

ABM Greiffenberger Antriebstechnik GmbH • 95614 Marktredwitz

TO WHOM IT MAY CONCERN

ABM Purchasing Department

Phone +49 9231 67-0
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purchase@abm-antriebe.de

26.01.2021

Invoice dispatch by e-mail

Dear Sir or Madam,

Since the Tax Simplification Act of 1 July 2011 it is possible to send invoices by e-mail from company to company. The electronic invoice is easy to handle and saves postage and printing costs.

For this reason we ask you to send your invoices to ABM in the future **solely to the following e-mail-address:**

eingangsrechnung@abm-antriebe.de

All other ABM e-mail addresses known to you are unsuitable to accept the bills. The reason for this is that all invoices have to be archived and this is only possible under the e-mail address mentioned above. All invoices that are not sent to the above e-mail address must be treated as if they had never arrived at ABM.

To avoid misunderstandings / double detections please send invoices that have been already sent via e-mail no longer by post.

Thank you very much.

Best regards,

The ABM Purchasing Team