



INVOICING INFORMATION

NB! Due to our sustainability commitment and internal processing effectiveness, DNB no longer wishes to receive paper invoices.

1) Invoicing address and the correct invoicing information to be included

Please check that you have the right invoicing address in your customer register. See table under point 2.

Correct information to be included on the invoice:

- The correct legal entity in DNB
- DNB reference (Full name or e-mail address to the buyer in DNB)
 - Invoices with no reference will be returned/not processed
 - E-mail address to the buyer in DNB must be filled out in "BuyerReference" (in the XML-file). See page 4.
- The invoice must be marked with DNBs order number or contract number (If applicable)
- Contact information of supplier: e-mail, contact person and telephone number.

Furthermore, invoices must include information according to the Norwegian Bookkeeping Act (bokføringsloven)

2) Electronic invoices

We wish that all our suppliers send electronic invoices in [PEPPOL Network](#) to the legal entities listed below. If you already send us invoices electronically, please remember to update our invoicing address.

| Legal Entity | EHF (Peppol-ID) | Invoicing address |
|-----------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| DNB Bank ASA | 0192:984851006 | DNB Bank ASA Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Asset Management AS | 0192:880109162 | DNB Asset Management Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Asset Management AB (Sverige) | 0088:7350145160033 | DNB Asset Management AB 105 88 Stockholm |
| DNB Auto Finance OY | 0037:29605388 Verkkolaskuosoitteisto (verkkolaskuosoite.fi) | Urho Kekkosen katu 7 B 00100 Helsinki |
| | | |

| Legal Entity | EHF (Peppol-ID) | Invoicing address |
|-------------------------------|--------------------|-------------------------------------------------------------------------------|
| DNB Bank ASA, filial Danmark | 27648029 | Arne Jacobsens Allé 15 2300 København S |
| DNB Bank ASA, filial Sverige | 0088:7350145160002 | DNB Bank ASA, Filial Sverige 105 88 Stockholm |
| DNB Bank ASA, filial Tyskland | 9930:de250976078 | Postfach 301260, DE-20305 Hamburg, Germany |
| DNB Boligkreditt AS | 0192:985621551 | DNB Boligkreditt Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Eiendom AS | 0192:910968955 | DNB Eiendom Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Eiendomsholding AS | 0192:992670886 | DNB Eiendomsholding – 100 Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Finans SE | 0088:7350145160019 | DNB Finans 105 88 Stockholm |
| DNB Livsforsikring AS | 0192:914782007 | DNB Livsforsikring AS Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Næringseiendom AS | 0192:936237592 | DNB Næringseiendom – L1094 Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Næringsmegling AS | 0192:975265145 | DNB Næringsmegling AS Invoice Postboks 1600 Sentrum 0021 OSLO |
| DNB Sweden AB | 0088:7350145160026 | DNB Sweden AB 105 88 Stockholm |
| Barcode 123 Holding AS | 0192:990648557 | Barcode 123 Holding AS – 560 Invoice Postboks 1600 Sentrum 0021 OSLO |
| Barcode Kjøling AS | 0192:997749340 | Barcode Kjøling AS – 430 Invoice Postboks 1600 Sentrum 0021 OSLO |

NB! Invoices to the following departments in DNB may only be sent as a PDF attachment:



Tlf.: (+47) 915 04800



Foretaksregisteret
NO 984 851 006 MVA



dnb.no

| Recipient | E-mail address |
|------------------|----------------------|
| Autolease | faktura@autolease.no |
| Depot Finans | depotfinans@dnb.no |
| Leaseweb | leaseweb@dnb.no |
| Leverandører/IKT | leverandorer@dnb.no |

3) E-mail addresses for sending invoices as PDF:

Invoices may only exceptionally be sent as PDF-attachments to the following e-mail addresses.

NB: Separate e-mail addresses for each legal entity.

| Legal Entity | E-mail address |
|-----------------------------------|----------------------------------|
| DNB Bank ASA | DNB-BANK.NO@pdf.basware.com |
| DNB Asset Management AS | DNB-DAM.NO@pdf.basware.com |
| DNB Asset Management AB (Sverige) | DNB-DAM.SE@pdf.basware.com |
| DNB Auto Finance OY | DNB-FI@pdf.basware.com |
| DNB Bank ASA, filial Danmark | DNB-BANK.DK@pdf.basware.com |
| DNB Bank ASA, filial Sverige | DNB-BANK.SE@pdf.basware.com |
| DNB (UK) Limited | dnb.uk.limited@pdf.basware.com |
| DNB Bank ASA London Branch | dnb.bank.london@pdf.basware.com |
| DNB Bank ASA, filial Tyskland | dnb.germany@pdf.basware.com |
| DNB Boligkreditt AS | DNB-BOLIGKREDITT@pdf.basware.com |
| DNB Eiendom AS | regnskap@dnbeiendom.no |
| DNB Eiendomsholding AS | DNB-NE100@pdf.basware.com |
| DNB Finans SE | DNB-FinansSE@pdf.basware.com |
| DNB Livsforsikring AS | DNB-LIV@pdf.basware.com |
| DNB Næringseiendom AS | DNB-NEL1094@pdf.basware.com |
| DNB Næringsmegling AS | dnbnm@faktura.poweroffice.net |
| DNB Sweden AB | DNB-SwedenAB@pdf.basware.com |
| Barcode 123 Holding AS | DNB-NE560@pdf.basware.com |
| Barcode Kjølring AS | DNB-NE430@pdf.basware.com |

Sending invoices as PDF attachments:

- Several PDF-files may be sent in the same e-mail
- Invoices and attachments **MUST** be included in the same PDF document
- Excel, Word, i.e., are file formats that cannot be used
- Any additional information in the e-mail will not be read
- We are not able to retrieve invoices from supplier portals or links



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Foretaksregisteret
NO 984 851 006 MVA



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Should you have any questions about invoicing you may direct them to: vem@dnb.no

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PO number

E-mail address to the buyer in DNB must be field out.



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