# Invoicing Requirements

| | | | SDI Fields |
|---|---|---|---|
| Recipient Code TCLRBP6 | | | 2.1< Dati Generali>  ↻ |
| **Obligatory Fields** | | | 2.1.2<DatiOrdineAcquisto>  ↻ |
| Infineum | FatturaPa | | |
| ☑ | - | *Purchase Order Number** | 2.1.2.2 <ID Documento> |
| ☑ | - | *PO Line item** | 2.1.2.4 <NumItem> |
| - | - | *Incoterms* | 2.1.9.11 <TipoResa> |
| | | | 2.2 < Dati beni servizio>  ↻  2.2.1 <Dettaglio line>  ↻ |
| ☑ | ☑ | *Product name or description* | 2.2.1.4 <Descrizione> |
| ☑ | ☑ | *Unit of Measure* | 2.2.1.6 <UnitaMisura> |
| ☑ | ☑ | *Quantity* | 2.2.1.5 <Quantita> |
| ☑ | ☑ | *Unit Price* | 2.2.1.9 <PrezzoUnitario> |
| - | - | *Discount, ancillary, etc.* | 2.2.1.10 <Sconto Maggiorazione> |
| ☑ | ☑ | *Total Price* | 2.2.1.11 <Prezzo Totale> |
| ☑ | ☑ | *VAT Rate* | 2.2.1.12 <AliquotaIVA> |
| | | | 2.2.2 <Dati Riepilogo>  ↻ |
| ☑ | ☑ | *VAT Rate* | 2.2.2.1 <Aliquota> |
| ☑ | ☑ | *Nature of Transaction* | 2.2.2.2 <Natura> |
| | | | 2.2.4 <Dati pagamento>  ↻ |
| ☑ | - | *IBAN** | 2.4.2.13 <IBAN> |
| ☑ | - | *SWIFT** | 2.4.2.16 <BIC> |

*\* Required by Infineum for remittance.*

Complying with Infineum's invoicing requirements will ensure efficient handling and payment of invoices.  Failure to follow these requirements will result in delayed payment with no penalties assessed to Infineum.

Ancillary/demurrage Invoices must included all **Invoice Requirements** along with:

- Complete description of charges
- Time allowances
- Rates for overage
- Detention dates (placement and release)

Carrier freight Invoices must include all **Invoice Requirements** along with:

- Shipper's name
- Delivery date
- Delivery location

Direct payment or status queries to the Global Shared Service Center: GSSC.IT.Query@Infineum.com