

ROMANIA 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 - in English
- 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 (dd/mm/yy)
- Currency, must be local currency (RON)

- 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)

VAT Reg. No: RO6521644

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

ERICSSON TELECOMMUNICATIONS ROMANIA S.R.L. (ETR)
4C Gara Herastrau Street
Green Court B Building
10th Floor, District 2
BUCHAREST
ROMANIA

Email: account.payable.rumenia@ericsson.com

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

Please enter the correct Ericsson Company Name:

ERICSSON TELECOMMUNICATIONS ROMANIA S.R.L. (ETR)

Please ensure the address on the invoice is identical to the one stated in the Purchase Order.