

Our invoicing address will change from 01.09.2025

Dear Partner,

We have switched to electronic invoicing and primarily request that invoices are sent to our company as e-invoices.

Our new e-invoicing details are as follows:

Our company information		
Name	Business ID	E-invoicing Address
Alu-Releco Oy	0890749-1	003708907491

Intermediary information	
Intermediary	Intermediary ID
Maventa	003721291126
Intermediary ID when sending from a bank network: DABAFIHH	

Scanning via email

You can also send invoices in PDF format by email with the following instructions.

PDF invoices can be sent to the address:

08907491@scan.netvisor.fi

- Invoices are sent as email attachments
- You can send multiple invoices in one email, as long as each invoice is a separate attachment.
- All files must have a different name.
- Invoice attachments must be included in the same PDF file as the invoice itself.
- The maximum size of one email is 10MB
- PDF files must be genuine PDF documents, version 1.3 or later
- PDF files must not be locked or password protected
- The maximum dimensions of the document can be 210 x 297 mm
- The allowed characters for the attachment name are standard letters, a-z, A-Z, 0-9.
- Please do not use special characters when naming attachments.

Scanning via mail

If you are unable to send invoices electronically or by email, please send paper purchase invoices to the address:

PO Box 100
Alu-Releco Oy
08907491
PL 100
80020 Kollektor Scan

- The serial number must be included in the address field of each invoice so that the invoice can be identified as belonging to the correct company.
If the address is only on the envelope, the recipient can no longer be identified by the serial number after scanning.
- Please preferably use only black text on a white background: it provides the clearest result for invoice data recognition.
- Please send only invoice materials to the scanning address.
These mails are automatically read into our company's accounts payable ledger, so please send bulletins, etc., to our company's visiting address.
- Please do not use staples on invoices sent to the scanning service.

For more information, if needed:

Alu-Releco Oy
Nina Tanner
nina.tanner@alu-releco.fi
Tel +358 20 741 4060

Sincerely,
Alu-Releco Oy