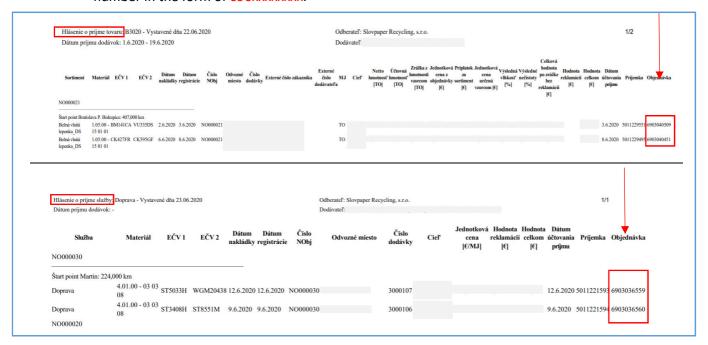
Dear Business Partner,

As your company is a company from abroad we would like to inform you of the procedure that should be followed when issuing Invoices so that our Finance department can process the received invoices more quickly.

1. Our company Slovpaper Recycling generates a GOODS RECEIPT REPORT or SERVICE REPORT 2 times a month from the RLS Logistics System. Based on this REPORTs we would like to ask you to follow the SAP number for the Order created marked below where you will find the given number in the form of 690xxxxxxxxx.



2. After issuing an Invoice of delivered material or a service performed within the meaning of Slovpaper Recycling "Report", please send your Invoice together with the above document "Report" to the e-mail address below:

einvoicing.mondiscp@mondigroup.com

- 3. If your Invoice has been sent to the email address above, please do not send the Invoice through the Post.
- 4. If your company is a supplier of transport, please send CMR originals and/or delivery notes confirmed from the place of unloading via Post to our address.

If you have additional questions, please to contact us, we will be happy to answer them.

Thank you in advance for your understanding and friendliness. We look forward to our continued cooperation.

Team

