

How to send electronic invoice to your customer

In order to send electronic invoice to your customer (PEPPOL, rekini.lv or other formats)

Go on Partner > Invoices > Electronic invoice format in email chose: **Peppol** or other > Save

Partner : DHL KOLN

Basic data Invoices Sales Notification settings Attachment(s) Statistics Route price Other

Bank account	Swift code	Bank name	Currency
DEBA12345600000			Multicurrency

Client payment days: 30 days
Total credit limit: 0
Bank account group: [dropdown]
Skonto discount: 0 %
Order view on invoice: 1. Detailed order info x
Default company: Default company
Default currency: EUR
Debtor notes: Debtor notes

Supplier payment days: 14 days
Overdue credit limit: 0 EUR
Max payment delay: 0 day
Skonto discount in incoming invoices: 0 %
Address view on invoice: Street, Postal code, City x

Electronic invoice format in email: Peppol x

Generate invoice automatically
 Customer self-billing
 Calculate penalty interest on invoices
 Hide in invoice Shipper and Consignee

In currency invoices hide base currency
 Show debt or overpayment on invoice
 Merge selected email attachment PDF files

Saved: 08.02.2026 17:51 demo

Delete Save Cancel

When you send an invoice to your client, electronic invoice (PEPPOL or other formats) will be included as an attachment.

Email Draft

From: stas2020401@gmail.com Bcc: Attachment(s) Merge PDF

To: info@info.de x ... elInvoiceNoLVAO204.xml

CC: thomas@dhl.com x ... POD_2024-03-28 10_42_13-.png

InvoiceNoLVAO204.pdf

Subject: Demo SIA Invoice No. LVAO204

Template

B I U [List Style Icons] **A T H** [Image, Document, Video, Link, Table, Refresh, Code]

You have received new invoice!

Bank payment details	
Beneficiary:	Demo SIA
Account number:	LV62UNLA0015020070904
Bank:	A/s SEB banka (SWIFT: UNLALV2X)
Sum (EUR):	0.00
Payment details:	Invoice No. LVAO204
Term of payment:	09.02.2025

Revision #1

Created Thu, Mar 12, 2026 8:41 AM by Janis Veldre

Updated Wed, May 6, 2026 5:37 AM by Janis Veldre