



EMEA Region Invoice Submission Instructions

The following outlines the FMC Bill-To address and Invoice Submission Address in Europe, Middle East, and Africa region.

- For countries where e-invoicing is allowed, the email addresses below are intended only to receive invoices. Please bill the invoice to the billing name and address as quoted on the FMC purchase order.
- For countries where a hard copy of the invoice is required to be mailed to FMC, please refer to the Mail to Address below.
- Do not send pictured documents. The PDF file should be created directly from the application (ERP, Excel, Word, etc.).
- Invoice and credit memo file must be in the following convention:
 - ✓ File format – Only documents with .pdf format will be processed.
 - ✓ File name – No special characters
 - ✓ File size – Maximum of 19MB per PDF or 19MB per email.
 - ✓ File content – Only 1 invoice per PDF file. Invoices with more than 1 page should not be split into separate PDF documents
- When submitting invoices through email, remember that:
 - ✗ Compressed or zipped files are not accepted
 - ✗ No password protection or encryption on the PDF file

Country	Invoice Submission Email Address	Invoice Mail to Address
Austria	fmcat.ap@fmc.com	Not applicable
Belgium	fmcbel.ap@fmc.com	Not applicable
Bulgaria	Not applicable	FMC Agro Bulgaria EOOD Trade Center Europe, 7 Iskarsko shoes Blvd., Building 7, Floor 4, Office 8, 1528 Sofia, Bulgaria
Czech Republic	Not applicable	FMC Agro Česká republika spol. s r.o. Generála Píky 430/26 16000 Praha Czech Republic
Denmark	fmcdk.ap@fmc.com	Not applicable
Denmark	fmcdk.ap@fmc.com	Not applicable
Egypt	fmcegypt.ap@fmc.com	Not applicable
France	fmcf.fr.ap@fmc.com	Not applicable
Germany	fmcdde.ap@fmc.com	Not applicable
Germany	fmcdde.ap@fmc.com	Not applicable
Germany	fmcdde.ap@fmc.com	Not applicable
Greece	fmcdgr.ap@fmc.com	Not applicable
Hungary	Not applicable	FMC-Agro Hungary Kft. Ganz Street 16 2nd floor H-1027 Budapest, Hungary
Ireland	fmcdie.ap@fmc.com	Not applicable

Country	Invoice Submission Email Address	Invoice Mail to Address
Italy	Domestic suppliers - Send official invoices through tax authority (SDI) Non-domestic suppliers - send PDF copies to fmcit.ap@fmc.com	Not applicable
Kazakhstan	Not applicable	FMC Agro Kazakhstan LLP 050040, г. Алматы, ул. Тимирязева, 26/29, офис №712 Kazakhstan (050040, Almaty, Timiryazeva street, 26/29, office №712)
Netherlands	fmcnl.ap@fmc.com	Not applicable
Poland	Not applicable	FMC Agro Polska Sp. z o.o. Ul. Złota 59, 00-120 Warszawa, Poland
Romania	Not applicable	FMC Agro Operational Romania SRL Sos Buc-Ploiesti, nr 42-44, Baneasa Business and Technology Park, Cladirea A, Aripa A2, Etajul 1, 013696 Sector 1, Bucuresti, Romania
Slovakia	Not applicable	FMC Agro Slovenkso Jasikova 2, 821 03 Bratislava, Slovensko
South Africa	fmcza.ap@fmc.com	Not applicable
Spain	fmc.es.ap@fmc.com	Not applicable
Spain	fmc.es.ap@fmc.com	Not applicable
Sweden	fmc.se.ap@fmc.com	Not applicable
Switzerland	fmc.ch.ap@fmc.com	Not applicable
Switzerland	fmc.ch.ap@fmc.com	Not applicable
Turkey	Send invoices through DIGITAL PLANET	Not applicable
United Kingdom	fmc.gb.ap@fmc.com	Not applicable
Ukraine	Not applicable	FMC Ukraine LLC 8 Illinska Street Podilskyi distr 04070, Kyiv Ukraine