

E-Invoicing => Your electronic invoicing by e-mail to AMPRION

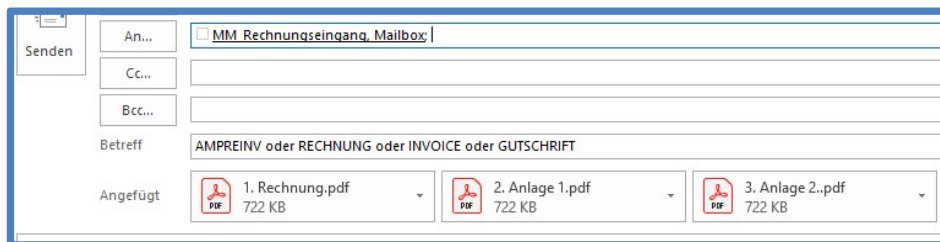
The preferred way for the invoice receipt within the framework of digitisation for Amprion GmbH and Amprion Offshore GmbH is the E-Invoicing. Please send your [invoices with order reference](#) by [e-mail](#) to both companies using the same e-mail address.

The e-mail address for [invoices with order reference](#) is mm.rechnungseingang@amprion.net and is used exclusively for the receipt of invoices. Other messages will not reach us there.

Please note the following points:

1. Please send only [one invoice](#) per [e-mail \(maximum size 15 MB\)](#).
2. The order of the e-mail attachments to the invoice is important:
⇒ First the invoice as [PDF file](#) then any attachments to the invoice although as [PDF file](#).
3. In the subject line one of the following terms must be used:
⇒ [AMPREINV](#) or [RECHNUNG](#) or [INVOICE](#) or [GUTSCHRIFT](#).
4. Please do not incorporate any text into the e-mail, as it will not be read.

Example how the e-mail should be prepared:



Note: If you do not follow one of the above mentioned points, the system will send you an e-mail once and [only the first time](#) with the rejection of the invoice.

Please make sure that your invoice show the correct invoice recipient and adress.

Amprion GmbH
Zentraler Rechnungseingang
Robert-Schuman-Straße 7
44263 Dortmund

Amprion Offshore GmbH
Zentraler Rechnungseingang
Robert-Schuman-Straße 7
44263 Dortmund

If you have any questions, please do not hesitate to contact us by e-mail kreditorenrechnung@amprion.net.

Best regards

Amprion GmbH