

Invoicing Instructions

We prefer e-invoicing, please find the details below.

Invoicing address / Huld Oy (2352909-7)

E-invoicing address: 003723529097

Operator: Maventa

Operator Broker ID: 003721291126

Operator Broker ID in banking network: DABAFIHH

Email: invoice-23529097@kollektor.fi

Invoices sent as e-mail attachments.

Only one invoice per file, which includes all the pages of the invoice.

You can send multiple invoices in one email. All files with an individual name.

One e-mail can be maximum 10Mb.

PDF-files need to be real PDF-documents, version 1.3 or newer.

PDF-files cannot be locked or password-protected.

The dimension of the document can be maximum 210 x 297 mm.

The name of the attachment can only include the regular marks: a-z, A-Z, 0-9.

Paper invoices to be addressed as follows:

Huld Oy

23529097

PL 100

80020 Kollektor Scan

Please note following:

The serial number in each invoice's address field, not only envelope.

Only black text.

Send only invoices with attachments to scanning.

Do not use staples.

Reference details for purchase orders:

All purchase orders should include the following details as reference/order number. Cost center number, project number & name of the project manager (Huld contact person) xxx-xxx/xxxxx/First Name + Last name eg. 160-110/10021/Huld contact person