



June, 2021

Shared Service Center of SAFRAN in North America

Dear **SAFRAN supplier**

As part of the effort to improve our purchase to pay processes, we need your help in order to avoid delays in your payments and to improve your experience doing business with SAFRAN. Please follow the indications below.

Where to send your invoices

Please kindly send copies of the invoices to ssna.scanningcenter@safrangroup.com

- 1 E-Mail attachment = 1 invoice (Each attachment should only contain one invoice)
- Supported Attachment Types for email are PDF Only
- Exclusively Invoices are received at this email, please do not send PO or other supporting documents.
- Ensure the right and full name of the Safran entity in customer field
- 20 MB size max – Please Review document size, before sending. An email may contain multiple accepted attachments (PDF).

Please address any inquiry you may have about: payment details, invoice status, statements of account to the following e-mail. We will make sure to answer, or address your e-mail:

support@sscna.safrangroup.com

Schedule sending your invoices timely to the e-mail address provided, in order to avoid having overdue invoices or credit memos not applied.

Thanks for adjusting your processes accordingly.

The Shared Service Center of SAFRAN in North America would like to thank you for your understanding and remains at your disposal for any further information

Shared Service Center of SAFRAN in North America

support@sscna.safrangroup.com | Phone number: +52 (442) 153 39 00 Ext: 4716, 4768 and 4775
From Monday to Friday | Central Time: 7:30 am to 5:30 pm