

## Leaflet PDF Invoices

Dear Ladies and Gentlemen,

We appreciate to receive your invoices as PDF files.

Therefore please send your invoices depending on the invoice addressee directly to the respective e-mail address according to the following overview:

Company Name	Address	E-mail for PDF Invoices
GELITA AG (incl. all German plants) and GELITA Deutschland GmbH	GELITA AG Uferstraße 7 69412 Eberbach	<a href="mailto:invoice@gelita.com">invoice@gelita.com</a>
GELITA Health GmbH	GELITA Health GmbH Uferstraße 7 69412 Eberbach	<a href="mailto:invoice-health@gelita.com">invoice-health@gelita.com</a>
GELITA MEDICAL GmbH	GELITA MEDICAL GmbH Uferstraße 7 69412 Eberbach	<a href="mailto:invoice@gelitamedical.com">invoice@gelitamedical.com</a>
ATRO ProVita GmbH	ATRO ProVita GmbH Karl-Landsteiner-Str. 6 D-69151 Neckargemünd	<a href="mailto:invoice@atro-provita.de">invoice@atro-provita.de</a>
ROHLOG GmbH	ROHLOG GmbH Alpenstr. 44 D-87700 Memmingen	<a href="mailto:invoice-rohlog@gelita.com">invoice-rohlog@gelita.com</a>
All other German subsidiaries of the GELITA Group		<a href="mailto:invoice-affiliates@gelita.com">invoice-affiliates@gelita.com</a>

Please make sure that the following rules will be obeyed:

- Each invoice shall contain the order number or at least the GELITA E-mail contact.
- When ordering goods, please indicate your delivery note number on the invoice.
- Please do not note changes of bank details on the invoice anymore, but send them separately by e-mail to: [fibu-service@gelita.com](mailto:fibu-service@gelita.com)
- The e-mail shall contain a maximum of 10 attachments in PDF and only 1 invoice per PDF.
- The file size shall not be more than 10 MB.

If the incoming e-mail is not according to the above mentioned rules, it will be rejected automatically by our database and sent back to sender with the information about the reason and it can not be processed.

Please **do not send** the invoice **additionally as a paper document**.

Thank you!