



Invoice

DHL Paket GmbH, Sträßchensweg 10, 53113 Bonn

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Musterfirma GmbH
Musterstraße 1
12345 Musterstadt

For payment or questions please quote:

Invoice number: **1032728304**
Invoice date: **30.06.2026**
Performance period: **05.2026 to 06.2026**
Customer number: **5007004000**
Sales tax ID: **DE123456789**

We would like to thank you for your parcel shipment orders and are now invoicing you for these services as follows.
The invoicing is based on the order details which you transmitted to Deutsche Post DHL electronically via EDI or via posting list and the shipment details as identified by Deutsche Post DHL.

Used shipping product: DHL PAKET
Billing number: 5007004000 01 01
Customer: Mutterfirma GmbH & Co. OHG, Mustergasse 1, 18765 Musterhausen
Poster: Tochterfirma, Filiale Süd, Am Wendehammer 4, 19875 Partnerstadt
Your reference: Shipments South Branch
Settled sheet or ICR number/s: 000, 089-093
Posting period: 30.05.2026 to 15.06.2026

Invoice amount (excluding sales tax)			XXX,XX EUR
Sales tax (C1)	19% of	XXX,XX EUR	XXX,XX EUR
Sales tax (C0)	0% of	XX,XX EUR	0,00 EUR
Invoice amount (including sales tax)			XXX,XX EUR

Please pay the invoice amount into the account below with reference to invoice number 1032728304.

Due date: Receipt of payment by <Date>

You can find more detailed information in the OVERVIEW below.

Kind regards,
DHL Paket GmbH

Please note the following points:

If you do not agree with the charge on the invoice, please send your objection to the address of your settlement office specified below within 30 days of receipt of the invoice. If no objection is made during this period, the invoice shall be deemed to be accepted. We are unable to consider any objections we receive at a later date.

The invoice may include orders from the previous settlement period that have not yet been charged. In that case they are shown separately in the OVERVIEW.

Street address:
Sträßchensweg 10
53113 Bonn

Settlement office:
Deutsche Post AG
Mitte
Abrechnungsbereich
Charles-de-Gaulle-Str. 20
53113 Bonn

Phone +49 228 28 609 811
E-Mail:
abrechnung.paket@dhl.com

www.dhl.de

DHL Paket GmbH
Registered office Bonn
Register court Bonn
HRB 19565
VAT ID no.:
DE 813312787
Tax no.:
205/5777/4144
Account details:
Postbank Köln
IBAN:
DE88370100500000235506
BIC: PBNKDEFFXXX

Management:
Dr. Leonhard Meyer
Dr. Benjamin Rasch
Dr. Christian Schawel

Deutsche Post AG
Registered office Bonn
Register court Bonn
HRB 6792

Board of Management:
Dr. Tobias Meyer, Chairman
Oscar de Bok
Pablo Ciano
Nikola Hagleitner
Melanie Kreis
Dr. Thomas Ogilvie
John Pearson
Hendrik Venter

Chair of the
Supervisory Board:
Dr. Katrin Suder

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Invoice date:
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SUMMARY

Product / Service	Quantity	Sales Tax ID	Grand Total (EUR)
DHL PAKET (GK) to 1 KG	XX	C1	XX,XX
DHL PAKET (GK) to 4 KG	XX	C1	XX,XX
DHL PAKET (GK) to 6 KG	XX	C1	XX,XX
DHL PAKET (GK) to 10 KG	XX	C1	XX,XX
DHL PAKET (GK) to 15 KG	XX	C1	XX,XX
DHL PAKET (GK) to 20 KG	XX	C1	XX,XX
DHL PAKET (GK) to 25 KG	XX	C1	XX,XX
DHL PAKET (GK) to 31,5 KG	XX	C1	XX,XX
Service cash on delivery	XX	C1	XX,XX
Service Additional insurance A	XX	C0	XX,XX
Service Desired time	XX	C1	XX,XX
Bulky goods	XX	C1	XX,XX
Quantity of shipments	XX		XXX,XX
Quantity of services	XX		XX,XX
Toll and CO2 Surcharge	XX	C1	XX,XX
Coding fee	XX	C1	XX,XX
Return fee	3	C1	XX,XX
Energy surcharge DHL Paket (GK) X,XX%	XX	C1	XX,XX
Total			XXX,XX
From that: Announced shipments	XX		XXX,XX
From that: Identified deviations	1		XX,XX
Shipments not handed in	2		0,00

Invoice amount (excluding Sales Tax):

XXX,XX

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OVERVIEW

Orders from previous periods:

Date of posting	Sheet no./ ICR no.	Product / Service	Quantity	Sales Tax ID	Price per Unit (EUR)	Grand Total (EUR)
30.05.2026	090	DHL PAKET (GK) to 10 KG	X	C1	X.XX	XX,XX
		Bulky goods	X	C1	X.XX	XX,XX
		Toll and CO2 Surcharge	X	C1	X.XX	XX,XX
		Energy surcharge DHL Paket (GK) X,XX%	X	C1	X,XX	XX,XX
		Quantity of shipments	X			
		Quantity of services	X			

Total (previous periods):

XXX,XX

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Orders from the current period:

Date of posting	Sheet no./ ICR no.	Product / Service	Quantity	Sales Tax ID	Price per Unit (EUR)	Grand Total (EUR)
01.06.2026	091	DHL PAKET (GK) to 1 KG	XX	C1	X.XX	XX,XX
		DHL PAKET (GK) to 6 KG	XX	C1	X.XX	XX,XX
		Service cash on delivery	XX	C1	X.XX	XX,XX
		Toll and CO2 Surcharge	XX	C1	X,XX	XX,XX
		Return fee	1	C1	X,XX	X,XX
		Energy surcharge DHL Paket (GK) X,XX%	XX	C1	X,XX	XX,XX
02.06.2026	092	DHL PAKET (GK) to 4 KG	XX	C1	X.XX	XX,XX
		DHL PAKET (GK) to 10 KG	XX	C1	X.XX	XX,XX
		Bulky goods	XX	C1	X.XX	XX,XX
		Toll and CO2 Surcharge	XX	C1	X,XX	XX,XX
		Energy surcharge DHL Paket (GK) X,XX%	XX	C1	X,XX	XX,XX
03.06.2026	093	DHL PAKET (GK) to 15 KG	XX	C1	X.XX	XX,XX
		DHL PAKET (GK) to 20 KG	XX	C1	X.XX	XX,XX
		Toll and CO2 Surcharge	XX	C1	X,XX	XX,XX
		Service Additional insurance A	XX	C0	X,XX	XX,XX
		Return fee	1	C1	X,XX	X,XX
		Energy surcharge DHL Paket (GK) X,XX%	XX	C1	X,XX	XX,XX
15.06.2026	000	DHL PAKET (GK) to 31,5 KG	XX	C1	X.XX	XX,XX
		Bulky goods	XX	C1	X.XX	XX,XX
		Toll and CO2 Surcharge	XX	C1	X,XX	XX,XX
		Energy surcharge DHL Paket (GK) X,XX%	XX	C1	X,XX	XX,XX

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Invoice number: 1032728304
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Customer number: 5007004000

	Quantity of shipments	XX			
	Quantity of services	XX			

Total (current period): XXX.XX

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Identified deviations from shipment details

We verified your shipments in our parcel center and found deviations between the announced details from EDI data and our own production data (e.g., quantity, weight, selected service), see below.

Date of posting	Shipment number	Identified fact	Announced data	Identified data
15.06.2026	00340434128621409030	Shipment 00340434128621409030 not being denoted Billing number: 50070040000101		X.XX
		Bulky good not being denoted Billing number: 50070040000101		X.XX

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Returns

The following shipments could not have been successfully delivered. Therefore we have returend them to the original sender.

Shipment number	Date of return	Reason for retun
00340434265255822474	06/01/2026	Unknown recipient
00340434265255822475	06/03/2026	Item refused
00340434265255822476	06/16/2026	Exceeded storage period (Retail outlet/Paketshop)
Quantity of shipments	3	

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Shipments not handed in

The following shipments, announced by EDI data, were cancelled in your backlog and will not be charged, as the corresponding shipments were not handed in to our parcel center.

Date of posting	Sheet no./ ICR no.	Shipment details	Recipient
16.06.2026	094	Shipment 00340434128621409031 DHL PAKET (GK) to 1 kg Weight in kg: 0.95 Shipments to Musterstadt Billing number: 50070040000101	Max Mustermann Stornogasse 2 56043 Musterstadt Deutschland
17.06.2026	095	Shipment 00340434128621409032 DHL PAKET (GK) to 2 kg Weight in kg: 1.66 Shipments to Musterhausen Billing number: 50070040000101	Ute Musterfrau Vergissmeinnichtweg 16 52156 Musterhausen Deutschland

Do you have any questions regarding your invoice?

You can find answers to questions all about settlement at DHL Paket as well as detailed sample invoices at www.dhl.de/abrechnung

Change requests regarding your invoicing or your master data you can adress directly to your Sales Manager at DHL.

The settlement office supporting you will be happy to answer any further queries you may have - simply call or write to the contact address specified on page 1.

Explanations

Sheet no./ICR no.:

If you transmit your orders to Deutsche Post DHL electronically via EDI, the number(s) listed above is/are not the "sheet number" of the relevant order but the "ICR number".

Toll and CO2 surcharge:

Surcharge separat from the base price due to state levies with direct relation to our transport service, in particular the use of federal highways with heavy commercial vehicles in Germany such as additional costs resulting from state CO2 pricing.

Energy surcharge:

Percentage surcharge additional to the parcel price according to current energy price development. For all information concerning amount, calculation and effect of the surcharge, please visit dhl.de/energysurcharge

Sales Tax ID:

C1 = Full tax rate (19%)

C0 = Tax-free

EXPLANATIONS

- ① Summary of all products and services relevant to settlement.
- ② Orders from previous billing period: with deferred posting, the time of billing may fall in the next billing period.
- ③ Overview of all orders from the current period.
- ④ All products and services: for aggregated invoicing, all shipments per delivery day that fall into the same weight category are grouped together.
- ⑤ If shipments have not been announced in the EDI messages, but have been identified in our parcel sorting centers, and if no EDI message is transmitted regarding these shipments within 10 days, production-assisted billing of these shipments will be carried out with the **sheet number "000"**. In the case of a contractually agreed scaled price, we will charge the price of the maximum weight scale for such shipments, in this case "31.5 kg".
- ⑥ If shipments could not be successfully delivered to the recipient, we will show them in the "Returns" block, stating the reason for the return.
- ⑦ Overview of shipments announced but not handed in. If more than 10 days have elapsed since the posting date specified in the EDI message for a shipment without the shipment being handed in, the shipment will be cancelled in our backlog and will not be invoiced. **Therefore, you do not have to provide us with separate notification of cancellation.**