

Posti Group invoicing addresses

Please send Your invoices electronically,

it is more efficient and environmentally friendly option for paper invoices!

Paper invoices can be sent only when specially agreed with Posti Accounts Payable: PSC.AP@posti.com.

Invoicing addresses are only to be used for commercial invoices. Account statements or reminders should be sent to PSC.AP@posti.com.

Our eInvoice operator is **OpusCapita Solutions Ltd**, with operator number **E204503**.

To ensure Your invoice can be processed and is not send back for extra clarification, **add following info on the invoice**

- **Purchase order number** must always be added to “Order number” field
TEAPPS 2.6: INVOICE/HEADER/ORDER_INFORMATION/ORDER_NUMBER
FINVOICE 1.2: Finvoice/InvoiceDetails/OrderIdentifier
- If **order number contains letters** use the letters too
- Add **contract number** or agreed reference in “Contract number” field
- Add our **contact person name**, the requisitioner, in “Buyer’s reference” field

If You are using the **emailing option for pdf-invoices**, please note the following:

- Send only 1 pdf-invoice per email
- Maximum size for one attachment is 10 Mb, and maximum page limit for one invoice is 500 pages
- Add the invoicing email address only to “To” field. If other receivers needed, they must be in “Cc” or “Bcc” field.
If You add the invoicing email address to “Cc” or “Bcc” field, invoice will not be processed
- Do not use encrypted or password protected pdf-files

Legal company	Business ID	VAT ID	eInvoicing address ID	EMAIL	PAPER address (if empty, send only electronically or by email)
Posti Oy	0109357-9	FI01093579	003701093579	postioy.FI.P.103798-5@docinbound.com	PL 64, 00063 LASKUNET, Finland
Posti Group Oyj	1531864-4	FI15318644	003715318644	Postioyj9001.FI.P.100515-6@docinbound.com	PL 60, 00063 LASKUNET, Finland
Posti Kuljetus Oy	2786155-6	FI27861556	003727861556	PostiKuljetus.FI.P.109908-4@docinbound.com	PL 61, 00063 LASKUNET, Finland
Posti Palvelut Oy	2830428-4	FI28304284	003728304284	PostiPalvelutOy.FI.P.113646-4@docinbound.com	PL 56, 00063 LASKUNET, Finland
Posti Kiinteistöt Oy	2365191-4	FI23651914	003723651914	PostiKiinteistot.FI.P.109515-7@docinbound.com	PL 65, 00063 LASKUNET, Finland
Kiinteistö Oy Graniitti Bastukärr	3177770-1	FI31777701	003731777701	KOyGraniittiBastukarr.FI.P.147300-8@docinbound.com	PL 9068, 00063 LASKUNET, Finland
Posti Messaging Oy	2876876-7	FI28768767	003728768767	PostiMessagingOy.FI.P.119551-0@docinbound.com	PL 9035, 00063 LASKUNET, Finland
Posti Messaging Oü	12584383	EE101685696	9931EE101685696	OCCInvoices.FI.P.113205-9@docinbound.com	Tartu mnt 43, 10128 Kesklinna linnaosa Tallinn, Estonia
Posti Messaging SIA	40103741272	LV40103741272	9939LV40103741272	PostiMessagingSIA.LV.P.156085-3@docinbound.com	Dēļu iela 4, Riga, LV-1004, Latvia
Posti Messaging Sp. Z.o.o.	525-23-96-690	PL5252396690	9945PL5252396690	PostiMessaging.PL.P.119565-0@docinbound.com	
Itella Estonia OÜ	10891224	EE100799389	9931EE100799389	ITELLALOG.EE.P.100681-6@docinbound.com	FFH0699, 15516 Tallinn, Estonia
Itella Logistics SIA	40003567822	LV40003567822	9939LV40003567822	ITELLALOG.LV.P.100679-0@docinbound.com	
UAB Itella Logistics	110883051	LT108830515	9937LT108830515	ITELLALOG.LT.P.100680-8@docinbound.com	
Posti Scandinavia AB	556623-4174	SE556623417401	0007556623417401	PostiScandinaviaAB.SE.P.156086-1@docinbound.com	

