



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	Domestic suppliers - Send official invoices through PEPPOL network Non-domestic suppliers - send PDF copies to fmcbg.ap@fmc.com	Not applicable
Bulgaria	fmcbg.ap@fmc.com	Not applicable
Czech Republic	fmccz.ap@fmc.com	Not applicable
Denmark	fmcdk.ap@fmc.com	Not applicable
Egypt	fmceg.ap@fmc.com	Not applicable
France	Domestic suppliers - Send official invoices through their PA (Plateforme Agréée) Non-domestic suppliers - send PDF copies to fmcfp.ap@fmc.com	Not applicable
Germany	fmcdk.ap@fmc.com For XML e-invoices – send to fmcdk.ap@mailbox.edicomnet.com	Not applicable
Greece	fmcdk.ap@fmc.com	Not applicable
Hungary	fmcdk.ap@fmc.com	Not applicable
Ireland	fmcdk.ap@fmc.com	Not applicable

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	Domestic suppliers - Send official invoices through the Polish government portal (KSeF) Non-domestic suppliers - send PDF copies to fmcpl.ap@fmc.com	Not applicable
Romania	Domestic suppliers - Send official invoices to tax authority site (RO-efactura) Non-domestic suppliers - send PDF copies to fmcro.ap@fmc.com	Not applicable
Slovakia	fmcsk.ap@fmc.com	Not applicable
South Africa	fmcza.ap@fmc.com	Not applicable
Spain	fmces.ap@fmc.com	Not applicable
Spain	fmces.ap@fmc.com	Not applicable
Sweden	fmcse.ap@fmc.com	Not applicable
Switzerland	fmcch.ap@fmc.com	Not applicable
Switzerland	fmcch.ap@fmc.com	Not applicable
Turkey	Send invoices through DIGITAL PLANET	Not applicable
United Kingdom	fmcgb.ap@fmc.com	Not applicable
Ukraine	fmcua.ap@fmc.com	Not applicable