



Invoicing instructions – YIT Oyj

Dear partner,

We ask you to send invoices and relevant attachments as an e-invoice to ensure appropriate and quick handling of your invoices.

E-INVOICES

We prefer electronic invoices as the primary method of receiving invoices. Please send invoices and attachment to the below e-invoicing address

Company	OVT /e-invoicing address
YIT Oyj (0112650-2)	00370112650206

Our e-invoicing operator is Basware, whose operator code is BAWCFI22.

INVOICING REQUIREMENTS

The following information must be included in the invoice. If the invoices do not meet the stated requirements, it will be returned to supplier.

- Invoice need to be addresses to YIT Oyj (Company ID: 0112650-2)
- Invoice must include following reference information
 - YIT project code (for example FI1001000) or cost centre (without any additional symbols or text). Project and cost center information need to be in separate field in the invoice header and part of e-invoice message
 - Reference person
- A single invoice must not include costs for more than one YIT business unit or project, unless otherwise explicitly agreed

SECONDARY INVOICING CHANNELS IF THERE IS NO POSSIBILITY SEND E-INVOICES

If your company cannot send e-invoices, the Supplier Portal can be used for submitting invoices in electronic format. Portal is free and can be found from here <https://portal.basware.com/open/YITportal>

If your company cannot send e-invoices, invoices can also be sent in PDF format by e-mail to: laskut.yit_oyj@bscs.basware.com. Each invoice must be sent as a separate file, but several files can be attached to one email message. The PDF file must comprise both the invoice and relevant attachments. We don't accept paper invoices be post.

Best regards,

YIT OYJ

For further information, please contact: ap@yit.fi