



PaletteNetwork

Send and receive e-invoices,
paper and PDF invoices
– fast, easy, cost effective

Key Features

- Easy to get started
- Save time and money
- All formats
- Accurate data from start
- Environmental-friendly
- PEPPOL Certified

Let's face it – working with invoices electronically saves everyone time – you don't have to open envelopes, scan and interpret (OCR) invoices. The information on the invoice is always 100% correct in terms of captured data because there is no risk for interpretation errors. The electronic invoice also includes more of the data your company needs to accurately process vendor payments efficiently. This includes valuable line item data for invoice matching.

It's very easy to get started and the cost is low, which results in a rapid Return on Investment (ROI). And you do more to save the environment.

Connect to your business partners, regardless of format and system

Palette is able to exchange all types of electronic business documents through our VAN service (Value

Added Network), called PaletteNetwork. You can send and receive electronic invoices and other business documents like orders and order confirmations, regardless of which systems and formats you and your business partners use. Palette keeps up with the current standards.

We have a large network of interconnections with other VAN's, which gives you the greatest opportunity to exchange e-invoices and other documents with your business partners. Palette's network is constantly expanding, adding new companies every day. We are also connected to several external networks such as i.e. European PEPPOL (Pan-European Public Procurement OnLine).



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It's very easy to connect to your business partners. The process is called onboarding and is handled through the Network portal or PalettInvoice where you simply search for your business partners and

invite them to exchange electronic documents with you. In the Network portal you get an overview of your invoices and you can get status information and statistics about your transactions.



PaletteNetwork



Network portal



Inbound
invoices



Outbound
invoices



Order related
documents

Inbound invoices

– the invoices you receive from your suppliers

Even if the e-invoice is what you strive for receiving the reality doesn't always help. Therefore we also provide services to support the other types of invoices you receive.

- **E-invoices** – Receive e-invoices from any supplier in our large network.
- **PDF invoices** – Suppliers not e-invoice enabled but generating a fair number of invoices regularly that you perhaps also want captured with high data quality can send PDF invoices via our service PDF invoices extract which produces same data quality as for an e-invoice.
- **Invoice portal** – Our invoice portal Web invoice is suitable for suppliers that have small volumes of invoices and for suppliers unfrequently used.

The supplier registers their invoices in the web based portal and an electronic invoice is created and delivered to you.

Suppliers that are not yet able to send e-invoices from their ERP-systems but wishes to do so can easily become e-invoice enabled using our virtual printer. This we can offer them during the onboarding process, which at the same time let you receive even more invoices as e-invoices.

Because the information is transmitted electronically matching can be done on line level and checks can be made to ensure that the e-invoice includes the values needed for the invoice to be processed in the workflow through to payment.

Outbound invoices

– the invoices you send to your customers

Naturally you can also send invoices to your customers using services in PaletteNetwork Outbound invoices.

Choose how to send your invoices to Palette by:

- **File** – generated invoice file from your ERP, or
- **Virtual printer** – by using our virtual printer your invoices will be transformed into an electronic invoice file that is sent to Palette.

Distribution

By any of the above described methods Palette is then able to distribute your invoices as:

- **E-invoices** – we deliver your invoices throughout our network of receivers according to the technical conditions applying.
- **PDF invoices** – we generate your PDF invoices from a template. The PDF invoices are attached in an emails and sent to the addressees.
- **Paper invoices*** – we generate your paper invoices from a template. The Paper invoices are then distributed by postal service to the addressees.
- **E-invoices to internet banking service*** – we deliver your invoices to receivers using internet banking services. Most common for consumers but also companies can receive invoices through this distribution method.

Order related documents

– exchange order related documents

We also offer service for the exchange of any other business documents such as price catalogues, purchase orders, delivery notices and many more. We handle Edifact as well as different XML standards and even more.

Integration with PaletteArena

Even though PaletteNetwork is a general and system independent service, it is of course closely integrated to the PaletteArena product suite. Besides the obvious, as receiving electronic invoices from suppliers, the below functions are some examples of integrated features available:

- **PaletteInvoice** – Use the built in supplier database to auto search for and invite suppliers to start sending e-invoices.
- **PaletteBuyer** – Make purchases through PaletteBuyer and send the PO to current supplier, no matter what system the supplier uses and in what format they receive the PO. All conversion is made by PaletteNetwork. This also applies to order acknowledgements and delivery notifications that the supplier can return.

PaletteNetwork

- the delivery area of Palette's services for inbound and outbound business transactions

Inbound invoices

- E-invoice
- PDF invoice extract
- Web invoice

Inbound invoices

- E-invoice
- PDF invoice
- Paper invoice*
- E-invoice internet banking service*

Order related documents

Receive and send order related documents such as price catalogues, purchase orders, delivery notices and many more

* Services not available in all countries



NemHandel

By Difi certified
Access Point in
Norway (ELMA)



Member of
the Finnish
operators group



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