



CHRYSAOR

Chrysaor Production (U.K.) Limited  
Rubislaw House  
Anderson Drive  
Aberdeen  
AB15 6FZ

8 May 2020

Dear Sir/Madam

As a follow up to the [letter of 1 October 2019, regarding the Chrysaor acquisition of ConocoPhillips UK](#), please be advised of further changes related to invoicing.

These changes relate to the following companies, where the BillTo address is changing from the previous address in Stavanger, Norway.

No.	New Name	Company No.	VAT No.
1.	Chrysaor Production (U.K.) Limited	00524868	GB 240 0452 18
2.	Chrysaor Petroleum Company U.K. Limited	00792712	
3.	Chrysaor (U.K.) Britannia Limited	02954364	
4.	Chrysaor Resources (Irish Sea) Limited	03440053	

**Invoicing (BillTo) Address Change**

Please update the BillTo Address to the following effective immediately:

**<Chrysaor Company Name as per table above>**

*Attn: Accounts Payable*

*Rubislaw House*

*Anderson Drive*

*Aberdeen*

*AB15 6FZ*

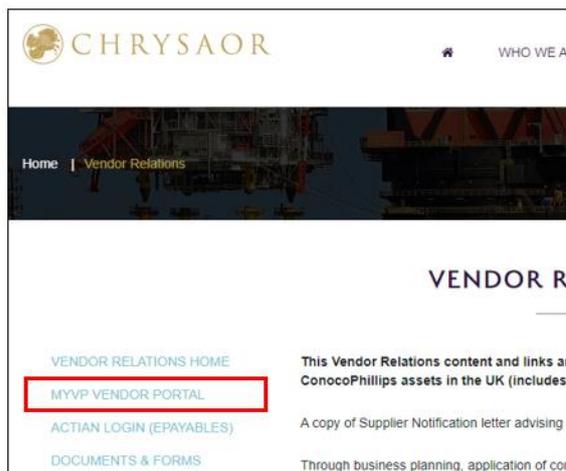
*United Kingdom*

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NB Invoices for Chrysaor E&P Services Limited (Reg.10873483), Chrysaor Limited (Reg.06418649) and Chrysaor North Sea Limited (Reg.00958880), all based at The Capitol Building in Aberdeen, remain unaffected by this change.

### MyVP - Invoice Status Check

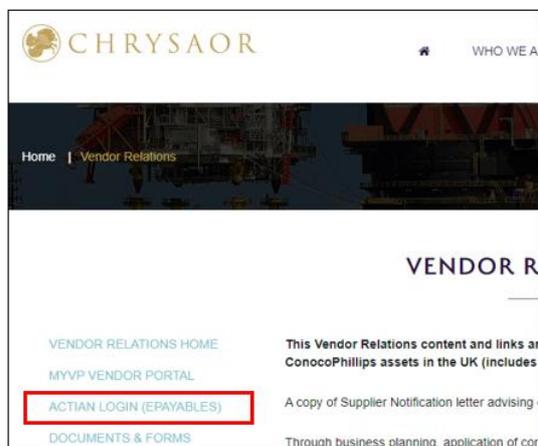
The status of an invoice or payment can still be obtained from **MyVP** (My Vendor Portal), accessed via the Vendor Relations website on [www.chrysaor.com/vendor-relations](http://www.chrysaor.com/vendor-relations) using your existing Vendor Number, shown on any Purchase Orders.



The URL this links into will transition within May 2020, therefore please ensure any bookmarks are updated to the above website.

### Electronic Payment Requests using ePayables - ActianWeb

For suppliers submitting payment requests electronically using ActianWeb, the process will remain unchanged, with Actian (ePayables) accessed via the Vendor Relations website on [www.chrysaor.com/vendor-relations](http://www.chrysaor.com/vendor-relations).



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The URL this links into will transition within May 2020, therefore please ensure any bookmarks are updated to the above website.

If your company/organisation does not use ActianWeb to submit payment requests into Chrysaor ePayables and uses one of the other billing processes; namely iPay, Evaluated Receipt Settlement (ERS) or ePayables DirectConnect; these methods of invoicing will remain, with only the postal address changing.

We request that you update your records accordingly and share this information within your organisation, as appropriate.

If there are any queries related to this change, please contact our Accounts Payable team with your request.

[AberdeenAccountsPayable@chrysaor.com](mailto:AberdeenAccountsPayable@chrysaor.com)

Tel: +44 (0)1224 205007

A copy of this letter is available as a link on [www.chrysaor.com/vendor-relations](http://www.chrysaor.com/vendor-relations).

Thank you for your co-operation.

Yours faithfully

**Chrysaor Production (U.K.) Limited**