



Invoicing Billing Requirements

FROM: FINANCE DEPARTMENT

TO: NV Suppliers

DATE: Dec 20th , 2017

SUBJECT: Instruction for invoicing and billing

THIS CIRCULAR REPLACE: None.

GENERAL REQUIREMENTS:

For invoicing purpose please billing to:

SAFIMAR, INC.

RUC 155640284-2-2016 DV 0

Marbella, Aquilino de la Guardia, Ocean Business Plaza, 14-09

Corregimiento de Bella Vista,

Ciudad de Panamá

Panamá

Your invoice must indicate:

- a) Purchase order number (P.O.)
- b) Vessel name, IMO number.
- c) Port and date of such service.
- d) Name of attending auditor.

Your Bank details:

- a) Bank Number
- b) Bank address
- c) SWIFT number
- d) Final beneficiary name

e) Beneficiary address.

f) Final beneficiary account number

Your electronic invoice should be upload to <https://form.jotform.co/73495285548875> and then will be processed by our department.

Full compliance with this circular is mandatory.

Finance Department