

As of 1.12.2020.

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E-invoices

EDI identification	TE003701490726
Operator	TietoEvry Oyj
Operator's intermediary ID	003701011385

Raute Oyj primarily accepts e-invoices.

Finvoice 3.0 and TEAPPSXML elements are explained in page 2.

Invoices sent to email

tieto_pl2004@xbs-salo.com.

The minimum term of payment for invoices sent by email is 30 days net.
More detailed information on page 3.

Further information

Sending an e-invoice:

Merja Hietala, merja.hietala@raute.com

Enquiries about invoice content:

Contact person who made the order on behalf of Raute Corporation, or the supplier manager.

Enquiries about payments:

Outi Lehtinen, outi.lehtinen@raute.com
Merja Hietala, merja.hietala@raute.com

INVOICING INSTRUCTIONS FOR SUPPLIERS



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E-invoice instructions.

E-invoicing details	Teapssxml	Finvoice3.0
Invoice number	HEADER/INVOICE_ID	InvoiceDetails/InvoiceNumber
Invoice Type (Debet / Credit invoice)	HEADER/INVOICE_TYPE	InvoiceDetails/InvoiceTypeCode
Invoice Date	HEADER/INVOICE_DATE/DATE	InvoiceDetails/InvoiceDate
Invoice Due Date	HEADER/DUE_DATE/DATE	InvoiceDetails/PaymentTermsDetails/InvoiceDueDate
Currency	HEADER/CURRENCY/CODE	InvoiceDetails/InvoiceTotalVatIncludedAmount/@AmountCurrencyIdentifier
Buyer Contact Person Name	RECEIVER/CUSTOMER_INFORMATION/CONTACT_INFORMATION/CONTACT_PERSON	BuyerPartyDetails/BuyerContactPersonName
Order number	HEADER/ORDER_INFORMATION[@ORDER_TYPE="CO"]/ORDER_REFERENCE	InvoiceDetails/BuyerReferenceIdentifier
Seller company number	HEADER/ORDER_INFORMATION[@ORDER_TYPE="CO"]/ORDER_NUMBER	InvoiceDetails/OrderIdentifier
Seller tax code	PAYEE/CUSTOMER_INFORMATION/ORGANIZATION_NUMBER	SellerPartyDetails/SellerPartyIdentifier
	PAYEE/CUSTOMER_INFORMATION/VAT_NUMBER	SellerPartyDetails/SellerOrganisationTaxCode
IBAN bank account number	PAYEE/BANKS/IBAN_ACCOUNT_NUMBER	EpiDetails/EpiPartyDetails/EpiBfiPartyDetails/EpiAccountID[@IdentificationSchemeName="IBAN"]
Payment reference (in Finland)	PAYEE/DETAILS_OF_PAYMENT/FI_PAYMENT_REFERENCE (Finnish format)	EpiDetails/EpiPaymentInstructionDetails/EpiRemittanceInfoIdentifier/@IdentificationSchemeName
Buyer name	PAYEE/DETAILS_OF_PAYMENT/ IPI_REFERENCE (RF-reference)	
Buyer net service ID	RECEIVER/CUSTOMER_INFORMATION/CUSTOMER_NAME	BuyerPartyDetails/BuyerOrganisationName
Buyer company number	RECEIVER/NET_SERVICE_ID	MessageTransmissionDetails/MessageReceiverDetails/ToIdentifier
Buyer VAT number	RECEIVER/CUSTOMER_INFORMATION/ORGANIZATION_NUMBER	BuyerPartyDetails/BuyerPartyIdentifier
Invoice total VAT included	RECEIVER/CUSTOMER_INFORMATION/VAT_NUMBER	BuyerPartyDetails/BuyerOrganisationTaxCode
Invoice total VAT excluded	SUMMARY/INVOICE_TOTAL/AMOUNT[@VAT="INCLUDED"]	InvoiceDetails/InvoiceTotalVatIncludedAmount
Total VAT	SUMMARY/INVOICE_TOTAL/AMOUNT[@VAT="EXCLUDED"]	InvoiceDetails/InvoiceTotalVatExcludedAmount
Article ID	SUMMARY/VAT_TOTAL/AMOUNT	InvoiceDetails/InvoiceTotalVatAmount
Article name	ROWS/ROW/ARTICLE/ARTICLE_ID	InvoiceRow/ArticleIdentifier
Charged	ROWS/ROW/ARTICLE/ARTICLE_NAME	InvoiceRow/ArticleName
Unit price VAT excluded	ROWS/ROW/QUANTITY/CHARGED	InvoiceRow/DeliveredQuantity
Row price VAT excluded	ROWS/ROW/PRICE_PER_UNIT/AMOUNT [@VAT="EXCLUDED"]	InvoiceRow/UnitPriceAmount
Project number	ROWS/ROW/ROW/ROW_TOTAL/AMOUNT[@VAT="EXCLUDED"]	InvoiceRow/RowVatExcludedAmount
Quantity Unit Code	HEADER/PROJECT_INFORMATION/PROJECT_NUMBER	InvoiceDetails/ProjectReferenceIdentifier
Row identifier (Purchase order)	ROWS/ROW/QUANTITY/CHARGED[@Q_UNIT]	InvoiceRow/DeliveredQuantity/@QuantityUnitCode
Cash Discount Percent	ROW/ORDER_INFORMATION [@ORDER_TYPE="CO"]/ ORDER_NUMBER	InvoiceUriText/RowIdentifier
Receiver delivery address	ROW/DISCOUNT/PER_CENT	InvoiceRow/RowDiscountPercent
Investment Code	DELIVERY_PARTY/CUSTOMER_INFORMATION/CUSTOMER_NAME	DeliveryPartyDetails/DeliveryOrganisationName
Contract number	DELIVERY_PARTY/CUSTOMER_INFORMATION/ADDRESS/STREET_ADDRESS1, POST_OFFICE, POSTAL_CODE	DeliveryPartyDetails/DeliveryPostalAddressDetails/DeliveryStreetName,DeliveryTownName,DeliveryPostCodeIdentifier
Cost center	HEADER/FREE_TEXT	InvoiceFreeText
Seller name	HEADER/CONTRACT_INFORMATION/CONTRACT_NUMBER	AgreementIdentifier
Seller postal address	HEADER/FREE_TEXT	InvoiceFreeText
	PAYEE/CUSTOMER_INFORMATION/CUSTOMER_NAME	SellerPartyDetails/SellerOrganisationName
	PAYEE/CUSTOMER_INFORMATION/ADDRESS/STREET_ADDRESS1, , POST_OFFICE, POSTAL_CODE	SellerPartyDetails/SellerPostalAddressDetails/SellerStreetName,SellerTownName,SellerPostCodeIdentifier

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Instructions for invoices sent via email.

- The invoice must be in a PDF format. The invoice information must not be on colored background.
- The recipient email address in 'To:' field is to be tieto_pl200X@xbs-salo.com. Other necessary recipients are to be in the 'CC:' field.
- One email can contain only one PDF file where one invoice image is the first page and *n* amount of attachments are added to the following pages of the same PDF.
- The PDF file must be accessible without any passwords or other protection.

The invoice must include the following information:

1. Invoice date.
2. Invoice number (running identifier).
3. Seller's official name (in compliance with business ID).
4. Seller's address.
5. Seller's VAT identification number and business ID.
6. Raute's invoicing address
Raute Corporation
Rautetie 2
15550 NASTOLA
7. Raute's VAT identification number.
8. Quantity of goods delivered and/or the scope and nature of services rendered.
9. Delivery address, date of delivery, and /or date of service provision.
10. Tax rate and the amount of tax.
11. Note indicating a tax-exempted sale, reverse tax liability or another exceptional taxation process.
12. Basis of taxation, unit price and discounts.
13. **Purchase references provided by Raute's contact person (mandatory reference information in an invoice)!**
14. **Orderer's name in the format: Surname Lastname (mandatory reference information in an invoice)!**
15. Term of payment and due date agreed with Raute's supplier manager.
16. Bank name.
17. Bank account number (IBAN).
18. Your contact person for invoicing, their phone number and email address.

Raute Corporation will not handle invoices sent via email in the following cases:

- The invoice is other than a PDF file.
- Two or more invoices have been attached as separate PDF files in the same email.
- There are two or more invoices in one PDF file.
- The recipient in 'To:' field is incorrect or contains multiple recipients.
- The required recipient email address (tieto_pl200X@xbs-salo.com) is in the 'CC:' field.

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Instructions for invoices sent via mail.

Please note, invoices via mail are sent to

Raute Corporation
PL 2004
02066 DOCUSCAN

The invoice must include the following information:

1. Invoice date.
2. Invoice number (running identifier).
3. Seller's official name (in compliance with business ID).
4. Seller's address.
5. Seller's VAT identification number and business ID.
6. Raute's invoicing address
Raute Corporation
Rautetie 2
15550 NASTOLA
7. Raute's VAT identification number.
8. Quantity of goods delivered and/or the scope and nature of services rendered.
9. Delivery address, date of delivery, and /or date of service provision.
10. Tax rate and the amount of tax.
11. Note indicating a tax-exempted sale, reverse tax liability or another exceptional taxation process.
12. Basis of taxation, unit price and discounts.
13. **Purchase references provided by Raute's contact person (mandatory reference information in an invoice)!**
14. **Orderer's name in the format: Surname Lastname (mandatory reference information in an invoice)!**
15. Term of payment and due date agreed with Raute's supplier manager.
16. Bank name.
17. Bank account number (IBAN).
18. Your contact person for invoicing, their phone number and email address.