



## IMPROVING OUR INVOICE DELIVERY PROCESS: GO FOR EMAIL!

Dear valued customer,

Over the years an increasing number of customers has approached us asking us to send our invoices via email rather than regular mail.

We are pleased to inform you that we are on the verge of implementing a new software solution which will allow us to efficiently cater to this need.

What's in it for you:

- Invoices are sent directly to the right person/department having to deal with them
- Invoices cannot be lost in the mail
- Traceability
- Invoices are available sooner allowing you more time to handle your administrative process
- Ease off the administrative process in general

Prior to the implementation of this solution & in order to take full benefit of it we would like to encourage you to send us the email address(es) at which you would like to receive our invoices.

You can send your request to [rtm.eservices@cma-cgm.com](mailto:rtm.eservices@cma-cgm.com)

NB. There's a possibility to make a distinction between import & export shipments, in which case we kindly ask you to clearly indicate this. Unfortunately we are unable to split on shipment level, so all import and/or export invoices will be sent to the addressed provided by you. For this reason we recommend you to advise generic centralized email addresses instead of personal ones.

In case we are already sending our invoices to you via email or other electronic means, you do not have to do anything.

Should you require additional information, do not hesitate to contact us at the email address provided here above.

Yours sincerely,

CMA CGM (HOLLAND) B.V.

