



## Invoicing information 8.8.2017

We prefer electronic invoices. Please always include the contact person at Eficode, or the person responsible for the order, 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                | Business ID | VAT            | E-invoice address    | Operator | Operator's ID |
| Eficode Oy          | 1971814-3   | FI19718143     | 0037019718143        | Maventa  | 003721291126  |
| Sweden              |             |                |                      |          |               |
| Company Information |             |                | Delivery information |          |               |
| Name                | Business ID | VAT            | E-invoice address    | Operator | Operator's ID |
| Eficode AB          | 559068-9864 | SE559068986401 | N/A                  | N/A      | N/A           |
| Denmark             |             |                |                      |          |               |
| Company Information |             |                | Delivery information |          |               |
| Name                | Business ID | VAT            | E-invoice address    | Operator | Operator's ID |
| Eficode MBC ApS     | 32305083    | DK32305083     | N/A                  | N/A      | N/A           |

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

| Country         | Electronic scan service address                     |
|-----------------|---|
| Finland         |   |
| Eficode Oy      | 19718143@scan.netvisor.fi                           |
| Sweden          |   |
| Eficode AB      | 5590689864.SE.P.114177-9@docinbound.com             |
| Denmark         |   |
| Eficode MBC ApS | eficodembc-329591@mail.ecomentor.readsoftonline.com |



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

- PDF invoices are 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. All invoice files must be named separately
- One email can have maximum size of 10Mb
- 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 100  
80020 Kollektor Scan

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