

## ITALY INVOICING REQUIREMENTS

Ericsson only makes payments against valid original invoices. Not complying with the requirements below could result in a delay of payment or rejection of invoice.

### INVOICE REQUIREMENTS

To ensure quality postings and on-time payment, invoices and credit notes received must have the following information:

#### SUPPLIER INFORMATION:

- Supplier Name
- Supplier Address
- Supplier's VAT registration number
- Supplier's telephone number, contact person and email address
- Bank information (must have SWIFT for USD and IBAN for EUR, Bank name, address and account number)

#### ERICSSON INFORMATION

- Ericsson legal entity and Invoice address as stated in the purchase order
- Ericsson purchase order number (one purchase order per invoice)

#### CONTENT INFORMATION

- The word INVOICE or CREDIT
- Invoice number (must be unique)
- Invoice date (please specify the format used)
- Currency must be the same currency as stated in the Purchase Order

- Specification of goods and services delivered;
- Line items and description in the purchase order should match the invoice
- Total net amount
- Tax amount. If multiple taxes (VAT/WHT) are applicable, the tax rate for every net amount should be specified
- Total payable amount
- For credit notes, invoice number being credited must be stated (one credit note per invoice)

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Please find here below document information on each of the VAT Registration Number and the registered office of the Italian legal entities.

**Invoicing Address** (Company name and address that will be written on the invoice)

**ERICSSON IT SOLUTIONS & SERVICES SpA**  
**VIA ANAGNINA 203**  
**ROME**  
**Postal Code: 00118**  
**ITALY**  
**VAT Reg. No.: IT09156560154**

**ERICSSON TELECOMUNICAZIONI SPA (TEI or MSI)**  
**VIA ANAGNINA 203**  
**ROME**  
**Postal Code: 00118**  
**ITALIA**  
**VAT Reg. No.: IT00886171008**

**Ericsson Services Italia S.P.A (EXI)**  
**VIA ANAGNINA 203**  
**ROMA**  
**Postal Code: 00118**  
**ITALY**  
**VAT Reg. No.: IT1468041009**

Please check that invoice address corresponds to invoice address reported on the Purchase order.

**Invoice delivery address** (where invoice must be sent for accounting and payment purposes)

Ericsson España  
Att: Accounts Payable  
Calle Retama, 1, planta 1ª  
MADRID  
28045  
Spain  
Email: [accountspayable.italymu@ericsson.com](mailto:accountspayable.italymu@ericsson.com)

**Italian Electronic invoices requirements (valid for Italian Suppliers only)**

Suppliers established in Italy are obliged to manage the invoices electronically and towards the mandatory SDI platform (“Sistema Di Interscambio”- Interchange System), as required by Italian law.

The law n. 205 of 27/12/2017 has extended the obligation of electronic invoicing starting from 01/01/2019 to the subjects holding a VAT number in Italy.

**Following two scenarios are valid (these two scenarios are alternative):**

**Via Taulia portal** (Taulia is the official portal used by Ericsson group to receive invoices electronically from suppliers).

As an enrolled supplier in Taulia, we need to secure that you utilize the Invoice Procurement Collaboration Portal (IPCP) for invoice submission. Utilization of Taulia will ensure your compliance towards the aforementioned legislation, as an integration with Taulia – SDI – Ericsson is available on January 1, 2019. Taulia will check invoices and will send them in the SDI platform and to Ericsson for registration.

This change will allow us to more quickly and efficiently process your invoices. In order to ensure correct posting, please get yourself familiarized by Taulia portal.

1. Refer to this [video](#) on different instruction materials
2. Login to Taulia portal using your email id registered with Ericsson. Use forgot password functionality as needed or contact the Taulia at this [link](#) or for any other technical issues.

**Via direct sending to SDI by the supplier.** This second scenario is dedicated to all Supplier that are not using Taulia portal.

In this case the Supplier will insert the “Unique Recipient code” created for all Ericsson legal entities established in Italy: **0RSVCDP**.

A technical document has been created to support the Supplier in Electronic invoice creation to respect Ericsson Requirements. ([Documento tecnico](#)).

Please note that the two scenarios above described are alternative **(meaning that suppliers are entitled to use only one of them)**.

**No other channels for transmitting invoices are admitted according to established flows (e.g. PEC, generic destination, paper).**

## **SUPPORT**

Electronic Invoice supplier support will be managed through the Contact Center at the following telephone numbers:

- Italian line: +39 0672584888
- English line: +1 4692668662

For any other kind of support on Ericsson Purchase to Pay Services, it is available the [Ericsson Purchase to Pay Services Support](#) web page