



e-INVOICING WITH DOCTRAILS

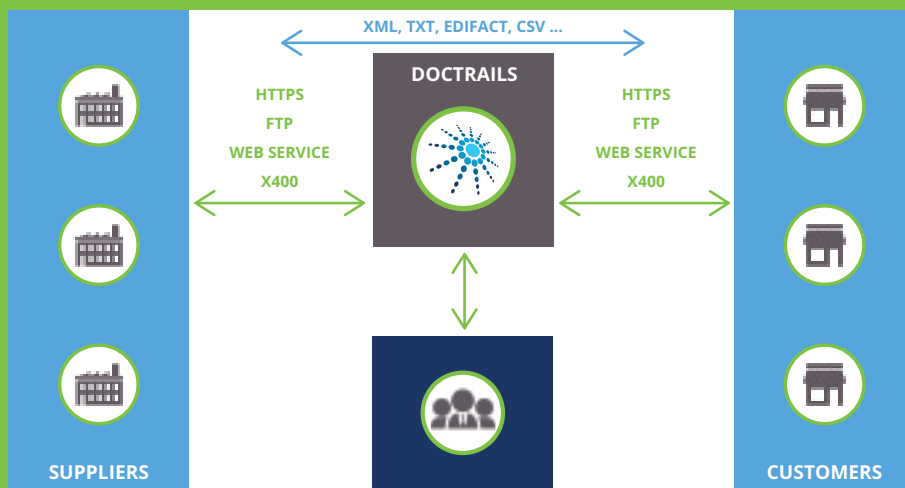
The most secure electronic messaging platform

E-invoicing supports the process of setting-up, signing, and maintaining contracts and invoices in electronic form. This process includes everything that is required to achieve a legally supported relationship accompanied by an electronic document. These electronic messages represent a commitment of the involved parties to fulfill the defined obligations and it grants each party a corresponding right to receive a certain service, a good or a payment from the other.

Electronic invoicing is a reliable, secure and cost-efficient method of handling and processing invoices in a paperless manner. It can bring significant savings to large, small and medium sized companies and facilitates migration to a paperless office and improves the quality of invoice data.

DocTrails can provide your company with an electronic solution, regardless of how many documents and invoices you issue. Qualified signatures can be applied to the electronic invoices and messages, such as orders, dispatch advice... to provide a high level of security and are compliant with the European directives.

The DocTrails solution, whether it is in-house or hosted, can offer you substantial savings while issuing invoices. With our e-invoice solution your invoice management process becomes highly efficient. Both invoice senders and recipients benefit from our electronic invoicing solution.





BENEFITS OF ELECTRONIC INVOICING

The exchange of paper invoices is associated with considerable costs for handling. The costs may even exceed the invoiced amount. The main costs for handling paper invoices arise from multiple and error-prone data entries, from clarifications in case of errors and inconsistencies, from external and internal transport of the document and from archiving and searching the paper documents.

Moving from a manual processing to an electronic process can deliver major productivity gains as well as operating cost and paper-flow reductions. Contracting speed and quality is enhanced, while communication and service is improved. The electronic documents can easily be validated and authenticated. Companies will save time and money when changing from traditional paper invoicing to an electronic form.

The benefits are obvious:

REDUCED COST

The processing cost of paper invoice can rise up to € 10 per invoice, whereas the electronic counterpart reduces this by a factor of 10 to approximately € 1 per invoice depending upon transaction volumes. The benefits and savings are for both sender and receiver.

QUALITY

Standardised electronic invoicing can bring substantial savings to companies and organisations. It can improve the quality of invoice data and streamlines business processes. Easier authorisation and improved document quality contribute to significant cost reduction.

HIGHER EFFICIENCY

Electronic invoicing means streamlining payment routines and increasing the security as well as providing fast and effective communication between the companies that exchange electronic invoices. E-invoices can be exported from ERP systems and imported back into ERP systems, thus reducing human intervention and possible cause for errors. Electronic invoicing results in space saving because the invoices are stored in their electronic form. The data has to be entered fewer times than in the traditional way and reduces typing errors.

STRATEGIC BENEFITS

Sending e-invoices to customers obviously creates a stronger relationship between both parties.

SECURITY

To prevent tampering, each electronic message is sealed with an advanced signature based on a qualified digital certificate. This ensures the integrity of the contents and the authenticity of the origin.

ENVIRONMENTAL FRIENDLY

Sending and receiving electronic messages means less or even no paper consumption, thus contributing to a more friendly environment.

RAPID ROI

The combined effect of both indirect and direct savings will provide you with a rapid ROI. The ROI is not several years, but only a few months.





DOCTRAILS

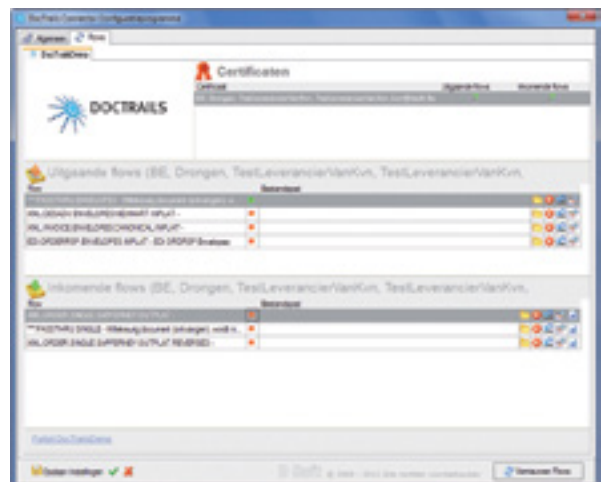
DocTrails consists of several parts:

The **mapping engine** provides support for the conversion of several standard document formats. A library of more than 300 mappings is at your disposal.

DocTrails places **digital signatures** based on standard PKI technology and guarantees the authenticity of the signer, data integrity and non-repudiation of electronic documents. XML documents are digitally signed in accordance with W3C standard. PDF documents are digitally signed, the signatures can be verified using validatie.doctrails.net or the freely available Adobe Reader.

DocTrails uses its own **Certificate Authority** to issue Class 2 certificates. The issuing process only takes a couple of minutes. This allows rapid and easy onboarding of suppliers and customers.

The **e-archive** contains all messages sent and received. Messages are stored on DocTrails as a primary source. Customers can obtain their messages on an annual basis on a removable medium, such as CD/DVD. This e-archive service is operated within DocTrails and runs fully automated. DocTrails archives all the electronic messages, together with the digital signature to prove data integrity and authenticity over the storage period. The e-invoices can be consulted via our DocTrails portal and are available or readable without undue delay, as required by the European Directive. The storage period depends upon the legislation in the members countries. DocTrails meets the legislation.



The **distribution** (sending and receiving) of messages can be done in various ways: with the connector, a web service and the web portal.

In the **portal** you can use many functions, e.g. visualising, validating, printing, archiving and uploading of electronic messages. Users can logon to the portal using their user id/ password combination or their client certificate. The portal provides functionality for viewing, validating, printing, uploading, and archiving electronic messages. The portal also provides search capabilities that allow users to quickly retrieve messages, by entering search criteria such as customer number, invoice number or date range. From the results page, messages can be previewed.



IN-HOUSE AND HOSTED SOLUTION

D Soft offers an in-house as well as a hosted solution. The in-house solution is typically designed for companies who issue a very large number of invoices to a large customer base and want to stay in full control of the application. In this approach we often customise the standard product in order to suit your specific needs and requirements. The system has a modular structure meaning that components can easily be adapted or modified. We have modules like e.g. Document Digitalizing Process, Message Flipping, GLN Matching... Our hosted solution is a professional ASP-based solution for exchanging messages. Our servers are located in a Level3 data center.

Find more information about our modules on www.doctrails.com.

ACCOUNTS PAYABLE/RECEIVABLE

DocTrails can be used in an A/P situation. The supplier can extract the invoice data from the ERP/Accounting system in any structured format. The DocTrails Connector can be configured to watch folders. The invoice data is enveloped, digitally signed and transmitted to the system. DocTrails converts the invoice data to an e-invoice in the recipients format and digitally signs the final document (XML/PDF). The e-invoice is delivered to the customer. The supplier can track his sent messages.

For sending electronic messages to a large number of customers, DocTrails proves to be an ideal solution. Using a multiple destination flow in the connector, you can submit the invoice data of a large number of customers into one or more messages. The system will convert the invoice data to individual e-invoices and applies the digital signature. Customers can automatically be notified by e-mail when the message is delivered.

WHY CHOOSE DOCTRAILS?

DocTrails provides some unique features that turn it into a high quality service. This solution handles the automation of invoice processes and the efficient exchange of invoicing data between different parties. Using DocTrails you can send invoices, order confirmations... to clients and receive messages and invoices from suppliers. Using our solution the messages are translated to any file format available and safely archived. You can easily search and consult the messages and invoices.

SIGNATURES

Every message is digitally signed using an advanced or qualified digital certificate. In some cases a SSCD is used, providing the most advanced and secure signature technology.

INDUSTRY STANDARDS

DocTrails uses industry standards for communication, file formats, security and storage such as SOAP, XML, PDF, XMLDSIG, XADES, UBL 2.0.

MAPPING

DocTrails transforms virtually any message into or from XML. This means that users can send messages in TXT, CSV, iDOC, ... format to the system where they are converted to XML. Connections are available with various accounting packages.

NETWORKS

DocTrails connects to other networks such as AS2, X400...

READABLE COPY

Every sender on the system has the possibility to link a template to a structured message so that this message can be viewed interactively using the freely available Adobe Reader.

ONBOARDING

In order to facilitate the onboarding of suppliers DocTrails provides a unique system that consists of a number of steps. Suppliers follow these steps using the documentation and can start using the system with minimal effort.

