



SAFRAN
Centre Paul-Louis Weiller
46, rue Camille Desmoulins
92781 Issy les Moulineaux Cedex 9
France

Issy les Moulineaux, June 28th, 2018

OBJECT: Modification of invoice mailing Address – Safran Aircraft Engines

Dear all

We are pleased to contact you today as part of our Procure to Pay (P2P) initiative, which aims to improve our on-time payment performance to our suppliers.

The current main mailing address c/o SAFRAN FINANCE SERVICE at ISSY-LES-MOULINEAUX will no longer be available after July 30th, 2018.

From July 13st, 2018, you will have to send your invoices to the new mailing address indicated on the Safran purchase order.

Invoice billing address stays unchanged

SAFRAN AIRCRAFT ENGINES
10 Allée du Brévent
CE1420 COURCOURONNES
91019 EVRY CEDEX
France

For any question, please get in touch with the Safran Finance services Hot Line or your usual prescriber.

Please keep in mind that it is mandatory to respect the SAFRAN Process to facilitate the on-time payment of your invoices.

Please take into account that if you are interested in starting electronic invoices project, Safran Group has already made a partnership with GENERIX in order to insure the electronic billing.

You can get in touch with them at the following addresses:

iberry@generixgroup.com

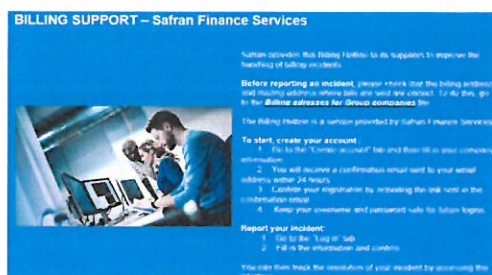
If you wish to have more information about best practices related to the invoicing process, you will find all the useful documentation in the suppliers section of the Safran website (<https://www.safran-group.com/suppliers>).

This including:

- Guide to billing
- Mailing and billing addresses of Safran Group companies
- Specificities by company of the Group



For any other question, you can contact the **Safran Finance Services hotline** at + 33 (0) 1 55 64 36 00 from 10am to 12am and from 2pm to 4pm from Monday to Friday or register on the portal accessible at:



<https://sfssupport.microsoftportals.com/en-US/>

If you are not the right person, please transfer this information to the concerned departments.

Yours sincerely,

A large, stylized handwritten signature in black ink.

Mr. Thierry HAUD
Vice President, Safran Purchasing

Appendice 1: Some important reminders specific to Safran Aircraft Engines

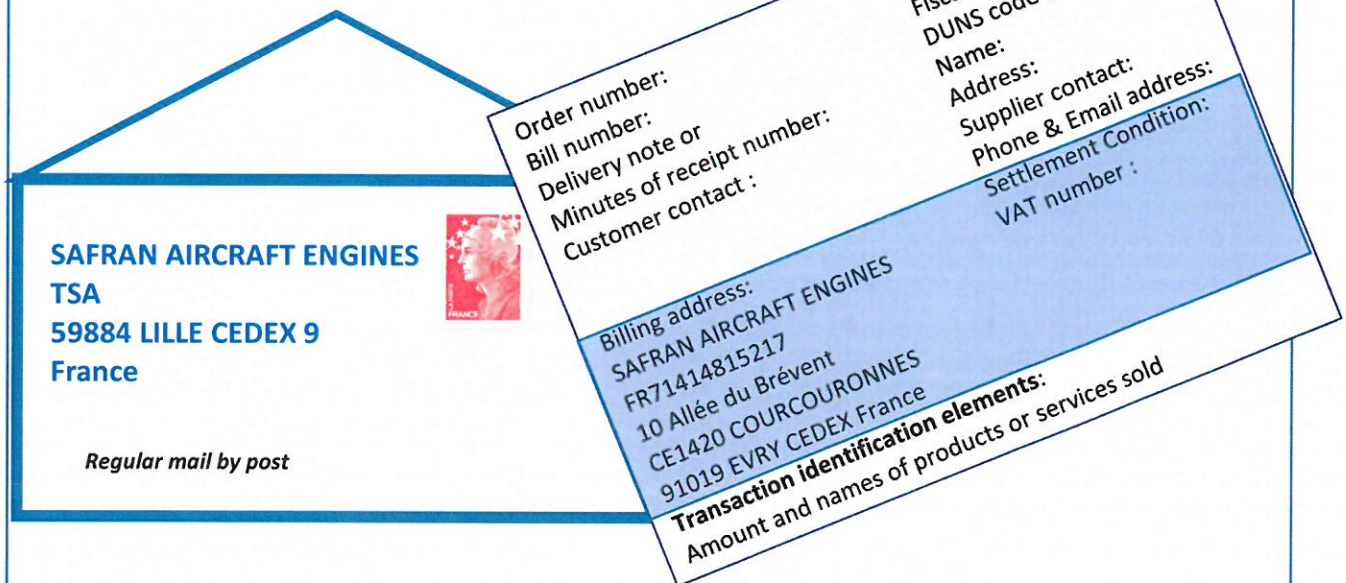
- In the header of the invoice, **Order number** must be 920[PO number] **without any special characters or spaces and without addendum number, line / position or other character**. ex : 924xxxx54 ou 14xxxx39

For e-supply suppliers: [PO number] or [Contract number] should EXACTLY match the number in e-supply. ex : 920xxxx42

- Your **“Delivery note : [9999]”** must appear in the header of the invoice, [9999] is the delivery note number and is **10 digits max without any special characters or spaces**

*For e-supply suppliers: [9999] should EXACTLY match the number entered in e-supply: **NO character should be added or removed before/after***

- Each invoice should only refer to ONE SINGLE delivery note number



EXPRESS Delivery service (FEDEX, UPS...):

SAFRAN AIRCRAFT ENGINES -
c/o Groupe Bernard-Service LAD
274 Boulevard Clemenceau
59700 MARCQ-EN-BAROEUL