

Arctia Ltd
Laivastokatu 9
FI-00160 HELSINKI

1.1.2026

Dear Partner,

We utilize an electronic system for processing purchase and expense invoices. Consequently, we prefer to receive your invoices as e-invoices.

To ensure smooth processing, the invoice must include the order number, the name of the person placing the order, or another identifier as a reference.

When sending us an e-invoice, you will need the following identifiers:

Arctia Oy 003723025737	Arctia Meritaito Oy 003723025657	Arctia Icebreaking Oy 003723054036	Arctia Management Services Oy 003727259418
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Our operator's routing ID is **BAWCFI22 (Basware)**.

If you require further information on sending e-invoices, please contact us at: kirjanpito@arctia.fi

If you do not use e-invoicing, you may send invoices via e-mail to the following addresses:

Arctia Oy	2302573-7@pdf.basware.com
Arctia Meritaito Oy	2302565-7@pdf.basware.com
Arctia Icebreaking Oy	2305403-6@pdf.basware.com
Arctia Management Services Oy	2725941-8@pdf.basware.com

Invoices must be sent as email attachments, with one invoice per attached file.

Please note that these addresses are for invoices only; other documents should not be sent to them. Please continue to send other documents to our postal address:

Laivastokatu 9,
FI-00160 Helsinki.

We no longer accept paper invoices.

Kind regards,
Arctia Ltd