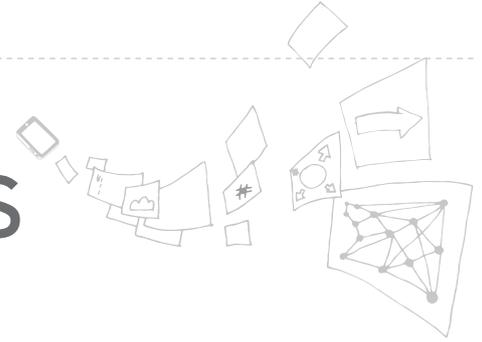# basware

BASWARE E-INVOICE
SENDING 100 % INVOICES ELECTRONICALLY

A flexible solution to meet your customer demands
Sending e-invoices and getting customers connected is complex, especially if you have a large and global customer base. We can take you to 100% e-invoicing from day one effectively, enabling e-invoice sending to all of your customers with considerable cost savings and better service.

The benefits of e-invoicing are compelling. By sending e-invoices, companies can speed up the payment process and more effectively manage cash inflow. They are able to greatly reduce administrative costs by 40–60%, while improving cash flow visibility. And these are just some of the highlights.

Basware helps you achieve these benefits – quickly, easily and cost-effectively. Based on a rich history of innovating B2B financial processes, our e-invoicing solution delivers advanced features, yet is extremely easy to implement.

Basware e-Invoice meets the needs of companies of all sizes – no matter how complex or straight-forward your environment is – and enables you to reap the benefits of e-invoicing from day one. Its built-in flexibility allows you to send invoices any way that you want, and we offer activation services to get your customers on board quickly. Backed by the strength of the Basware Commerce Network – the world's largest open commerce network – you can send e-invoices easily, cost-effectively and securely to trading partners anywhere in the world.

100% E-invoices from Day One
With Basware e-Invoice you can send all your invoices electronically, and we'll deliver them to recipients in the formats that they prefer: directly to their invoice processing system or through email. And if your customers don't have the capability to receive e-invoices, we'll print out the invoices for them. Because of the flexibility we offer to you and your customers, you can safely and securely send 100% of your invoices as e-invoices right away.

Send E-invoices Directly from your Billing System
Basware offers a range of options for sending and receiving e-invoices to ensure you can benefit from 100 % e-invoices from day one.

We've made it as easy as possible for you to send e-invoices – in fact you can even send them directly from your billing system. You have a variety of options for connecting to the Basware Commerce Network and sending invoices, including: using a software client, a secure FTP connection or printing e-invoices virtually to Basware. No matter how you connect to us, we'll ensure that your invoices will be routed safely to your customers.

We also take care of data validation, format conversions, legal compliance and, if needed, digital signatures on your behalf. Basware e-Invoice also supports attachments.

E-invoice Delivery Channels
E-invoices are delivered through the Basware Commerce Network directly to your customers' invoice processing system or to their preferred operator within the Basware Commerce Network, who handles the e-invoice delivery. If your customer can't receive e-invoices, we can deliver them to the network portal.

The network portal provides a gateway to electronic transactions exchange across the Basware Commerce Network, enabling companies to send, track and receive e-invoices and purchase messages with business partners across the globe. As part of our e-invoice sending offering, portal can be used as a channel to receive e-invoices.

What is an e-invoice?

An invoice that is sent and received electronically and used in automating invoice processing

It always includes invoice data, an invoice image, and is a legal document

It is not just an emailed PDF, scanned version of a paper invoice, a faxed invoice or an EDI or XML data file

Benefits of Sending e-invoices

Improves cash inflow and facilitates faster payments

Cuts administrative costs by 40–60%

Increases visibility into invoices and cash flow

Improves efficiencies, reduces errors

Raises customer satisfaction by reducing invoice processing costs
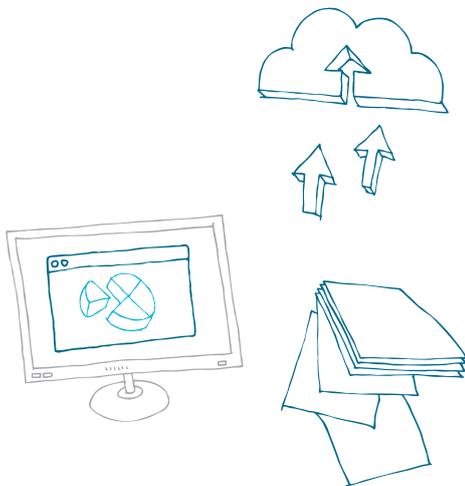
Decreases carbon footprint

This way we can offer e-invoice receiving capability to all your customers, from day one. When a new e-invoice is delivered to the portal your customers will get an email notification and a secure link to view and download the e-invoice. The portal also enables easy collaboration between you and your customers. In case of a dispute or a simple comment, the customer can start a discussion about an invoice. Email notifications are sent to discussion participants when a new comment or response is generated.

Printing Service

Basware offers a printing service to accommodate invoices that can't be delivered as e-invoices or through email. Basware Printing Service provides customers with an outsourced, high-quality printing process, which includes postage. Basware has built a global network of partners with printing facilities in several locations. By selecting the nearest printing location, Accounts Receivable departments can ensure timely delivery of printed invoices.

Customer Activation Service

To accelerate your customers' adoption of e-invoicing, we offer a professional service that helps them get ready to receive invoices electronically through the Basware Commerce Network. We provide tools for customer activation, as well as informational materials detailing the steps involved to get on board, and the benefits that e-invoicing offers.

Archiving

Our Basware e-Invoice Archive stores your e-invoices in an online archive. Every e-invoice you send is automatically saved to the archive, which offers a powerful and easy-to-use web tool enabling quick access, search and audit trails.

Monitoring and Security

To ensure invoice delivery, we monitor all of our hardware, software and telecommunications connections 24/7. All invoice traffic is authenticated and encrypted using a dedicated VPN connection over our secure network, and all files in transit are stored for three months. We also offer customers online access to our Basware Transactions Service for tracking invoice status and error message handling.

Basware Commerce Network

Basware Commerce Network is interoperable, enabling companies to easily and cost-effectively send and receive e-invoices with their trading partners globally – all through a single connection. It eliminates the high cost and limitations of traditional closed networks, and enables companies to gain the efficiencies, visibility and other benefits that e-invoicing delivers. The largest open network of its kind, the Basware Commerce Network currently has more than 200 e-invoice operators, connecting hundreds of thousands of companies globally.

Why Choose Basware e-Invoice

No matter how large or small, your organization can quickly realize the benefits of world-class e-invoicing practices

You can send 100% of your invoices as e-invoices right away

The service is designed to handle extremely complex requirements, yet at the same time, is easy to implement

Its range of sending options is convenient for you and your customers

You don't have to change any systems or processes – let us handle the details

Delivery of every invoice is secure and guaranteed

We can activate your customers for you

It's based on insights and best practices from our work with over millions of transactions worldwide

It's backed by the Basware Commerce Network so you can send e-invoices around the world – quickly, easily & cost-effectively

Key Features

Any-to-any connectivity

E-invoice validation

Document routing

Basware Portal for receiving e-invoices

Format conversions

VAT compliance

Transaction security & 24/7 monitoring

Digital signature creation

Electronic archiving

Customer activation

Basware is the global leader in providing purchase-to-pay and e-invoicing solutions in the world of commerce. We empower companies to unlock value across their financial operations by simplifying and streamlining key financial processes. Our Basware Commerce Network enables easy collaboration between buyers and suppliers of all sizes. With Basware, businesses can introduce completely new ways of buying and selling to achieve significant cost savings and boost their cash flow. Find out how Basware helps money move more easily and lets commerce flow at **www.basware.com**