

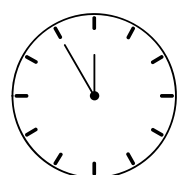
DIGITAL INVOICING

BENEFITS



ECONOMIC SAVINGS

Digital invoicing reduces business expenses related to materials, storage and handling costs.



IMMEDIACY

Digital invoicing is almost immediate - can be tracked and monitored. Payments are speeded up and collection times are reduced.



EFFICIENCY

By using digital invoicing system duplicates are avoided.



ACCURACY

Digital invoicing guarantees an excellent service. This way human errors like wrongly data entering are avoided.

HOW?

- send invoice only in PDF file
- do not include any additional attachments different than PDF format
- please remember:
1PDF = 1 document
- additional documentation to an invoice must be included **in the same PDF file as the invoice**
- check that the invoice information is aligned with **Wella legal and fiscal requirements**

WHERE?

Send invoice to our mailbox depending of the country and company. **Please note that these mailboxes are non-reply.**

MAILBOXES

CANADA

Wella Beauty Canada ULC
171 East Liberty Street, Unit 130 M6K 3P6,
Toronto
Canada
PDF.CA.3600@wella.com
VAT ID 718893472

PUERTO RICO

Wella Puerto Rico LLC
Metro Office Park, Street #1Colgate
Palmolive Building, Suite #100 Guaynabo,
PR00968- 1717
Puerto Rico
PDF.US.3610@wella.com
VAT ID 550-002-14536-44288

UNITED STATES

Wella Operations US LLC
4500 Park Granada 100 Suite Calabasas 91302
California
United States
PDF.US.3640@wella.com
VAT ID 852416861

MAILBOXES



MEXICO

HFC Prestige International S. de R.L. de C.V.
Montes Urales 424 PBC-106 04A-103, Lomas de Chapultepec V Sección, Miguel Hidalgo, Ciudad de México C.P. 11000 México

PDF.MX.3550@wella.com

*Suppliers located in Mexico must validate CFDI files, please send an email to HELPDESK.MX.3550@wella.com to provide further information.
VAT ID HPI151026PJ7

MEXICO

HFC Cosmetics S. de R.L. de C.V.
Montes Urales 424 PBC 105 107, Lomas de Chapultepec V Sección, Miguel Hidalgo, Ciudad de México C.P. 11000 México

PDF.MX.3560@wella.com

*Suppliers located in Mexico must validate CFDI files, please send an email to HELPDESK.MX.3560@wella.com to provide further information.
VAT ID HCO150924TS9

MEXICO

Galeria Productora De Cosmeticos, S. de R.L. de C.V.
Av. Ferrocarril Norte 100, Caleras de Ameche Apaseo el Grande, Guanajuato C.P. 38177 México

3570.GaleriaPdC.LAInvoices@wella.com

*Suppliers located in Mexico must validate CFDI files, please send an email to HELPDESK.MX.3570@wella.com to provide further information.
VAT ID GPC150827DY8

WELLA
COMPANY

SUPPORT CONTACT ADDRESSES



COUNTRY	COMPANY CODE	E-MAIL ADDRESS
CANADA	3600	HELPDESK.CA.3600@wella.com
PUERTO RICO	3610	HELPDESK.US.3610@wella.com
UNITED STATES	3640	HELPDESK.US.3640@wella.com
MEXICO	3550	HELPDESK.MX.3550@wella.com
MEXICO	3560	HELPDESK.MX.3560@wella.com
MEXICO	3570	HELPDESK.MX.3570@wella.com