

GEORGIA 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 (Not applicable for local vendor's invoices)
- Supplier's VAT registration number
- Supplier's telephone number, contact person and email address (Not applicable for local vendor's invoices)
- Bank information (must have SWIFT for USD and IBAN for EUR, Bank name, address and account number) (Not applicable for local vendor's invoices)

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 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 (Not applicable for local vendor's invoices; only VAT and Gross amounts are provided in the invoice)
 - 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)
 - Ship from address (Not applicable for local vendor's invoices)
 - Ship to address (Not applicable for local vendor's invoices)
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Mailing Address (Where the invoices will be send for payment processing)

EGE
Ericsson Georgia
19 Gamrekeli Str.
5th Floor, Office #506
0160, Tibilisi
Georgia

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

Please enter the correct Ericsson Company Name:

Ericsson Georgia LTD. (EGE)

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

19 Gamrekeli Str. 5th Floor, Office #506
0160, Tibilisi
Georgia