

**New Customer Creation/ Direct Billing Agreement**

It's mandatory to fill in this template digitally in a PDF format and email this file (2 pages) to [gate.got@apmterminals.com](mailto:gate.got@apmterminals.com) from the attested person's official email address.

<b>Date of the agreement request</b> <i>All rows are mandatory to be filled.</i>	
<b>Direct Billing Company Name:</b>	
<b>Association number</b>	
<b>Tax ID</b>	
Contact person for <b>this agreement</b> <b>Full Name:</b>	
Contact person <b>Email address:</b>	
Contact person <b>Phone number:</b>	
<b>Core Business Area:</b> (Ctrl+ click to select more options)	Other, please describe in text
<b>Direct billing coverage:</b> (Ctrl+ click to select more options)	Other, please describe in text
<b>Billing email</b>	
<b>Invoice Reminder email</b>	
<b>Postal address</b>	

## Conditions of payment:

Payment terms are 20 days from issue date of invoice.

Interest on overdue payments will be charged in accordance with the Swedish Interest Act. Please quote invoice number when making payment.

## Invoice dispute

All disputes against invoices should be made within 8 days of receipt of the invoice.

Please check the web site for the updated instructions.

All services provided by APM Terminals Gothenburg AB are a subject of APM Terminals "Terminal Tariff" and "Terms of business" stated at APMT website (click [here](#) or copy the link <https://www.apmterminals.com/en/gothenburg/services/terminaltariff>).

**Please read the documents carefully.** By ordering a service, you confirm your understanding and acceptance of the terms and conditions stipulated in the "Terminal Tariff" and "Terms of business" documents.

**ATTENTION!** Please be advised that the direct billing can only work properly when the correct shipper consignee is chosen timely and correctly in APM Terminals system N4. Your designated liners should know the process to choose the consignee in N4. Should there be an question related to this process, please reach out to Gate Team

[gate.got@apmterminals.com](mailto:gate.got@apmterminals.com) . In case of a retroactive request, an invoice re-handling fee will be applicable for each invoice.

**Written confirmation via email from the attested person's official email address is mandatory. By sending the confirmation, the direct billing customer is agreeing with APM Terminals Gothenburg on the direct billing setup according to the table above.**

Should you have any **question**, please send your email to [Gate Team](#).

To stay tuned to the latest market trend and our new services by subscribing our **newsletters** [here](#) in English or Swedish.

**The customer hereby confirms that this direct billing agreement with APM Terminals Gothenburg is approved by the authorized person:**

<b>Full Name &amp; Title</b>	
<b>Signature</b>	
<b>Date &amp; Place</b>	