



External to GfK & NIQ suppliers

As of August 1, NIQ switches to a monthly payment run for vendor invoices

Dear NIQ Vendor,

As part of the final stages of our financial transformation following the GfK & NielsenIQ (collectively NIQ) merger, we are now moving to a monthly payment run which will happen on pre-defined dates throughout the whole calendar year.

Currently we have different set-ups for different countries which bring complexities, delays and our suppliers cannot easily predict when their invoices will be paid.

What are the benefits of making this change?

By knowing our pre-defined payment calendar, you can time the issuing of your invoices accordingly. By submitting your invoices on time you will have clarity in which payment run you will get paid. This eliminates the need for manual follow-ups on payment status.

What will this mean for you and what does the 2025 payment calendar look like?

Below you can find some more details on how the new payment schedule will look like.

- **Cut-Off Date:** Invoices that are fully processed, approved and due on or before the 4th working day of each month will be included in that month's payment cycle.
- **Payment Date:** All supplier invoices falling within the Cut-Off Date window will be processed and payments released by the 9th working day of each month.
- **Adjustment for Non-Working Days:** If the Cut-Off date or the payment date falls on a weekend or public holiday, the date will automatically shift to the next working day.
- **Payment Schedule till end of 2025:**

Month	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
Cut-off Date	Wed, 6 Aug'25	Thur, 4 Sept'25	Mon, 6 Oct'25	Thur, 6 Nov'25	Thur, 4 Dec'25
Payment Date	Wed, 13 Aug'25	Thur, 11 Sept'25	Mon, 13 Oct'25	Thur, 13 Nov'25	Thur, 11 Dec'25
Public Holidays	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable

How to ensure you are paid as part of the relevant payment run?

It is mandatory that you submit your invoices on time via the approved invoice submission channels. (Your Ariba network account or Relish). Any invoices submitted via different channels (e.g. directly to your NIQ business contact) will not be considered valid and will not be processed.

Questions?

Our Inquiry Support Team is here to assist with any questions or concerns you may have during the transition to the revised payment schedule.

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Thank you for your valued support and cooperation.

GfK & NIQ Accounts Payable and Procurement teams