



>>> INVOICING

Tarkmet Oy is receiving e-invoices and our e-invoice address is:

Tarkmet Oy

E-invoice address: 003715531904

Operator: 003701150617 (PostNord Strålfors Oy)

If your company does not have the possibility to send us e-invoices, you can send them as e-mail invoices to fi-mailinvoice@postnordscanning.com with the following billing address in the invoice pdf:

Tarkmet Oy

PL 38811063

00019 SSC

Or as paper invoices to the address below.

Tarkmet Oy

PL 38811063

00019 SSC

NOTE! This address can be used only for invoices; all other material or attachments will be deleted.

Please note the following prerequisites when sending invoices:

- The serial number must be spelled correctly in the invoice address field (PL)
- **NB! Billing address as whole needs to be present in paper and e-mail invoices**
- Invoice size A5 or A4, paper 70–120 g/m²
- The invoice and related attachments must be mailed in the same envelope/PDF file
- The invoice must be of good print quality
- The pages of the paper invoice must not be joined together (staple, paper clip, etc.)
- In an email invoice, the invoice must be attached to the email in PDF format (v.1.3 or newer) and the invoice must start on page one
- Any text typed as an e-mail message will not be processed
- In an e-mail invoice, the PDF file must not be password protected
- The name of the PDF must not contain special characters and the file extension must be .pdf
- The maximum size of one e-mail invoice is 10 Mb

If you have some questions about the invoices/invoicing, you can contact sales@tarkmet.fi or directly your own contact person.

Best regards,

Tarkmet Oy