

## PERU 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 telephone number, contact person and email address

#### ERICSSON INFORMATION

- Ericsson legal entity and Invoice address as stated in the purchase order
- Ericsson TAX registration number
- RUC or ID number (RUC - 20100963834)
- 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
  - Date of the Invoice
- Pre-printed invoices: printing data (name, address fiscal range of authorized invoices No., No. RUC).
  - Amount detailed in numbers and in letters
  - Invoice must include payment terms
  - If printed by a press, must include press information (name, tax id, address, etc) - domestic invoices

**Mailing Address** (Where the invoices will be send for payment processing)

**COMPANIA ERICSSON S.A.**

Av. Juan de Arona No. 151  
Oficina 603,604,605  
San Isidro, Lima 27, Perú

**Mailing Address for Electronic Invoicing** [recepcion.facturas.cep@ericsson.com](mailto:recepcion.facturas.cep@ericsson.com)

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

Please enter the correct Ericsson Company Name:

**COMPANIA ERICSSON S.A. (CEP)**

Please enter the address on the invoice as stated in the Purchase Order.

## RELEASE

CIA. ERICSSON S.A. inform your suppliers that the invoice reception hours are Monday and Wednesdays from 8:30 a.m. to 1:00 p.m. Below is the schedule for the year 2018. The reception of electronic invoice is still at the same date, but the schedule is different.

Only for Electronic Invoices

Time: 08.30 a.m.

Until 6:00 p.m.

<b>MONTH</b>	<b>UNTIL</b>
January	22
February	19
March	21
April	18
May	21
June	20
July	18
August	22
September	19
October	22
November	21

For supplier payment inquiries:

Call: 215-6105

E-mail: ([my.support.ericsson.smp@ericsson.com](mailto:my.support.ericsson.smp@ericsson.com))