NORTH STAR

Invoice: Mandatory information's

Mentions	Comments
Date of issue of the invoice	Date on which it is issued.
Invoice number	The number must appear on all pages of the invoice
Identity of the buyer	NORTH STAR NETWORK 350, RUE DE VAUGIRARD 75015 PARIS SIRET: 833 840 150 000 27 TVA: FR72 833 840 150
Identity of the seller or service provider	 Surname and first name of a sole proprietor Company name Address Zip code – Town Country VAT number Registration number
Designation of the product or service	Details
Currency	Insert the currency € - £ or \$
Legally applicable VAT rate Total amount of the corresponding VAT	The VAT rate must be written (even if it's 0%). If the supplier is within the EU the mention Exempt shall be added to the invoice. If the service provider is subject to a different VAT rate, the corresponding rate must be indicated on each line.
Include your department Info on the invoice object	If you're buying SEO services, the invoice should be: PUB – SEO: xxxxx If you're buying content services the invoice should be:
Date on which settlement is due	PUB – Content: xxxxx

All invoices sent with the above mentions missing, will not be paid.

Invoices are paid all Mondays and Thursdays.

Secondary establishment: North Star Network 869, Avenue de la République 59700 MARCQ-EN-BAROEUL Registration number : 833 840 150 000 43 Corporate office: North Star Network 350, rue de Vaugirard 75015 PARIS Registration number : 833 840 150 000 27



