

22.4.2025

## TOIJALA WORKS OY'S INVOICING INSTRUCTION

Dear supplier!

According to Electronic invoicing Directive (2014/55/EU) companies having a turnover of over 10 K€ must deliver invoices electronically for companies on request. To secure fluent and efficient payment process we are utilizing electronic purchase invoice handling system (EN 16931-1:2017)

1. Our e-Invoice service provider is Pagero ([www.pagero.com](http://www.pagero.com)) and please utilize your e-Invoice capabilities using the following information:

<b>Company name:</b>	<b>Toijala Works Oy</b>
<b>Organization number:</b>	<b>1637388-0</b>
<b>VAT-number:</b>	<b>FI16373880</b>
<b>e-Invoice address (OVT):</b>	<b>003716373880</b>
<b>Service Provider:</b>	<b>Pagero / 003723609900</b>

2. There is also a possibility for you to send invoices as an e-mail attachment to email address [toijalaworks.invoice.pagero@process.esker.net](mailto:toijalaworks.invoice.pagero@process.esker.net)

### PLEASE, NOTE!

**The field for purchase order may not include any information other than Toijala Works Oy's purchase order number (5 digits).** If you do not have our purchase order number, please leave the field empty.

The name of our purchaser or any other additional information may be added into some other field.

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**Our new factory address: Toijala Works Oy, Tehtaantie 22, FI-37800 AKAA, FINLAND**

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**Please, send all the other documentation than invoices (eg. reminders) to our valid postal address.**

For further information, please contact Pirjo Wirman, e-mail [pirjo.wirman@toijalaworks.fi](mailto:pirjo.wirman@toijalaworks.fi), telephone +358 40 1399 685

Best regards,  
Toijala Works Oy  
finance department