

INSTRUCTIONS FOR E-INVOICING VIA PEPPOL PROTOCOL FOR FOREIGN SUPPLIERS

Dear Partners / Suppliers,

We would like to inform you that in application of the European Standard EN 16931 on electronic invoicing, as supplemented by the joint ministerial decision N.60970/18-06-2020 Official Gazette 2425/2020 regarding the Greek rules, MODY ELKE University of Patras will **EXCLUSIVELY** accept documents (Invoices) which have been issued according to the PEPPOL BIS Billing 3.0 specifications. Peppol BIS Billing 3.0..

The application of the above directive applies to documents (Proforma Invoices & Invoices) or contracts over 2.500,00 euros whose date of issue or signature is after 01.06.2024.

So, documents (Proforma Invoices & Invoices) which have not been issued based on the PEPPOL BIS Billing 3.0 standards, Peppol BIS Billing 3.0 will not be accepted and will not be paid out.

In the following links you will find useful information about the billing protocol as well as Peppol Certified Service Providers per country.

[The Future Is Open - OpenPeppol](#)

[Peppol Certified Service Providers - OpenPeppol](#)

[Peppol Authorities - OpenPeppol](#)

[For Peppol Authorities - OpenPeppol](#)

In order to help you the relevant Greek Independent Authority has created an .xml file which contains the appropriate code with all the mandatory fields we need to receive the Invoices via Peppol. Your Certified Service Provider must adapt the .xml code to your system so you could be able to fill in all the mandatory fields.

Required Fields

- ✓ Peppol ID : 9933:997001671
- ✓ Buyers VAT number : EL998219694
- ✓ Buyer Party Id = 1020.E00681.0001
- ✓ Project reference: 3 | Should be provided
- ✓ Contract document reference: Should be provided if it is existed or "0".

The information about the mandatory fields such as **ADA** and **contract's ADAM** (if it is existed) should be provided to you from the contact people who made the order in the first place.

