

## EUROFIBER NV INVOICING REQUIREMENTS

To ensure your invoices are processed correctly, Eurofiber specifies a number of additional invoice requirements on top of the legal requirements (unless contractually agreed otherwise).

Your invoices will only be accepted if the additional requirements below have been met:

- You must include a reference allocated by Eurofiber on your invoice. This will be a PO number and/or project number;
- If you are invoicing on the basis of a Eurofiber project number, you can only state one project number per invoice, this project number must always consist of nine digits;
- You must invoice in EUR;
- Any extra/additional work must be invoiced separately.

Each invoice must be sent to Eurofiber digitally, in separate PDF files, by e-mail. An e-mail may contain multiple PDF files.

Invoices to Eurofiber NV must be e-mailed to: AP.Belgium@eurofiber.com with the following invoicing address:

### **Eurofiber NV**

FAO: Finance Department  
Belgicastraat 5, PO Box 7 Building Fountainplaza 504  
1930 Zaventem  
Belgium  
VAT number: BE0435204851

Any questions in relation to the status of payments and other related supplier questions may be e-mailed to:  
AP.Belgium@eurofiber.com