

# How to contact us



## Via E-Mail

Please make sure to use the correct e-mail address for your query, so that it can be assigned to the right team and you get your answer fast.

- Contact **<info@smartde.coop>** in case of general questions (e-mail for partners, non-members and interested public)
- Contact **<members@smartde.coop>** as a member of the Smart cooperative
- Contact **<bildungswerk@smartde.coop>** as a member of Smart Bildungswerk
- Contact **<clients@smartde.coop>** in case of specific questions related to the invoices (e-mail address for clients)

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## Via phone

You can reach us on: +49 (0)30 5445 36190

Monday-Friday from 9:30am - 12:30 pm and from 1:30pm - 3pm

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## Come to the Q&A Session (for members only)

Do you have general questions about Smart processes? For example, how does expense reimbursement work or you want to understand better how the Smart Portal works?

Then book a 15' appointment at the [Q&A Session via Teams](#).

We are available for a video call very **Thursday from 10am-10:45am**.

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