



### **Information regarding supplier invoices**

From 2022-10-01 Cyklos is changing our email address for pdf-invoices.

Send the invoices in PDF-form to the following email address: [invoice@cyklos.se](mailto:invoice@cyklos.se)

### **Criteria for invoicing:**

1. Written content in emails will not be read
2. The file should be attached as a PDF-form (NOTE! One PDF per invoice)

We do **not** accept invoices to our ordinary mailing address (Box 4, 647 21, Mariefred) or email to [info@cyklos.se](mailto:info@cyklos.se)

New routines for e-invoicing and paperinvoices is scheduled to start from 2023-01-01.

Up until then, please send all invoices per email to [invoice@cyklos.se](mailto:invoice@cyklos.se)

If you have any questions, please contact [carolina.helgesson@admit.se](mailto:carolina.helgesson@admit.se)

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