

## SUPPLIER INVOICING INFO SHEET CLARIOS EMEA

In case of any question, please contact our AP Helpdesk team:

Phone: +421 232 272 444

Email: [BBC-PTP-Helpdesk-DE-AT@Clarios.com](mailto:BBC-PTP-Helpdesk-DE-AT@Clarios.com) (Germany and Austria)  
[BBC-PTP-Helpdesk-Europe@Clarios.com](mailto:BBC-PTP-Helpdesk-Europe@Clarios.com) (other European countries)

Our staff is available from Monday to Friday, 9 a.m. - 5 p.m. CET

### **General Requirements for e-invoicing:**

In order to process your invoices as quickly as possible, please ensure that electronic documents fulfill the following requirements. If these requirements are not followed the invoices cannot be processed and will be returned back.

- Invoice(s)/Credit note(s) issued for Clarios EMEA region only
- Invoice(s)/Credit note(s) sent to correct Clarios email address – list of addresses attached
- Send invoices only in PDF file format
- Do not send XLS spreadsheets, DOC documents, JPG, PNG, ZIP or XML files
- Do not send invoices larger than 3 MB
- Password protected files are not read
- Invoice should contain typed and legible information and clearly show Purchase Order (PO) number
- Do not send more than one PDF document per e-mail
- Only one invoice per PDF file is accepted
- Do not send duplicated invoice/information via mail or postal service
- Screenshots or pictures embedded in an e-mail are not read
- Invoice should contain only one Purchase Order (PO) number and one delivery note number
- Invoice should contain invoice number, invoice date, delivery note number and Ship-To location
- Invoice should match the Purchase Order (PO) by correctly stating Supplier's legal entity name and address and should meet all legal requirements
- Do not combine invoices related to multiple Clarios entities

Country	Company / Legal Entity	Company Code	Email address for invoicing purposes only
Germany	Clarios VARTA Hannover GmbH	0002	<a href="mailto:EMEA-EINVOICE-0002@clarios.com">EMEA-EINVOICE-0002@clarios.com</a>
Czech Republic	Clarios Germany GmbH & Co. KG	0004	<a href="mailto:EMEA-EINVOICE-0004CZ@clarios.com">EMEA-EINVOICE-0004CZ@clarios.com</a>
Germany	Clarios Recycling GmbH	0006	<a href="mailto:EMEA-EINVOICE-0006@clarios.com">EMEA-EINVOICE-0006@clarios.com</a>
Germany	Clarios Plastics Germany GmbH	0012	<a href="mailto:EMEA-EINVOICE-0012@clarios.com">EMEA-EINVOICE-0012@clarios.com</a>
Germany	Clarios Zwickau GmbH & Co. KG	0020	<a href="mailto:EMEA-EINVOICE-0020@clarios.com">EMEA-EINVOICE-0020@clarios.com</a>
Germany	Clarios Germany Holding GmbH	0030	<a href="mailto:EMEA-EINVOICE-0030@clarios.com">EMEA-EINVOICE-0030@clarios.com</a>
Germany	Clarios Germany GmbH & Co. KG	0032	<a href="mailto:EMEA-EINVOICE-0032@clarios.com">EMEA-EINVOICE-0032@clarios.com</a>
Germany	Clarios Advanced Solutions GmbH	0035	<a href="mailto:EMEA-EINVOICE-0035@clarios.com">EMEA-EINVOICE-0035@clarios.com</a>
Germany	Clarios Tolling GmbH & Co. KG	0038	<a href="mailto:EMEA-EINVOICE-0038@clarios.com">EMEA-EINVOICE-0038@clarios.com</a>
Germany	Clarios Management GmbH	0039	<a href="mailto:EMEA-EINVOICE-0039@clarios.com">EMEA-EINVOICE-0039@clarios.com</a>
Germany	Clarios Technology and Recycling GmbH – Consolidation	0048	<a href="mailto:EMEA-EINVOICE-0048@clarios.com">EMEA-EINVOICE-0048@clarios.com</a>
Austria	Clarios Austria Ges.m.b.H.	1101	<a href="mailto:EMEA-EINVOICE-1101@clarios.com">EMEA-EINVOICE-1101@clarios.com</a>
Netherlands	Clarios Netherlands B.V.	2101	<a href="mailto:EMEA-EINVOICE-2101@clarios.com">EMEA-EINVOICE-2101@clarios.com</a>
Netherlands	Clarios Netherlands Holding B.V.	2105	<a href="mailto:EMEA-EINVOICE-2105@clarios.com">EMEA-EINVOICE-2105@clarios.com</a>
Netherlands	Clarios Netherlands Global Holding B.V.	2110	<a href="mailto:EMEA-EINVOICE-2110@clarios.com">EMEA-EINVOICE-2110@clarios.com</a>
Netherlands	Clarios Netherlands LATAM Holding B.V.	2120	<a href="mailto:EMEA-EINVOICE-2120@clarios.com">EMEA-EINVOICE-2120@clarios.com</a>
Netherlands	Clarios Netherlands Mexico Holding B.V.	2130	<a href="mailto:EMEA-EINVOICE-2130@clarios.com">EMEA-EINVOICE-2130@clarios.com</a>
Belgium	Clarios Belgium BV	2201	<a href="mailto:EMEA-EINVOICE-2201@clarios.com">EMEA-EINVOICE-2201@clarios.com</a>
Sweden	Clarios Sweden AB	3101	<a href="mailto:EMEA-EINVOICE-3101@clarios.com">EMEA-EINVOICE-3101@clarios.com</a>
Norway	Norway Branch of Clarios Sweden AB	3301	<a href="mailto:EMEA-EINVOICE-3301@clarios.com">EMEA-EINVOICE-3301@clarios.com</a>
Finland	Finland Branch of Clarios Sweden AB (Clarios Sweden AB sivuliike Suomessa)	3201	<a href="mailto:EMEA-EINVOICE-3201@clarios.com">EMEA-EINVOICE-3201@clarios.com</a>
France	Clarios France SAS	4101	<a href="mailto:EMEA-EINVOICE-4101@clarios.com">EMEA-EINVOICE-4101@clarios.com</a>
France	Clarios Sarreguemines SAS	4201	<a href="mailto:EMEA-EINVOICE-4201@clarios.com">EMEA-EINVOICE-4201@clarios.com</a>
Spain	Clarios Iberia P&D S.L.	5101	<a href="mailto:EMEA-EINVOICE-5101@clarios.com">EMEA-EINVOICE-5101@clarios.com</a>
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Italy	Clarios Italia S.R.L.	6101	<a href="mailto:EMEA-EINVOICE-6101@clarios.com">EMEA-EINVOICE-6101@clarios.com</a>
Czech Republic	Clarios Česká Lípa spol. s r.o.	8101	<a href="mailto:EMEA-EINVOICE-8101@clarios.com">EMEA-EINVOICE-8101@clarios.com</a>
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Hungary	Clarios Hungary Kft.	8301	<a href="mailto:EMEA-EINVOICE-8301@clarios.com">EMEA-EINVOICE-8301@clarios.com</a>
Poland	Clarios Poland sp. z o.o.	8501	<a href="mailto:EMEA-EINVOICE-8501@clarios.com">EMEA-EINVOICE-8501@clarios.com</a>
Bulgaria	Clarios Bulgaria EOOD	8603	<a href="mailto:EMEA-EINVOICE-8603@clarios.com">EMEA-EINVOICE-8603@clarios.com</a>
Romania	Clarios Enterprises Srl	8703	<a href="mailto:EMEA-EINVOICE-8703@clarios.com">EMEA-EINVOICE-8703@clarios.com</a>
Slovenia	Clarios Sales d.o.o.	8801	<a href="mailto:EMEA-EINVOICE-8801@clarios.com">EMEA-EINVOICE-8801@clarios.com</a>
Switzerland	Clarios Schweiz GmbH	S121	<a href="mailto:EMEA-EINVOICE-S121@clarios.com">EMEA-EINVOICE-S121@clarios.com</a>
United Kingdom	Clarios UK Limited	S711	<a href="mailto:EMEA-EINVOICE-S711@clarios.com">EMEA-EINVOICE-S711@clarios.com</a>
Czech Republic	Clarios Czech spol. s r.o.	S811	<a href="mailto:EMEA-EINVOICE-S811@clarios.com">EMEA-EINVOICE-S811@clarios.com</a>
Germany	Clarios Beteiligungs GmbH	0024	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Germany	Clarios Arabian Holding Company LLC	0026	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Austria	Clarios Austria Holding GmbH	1105	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Luxemburg	Clarios Luxembourg Austria Holding S.à.r.l.	2302	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Ireland	Clarios Asia Pacific Investment Holding ULC	2401	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Malta	Clarios Malta Holding Ltd	6205	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>
Malta	Clarios Malta Finance LTD	6210	<a href="mailto:EMEA-EINVOICE@clarios.com">EMEA-EINVOICE@clarios.com</a>