

Norddeutsche Landesbank, 30159 Hannover

NORD/LB  
Friedrichswall 10  
30159 Hannover

Accounts Payable Management

Mail [erv@nordlb.de](mailto:erv@nordlb.de)

## Invoices emailing

Dear Madams or Sirs,

As from now you may send invoices issued to “Norddeutsche Landesbank (NORD/LB)” or to “Braunschweigische Landessparkasse (BLSK)” per email.

In order to properly process the payments, please pay attention to the following details:

- Send the invoices as unencrypted PDF.
- Send the attachments also as PDF, together with the invoice in one email. Please name them as “Invoice” and “Attachment”.
- Per invoice one email.
- Each invoice must have the information of the contact person and if applicable, the NORD/LB or BLSK order number.

Send to: [e-invoice@nordlb.de](mailto:e-invoice@nordlb.de)

**Please do not send these invoices additionally per mail.**

# NORD/LB

The information regarding the invoices **has not been changed**, so please issue the invoices as usual to:

**NORD/LB or BLSK**

**2312/2823**

***[Your contact person in our company]***

**Friedrichswall 10**

**30159 Hannover**

Please note that invoices that do not comply with all requirements given may face a payment delay. In this case, we are sorry to inform that we will need a new invoice with the complete information required.

In case you have difficulties in sending the invoices per email please continue sending them per mail as usual to the given address.

Best regards,

Accounts Payable Management

NORD/LB