

BASWARE E-INVOICE

WOULD YOU LIKE TO GET RID OF ALL PAPER INVOICES IN YOUR ORGANIZATION – AND ALL OF THE ERRORS, INEFFICIENCIES, AND COSTS THAT GO ALONG WITH THEM?

The benefits of e-invoicing are compelling. Accounts Payable (AP) departments that implement e-invoicing realize dramatic savings, increased financial visibility, and greater control of cash flow and working capital. They achieve greater efficiencies, enabling them to reduce administrative costs by up to 90%. And these are just some of the highlights. Basware will help you achieve these benefits – quickly, easily and cost-effectively. Basware e-Invoice not only solves the problems associated with paper invoices, but also puts you on the path to a fully automated workflow.

Based on a rich history of innovating B2B financial processes, our e-invoicing solution delivers advanced features, yet is easy to implement. Basware e-Invoice meets the needs of companies of all sizes – no matter how complex or straight-forward your environment – and enables you to realize e-invoicing benefits from day one. Its built-in flexibility allows companies to receive invoices any way they want, and we offer activation services to get your suppliers on board quickly. Backed by the strength of the Basware Network – the world's largest open B2B transaction network – you can receive e-invoices easily, cost-effectively and securely to trading partners anywhere in the world.

100% E-INVOICES FROM DAY ONE

Imagine if the problems of missing invoices, late payments and long

invoice cycle times were a thing of the past. Well they can be. Basware solves these problems and more. We understand how time-consuming and costly invoice processing can be, so we made it as easy and cost-effective as possible for you to gain the benefits of e-invoicing.

In fact, it's so easy that you can transition from paper invoices to 100% e-invoices right away. Regardless of the invoice format that your suppliers use, you can receive them as e-invoices directly in your invoice processing system. We'll scan the paper invoices, capture the data and validate so you can process these invoices as e-invoices.

RECEIVE E-INVOICES DIRECTLY TO YOUR INVOICE PROCESSING SYSTEM

You can receive e-invoices safely and securely through the Basware Network – directly to your invoice processing system. We take care of data validation, format conversions, legal compliance and, if needed, digital signature verification on your behalf.

Your suppliers have a range of options for sending e-invoices: directly from their billing system through the Basware Commerce Network, email, virtual printer or our network portal. We'll deliver all e-invoices to you in the format you prefer. No matter how your

WHAT IS AN E-INVOICE?

- An e-invoice is sent and received electronically and used to automate 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 E-INVOICES

- Increases visibility and control of cash flow, working capital management
- Improves ability to forecast
- Cuts administrative costs up to 90%
- Helps you eliminate late payment fees and take advantage of early payment discounts
- Improves efficiencies and reduces errors
- Improves supplier relationships
- Decreases carbon footprint

suppliers send invoices and how you receive them, our service ensures that they are routed safely.

NETWORK PORTAL

The network portal makes it fast and easy for suppliers to communicate with you and send e-invoices. Available through the web, the portal speeds up transactions, increases invoice

accuracy, and enables real-time invoice tracking. The portal can also be used for sending and receiving purchase messages, such as electronic orders to suppliers.

BASWARE SCAN & CAPTURE SERVICE



To convert paper invoices into electronic ones, we offer fully outsourced scan and capture – which handles

the entire process from receiving paper invoices and extracting and validating the data to delivering them to you in electronic format. Basware Scan & Capture improves invoice quality and efficiency, and reduces costs. And, you don't have to commit any staff or invest in scanning technology.

BASWARE CLOUDSCAN

Basware CloudScan gives you another option for turning paper invoices into e-invoices, and is ideal for companies that receive occasional paper invoices or find it difficult to centralize scanning across disperse geographic locations. The cloud-based service enables you to handle invoice receipt and scanning in-house, with the option of validating the captured data yourself or outsourcing the validation to our Scan & Capture Service.

SUPPLIER ACTIVATION

With supplier activation services we drive down your costs and help you reach the highest possible level of true e-invoice penetration. Through our approach to "100% e-invoices from day one," we guarantee a declining cost structure for receiving invoices.

INVOICE STATUS TRACKING

With our service you can provide visibility into your AP processes for your suppliers and minimize their

inquiries about invoice processing status. Tracking can be implemented to any AP/ERP software that can produce invoice status information outside the system. You will process invoices in your software as before and suppliers can view the invoice processing status in Basware Portal.

ARCHIVING

Basware's electronic archiving solution is a modern, cloud-based service. Every e-invoice you receive is automatically stored, increasing archiving efficiency and cost savings. It fulfills legal requirements in dozens of countries so invoices are always stored in a compliant way. Also, document searching and finding becomes easy, helping to better prepare for regulatory audits.

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 all customers online access to Basware Transactions Service for tracking invoice status and error message handling.

BASWARE NETWORK

The Basware 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. This largest open network of its kind currently has more than 220 e-invoice operators on the network, connecting over one million 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 receive 100% of your invoices as e-invoices right away
- It's equipped to handle the most complex requirements, yet is extremely easy to use
- It offers your suppliers a range of options for sending e-invoices. You don't have to change any systems or processes – let us handle the details
- Delivery of every invoice is secure and guaranteed
- We will activate your suppliers for you
- It's based on insights and best practices from our work with millions of transactions worldwide
- It's backed by the Basware Network so you can receive e-invoices around the world – quickly, easily and cost-effectively

KEY FEATURES

- Any-to-any connectivity
- E-invoice validation
- Document routing
- Format conversions
- Invoice status tracking for suppliers
- VAT compliance
- Transaction security & 24/7 monitoring
- Digital signature verification
- Electronic archiving
- Supplier activation

ABOUT BASWARE

Basware is the global leader in providing purchase-to-pay solutions, e-invoicing and innovative financing services. Basware's commerce and financing network connects businesses around the globe. As the largest open business network in the world, Basware provides scale and reach for organizations of all sizes, enabling them to grow their business and unlock value across their operations by simplifying and streamlining financial processes. Small and large companies around the world achieve significant cost savings, more flexible payment terms, greater efficiencies and closer relationships with their suppliers.

Find out more at:

WWW.BASWARE.COM

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