



# HOW TO INVOICE

## Billing address

SUPERCONTINENT VE GmbH  
Kastanienallee 32  
10435 Berlin  
Germany

Amtsgericht Charlottenburg HRB 219681 B  
VAT No. DE333732188  
Geschäftsführer: Sebastian Raphael & Mario Bertsch  
[spc.co](http://spc.co)

Invoices can be sent via email to [accounting@spc.co](mailto:accounting@spc.co)

## Invoice issuer for companies

Company Name Street  
Zip code and City Country  
For EU-Company: VAT No.  
For Non-EU: Tax-No.

Invoice date  
Invoice number  
SPC project number  
SPC project name

Date of service  
Location of service  
Buyout invoices: buyout period (on air date and timeframe) & broadcasting location must be on the invoice!

Service description

Net amount \*  
VAT 0%  
Total amount

**\*(for EU Companies) This sentence must be on the invoice:  
"According to the reverse-charge regulation tax liability  
transfers to the recipient of services."**

Bank details

## Invoice issuer for non-companies

First name and Surname Street  
Zip Code and City Country  
ID-Number / NI-Number

Invoice date  
Invoice number  
SPC project number  
SPC project name

Date of service  
Location of service  
Buyout invoices: buyout period (on air date and timeframe) & broadcasting location must be on the invoice!

Service description

Net amount \*  
VAT 0%  
Total amount

**\*(for EU Companies) This sentence must be on the invoice:  
"According to the reverse-charge regulation tax liability  
transfers to the recipient of services."**

Bank details

## Please Note:

\_From companies from non-EU-countries we need the certificate of residence.  
\_From EU-countries we need the VAT number or in case of being not registered for Vat we also need the certificate of residence

**Please be informed that we can only accept invoices if all of the above requirements are met.**