

INVOICING INSTRUCTIONS

We encourage all our vendors to send purchase invoices to us as electronic invoices (E-invoices).

Mandatory invoice information:

- Correct Gasum entity name and registered company address
- Name of the purchaser as Gasum reference person (first name and last name)
- Vendor contact email address
- Banking details with IBAN and SWIFT/BIC code, Bankgiro if available
- Contract number or project number if available
- Purchase order number if available,
 - Please add only PO number to field: //INVOICE/HEADER/ORDER_REFERENCE or //INVOICE/HEADER/ORDER_INFORMATION/ORDER_NUMBER
- Spend plan number if available
 - Please add only number to field: //INVOICE/HEADER/ORDER_NUMBER

If these invoicing guidelines are not followed, or if mandatory invoice information is missing or incorrect, the invoice will be rejected.

E-invoices

Company name	Organization number	VAT-number	E-invoice address (Peppol-ID)	VAN-Operator	VAN-Operator code
Gasum AB	556690-6839	SE556690683901	0007:5566906839	Basware Oyj	BAWCFI22
Gasum Västerås AB	556819-8898	SE556819889801	0007:5568198898	Basware Oyj	BAWCFI22
Gasum Clean Gas Solutions AB	559182-0500	SE559182050001	0007:5591820500	Basware Oyj	BAWCFI22
Skövde Biogas AB	556878-1560	SE556878156001	0007:5568781560	Basware Oyj	BAWCFI22

Other accepted ways of invoicing

If you do not have the possibility to send e-invoices, please choose the most suitable option from the other alternatives listed below. In order to reduce the environmental footprint, we encourage you in the highest regard to avoid sending invoices by mail.

PDF-invoices by email

- PDF is the only acceptable format
- One PDF-document is always one invoice
- Attachments must be included in the same PDF-document as the invoice itself

Company name	Email address for PDF-invoices
Gasum AB	invoices.gasumab@bscs.basware.com
Gasum Västerås AB	invoices.gasumvasterasab@bscs.basware.com
Gasum Clean Gas Solutions AB	invoices.gasumcgsab@bscs.basware.com
Skövde Biogas AB	invoices.skovdebiogasab@bscs.basware.com

Contact Finance

In any questions regarding invoicing or the information above, please contact the finance department:

finance.swe@gasum.com

Kind regards,



Kai Laitinen, CFO

Gasum