



NEW:  INVOICE
Switch now!

The UTA invoicing service: Transparent and fast, convenient and tax-optimised.

Benefit from simple cost analysis and control and reduce your administrative effort.

Use your valuable time for more important things: With the UTA invoicing service, you will never again have to spend time collecting, booking, paying and filing individual receipts. All transactions, from refuelling and using the various toll systems to repairs and other services are clearly represented on one invoice per delivery country.

The fortnightly invoices provide you with a permanent interest-rate and cash-flow advantage, because you do not pay for the received delivery and service on the spot. And because the transactions are settled in the currency agreed with you, you additionally save foreign currency fees and exchange rates.

The invoice lists all the services you have received per country as well as VAT statistics. What's more, the individual invoice items show you each transaction per vehicle and date, and the totals sheet gives you a summary of all country invoices.

Your invoices are simply settled by direct debit – and you benefit from convenient payment terms. This again improves your cash flow, and you won't miss any payment deadlines.

» And by the way: With the UTA invoice you can request your VAT and fuel tax refund directly via our specialist partner NIKOSAX.



Your advantages:

- Only one invoice per delivery country
- Fortnightly invoicing
- Clear structure
- Practical
- Electronically available
- No individual receipts
- Cash-flow and interest rate advantage
- Convenient payment terms
- Convenient payment by direct debit
- Central point of contact
- No missed deadlines



What are the benefits of the UTA invoicing service?

The invoice

Your invoices are clearly structured and transparent, they meet the legal requirements of the different countries, and they are translated into the language of your choice. They can also be used for tax refund purposes.

The transparent structure of the invoice, which is translated into 28 languages, is designed to streamline your processes. The many details on the invoices meet the requirements of the tax authorities.



Your advantages:

- Transparent
- Clear structure
- Practical
- Tax-optimised
- In 28 languages
- Invoice in supplier country language and translated into your language
- Tax refund service incl. invoice dispatch to NIKOSAX
- Invoicing in agreed payment currencies
- Central complaints service for third-party invoices (e.g. repairs)
- Point of contact for questions about invoices in many European languages

The e-invoice

Would you like to receive your invoices electronically? No problem – with UTA's e-invoice.

This is how it works: Go to www.uta.com and then to our exclusive online area. Under menu item "Service Centre" you click on "invoice settings" and then you simply register and switch to the e-invoice. The switch-over will take effect from the next invoice date, and you will be notified as soon as a new invoice is available for download.



Your advantages:

- Security through invoice signature
- Fast invoice access
- Invoice can be downloaded easily in the exclusive online area
- Direct download option for third parties authorised by you, such as your tax office
- Eco-friendly because paperless
- Flexible – can be accessed from any computer using your password



Online service around the clock

In the password-protected area at www.uta.com you can access invoiced as well as not-yet invoiced transactions at any time and use many more reporting and analysis features. What's more, you can download your account data flexibly and independently import them for your own analyses in the fleet management systems such as UTA Fahr & Spar®.

Which documents are part of your invoice?

The invoice: Each country is billed separately

- + List of all deliveries and services obtained in the respective country (except services that are taxable in the place where they are obtained)
- + VAT statistics with breakdown of invoice amount by VAT type and rates
- + Total of billed products and services for more clarity
- + Individual transactions are listed where necessary for tax purposes
- + Respective purchase quantities incl. quantity unit, unit price and the corresponding partial amounts
- + Information about tax law in the supplier country language and if necessary translated into your language
- + All amounts in delivery country currency and totals in payment currency if different

Your invoice in detail

Purchased products

- Lists the services used incl. point of delivery

Vehicle/card number

- Assigns the services to the respective vehicle

Service date

- Displays the date the service was provided

Your customer data

- Displays all basic information at a glance

Total amount

- Shows the gross amount incl. VAT or the net amount in case of reverse charge

UNION TANK Eckstein GmbH & Co. KG
Heinrich-Eckstein-Str. 1
63801 Kleinostheim

Invoice
For deliveries and services until 31.10.2016

Hans Mustermann
Muster-Spedition
Teststrasse 55
99999 Musterstadt

Germany

AP no. 99 99 99 Invoice number 9147166 Invoice date 31.10.2016

Pos. Nr.	Product - Place of delivery	Voucher no.	Vehicle -Card no.	Date	Quantity	Individual price	Net amount	USt	Gross amount
						EUR	EUR		EUR
0001	Diesel	---	---	31.10.2016	LTR	84.769,95	0,9388	19,00	94.703,04
0002	high performance diesel fuel	---	---	31.10.2016	LTR	44,07	0,9698	19,00	50,86
0003	super, unleaded E10	---	---	31.10.2016	LTR	75,67	1,1891	19,00	107,08
0004	AdBlue	---	---	31.10.2016	LTR	2.564,79	0,4873	19,00	1.487,15
0005	Vehicle accessories	---	---	31.10.2016	PCE	4,00	7,3250	19,00	34,88
0006	Vehicle cleaning	---	---	31.10.2016	PCE	4,00	27,8975	19,00	132,78
0007	miscellaneous/service station	---	---	31.10.2016	PCE	6,00	8,6500	19,00	61,80
0008	Tunnel fee	---	---	31.10.2016	PCE	2,00	12,7750	19,00	30,41
0009	Toll Services DEU	---	---	31.10.2016	PCE	2,00	1,7550	19,00	4,18
0010	Vehicle repair/maintenance without VAT	---	---	31.10.2016	PCE	1,00	-588,1800	0,00	-588,18
0011	Eurovignette	---	---	31.10.2016	PCE	151,00	13,3907	0,00	2.022,00
0012	Toll DEU Direct Acceptance	---	---	31.10.2016	PCE	8,00	21,9713	0,00	175,77
Total amount						EUR	82.796,44	15.425,33	98.221,77

VAT statistics

EUR	81.186,85	19,00	VO	15.425,33	96.612,18
EUR	1.609,59	0,00	OS	0,00	1.609,59

VAT number
Hans Mustermann: 025/##### | DE#####
UNION TANK Eckstein GmbH & Co. KG: 9204/179/50800 | USt-IdNr.: DE132070459

USt-Arten: VO = Steuersatz voll; RE = Steuersatz reduziert; OS = Out of scope (kein USt-Ausweis möglich); RC = Reverse Charge (Steuerschuldnerschaft des Leistungsempfängers); SP = Region spezifischer Steuersatz. - Mengeneinheiten: LTR = Liter; PCE = Stück.

Seite: 1

Delivery note number

- Allows easy comparisons with your receipts

Individual amount / net amount

- Shows the unit price or the total net amount incl. your terms

VAT statistics

- Conveniently breaks down the invoice amount by the different types and rates of VAT

UNION TANK Eckstein GmbH & Co. KG | Heinrich-Eckstein-Straße 1 | 63801 Kleinostheim/Main | T +49 6027 509-669 | sales@uta.com | www.uta.com

 **UTA. Non Stop.**

Which documents are part of your invoice?

Individual invoice items: Detailed information

- + Detailed view of every transaction
- + Can be sorted flexibly (e.g. by vehicle, cost centre etc.)
- + Electronically available
- + Can be used for your own analyses

Vehicle and card number

- Clearly sorts costs per vehicle based on your requirements and provides cost overview for each vehicle

Fiscal performance country

- Indicates the country in which the service was rendered

VAT Info

- Indicates whether net or gross and if necessary tax rate

Services fees and conditions

- Shows conditions and charges for services

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Heinrich-Eckstein-Str. 1
63801 Kleinostheim



Hans Mustermann
Muster-Spedition
Teststrasse 55
99999 Musterstadt

Single item verification For deliveries and services until 31.10.2016

AP no. 99 99 99 Processing no. 222222222 Processing date 31.10.2016

Date	Product - Place of delivery	Site ID	sLd	Voucher no.	km Status	Quantity	VAT %	Type	Unit price gross	Net value of goods	Service net	Net special conditions	Total net	Total gross	Total net	Total gross
Vehicle ID: ---	Card no: ---	Card type: ---														
23.10.2016	Toll ITA ancillary services - Canone Telepass	952026	ITA	000043221610	0	9,00 PCE	22,00	VO	EUR 1,2600	9,30	0,68		9,98	12,17	9,98	12,17
Total															9,98	12,17
Vehicle ID: TE ST 1	Card no: 706000#####29862	Card type: MercedesService Card														
07.10.2016	Toll DEU Direct Acceptance - ARAL Tankstelle, Hamburg	52110	DEU	0000042911078	0	1,00 PCE		OS	EUR 32,0800	32,08			32,08	32,08	32,08	32,08
07.10.2016	Toll DEU Direct Acceptance - ARAL Tankstelle, Hamburg	52110	DEU	0000042911079	0	1,00 PCE		OS	EUR 1,6700	1,67			1,67	1,67	1,67	1,67
10.10.2016	Toll DEU Direct Acceptance - SHELL BAT Hoerselgau N, Hoerselgau	52110	DEU	0000042927104	0	1,00 PCE		OS	EUR 27,2200	27,22			27,22	27,22	27,22	27,22
10.10.2016	Toll DEU Direct Acceptance - SHELL BAT Hoerselgau N, Hoerselgau	52110	DEU	0000042927105	0	1,00 PCE		OS	EUR 0,4000	0,40			0,40	0,40	0,40	0,40
20.10.2016	Toll DEU Direct Acceptance - SHELL BAT Hoerselgau N, Hoerselgau	52110	DEU	0000043149864	0	1,00 PCE		OS	EUR 32,7900	32,79			32,79	32,79	32,79	32,79
20.10.2016	Toll Services DEU - Maul Direkt	99998	DEU	0000043149864	0	1,00 PCE	19,00	VO	EUR 2,2410	1,88			1,88	2,24	1,88	2,24
Total															96,04	96,40
Vehicle ID: TE ST 2	Card no: 706000#####29862	Card type: MercedesService Card														
05.10.2016	Eurovignette - Internet	90400	DEU	000102992651	0	1,00 PCE		OS	EUR 8,0000	8,00			8,00	8,00	8,00	8,00
Total															8,00	8,00
Vehicle ID: TE ST 3	Card no: 706000#####29862	Card type: MercedesService Card														
24.10.2016	Toll-Acces-AUT - A8 - Irschenberg	852642	AUT	027180240	0	1,00 PCE	20,00	VO	EUR 5,0000	4,17			4,17	5,00	4,17	5,00
Total															4,17	5,00
Vehicle ID: TE ST 4	Card no: 706000#####29862	Card type: MercedesService Card														
10.10.2016	Diesel - TOTAL Wilsdorf	3229	DEU	0372100	54860	66,01 LTR	19,00	VO	EUR 1,0789	59,85	0,50	-2,50	57,85	68,84	57,85	68,84
13.10.2016	Diesel - ARAL Rottendorf-Dettelburg	28791	DEU	0037811	59000	30,02 LTR	19,00	VO	EUR 1,0889	27,47	0,16	-1,11	26,52	31,56	26,52	31,56
24.10.2016	super, unleaded E10 - OMV Weiden	9641	DEU	00002408	3945	43,00 LTR	19,00	VO	EUR 1,4291	51,64	0,92		52,56	62,55	52,56	62,55
24.10.2016	Diesel - ARAL In der Halledau West	8928	DEU	0011539	59700	50,00 LTR	19,00	VO	EUR 1,3390	56,26	0,34	-1,85	54,75	65,15	54,75	65,15
25.10.2016	Diesel - JET Rosenheim	5482	DEU	0466733	60000	98,00 LTR	19,00	VO	EUR 1,1090	91,33	0,77	-2,06	90,04	107,14	90,04	107,14
27.10.2016	Diesel - SHELL Hofheim am Taunus-Wallau	26258	DEU	00005485	60630	40,00 LTR	19,00	VO	EUR 1,1790	39,63	0,33	-0,84	39,12	46,55	39,12	46,55
Total															320,84	381,79

Abbreviations: sLd = fiscal country of supply of the service; uLd = actual country of supply of service covered by VAT Package 2010

Types of VAT: VO = Full VAT rate; RE = Reduced VAT rate; OS = Out of scope; RC = Reverse Charge; SP = Area-specific tax rate. - Quantity units: LTR = Litre; PCE = Piece.

Purchased products

- Lists the services used incl. point of delivery

Receipt number and mileage

- Offers important parameters for controls

Amounts in delivery country currency

- Shows net and gross amounts

Amounts

- Documents the totals per vehicle in payment currency



Which documents are part of your invoice?

The totals sheet: Everything at a glance

- + Summary overview
- + Total per delivery country
- + Total for all countries
- + Agreed payment terms
- + Terms and conditions on the back

Subtotals per delivery country

- Shows the total of the respective delivery country in the national currency
- Total amount for deliveries and services in the specified performance period

Payment plan

- Lists the agreed payment terms and information
- Specifies payment term for more transparency

UNION TANK Eckstein GmbH & Co. KG
Heinrich-Eckstein-Str. 1
63801 Kleinostheim



MercedesServiceCard

UNION TANK Eckstein GmbH & Co. KG
Heinrich-Eckstein-Str. 1 63801 Kleinostheim

99 99 99

Hans Mustermann
Muster-Spedition
Teststrasse 55
99999 Musterstadt

On-Board Unit for Scandinavia
In Norway, all commercial vehicles with a gross vehicle weight over 3.5 tonnes must have an on-board unit to settle road tolls. The BroBizz® box is an OBU that can do even more. Details are available at www.uta.com/en_brobizz-box.

Additional information

- Provides useful up-to-date information

Summary sheet (not valid for VAT purposes)

For deliveries and services until 31.10.2016

Please submit payment with this ref.:

AP no. 99 99 99 Processing no. 222222222 Processing date 31.10.2016

Country of delivery	Invoice number	Total amount incl. VAT in national currency	Conditions incl. VAT EUR	Total amount excl. VAT EUR	VAT EUR	Total amount incl. VAT EUR
AUT Austria	2184951	EUR 2.801,11		2.334,29	466,82	2.801,11
BEL Belgium	1012226	EUR 50.391,25	-5.605,89	42.936,88	7.454,37	50.391,25
CHE Switzerland	660188	CHF 22.767,41		21.676,59	0,00	21.676,59
CZE Czechia	461959	CZK 460.066,84		14.829,31	2.894,72	17.714,03
DEU Germany	9147169	EUR 98.221,77	-2.746,70	82.796,44	15.425,33	98.221,77
ESP Spain	609482	EUR 968,68	-17,40	800,54	168,14	968,68
FRA France	2116387	EUR 475,62		396,34	79,28	475,62
GBR Great Britain	152171	GBP 1.267,47		1.438,28	12,05	1.450,33
HUN Hungary	268729	HUF 95.349,00		254,73	68,79	323,52
ITA Italy	392674	EUR 12,17		9,98	2,19	12,17
LUX Luxembourg	923991	EUR 616,64	-7,87	529,37	87,27	616,64
NLD Netherlands	946996	EUR 112,00		112,00	0,00	112,00
POL Poland	262432	PLN 109.131,96	-266,28	21.558,11	4.837,22	26.395,33
Sub-total			-8.644,14	189.672,86	31.486,18	221.159,04

Subtotals per delivery country

- If necessary converted into the agreed payment currency

Normal VAT refund NIKOSAX A/S -43.767,79
Total amount 177.391,25

Tax refund

- The payment amount, if NIKOSAX is involved, is reduced through direct crediting of your tax refund

The following payments plan is given from the payment conditions agreed with you:

General goods	►Will be debited on 30.11.2016	167.458,35 EUR
Toll (AUT)	►Will be debited on 30.11.2016	2.801,11 EUR
Toll (BEL)	►Will be debited on 30.11.2016	7.237,85 EUR
Toll (ITA)	►Will be debited on 30.11.2016	12,17 EUR
Mercedes Benz	►We will set off / transfer the credit.	-298,18 EUR
Toll (DEU)	►Will be debited on 10.12.2016	179,95 EUR

UTA is there for you - your competent partner when it comes to invoicing.

Your contact person is there for you to answer any questions related to invoicing – please call: +49 6027 509-669

