

Ericsson AB Branch Office Yemen (BYE) - 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 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)
- Purchase Order number (PO), Goods receipt number (GRN) should be written on the invoice
- Attach the Purchase Order copy on the invoice

Content Information

- The word INVOICE or CREDIT

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

Accounts Payable Ericsson AB (BYE)
3 floor Innovation Hub Bldg 2
Al Falak Street,
Dubai Internet City , Dubai ,
United Arab Emirates
PO Box 7817

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

ERICSSON AB BRANCH OFFICE YEMEN (BYE)

How to contact us

If you need professional assistance regarding invoicing and payments, please contact [Ericsson Purchase to Pay Services Support](#) by completing a Support Request Template.

If the request was not resolved to your satisfaction or you experience a delay in resolution, you can ask us to investigate by escalating the request to ptp.incident.management@ericsson.com . We will review the case and help you obtain the correct resolution.