

Dear Business Partner

Information required for sending electronic invoice:

Name	Business ID	E-invoice address	Operator ID	Operator
KH Tekninen Kauppa Oy	2844016-3	003728440163	003723327487	Apix

E-invoice reduces processing costs of the invoice. We hope to get your billings in electronic form. Invoices sent within Finland preferably as e-invoices and others as email attachment.

If you are not able to send the invoice to us as an e-invoice, please send it to us:

- Via email (invoices as a pdf-document) to address

FI28440163@scan.emce365.fi

Please pay attention to following things, when sending invoices via email

- Invoice should be as an PDF-attachment in the email. Information in the text-part of the invoice will not be handed forward.
- There can only be one PDF-attachment in one email, and only one invoice in the PDF-attachment. If there are other files in the email, they will be added as an attachment.
- Attached invoice file name must include *invoice* (or *lasku* in Finnish) and attachment file name must include *attachment* (or *liite*).

- Other option is by post to our scanning center:

KH Tekninen Kauppa Oy
@003728440163@
PL 1000
00781 Helsinki
FINLAND

Please only send invoices to the billing address. Other mail should be sent to address:

KH Tekninen Kauppa Oy
Vanha Porvoontie 245
01380 Vantaa

If you have any questions concerning electronic billing, please be in touch with our AP via email **reskontra@kh-koneet.fi**.

Best regards

Accounts Payable

KH Tekninen Kauppa Oy
