

HUNGARY 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 TAX registration number
- 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)
- Date on which the supply of goods or services was made or completed (year, month, day) if it differs from the date of issue.
- 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)
- For invoices using Factoring, please highlight which bank account to use

Invoices issued within the EU must comply with the sixth VAT 2006/112/EC directive and therefore the following information is mandatory:

- VAT-rate applied
- Value added tax amount specified per rate and the taxable amount per rate or exemption, the unit price exclusive of tax and any discount or rebates if they are not included in the unit price
- If VAT is not charged refer to applicable VAT exempt
- If invoice currency is in other currency than local currency, VAT amount should be stated in both currencies

The VAT Act determines the minimum content and form of invoices issued by Hungarian taxable persons.

- The currency indicated in invoices can be either HUF or a foreign currency. Practically, an indication of the items in forints is recommended as companies should calculate and remit their VAT liabilities in HUF.
- If the transaction in question is a domestic reverse charge supply or if the purchaser of the service is a taxable person who is outside of the scope of the VAT Act and the payment of the VAT takes place there;
- if the transaction is an intra-Community supply; or
- if the amount of VAT on the invoice is or exceeds HUF 2 million and the supplier of the goods or services is a taxable person established in Hungary or, in the absence of a residence, has his home or temporary residence in Hungary;
- technical parameters of new means of transport;
- name, amount and tariff heading number of the goods or services supplied (the statistical code is the customs tariff number of goods. It is not necessary to indicate the statistical code if the invoiced products or services are subject to the standard VAT rate and this VAT can be deducted by the customer);
- the date of the actual invoicing (if the invoice was issued on a day different from the day of the supply);

- a statement that the supply is exempt, reference to the VAT Act or indication of the fact in any other clear way that the supply is exempt;
- the term “fordított adózás” (reverse charge) if the transaction is subject to the reverse charge mechanism;
- technical specification in case of selling any new means of transport;
- the term “önszámlázás” (self-billing) if the invoice is issued by the customer;
- the term “pénzforgalmi elszámolás” (cash accounting) if the taxable person has opted for the cash accounting regime; and
- name, address and tax number of the fiscal representative, if any.

If the issuer is not liable for VAT remittance, the tax rate and amount of VAT cannot be presented on the invoice. If the place of supply of goods or services is not in Hungary, the issuer should show this by writing “out of the scope of Hungarian VAT” on the invoice. In the case of company transformation, the transforming issuer should show this fact by writing “under transformation” on the invoice.

The “electronic invoice” should contain all the usual information of a VAT invoice.

If the taxable person performs more supplies of goods or services in the same month or on the same day to the same person, a collective invoice might be issued. As an exception, a collective invoice might be issued to cover the supplies made to the same person or entity within a period that exceeds 1 month but does not exceed a taxable period.

If the supplies are performed on the same day, the supplier and the purchaser do not have to agree in advance on the issuing of the collective invoice. If the supplies are performed within the same tax period, the supplier and the purchaser have to agree in advance on the issuing of a collective invoice. In this case, only those supplies which are effectively fulfilled during the given tax period might be shown on the collective invoice.

On the collective invoice the supplies should be shown separately. The taxable amount for a separate supply should be shown in total. If supplies are performed on more days, the collective invoice should be issued after the last supply has taken place within a reasonable time. The “reasonable time” is determined based on the tax period of the taxable person, e.g. for a taxable person who has to file VAT returns monthly, the reasonable time is within 15 days of the last day of the month.

For more information, please see the [European Directive](#)

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

ERICSSON HUNGARY LTD.

Ericsson Magyarország Kft.

Accounts Payable Dept., Torre Suecia, 1st floor Calle Retama, 1, 28045 Madrid Spain

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

Please enter the correct Ericsson Company Name:

ERICSSON HUNGARY LTD.

Ericsson Magyarország Kft.

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