

Consent to sending electronic invoices

Customer:

Business name: Leadec s.r.o.
Registered office: Drobného 27, 841 02 Bratislava
ID Number: 35742712
ID Number for VAT: SK2020229772
Contact to the Finance department: +421 2 6010 3912
E-mail for receiving invoices: **vihs.invoices@leadec-services.com**

Supplier:

Business Name:
Registered office:
ID Number:
ID Number for VAT:
Contact to the Finance department:
E-mail for sending invoices:

By signing this Consent the Supplier confirms that in accordance with the provisions of Section 71(1)(b) of Act No. 222/2004 Coll. on value added tax as amended (hereinafter referred to as "VAT Act") agrees to send electronic invoices to Leadec s.r.o. and at the same time confirms that he/she agrees with the terms and conditions of their sending.

Conditions for sending electronic invoices:

1. The electronic invoice is a tax document within the meaning of § 71 (1) (b) of the VAT Act.
2. The Supplier undertakes to send the electronic invoice to the above contact e-mail for receiving invoices. He also undertakes to ensure the authenticity of the origin, the integrity of the content and the legibility of the invoice. The invoice will be sent in pdf format without a digital signature (for further processing of the invoice by OCR).
3. An electronic invoice that does not have the requirements of a tax document within the meaning of the VAT Act, does not ensure the authenticity of the origin, the integrity of the content and the legibility of the invoice, is sent from an e-mail address other than the above-mentioned, or is sent otherwise in violation of the conditions set out in this document, will be rejected/not accepted and deemed undeliverable.
4. The Customer confirms that has exclusive access to the contact email for receiving invoices.
5. The electronic invoice shall be deemed to have been received on the date of sending.
6. The Customer undertakes to inform the Supplier of any changes affecting the sending of invoices.
7. In the event that the Supplier receives information by e-mail that an invoice cannot be delivered by e-mail, the Supplier is obliged to notify the contact from the Finance Department as indicated above.
8. The Customer is entitled to withdraw this Consent by written notice delivered to the Supplier.
9. Send the signed Consent by email to info-slovakia@leadec-services.com or by post to the address above.
10. Signing this Consent cancels all previously signed consents to send invoices

Requirements for sending an electronic invoice:

- a. To send separate invoices without attachments to the E-mail for receiving invoices.
- b. To keep all attachments (e.g., delivery notes, service reports, etc.) at the plant or with the person collecting the goods/service.
- c. In the case where the invoice is simultaneously a delivery note Is the Supplier required to send the invoice to the Email for receiving invoices and also to keep it at the plant or with the person collecting the goods/service.
- d. The invoice includes the purchase order number or reference to the contract.
- e. To issue one invoice per each order.
- f. There may be send more pdf files in one email, but the point e. of this requirements needs to be held.

Place and Date:

Name and Position:

Stamp and Signature: