

**Suora Broadcast Oy**  
Business ID 2484230-9

### 1. Electronic invoice

Electronic invoicing address: 003724842309  
Operator: CREDIFLOW

if the electronic invoicing software you are currently using does not allow sending invoices directly to Crediflow intermediary ID follow the instructions below.

### 2. Receiving invoices to the scan service by email

We request that you only send invoices to this email address. Invoices are sent to the service as email attachments in PDF format and the invoice's attachments must be in the same file together with the invoice.

Email invoice address: [Suorafi@setly.com](mailto:Suorafi@setly.com)

- You may send multiple invoices in one single email if each invoice is attached separately.
- All files must have a different name.
- The maximum size of one email including attachments is 5 MB.
- PDF files must be true PDF documents (PDF version 1.3 or newer).
- PDF files must not be locked, or password protected.
- The maximum size is A4, 210 x 297 mm.
- The allowed characters in an attachment's name are regular characters, a-z, A-Z, 0-9. Please do not use special characters in the attachments' names.

### 3. Receiving invoices to the scan service by mail

Address information must be complete in both the invoice and the envelope so that the invoice can be relayed to its recipient in a fast and reliable manner.

Suora Broadcast Oy  
Konepajankuja 7 D  
00510 Helsinki

Please only send invoice material to the address above. Please make sure that all text is black on a white background: it gives the clearest result in recognizing the invoice's information.