



*This message is intended for supplier partners doing business with Kenvue in Philippines.*

Dear Valued Suppliers,

This is to notify you that the below listed Philippines Kenvue Legal Entity, on 29 January 2026, updated its principal address with the Bureau of Internal Revenue (“BIR”).

**Legal Entity in scope**

- JNTL Consumer Health (Philippines) Inc.

<b>Former Principal Office address</b>	<b>New Principal Office address (effective January 29, 2026 )</b>
KM 14 Edison Road, Merville, Paranaque City, Fourth District (NCR) 1709, Metro Manila, Philippines	15F Park Triangle Corporate Center, 32nd St cor 11th Ave, Bonifacio Global City, Fort Bonifacio 1635, Taguig NCR, Fourth District Philippines

**What you need to know:**

While our registered principal address has been updated with the BIR, there is no change to the location where hard copy invoices should be sent. It remains the same Iron Mountain location.

**Kenvue Invoice Mailroom**

Cavite: Area C Southwoods Industrial Park Barangay Mabuhay, Governors Drive, 4116 Carmona, Cavite

Some additional information related to the hard copy invoice submission process:

- In-person transmittal is not necessary for supplier to send paper copies to Iron Mountain.
- Iron Mountain will accept invoices sent via third party service providers. Suppliers can coordinate with any of the following contacts:
  - o [@Rey Raborar](#)
  - o [@Shaina Tejeroso](#)
  - o [@Monica Oytas](#)

Landline No. (02) 84237079 Loc 1104

- Upon arrival, advise the guard on duty that you will be dropping off invoices to be received under Kenvue Invoice Mailroom. The sender will be required to log their entry in the logbook before leaving.
- Operating hours are Monday to Friday, 8 a.m. to 4 p.m. excluding PH holidays.

**What you need to do:**

Update your records with the new principal office address (wherever this address is the billing address) for billing purposes, invoices, quotations and correspondence. Send all communications, courier deliveries, and documents meant for principal office of JNTL Consumer Health (Philippines) Inc. to the new principal office address effective January 29, 2026.

**Key Dates:**

- Last day to submit invoices with **old address is March 31, 2026.**
- Note - Kenvue reserves the right to reject any invoices received or request necessary changes thereto if the 'Bill To' address is incorrect.

We reiterate that this is a principal office address change only. There are no other changes. We appreciate you and the critical role you play in our success. We look forward to building on our strong relationship with you for many years to come.

For any queries or assistance, please reach out to your regular Kenvue contact.

Thank you,  
Kenvue