



## Invoicing information 01 October 2018

We prefer electronic invoices. Please always include the contact person at Eficode and the reference number (please check from your contact, if unsure) in the invoice. Also, make sure you are invoicing the right company in our group.

We accept only invoices with payment terms of 30 days or more.

Please note that we do not accept invoices to our street address, or any other way that is not included in these instructions.

### Company information and E-invoicing technical details

FINLAND					
Company Information			Delivery information		
Name: Eficode Oy	Business ID: 1971814-3	VAT: FI19718143	E-invoice address: 003719718143	Operator: OpusCapita	Operator's ID: 003710948874
SWEDEN					
Company Information			Delivery information		
Name: Eficode AB	Business ID: 559068-9864	VAT: SE559068986401	E-invoice address: N/A	Operator: N/A	Operator's ID: N/A
DENMARK					
Company Information			Delivery information		
Name: Eficode MBC ApS	Business ID: 32305083	VAT: DK32305083	E-invoice address: N/A	Operator: N/A	Operator's ID: N/A

Please send **PDF invoices** via e-mail to the following electronic scan service addresses:

<b>Finland</b>	
Eficode Oy	eficode.FI.P.121239-8@docinbound.com
<b>Sweden</b>	
Eficode AB	5590689864.SE.P.114177-9@docinbound.com
<b>Denmark</b>	
Eficode MBC ApS	eficodembc-329591@mail.ecomentor.readsoftonline.com



**When sending PDF invoices, we kindly ask you to consider the following:**

- PDF invoices are to be sent as email attachments.
- Only one invoice per file. The file should include the invoice with all its pages and attachments.
- Multiple invoice files can be sent in one email. In this case all invoice files must be named separately.
- The maximum size for an email is 10 MB.
- The file names can only include regular characters: a-z, A-Z, 0-9.
- PDF files must be real PDF documents (not scanned to PDF). PDF documents must be version 1.3 or newer.
- PDF files cannot be locked, encrypted or password protected.
- The external dimensions of the document can be max 210 x 297 mm (European A4).

Please send **printed invoices** to the following addresses:

**Only for Finland and regarding Eficode Oy**

Eficode Oy

19718143

PL 81430

00021 LASKUTUS

For more information regarding invoicing, please be in touch with your contact person.