# Invoicing Details Oy Botta Ab

Dear Partner,
We primarily request that all invoices be submitted as e-invoices.

## Our electronic invoicing details are as follows:

| Company Information | | |
|---|---|---|
| Name | Y-tunnus (Business ID) | Finvoice Address |
| Oy Botta Ab | 0107100-3 | 003701071003 |

| Operator Details | |
|---|---|
| E-invoice operator | E-invoice operator ID |
| Maventa | 003721291126 |
| Operator ID when sending from a bank network: DABAFIHH | |

## Kind regards,

Oy Botta Ab

Manala Restaurant & Bar, St. Urho's Pub, Botta Events & Dagmar Bistro & Wine Bar

## Alternative Invoicing Methods:

If you are unable to provide e-invoices, please follow the instructions below.

## 1. Invoices via Email (Scanning Service)

You may send invoices in PDF format via email according to these guidelines:

- Email Address: 01071003@scan.netvisor.fi
- Invoices must be sent as email attachments.
- Multiple invoices can be sent in one email, provided each invoice is a separate attachment.
- Each file must have a unique name.
- Any attachments to an invoice must be included in the same PDF file as the invoice itself.
- The maximum size for a single email is 5 MB.
- Files must be native PDF documents (version 1.3 or newer). They must not be locked or password-protected.
- The maximum document size is 210 x 297 mm.
- Allowed characters for file names are standard alphanumeric characters (a-z, A-Z, 0-9). Please do not use special characters in filenames.

---

## 2. Invoices via Post (Scanning Service)

If you cannot send invoices electronically or via email, please send paper invoices to the following address:

Oy Botta Ab
AIFI73301
P.O. Box 110
FI-01301 VANTAA

- To ensure fast and reliable processing, the address details must be complete on both the invoice and the envelope.
- Please use black ink on a white background; this ensures the best accuracy for automated data recognition.
- Please do not use staples on invoices sent to the scanning service.
- The scanning address is for invoice material only. These documents are read automatically into our accounts payable system. Please send newsletters, marketing materials, and other correspondence to our visiting address.

---

## Further Information:

Oy Botta Ab

Carola Randell
carola.randell@botta.fi
+358 9 5807 7516