

Supplier Guide

How to Send an Invoice to Aix-Marseille University (AMU) ?

[Access to CHORUS PRO](#)

https://portail.chorus-pro.gouv.fr/aife_csm/en?r=0

➔ If necessary, select the language (bottom left)

Version V5.2.3
Language  English ▾

Chorus Pro, a platform for submitting invoices to amU

1. Aix-Marseille University SIRET: 13001533200013
2. Department Code *
3. Purchase Order Number (or Commitment Number) *

** Department code and purchase order number: listed on the purchase order, which must be provided by the amU purchasing department*

3 pieces of information you need to know and enter to approve invoice submissions

The Aix-Marseille University purchasing department that enters into a contract with you and/or places an order must provide you with the purchase order before delivery.

If you do not have a purchase order, contact this department directly before issuing your invoice.

The amU purchase order is required

An invoice without an associated purchase order is automatically rejected

More informations :

<https://www.univ-amu.fr/fr/pole-facturier>

Help

<https://communaute.chorus-pro.gouv.fr/electronic-invoice-issuer/?lang=en>

Tutorials

<https://communaute.chorus-pro.gouv.fr/documentation/tutoriels/#1570197216767-303a971c-547b>

To assist you