

# NICARAGUA 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
- RUC - Tax ID (RUC - J0310000031711)
- 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
- 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)
- Invoice must include in the footer the authorization number issued by the TAX authority
- A copy of PO must be submitted with the invoice
- Currency, must be the same currency as stated in the Purchase Order
- If multiple taxes (VAT/WHT) are applicable, the tax rate for every taxable amount be specified
- Include separate items when the invoice corresponds to travel expenses and services. It will allow WHT to be applied correctly.

- Specification of goods and services delivered; Line items and description in the purchase order should match the invoice
- Goods Receipt (GR) number "
- Total Net amount
- Total payable amount
- For credit notes, invoice number being credited must be stated (one credit note per invoice)

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

ERICSSON A B

Km 61/2 Carretera a Masaya, Edificio Corbisa, Floor 4,

Managua, Nicaragua

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

Please enter the correct Ericsson Company Name:

ERICSSON A B (BNI)

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