



**Volkswagen  
Slovakia**

Vaša značka  
Vaša správa  
FFK Naša značka  
Vybavuje  
Telefón  
Mobil  
E-mail

produktionsmaterial@volkswag  
en.sk

31. 1. 2022

Dátum, miesto

### **Self-billing procedure for production material**

Dear business partner,

We would like to inform you on behalf of Volkswagen Slovakia, a.s. about Self – billing invoicing.

#### **What the Self – billing means for your business:**

No need to issue any documents, all will be generated automatically - it will save your time and work and reduce the number of errors to a minimum level

No need to print and send your invoices to us - it will save your money and ensure that all the documents will be issued and provided to you on time

Get your money "just in time" - according to the payment terms

We believe that mentioned advantages will be significant benefits to your business.

To become a Self- billing supplier, please send us 2 signed contracts per Post (contract is attached to this message).

#### **Our post address:**

Volkswagen Slovakia, a.s.  
SCANTEAM  
Jána Jonáša 1  
843 02 Bratislava 49  
Slovak Republic

There are three technical possibilities of sending Self - billing documents to you:

VDA4938 (Electronic Data Interchange)

VDA4908 (Electronic Data Interchange)

PDF per E-Mail

In case you wish to receive documents in PDF form per E-mail, please send us 2 signed contracts per Post.

If you will decide to obtain documents through EDI, apart from sending 2 signed contracts per Post, in addition please send us filled form for sending documents through VDA4908 or VDA4938 on e-mail address: produktionsmaterial@volkswagen.sk

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