



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 Finans AS	0192:816521432	DNB Finans AS 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	Urho Kekkosen katu 7 B 00100 Helsinki

Legal Entity	EHF (Peppol-ID)	Invoicing address
	verkkolaskuosoite.fi	
DNB Bank ASA, filial Danmark	27648029	Arne Jacobsens Allé 15 2300 København S
DNB Finans AS, filial af DNB Finans AS, Norge	CVR45909522	Bomhusvej 13 2100 København Ø
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



Tlf.: (+47) 915 04800

Foretaksregisteret:
NO 984 851 006 MVA

dnb.no

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

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 Finans AS	dnb-finans.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 Finans AS, filial af DNB Finans AS, Norge	dnb-finans.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 Kjøling 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



Tlf.: (+47) 915 04800



Foretaksregisteret:
NO 984 851 006 MVA



dnb.no

- We are not able to retrieve invoices from supplier portals or links

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

```
▼<CURRENCY>
  <CODE>NOK</CODE>
</CURRENCY>
▼<ORDER_INFORMATION ORDER_TYPE="CO">
  <ORDER_NUMBER>L1076057313</ORDER_NUMBER>
  <ORDER_REFERENCE>L1076057313</ORDER_REFERENCE>
</ORDER_INFORMATION>
▼<ORDER_INFORMATION ORDER_TYPE="VN">
  <ORDER_NUMBER>4002962</ORDER_NUMBER>
</ORDER_INFORMATION>
▼<CONTRACT_INFORMATION>
  <CONTRACT_NUMBER>DNB-2016-267</CONTRACT_NUMBER>
</CONTRACT_INFORMATION>
<INVOICE_ORDER_NUMBER>L1076057313</INVOICE_ORDER_NUMBER>
<BUYER_REFERENCE>[REDACTED]</BUYER_REFERENCE>
```

PO number (order number)

E-mail address or name of the buyer in DNB must be filled out



Tlf.: (+47) 915 04800



Foretaksregisteret:
NO 984 851 006 MVA



dnb.no