



PO Box. 1033 / Volttikatu 5  
FI-70701 KUOPIO  
Finland

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## Invoice instruction

Our esteemed supplier and partner,

We have changed to the online processing of invoices and therefore ask you to submit your invoices to the address below. We hope you will send your invoices primarily as electronic invoice.

*Our e-invoice address:*

**EDI: 003720659881**

**E-invoice address: 003720659881**

**Operator ID: BAWCFI22**

**Operator: Basware**

If you are unable to deliver your invoices as e-invoices, we ask you to send the paper invoices to the address below (address information needs to be written in the invoice):

**Servicepoint Kuopio Oy**

**##003720659881##** (Please note that the # signs are in accordance with the instructions)

**PO Box. 683**

**00026 BASWARE**

You can deliver the invoice as attached PDF-file via email to the address below. NB! The above-mentioned address for paper invoices needs to be written in the invoice

**[lemonsoft.ostolaskut@bscs.basware.com](mailto:lemonsoft.ostolaskut@bscs.basware.com)**

All other mail is still being delivered to our offices, so we kindly ask that you send only our purchase invoices to the above-mentioned addresses. Mail that is sent to billing address, other than invoices, will be automatically destroyed and thus may not reach us.

Kind regards

**Pekka Luosujärvi**

Chief Financial Officer

[pekka.luosujarvi@servicepoint.fi](mailto:pekka.luosujarvi@servicepoint.fi)

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**Servicepoint Kuopio Oy**