Hi there,

My company purchased a course for our employee paying for the enrolment through the Teachable Gateway, and Teachable made an automatic invoice. I would like to point out that Teachable is the seller in this transaction and not the school, which actually suggested me to get in touch with you.

Teachable automatically issued a so called "*Simplified Invoice*", but we specifically need a "***FULL Invoice***". Please check the EU Official website for more info about it: https://ec.europa.eu/taxation\_customs/business/vat/eu-vat-rules-topic/vat-invoicing-rules\_en

We kindly ask you to issue a new invoice fulfilling **all** **the EU Requirements** **for a full invoice**. You can directly send that to me. Please do not try to say that I cannot ask to modify an invoice on the behalf of my company, which in this case I am representing.

Here the details of the automatic invoice that we got:

Invoice ID: 000000

Nome XXXX

XXXemail@XXXsite.com

VAT#: IT 000000000

You have to modify the invoice and add the following data:

Company name: XXX SRL

Address: XXX X

Post Code: XXXXX

City: XXXX

Province: XX

You can verify these data with the VIES (Official EU tool):

http://ec.europa.eu/taxation\_customs/vies/

just inserting the VAT Number that I have provided you with. As you can see, the data that I am providing are real and verified.

Best Regards