gå til katalog	13 STK	22 231,23 kr	289 005,99 kr	29.08.2025	22.08.2025	📍 I rute

Item details like tracking number (if existing), delivery note and shipment date will be displayed:

Pos	Beskrivelse og material	Antall	Pris/Enhet	Nettopris	Ønsket dato	Forventet dato	Status
10	DB 30 G2-5X/315 Rexroth materialnr.: R900594426 Gå til katalog	1 STK	7 160,15 kr	7 160,15 kr	14.02.2025	26.03.2025	✅ Fullført



Antall	Forventet dato	Sporingsnummer	Downloads	Sendingdato	Status
1 STK	26.03.2025	127W0Y626815225661	Følgeseddel	14.03.2025	✅ Sendt

Overview of Invoices

- When opening the Invoice History the last 10 invoice are shown
- At the end of the list, you can select how many invoices are to be displayed or additionally loaded via the 'Load more' button
- Invoice number, Issue date, PO number, Order number, Amount, Due date and Status of the invoice are displayed
- Time period of shown orders remains limited to 6 months in the past, unless timeframe is changed in the search bar

myRexroth > Fakturaer

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Fakturaer

Fakturanummer	Fakturadato	Bestillingsnummer	Ordrenummer	Totalbeløp	Forfallsdato	Status
9528052617	14.03.2025	117978	8316638	112 526,36 kr	30.04.2025	Betaling ventende
9528052618	14.03.2025	118543	8360203	9 450,19 kr	30.04.2025	Betaling ventende
9528052486	06.03.2025	117635	8269039	177 879,13 kr	30.04.2025	Betaling ventende
9528052359	27.02.2025	118452	8352217	13 739,30 kr	30.03.2025	Betaling ventende

3 Contact Details for the Rexroth Store

<https://store.boschrexroth.com/nb/no>

Email: eshop@boschrexroth.no

Phone: +47 64864100