Shell Hong Kong Limited

:   4543022932
:   22.12.2023

100124 9 908 : 68075816	: Shell Hong Kong Limited 35/F AIA Kowloon Tower, Landmark East, 100 How Ming Street KWUN TONG, Kowloon
HK02 Corporate Materials & Services c/o Shell Hong Kong Limited Sai Tso Wan Road, Tsing Yi Island Hong Kong	/ : Shell Hong Kong Limited Invoice Processing Unit 4/F, Shell Building, Sai Tso Wan Road, Tsing Yi, New Territories HK-Invoices@shell.com Hong Kong : 45 Day from Receipt of Correctly Presented invoice CNY

Ma Mary
:   861065095026

:   mary.ma@shell.com
:   Christie Tai
:
:   Christie.Tai@shell.com

Shell Hong Kong Limited

:   4543022932
:   22.12.2023

					VAT
100		1	45,527.00	1	45,527.00 CNY

:

Event Plus production

31.12.2023

VAT :   45,527.00
CNY

BY ACCEPTING THIS PURCHASE ORDER THE SUPPLIER AGREES TO THE GENERAL TERMS AND CONDITIONS FOR THE Hong Kong(GTCs), WHICH ARE PUBLISHED ONLINE AND CAN BE DOWNLOADED AT www.shell.com/global/products-services/solutions-for-businesses/supplier/purchase-order-terms-conditions.html. The supplier understands that the GTCs form an integral part of this purchase order. The date of this purchase order determines which GTCs version is applicable to the purchase order. The supplier is encouraged to keep a copy of the GTCs for its own reference. Please contact a Shell representative if you want a copy of the GTCs to be e-mailed to you.

To avoid invoice rejection Supplier must submit a compliant invoice. The Invoice Requirements Checklist can be downloaded at https://www.shell.com/business-customers/shell-for-suppliers/shell-invoicing-channels-and-invoice-requirements.html

For Suppliers enabled on the Ariba network:

- Purchase orders are issued to the Supplier via the Ariba network

- Invoices to Shell must be submitted electronically via Ariba; Invoices submitted via post/email/fax will be REJECTED*

- For assistance navigating the Ariba Network, contact the Ariba Help Center at http://supplier.ariba.com

- Real-time Invoice status is available by logging into your Ariba account, otherwise direct your inquiry to https://apchatbot.shell.com/

For suppliers not (yet) enabled on the Ariba network:

- Purchase orders are issued to the Supplier via email

- Invoices to Shell should be submitted via email (preferred) or postal mail (by exception only)

- Invoice status is available from https://apchatbot.shell.com/

* Unless prohibited by local regulation or instructed otherwise

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