

**COMPANY NAME: SAPIENT LTD**

**COMPANY NOS: 03144067**

**Reporting Period:** 1 July 2018 – 31 December 2018

**Filing Date:** on or before 31 January 2018

**Approved by:** Nigel Vaz

**Payment statistics**

Average time taken to pay invoices: **35 days**

Invoices paid:

- within 30 days: **79%**
- in 31 to 60 days: **15%**
- in 61 days or more: **6%**

Invoices due but not paid within agreed terms: **22%**

**Payment terms**

**Shortest standard payment period**

Immediate

**Longest standard payment period**

30 days

**Standard payment terms**

The supplier shall invoice the Company at the invoicing address set out on the purchase order and the Company's terms of payment shall be 30 days following receipt of a valid invoice quoting the correct purchase order and job numbers for Goods and/or Materials delivered and/or Services performed to the Company's reasonable satisfaction. The Company may set off against any sums due to the supplier whether under contract or otherwise any lawful set-off, counterclaim to which the Company may at any time be entitled.

**Were there any changes to the standard payment terms in the reporting period?**

No

**Maximum contractual payment period agreed**

30 days

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**Any other information about payment terms**

Please note references to 30 days in respect of standard and maximum contractual payment period is based on 30 days from invoice date.

**Dispute resolution process**

Any disputes in respect of supplier payments are resolved by contacting the Accounts Payable Team via [ukapinquiry@sapient.com](mailto:ukapinquiry@sapient.com). The Accounts Payable department will then assist further with query and if applicable this may be escalated to the legal team.

**Other payment information**

**Has this business signed up to a code of conduct or standards on payment practices? If so, which?**

For example, signatories to The Prompt Payment Code must commit to paying 95% of their invoices within 60 days.

No

**Does this business offer e-invoicing in relation to qualifying contracts?** This is where suppliers can electronically submit and track invoices. It's not just allowing suppliers to email them an invoice.

No

**Does this business offer supply chain finance?** This is where a supplier who has submitted an invoice can be paid by a third-party finance provider earlier than the agreed payment date. The business would then pay the finance provider the invoiced sum.

No

**Under its payment practices and policies, can this business deduct sums from payments under qualifying contracts as a charge for remaining on a supplier list?**

No

**During the reporting period, did the business deduct sums from payments as a charge for remaining on a supplier list?**

No