

## Dear Puume Supplier and Partner!

Invoices must include the following information so that they are automatically processed without delay. If your billing information is incomplete, we will return the invoice to the sender for completion with missing information and for re-billing.

- 1. Name of the orderer**
- 2. Project / Work site**
- 3. Topic of the invoice  
(specific info in the invoice or its attachments)**

### E-INVOICE

The electronic invoicing address is our OVT ID:  
Operator ID for E-invoicing:

**003718707127**  
**Maventa**  
**003721291126**  
**Danske DABAFIHH**

### EMAIL INVOICES

**18707127@scan.netvisor.fi**

### PAPER INVOICES

**Puume Oy**  
**18707127**  
**PL 100**  
**80020 KOLLEKTOR SCAN**

- Invoice(s) should be mailed in one envelope with attachments, multiple page invoices should not be split into multiple envelopes.
- Multiple invoices can be placed in the same envelope.
- Print the invoice in black and white, note the good print resolution.
- The pages of the invoice must not be stapled together.
- The invoice amount must be clearly visible.
- Please note that nothing other than invoices may be sent to the above billing address.  
The company's marketing mail address is Hämeentie 157, 00560 Helsinki, Finland.

Best regards, Puume Oy