

INVOICING ADDRESSES OF THE WELLBEING SERVICES COUNTY OF EAST UUSIMAA

Dear partner,

The wellbeing services county of East Uusimaa will be responsible for providing and organising social, health and rescue services in its area from 1 January 2023 onwards.

The wellbeing services county of East Uusimaa consists of the following municipalities: Askola, Lapinjärvi, Loviisa, Myrskylä, Porvoo, Pukkila and Sipoo.

We are adopting an electronic processing system for purchase invoices and will only accept e-invoices.

The operator is CGI.

Operator ID: 003703575029

Business ID: 3221339-3

We ask that you update your invoices with the new invoicing addresses of the wellbeing services county of East Uusimaa

Invoicing address	EDI
Wellbeing services county of East Uusimaa PO Box 936 FI-00074 CGI	003732213393
Wellbeing services county of East Uusimaa, rescue services PO Box 937 FI-00074 CGI	003732213393310

Furthermore, the following separate invoicing addresses are available for **social welfare services** with an issued payment commitment:

Invoicing address	EDI
Wellbeing services county of East Uusimaa, social work, Porvoo PO Box 938 FI-00074 CGI	003732213393410
Wellbeing services county of East Uusimaa, services for the disabled, Porvoo PO Box 939 FI-00074 CGI	003732213393420
Wellbeing services county of East Uusimaa Loviisa, Askola, Sipoo PO Box 941 FI-00074 CGI	003732213393510

If none of the e-invoicing addresses above apply to you, please send your e-invoice to the general unsecured e-invoicing address

Invoicing address	EDI
Wellbeing services county of East Uusimaa PO Box 936 FI-00074 CGI	003732213393

Please note that invoices and their attachments containing personal data may not be sent to this address.

Attachments of purchase invoices containing personal data can be sent to:
ostolaskut@itauusimaa.fi

In addition to the minimum information required, the invoice must contain the cost centre / orderer's name and municipality or other reference data provided allocating the invoice to the correct unit.

Suppliers, who themselves do not use software that enable electronic invoicing, will be able to create genuine e-invoices through the CGI supplier portal.

You will be able to link up to the supplier portal by sending a request to talous@itauusimaa.fi. The message should include the name of the company, the business ID, and the email address of the person in charge. The email address should be personal.

If a supplier sends invoices by email, they must be sent as PDF files to: ostolaskut.fi@cgi.com or purchaseinvoices.fi@cgi.com

One email message may contain several PDF files, but one PDF file may only contain one invoice and any related attachments. PDF files must contain the same contact details as paper invoices.

No other information besides invoices and their attachments may be sent to invoicing addresses.

Best regards,
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