

## TURKEY 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 Purchase Order Number(PO Number) and Goods Receipt Number (GR Number)
- Our Reference Name (the name and surname of the person in Ericsson who requested the purchase)

#### CONTENT INFORMATION

- The word INVOICE
- 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)
- Due to Turkish law – Ericsson cannot accept Credit Notes from third parties

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

**ERICSSON ARASTIRMA GELISTIRME VE  
BILISIM HIZMETLERI A.S.**

Invoice Receiving Unit  
İTÜ Ayazağa Kampüsü Koru Yolu, Arı 2  
Teknokent Binası, No:4-1  
Maslak – 34398 - İstanbul, Turkey

**ERICSSON TELEKOMUNIKASYON A.S.**

Invoice Receiving Unit  
Büyükdere Caddesi USO Center No:245  
Kat:4  
34398 Maslak, Istanbul, Turkey

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

**ERICSSON ARASTIRMA GELISTIRME VE BILISIM HIZMETLERI A.S. (EBY)**

**ERICSSON TELEKOMUNIKASYON A.S. (ENK)**

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