



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	Vat and Non Vat Domestic Supplier: January to June 2024 - Send invoices to tax authority site (RO-efactura) or fmcro.ap@fmc.com July 1, 2024 onwards - Send invoices to tax authority site (RO-efactura) Non Domestic Supplier: Continue sending to fmcro.ap@fmc.com	Not applicable
Slovakia	Not applicable	FMC Agro Slovenko 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