

Guidelines:

- Always quote the correct Purchase Order number
- Always quote the line Item number and description equal to PO
- Always match Nestlé's Units of Measure and Quantities
- Always quote the right Purchase Order and Invoice number on Credit Notes
- If your bank details change please inform NBS.P2PVMDBenelux@pt.nestle.com and mention it very clearly on your invoice.

Nestle Belgilux NV-SA

Rue de Birmingham 221

B-1070 Bruxelles

VAT: BE0402231383

Invoice posting via the **Tungsten** portal is preferable.

For the vendors not yet active on the Tungsten portal: note that paper invoices are no longer accepted, **digital** invoices are mandatory and must be sent to: NBSFSAP.Scanning-Belgium@be.nestle.com

Reminders to: NBSFS.APCRC-Belgium@be.nestle.com

Nestle Catering Services NV-SA

Rue de Birmingham 221

B-1070 Bruxelles

VAT: BE0406478005

Invoice posting via the **Tungsten** portal is preferable.

For the vendors not yet active on the Tungsten portal: note that paper invoices are no longer accepted, **digital** invoices are mandatory and must be sent to: NBSFSAP.Scanning-Belgium@be.nestle.com

Reminders to: NBSFS.APCRC-Belgium@be.nestle.com

Nestle Waters Marketing & Distribution

Rue de Birmingham 221

B-1070 Bruxelles

VAT: BE0881840658

Invoice posting via the **Tungsten** portal is preferable.

For the vendors not yet active on the Tungsten portal: note that paper invoices are no longer accepted, **digital** invoices are mandatory and must be sent to: Nbsfs.Scanninghub-Fr-Waters@waters.nestle.com

For suppliers using the Tungsten Portal, continue working in line with Tungsten instructions

Reminders to: NBSFS.APCRC-Belgium@be.nestle.com

Nestlé Waters Benelux SA

Rue du Bois 1000

B- 6740 Étalle

VAT: BE0440979321

Invoice posting via the **Tungsten** portal is preferable.

For the vendors not yet active on the Tungsten portal: note that paper invoices are no longer accepted, **digital** invoices are mandatory and must be sent to: Nbsfs.Scanninghub-Fr-Waters@waters.nestle.com

For suppliers using the Tungsten Portal, continue working in line with Tungsten instructions

Reminders to: NBSFS.APCRC-Belgium@be.nestle.com

Nespresso Belgique SA

Rue de Birmingham 221

B-1070 Bruxelles

VAT: BE0447.875.328

Digital invoice is preferable and must be sent to

Invoices to : invoicebe@nespresso.com

Nespresso Luxembourg S.A.R.L.

45 Grand-Rue

L-1661 Luxembourg

VAT Number : LU214 35 442

Digital invoice is preferable and must be sent to

Invoices to : invoicelux@nespresso.com

Please register on Tungsten Network to submit invoices electronically:

[Registration link](#) & [Registration video](#)

If you already have an existing Tungsten account, issue invoices to:

Nestle Belgilux SA (AAA182483057)

NestléWaters Benelux (Etalle) (AAA710363235)

Nestle Catering Services SA (AAA248193138)

Nestlé Waters Marketing & Distribution suc. de Belg. (AAA468819321)

To have visibility on the status of invoices, use invoice status option on your account