

Billing information – SAS Crew Services Limited

For SAS to process your invoice and ensure timely payments, please find our billing information and invoicing requirements below.

Our preferred solution for receiving invoices is electronically, paper invoices will be rejected.

E-invoicing

PEPPOL ID: 9935:ie4336755sh VAT number: IE4336755SH DUNS number: 763962624 Service operator: Pagero https://www.pagero.com/onboarding/sas

Billing address

SAS Crew Services Limited FE5840 195 87 Stockholm Sweden

If you are unable to send e-invoices, PDF invoices may be sent to <u>FE5840Invoice@sas.se</u>. Please note that we can only process one invoice with supporting documents per email.

Mandatory requirements on all invoices

- Document identification name (e.g. Invoice or Credit Note).
- Supplier's Invoice number.
- Name, business ID and address of the Supplier and Buyer.
- Supplier's VAT number.
- Buyer's VAT number for trades between members of the EU.
- Buyer's reference consists of user code and name, i.e. 12345/Anna Andersson or BBB111/SGH Scandinavia
- Invoice currency.
- VAT percentage and amount.
- Supplier's banking details.
- Supplier's contact details.

For order related queries please contact your SAS reference.

For payment related queries please contact <u>AP.ACN@sas.se</u>