

## **Instructions for applying for a Software Suitability License for an Invoicing Service Provider or Self-provider (YPAHES)**

In order to facilitate the submission of applications for a Software Suitability License for an Invoicing Service Provider or Self-provider (YPAHES), the following instructions are provided to assist the candidate Providers/Self-Providers

1. Applications should be sent via email to [ypahes@aade.gr](mailto:ypahes@aade.gr) with the subject:

“Application for Certification of Software for an Invoicing Service Provider or Self-Provider (YPAHES)”.

Suggested text of the request:

“In response to the invitation from the Committee for the Assessment of the Suitability of the Software of an Electronic Invoice Service Provider or Self-Provider, we hereby submit a request for the certification of our Provider / Self-Provider software. Attached to this email is the completed and digitally signed Application Form. We await your instructions regarding the submission of the required documentation for the YPAHES Suitability License File – A.1112/2025.”

Furthermore, it should be noted that the email should also include the relevant URL of the candidate Provider or Self-Provider.

2. The Committee for the Assessment of the Suitability of the Software of an Electronic Invoice Service Provider or Self-Provider, hereinafter referred to as the "Committee" sends, via email, instructions to the email address of the candidate Provider / Self-Provider regarding the upload and storage of the required documentation on the SFTP server of the General Secretariat of Information Systems (GSIS).

3. Submission by the candidate Provider or Self-Provider of the required supporting documents of Annex A and paragraph 2 of Article 4 of Decision A.1112/2025 of the Governor of the Independent Authority for Public Revenue (AADE), in accordance with the Sample Suitability File of the Electronic Invoicing Service Providers (YPAHES).

4. The Committee notifies the candidate Providers or Self-Providers via email as to whether the data submitted in the Suitability File is complete and correct, or whether the procedure must be repeated due to incorrect or incomplete submission.

5. Consultation by the Committee regarding the technical and operational review of the submitted Documentation Files, as well as formal communication with the candidate Providers / Self-Providers for the provision of mutual clarifications, updates, and further documentation.

6. The Committee renders a decision on whether to grant the Software Suitability License for each request taking into concise consideration a) the submitted Documentation File b) the results of data transmission via the myDATA interface (IAPR REST API) c) The results of the demonstration of the software under licensing and d) the responses provided to the requirements of the Compliance Tables,

7. Notification of the candidate Providers or Self-Providers, in cases of non-granting of the Software Suitability License, requiring them to resubmit the Documentation File and repeat the procedure.

8. Granting of a Provider / Self - Provider Suitability License number (YPAHES) in the event of approval of the electronic data issuance software.

9. Post on the AADE website in the path: myDATA → myDATA- Electronic Books → Licensed software by e-invoicing providers

10. The Committee sends an email with the subject “PUBLIC PROVIDER KEY\_PROVIDER NAME” requesting the required credentials (keys) to enable data transmission.