

Billing information for Gaia Consulting Oy

Below you can find instructions on sending invoices to Gaia Consulting Oy. Our partner is Pagero (www.pagero.com/sweco). We ask you to send invoices primarily as e-invoices with the following information:

Gaia Consulting Oy (Reg. no 2008574-2)
OVT: 003720085742
Operator id: 003723609900 or PAGERO

If you do not have the possibility to send e-invoices, we ask you to send invoices as pdf files by email or paper invoices by mail. Please use the billing address listed in appendix below.

Invoices must contain the following information:

- Contact person or buyer
- Purchase order number (when purchase of goods)

Please ensure that invoices are sent to the correct company within Sweco Group with required content. Invoices with incomplete information are returned to the sender.

Should you have any questions, please contact: ostolaskut@sweco.fi

Appendix

Please note that these addresses are for invoices and credit invoices only.

Paper invoices are to be sent to:

Gaia Consulting Oy
OVT 003720085742
PL 907
02066 DOCUSCAN, FINLAND

Pdf-invoices are to be sent to: pagero.invoice@xbs-salo.com

Postal address on pdf invoices sent via email must also be as if these would be sent in paper form:

Gaia Consulting Oy
OVT 003720085742
PL 907
02066 DOCUSCAN, FINLAND

Please send only one invoice per email and note that

- the invoice must be in pdf format
- pdf file can contain only one invoice
- attachments must be in the same pdf with the invoice after the invoice pages, otherwise these cannot be handled