Invoicing instructions for suppliers

Dear Partner,

We primarily receive invoices as e-invoices.

If you are unable to send e-invoices, you may send your invoices to us in PDF format by email. Each invoice must be sent as a separate file.

Reference information requirements

Department or Project Reference Number

The Peab department or project number is mandatory on all invoices, and we are unable to process invoices that do not contain a department or project reference in accordance with our requirements. Invoices submitted without a valid reference will not be processed and may be returned to the supplier unprocessed.

The reference must be included in the invoice XML file in one of the following fields:

1. <BuyerReferenceIdentifier>
2. <OrderIdentifier>

Peab Oy Contract Number

If you are a contracted supplier to Peab Oy, the purchase order number or contract number is also a mandatory reference on invoices addressed to Peab Oy. This information must be provided in the following field:

1. <AgreementIdentifier>

If you are not a contracted supplier, please enter the name of the ordering person instead of the contract number.

Reverse Charge VAT on E-Invoices

For invoices subject to the reverse charge VAT scheme in the construction sector, the reverse charge VAT information must be provided in the e-invoice XML data using the correct **VAT code AE** (Reverse Charge) in the VAT field of the e-invoice.

A textual reference on the invoice, such as *"reverse charge VAT"* or *"VAT liability transferred to the recipient"*, is not sufficient on its own. The VAT code AE must be transmitted as structured data in the XML invoice file.

Attachments

Attachments should primarily be combined into the same file with the e-invoice or PDF invoice. If you are unable to include attachments in the same file, they must be sent by email to finance.servicedesk@peab.fi. The email subject must include the supplier name and invoice number.

Other mail

All other mail should be sent through the office locations. Bank guarantees and securities should be sent to:

Peab Support Oy
Taloushallinto
Karvaamokuja 2a
00380 Helsinki

If needed, contact us at finance.servicedesk@peab.fi or tel. 0207 606 290.

Company	E-invoices	PDF invoices	Paper invoices
Peab Industri Oy 2977551-2	003729775512 Basware Oyj BAWCFI22	laskut.peab_industri@bscs.basware.com	Peab Industri Oy Box 1282 26224 Ängelholm SWEDEN
Peab Oy 1509374-8	003715093748 Basware Oyj BAWCFI22	peaboy@bscs.basware.com	Peab Oy Box 1282 26224 Ängelholm SWEDEN
Lambertsson Oy 0937993-4	003709379934 Basware Oyj BAWCFI22	lambertssonoy@bscs.basware.com	Lambertsson Oy Box 1282 26224 Ängelholm SWEDEN
Peab Kiinteistökehitys Oy 3136811-5	003731368115 Basware Oyj BAWCFI22	peabkiinteistokehitysoy@bscs.basware.com	Peab Kiinteistökehitys Oy Box 1282 26224 Ängelholm SWEDEN
Peab Support Oy 2586326-7	003725863267 Basware Oyj BAWCFI22	peabsupportoy@bscs.basware.com	Peab Support Oy Box 1282 26224 Ängelholm SWEDEN
Peab Industri Holding Oy 3102070-9	003731020709 Basware Oyj BAWCFI22	peabindustriholdingoy@bscs.basware.com	Peab Industri Holding Oy Box 1282 26224 Ängelholm SWEDEN
Asfaltti-System Oy 0924008-6	003709240086 Basware Oyj BAWCFI22	asfaltti-systemoy@bscs.basware.com	Asfaltti-System Oy Box 1282 26224 Ängelholm SWEDEN
Ultimes III Ky 3139119-8	003731391198 Basware Oyj BAWCFI22	ultimesiiiky@bscs.basware.com	Ultimes III Ky Box 1282 26224 Ängelholm SWEDEN
Ultimes IV Ky 3139117-1	003731391171 Basware Oyj BAWCFI22	ultimesivky@bscs.basware.com	Ultimes IV Ky Box 1282 26224 Ängelholm SWEDEN
Ultimes V Ky 3139121-9	003731391219 Basware Oyj BAWCFI22	ultimesvky@bscs.basware.com	Ultimes V Ky Box 1282 26224 Ängelholm SWEDEN
Eventes II Ky 3139237-7	003731392377 Basware Oyj BAWCFI22	eventesiiky@bscs.basware.com	Eventes II Ky Box 1282 26224 Ängelholm SWEDEN