



## Outsource invoice printing and mailing efficiently and securely

Paper Bill for your paper-based invoices by post

Paper Bill is our solution for your paper invoices. We handle the printing and mailing for you and optimize your returns processing. The advantage for you: you save time and money and gain more capacity for your core business. Make sending your invoices easy. You can rely on a partner who, as a bank, guarantees the highest security standards.

Paper Bill is our printing and mailing service for your paper invoices. You send us your invoice data as an XML, including PDF file – we will prepare it and take care of printing and mailing, as well as returns management on request. With Paper Bill, we lighten your administrative load so that your employees can focus on their core tasks. Make sending your invoices easy.

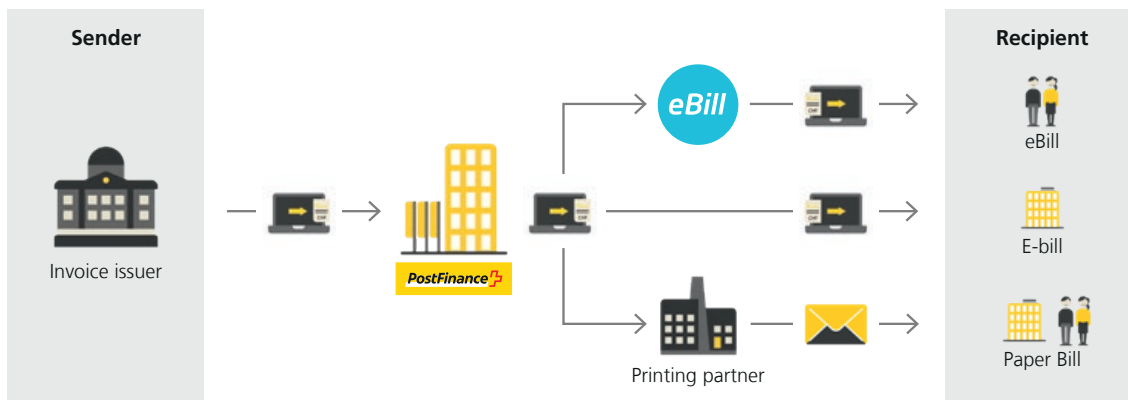
### The advantages of Paper Bill at a glance

- Reduced administration
- Reduced costs and complexity
- The highest security standards
- Complete control over your paper invoices' processing status
- Structured return reports that make it easier to manage customer master data
- An interface for all your invoices – whether physical or digital
- Everything from a single source: only one partner for all payment solutions
- Support with digitizing your invoice recipients

### Which companies is Paper Bill suitable for?

The service is suitable for companies with their headquarters in Switzerland and an invoice volume starting from around 30,000 invoices a year.

- For companies that already work with electronic invoices or eBill, Paper Bill is a perfect supplement for paper-based invoicing. The service uses the same interfaces and format to send data. Regardless of whether companies send physical or electronic invoices, Paper Bill offers them a solution from a single source.
- For companies that only send paper invoices, introducing Paper Bill will not only lead to an immediate increase in efficiency. It will also lay the foundation for them to digitize their invoicing processes in future.



PostFinance offers your company efficient invoicing solutions from a single source – for digital and physical invoicing alike.

### Our service

Mailing	A, B, B2, Registered, A+
Print type	Simplex, duplex, colour, black and white
Format	C5 and C4 envelopes; A4 sheets
Prices on request	

### Here's how it works

You submit your invoice data to us in the familiar yellowbill 2.0 format. If the invoices have the "physical mailing" option, they will be sent to our printing partner. The printing partner will then print and pack the invoices before handing them over to Swiss Post for mailing.

### Useful information

Do you already use eBill and/or electronic invoices? In order for your paper invoice data to be processed successfully, additional fields must also be supplied in the XML (as <AdditionalReference>) that describe the characteristics for physical mailing, e.g. window position, print type or franking. You can find out more in the Paper Bill documentation at [postfinance.ch/paper-bill](http://postfinance.ch/paper-bill).

### Here's how the process works in detail

- You send us your invoices as XML, including PDF file, by data upload.
- We prepare the data.
- During the onboarding process, you receive a one-off final printing proof from us, and you give us the go-ahead.
- We send the print order to a partner printing company, and we manage the entire process, including printing the invoices, mailing them and managing returns.
- You receive structured status confirmations that make it easier to manage your transaction data and master data.

### The next steps

Would you like to use Paper Bill? Our consultants would be happy to discuss the details of the contract with you and support you until you go live. As the first step, you will receive your Biller ID and access data from us. We will then carry out the testing and switch to the productive environment so that you can submit your invoice files for Paper Bill in future.

### We are right here for you

We would be happy to answer your questions by e-mail at [e-rechnung@postfinance.ch](mailto:e-rechnung@postfinance.ch) or by telephone on 0848 848 848 (max. CHF 0.08/min. in Switzerland).

[postfinance.ch/paper-bill](http://postfinance.ch/paper-bill)