**Epost som ber leverandører om å sende fakturaer elektronisk**

**For our supplier [+navn på leverandør]**

**We kindly ask that you from now on send us your invoices by use of electronic invoicing.**

In [company name] we are using electronic invoicing (e-invoicing) to streamline our invoice processing. This has already contributed to significant savings of time and money. For this reason we ask that you henceforth send us your invoices in the form of electronic invoices. This is the fastest, safest and most cost-effective way of dealing with invoices for both sender and receiver.

[Company name] is registered in ELMA, the Norwegian registry for receivers of e-invoices, and we can therefore receive invoices through the PEPPOL network. PEPPOL is a standardised European digital infrastructure for e-commerce, ensuring that companies across Europe can send and receive electronic invoices to each other, among other things.

Our electronic invoice address is 9908:*987654321* [bytt til riktig orgnummer] and you can reach us through the PEPPOL-network. To send through the PEPPOL-network, you have to connect to a PEPPOL access point. See a list here: http://www.peppol.eu/adoption/access-point-providers

Advantages to sending us your invoices electronically:

* Simpler and more cost-effective than paper invoices
* Reduced risk of the invoice not reaching us
* Reduced risk of the invoice not being paid on time
* We will appreciate you even more as our supplier

**Have your company not previously used electronic invoicing?**

If you have not previously used electronic invoicing in your invoicing/accounting system, we recommend that you contact your system supplier for advice on how to do this.

*[Legg til avsnittet under hvis dere har aktivert skanningtjenesten i Visma.net AutoInvoice]*

If for some reason you do not wish to start using electronic invoicing, and still wish to send us your invoices by use of e-mail, please send your invoices to this email address: [organisasjonsnummer]@autoinvoice.no.

Feel free to contact us if you have any questions.

Best regards,

«Kontaktperson avsender»