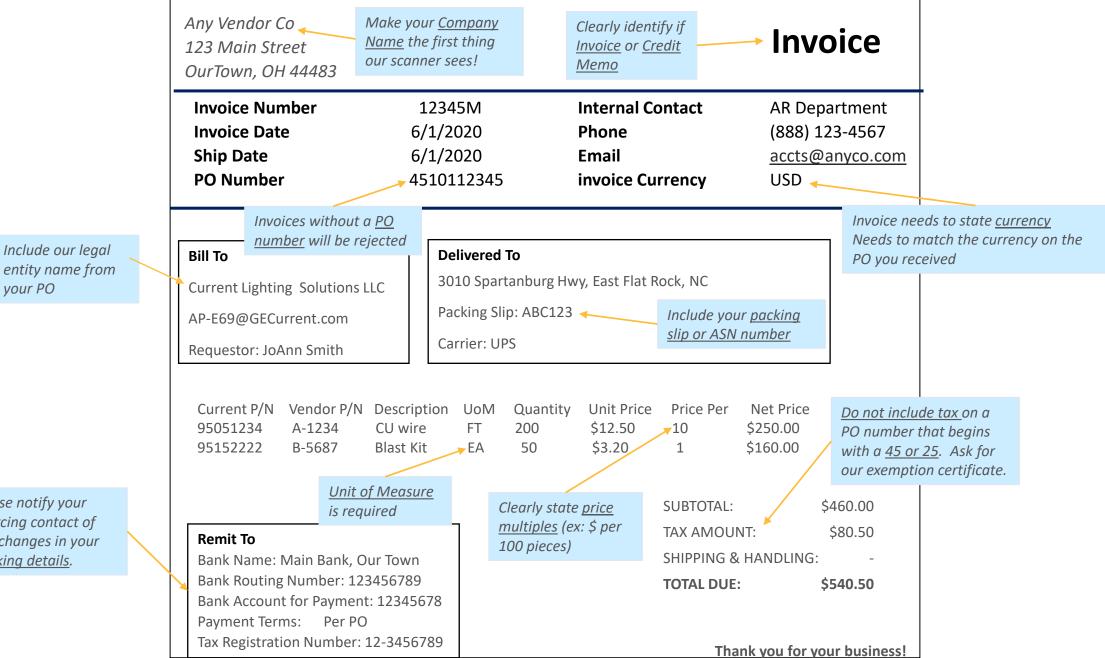
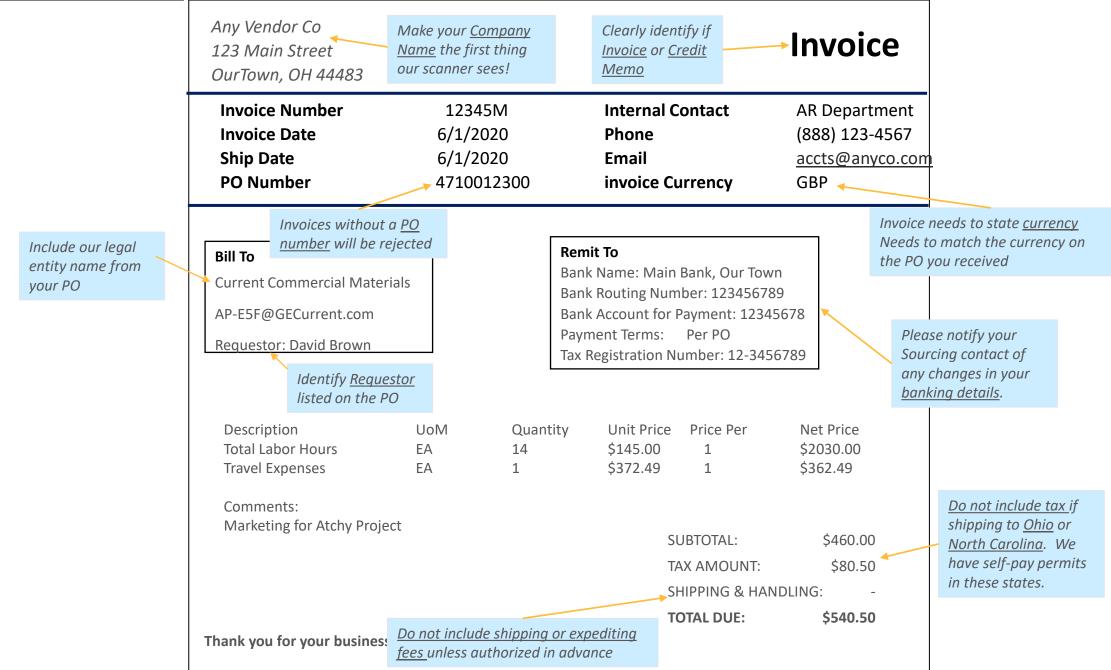
The Perfect Invoice: Material Shipments



Please notify your Sourcing contact of any changes in your banking details.

vour PO

The Perfect Invoice: Services



Invoicing Do's and Don'ts

Failure to follow the below guidelines will result in delays in processing and payment of your invoices.

DO:

- $\checkmark\,$ Ask for a new PO if yours is a year old.
- $\checkmark\,$ Submit your invoice in PDF format. All others will be rejected.
- ✓ Have only 1 invoice per PDF.
- ✓ Include our PO number on your invoice.
- ✓ Have only 1 PO number per invoice.
- ✓ Contact <u>APTeam@gecurrent.com</u> with questions regarding your invoices
- ✓ Visit our supplier information portal at <u>https://www.gecurrent.com/supplier</u>

DON'T:

- X Include tax if your deliver-to address is in Ohio or North Carolina. We have a self-pay permit.
- X Include tax if your PO is for direct materials. Ask for our exemption certificate.
- X Include expediting fees or shipping charges unless included on your PO.
- X Perform work without a PO. It is required in order to get paid. NO PO, NO PAY.
- X Send a ZIP file. It will be returned to sender.





Where to send your invoices – Check your Purchase Order

Invoice Address:	AP-US60@currentlighting. Current Lighting Solutions, 25828 Science Park Dr. ste Beachwood, Oh 44122	com LLC				Cu	irrent	
Purchase Orde	r 4551111111	Vendor Information			Delivery Information			
Date Created: Created by: Buyer: Buyer: Buyer's Email: Buyer's Telephone: Buyer's Fax Number: Payment Terms: Certificate of Origin must be Supplier agrees to and will supplements thereto and will supplements thereto and will problems entering the site. The Conditions of Purchase Written acceptance or comm	e provided # if a blanket certificat comply with all the terms and con th all specifications and other doc form an integral part of the Purcl encement of performance of wo	Vendor: 123456 Your Company 547 High Street Town, OH 44444 USA Vendor Phone: 111-111-222: Vendor Fax: te has not been provided, please nditions of the Conditions of Pu cuments referenced therein or in hase Contract between Buyer ar ork specified in the Purchase Order ler acceptance containing terms in	send one to certificateof achase document available this purchase order. Pleas nd Supplier (the Purchase er shall be deemed accept	forigin@cur e at https:// se do not h Contract). tance of the	25828 Se Beachwo rentlighting.o www.current esitate to con	Lighting Sol cience Park bod, Oh 44 com tlighting.com/sup tact us for a har	oplier including a d copy should you	ny u have
Our Item Part#	Description		Date Req @ Dest	Qty	Unit of Measure	Unit Price	Extended Price	Curr
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