TECHNICAL REQUIREMENTS

• Invoice file has to be sent in PDF form

• Invoice and POD have to be merged into one file (NOT in separated files)

• Invoice file has to be named in the following standard way: freightmode#invoicenumber

• Freightmode: is necessary in the beginning of the PDF name

• If invoice number contains special characters, such as \ / : \* ? „ < > | then the character to be replaced with \_ character in the file name.

INVOICE SENDING

• All files to be sent to the agreed email address

• Source email addresses need to be defined from where the invoices will be sent

• One pdf file can contain only one invoice

• One email can contain more different pdf files

• If the invoice image file cannot be sent via email due to its higher size, the invoicing period needs to be adjusted. (maximum size is 20MB)

Invoice data file to be sent latest together with the electronic invoice image.