Pihlajalinna Group’s invoicing addresses

Operator: Basware Oyj
Identification number: BAWCFI22
Peppol-address: 0216:(+OVT-number)

Pihlajalinna Group’s OVT numbers (the invoice must be addressed to the right company)

Company	Business ID	OVT number	Postal address
Ab Bottenhavets Hälsa - Selkämeren Terveys Oy	2833208-2	003728332082	PL 110, 33101 Tampere
Dextra Lapsettomuusklinikka Oy	2563086-9	003725630869	PL 110, 33101 Tampere
Forever Helsinki Oy	1965618-1	003719656181	PL 110, 33101 Tampere
Ikipihlaja Kuusama Oy	1110272-3	003711102723	PL 110, 33101 Tampere
Ikipihlaja Matinkartano Oy	2100758-6	003721007586	PL 110, 33101 Tampere
Ikipihlaja Setälänpiha Oy	2100760-7	003721007607	PL 110, 33101 Tampere
Kolmostien Terveys Oy	2674284-6	003726742846	PL 110, 33101 Tampere
Koy Levin Pihlaja	2587774-9	003725877749	PL 110, 33101 Tampere
Mediapu Oy	2555268-8	003725552688	PL 110, 33101 Tampere
Mäntänvuoren Terveys Oy	2517663-5	003725176635	PL 110, 33101 Tampere
Pihlajalinna Lääkärikeskukset Oy	2452505-5	003724525055	PL 110, 33101 Tampere
Pihlajalinna Oyj	2617455-1	003726174551	PL 110, 33101 Tampere
Pihlajalinna Terveys Oy	2303024-5	003723030245	PL 110, 33101 Tampere

We use e-mail in our invoice-related communication and kindly ask you to provide your contact e-mail to the address ostolaskut@pihlajalinna.fi.

Term of payment of the invoice

The payment term of the invoice must be at least 30 days net. The payment period begins only when the invoice has been correctly submitted to our accounts payable department in the required format.

Information required on the invoices

Cost center and reference person
All invoices must include the cost center and the name of the contact person as a reference. The reference should be in the format "123456 Meikäläinen Matti" and must be entered in one of the fields below:

Right fields in the TEAPPS standard:
INVOICE/HEADER/ORDER_INFORMATION/ORDER_REFERENCE or
INVOICE/HEADER/ORDER_REFERENCE or
INVOICE/HEADER/BUYER_REFERENCE

Finvoice 1.3 and more recent:
Finvoice/InvoiceDetails/BuyerReferenceIdentifier

Invoices with a purchase order
The **purchase order number** is mandatory for all invoices related to a purchase order. **Only items included in a single purchase order may be invoiced on the same invoice.** The purchase order number is generated by the ordering system, and has the form YYYYMMDD + a consecutive number, e.g. 220801123

TEAPPSXML: INVOICE/HEADER/ORDER_INFORMATION/ORDER_NUMBER
Finvoice: Finvoice/InvoiceDetails/OrderIdentifier

Invoices with a contract
The **contract number** is mandatory for recurring invoices based on a contract.

TEAPPSXML: INVOICE/HEADER/CONTRACT_INFORMATION/CONTRACT_NUMBER
Finvoice: Finvoice/InvoiceDetails/AgreementIdentifier

We do not register invoices sent with incomplete information in our systems.

The invoice must not contain any personal information identifying the customer (GDPR). Invoice attachments containing personal information must be sent to the correct email address according to the instructions given separately.

We do not register invoices or their attachments containing personal information in our systems.

Invoice portal

If you are unable to submit invoices electronically, invoices addressed to our group companies be sent through the Basware Portal. You can request a link to the Basware Portal by emailing ostolaskut@pihlajalinna.fi.

Use of the portal is free of charge and **allows invoices to be sent electronically to our group companies**. In this case, the customer's name and delivery address must be entered in the invoice line message field. Please note that use of the portal requires a Business ID. Any questions regarding the use of the invoicing portal should be directed to Basware's technical customer support.

Enquiries relating to invoicing addresses:
Accounts payable, Pihlajalinna Group, ostolaskut@pihlajalinna.fi

Questions relating to the use of Basware Portal:
Basware Knowledge Base: https://basware.service-now.com/bw?id=bw_kb_view2
Basware Customer Service Portal: https://basware.service-now.com/bw?id=bw_csm_index

Thank you for your cooperation!

Accounts payable, Pihlajalinna Group
ostolaskut@pihlajalinna.fi