上海贝尔股份有限公司

关于“三证合一”变更公司税号的告知书

Alcatel-Lucent Shanghai Bell Co., LTD

Notification on change of Tax ID

根据国家税务总局《关于实施“三证合一、一照一码”登记制度的公告》要求，上海贝尔股份有限公司（以下简称“ASB”）预计于2016年11月28日起进行 “三证合一”税号变更工作，新税号为**91310000607211699N**。

According to the SAT Announcement of the Registration System Reform“Three Permits into One ”, Alcatel-Lucent Shanghai Bell Co., LTD (hereinafter referred to as “ASB ") is expected to start handling the change of the Tax ID on November 28, 2016. The new Tax ID is 91310000607211699N.

为便于新税号在ASB生产经营中顺利对接，现将有关事项告知如下：

In order to ensure a smooth transition, we hereby inform you as bellows,

1. ASB新的开票信息将变更为：

|  |  |
| --- | --- |
| 公司名称 | 上海贝尔股份有限公司 |
| 纳税人识别号 | **91310000607211699N**  |
| 地址 | 上海市宁桥路388号 |
| 联系电话 | 021-58541240 |
| 开户行 | 建行上海市分行营业部 |
| 银行账号 | 31001550400056004630 |

New invoicing information for ASB will be changed to,

|  |  |
| --- | --- |
| Company name | Alcatel-Lucent Shanghai Bell Co., LTD |
| Tax ID | **91310000607211699N**  |
| Address | No.388, Ningqiao Road, Shanghai |
| Phone | 021-58541240 |
| Bank name | Shanghai Branch, CCB |
| Bank account | 31001550400056004630 |

新的合同、协议、订单（相关发票将于11月29日以后开具）的签订，请使用上述更新的开票信息。员工于11月29日以后取得用于报销的发票也应以新的税号开具。

New contracts, agreements and POs (with corresponding invoices to be issued after November 29, 2016) shall apply the above new invoicing information. Employees shall also obtain invoices applying the above new invoicing information after November 29, 2016, for the purpose of expense reimbursement.

1. 税号变更不影响所有已签订合同、协议及订单的有效性，原合同、协议及订单继续有效。如有用户提出需要针对开票信息变更合同，ASB可酌情考虑予以配合。

Change of the Tax ID does not affect the validity of all signed contracts，agreements or POs; the existing contracts, agreements or POs will continue to be valid. If customers require change of contracts for updating the invoicing information, ASB can also consider doing so.

1. ASB老税号采购发票截止日期：对于开票日期在2016年11月28日之前（含当日）可使用老税号开具发票，但应尽快交至财务部；开票日期在11月29日之后（含当日）的发票须使用新税号开具。由于未及时将11月28日之前开具的发票及时交至财务部而对ASB申报抵扣产生影响的情况，ASB将保留退票的权利。

Cut-off for old Tax ID invoices issued to ASB: For invoices issued before November 28, 2016, old tax ID can be used, but should be submitted to the finance department as soon as possible. For invoices issued after November 29, 2016, ASB will only accept invoices issued with New Tax ID. ASB will reserve the right to reject certain invoices, if such invoices issued before November 28, 2016 are not timely submitted to ASB finance department triggering deduction declaration issues.

1. 销售发票的开具:由于系统切换、数据备份等原因，ASB将在2016年11月28日到11月30日期间停开发票，请提前与用户沟通好。

Issuance of sales invoices: Due to the system update, data backup and other reasons, ASB will suspend issuing invoices from November 28, 2016 to November 30, 2016. Please communicate with our customers in advance.

1. 原税务登记证失效。ASB办理工商营业执照、组织机构代码证、税务登记证三证合一的同时，已将原版本的三份证件上缴。如在招投标、合同签订等业务中需要相关证件，请提供新版本的营业执照（可在公司内网员工资源下载）。

The original tax registration certificate is no longer valid. The original version of business license, organization code certificate, tax registration certificate had already been returned to the authority, when ASB applied for “Three Permits into One”. New version of the Business License (available in the Company's internal network-staff resources) shall be provided if it is required in bidding, contract sign-off, and other business.

特此告知

Regards,

上海贝尔股份有限公司

二〇一六年十一月十六日

Alcatel-Lucent Shanghai Bell Co., LTD

November 18, 2016