

Surma Ltd  
PO Box 970  
Kaisaniemenkatu 1  
00101 Helsinki  
FINLAND

Dear Associate

Surma Ltd became a subsidiary of DA-Design Oy by purchase of 100% of stocks and is thus a part of DA-Group. Due to new owner our billing addresses have changed.

Please, use out new billing addresses:

**Surma Ltd, FI20968932**

**1. E-invoices**

Invoice address: 003720968932  
Operator: Maventa  
Broker ID: 003721291126

**2. E-mail**

Send invoices as attached pdf-files to:

[20968932@scan.netvisor.fi](mailto:20968932@scan.netvisor.fi)

Invoices should have the following information:

Surma Ltd  
FI20968932  
P.O.Box 100  
80020 Kollektor Scan

**3. Paper invoices to scanning service**

Both the Invoices and envelopes should have the following information:

Surma Ltd  
FI20968932  
P.O.Box 100  
80020 Kollektor Scan

Our primary wish is to get all invoices as e-invoices or even as pdf-files. If this is not possible for your company, please send paper invoices to our scanning service. Unfortunately, we cannot receive invoices to our mailing or visiting addresses.

Please note, that only invoices and their annexes can be sent to scanning service. Scanning service cannot receive and forward any other material like receipts, tickets, credit cards, business gifts etc. To avoid any unnecessary delays when sending invoices to scanning service, please make sure that the address is correct in the invoice as well as in the envelope in case of paper invoice.

Best regards,

**DA-Group**

*DA-Group offers its customers comprehensive solutions for high technology:  
DA-Design Oy, Oy Nelcomp Ltd., Eleforss Oy, HeViMet Oy, Surma Ltd ja Hämeen Paino Oy*