Information for suppliers

PayEx Sverige AB transition to e-invoicing
2023-01-01

Information regarding transition to e-invoicing via Peppol and Interconnect for suppliers to PayEx Sverige AB

For a faster, more efficient, and more secure handling of invoices, we have decided to transfer our management of supplier invoices to electronic handling only.
In order to send electronic invoices, you must have an agreement with an e-invoice operator. If you do not currently have the capability to send e-invoices, please feel free to contact Logiq and we will help you find a solution.

STEP 1	STEP 2
Inform your e-invoice operator (VAN supplier) that you wish to send e-invoices to PayEx Sverige AB.	Start sending e-invoices according to the content requirements described below.

General requirements:
In order for us to process your e-invoice, the requirements below must be met.

The invoice must contain the following information:
- Cost center: 5 digits (example 12345)
- Reference at PayEx: first name and surname
- PayEx customer number
- Organization number / Company ID at PayEx: 556735-5671
- VAT registration number PayEx: SE663000013801

Invoice made by order must contain our order number:
- Order number: 2 letters - 5 digits (Example MF-12345)

E-invoicing via the Peppol network or EDI-operator

- PayEx Sverige AB is connected to Peppol and would like you to primarily send your invoices that way.
- E- invoice can also be sent via your EDI- operator
- Any attachment must be sent in PDF- format.

Addressing Sweden:
Peppol: PayEx Sverige AB, organization number: 556735-5671
Peppol identifier: 0007: 5567355671
Interop: Operator is Logiq, PayEx Sverige AB org.nr: 5567355671

For further information:
https://www.logiq.se/skicka-e-faktura/payex/

Contact us for further information on questions and more information:
For questions to PayEx Sverige AB contact:
E-mail: supplierinvoice@payex.com

If you do not have the opportunity to send e-invoices, PDF will be received via supplierinvoice@payex.com.

If you do not have a current EDI- operator and want to get in touch with Logiq sales department, contact us:
Web: https://www.logiq.se/kontakta-oss/salg/
E-mail: sales@logiq.se