Switch to electronic invoice dispatch

Dear Ladies and Gentlemen,

the PTB will switch to electronic invoice dispatch as of 01.10.2023.

In future, invoices and cost notifications will be sent by e-mail as pdf or xml files. Please let us know the desired format and the destination address. For this purpose, please send an e-mail

as a customer of PTB Braunschweig to Rechnungsversand.Braunschweig@ptb.de,
as a customer of PTB Berlin to Rechnungsversand.Berlin@ptb.de.

We are aware that some of you have already sent us this information in the past. However, we want to make sure that we do not start with outdated data.

We would like to point out that it will initially not be possible to automatically upload invoices to platforms of companies or payment service providers.

As long as we do not have any other information from you, the dispatch will continue to take place in paper form.

If you have any questions regarding the sending of invoices or the processing of payments, please do not hesitate to contact us at the above-mentioned e-mail addresses. Our colleagues in the specialist departments will of course continue to be responsible for technical and scientific questions.

Yours sincerely,
Your Invoice Dispatch Team