

# OpenInvoice supplier request form

By completing and submitting this form, you are requesting an OpenInvoice account for the purpose of creating and submitting your invoices to a Cenovus entity electronically for any future work performed. Setup to create this account will begin within 2 business days of receipt of this form, and can take up to 10 business days to complete. Mandatory fields are marked with an asterisk (\*) and are required in order to prevent unnecessary delays in processing.

Submitted by

## Supplier information

\*GST number

\*Corporate legal name

Trade name/dba

\*Address

\*City

\*Province/State

\*Postal code/zip code

## Supplier contact

\*Name

\*Main phone

\*Email address

Cell phone

.....  
 Check here if your company is already submitting in OpenInvoice with other operating companies.

Additional Comments

Please select File > Save As to save the completed form to your preferred location.

To assist our team with processing your request as quickly as possible, we ask that you include the following attachments:

1. Sample Invoice with your Companies Legal Name, Cenovus's legal name and GST number.
2. Government-issued GST/PST/HST Document.

Questions: Contact [elInvoicingOnboarding@cenovus.com](mailto:elInvoicingOnboarding@cenovus.com) or 403.766.7500

Please email this form to [elInvoicingOnboarding@cenovus.com](mailto:elInvoicingOnboarding@cenovus.com)  
OR use the Email Form button below