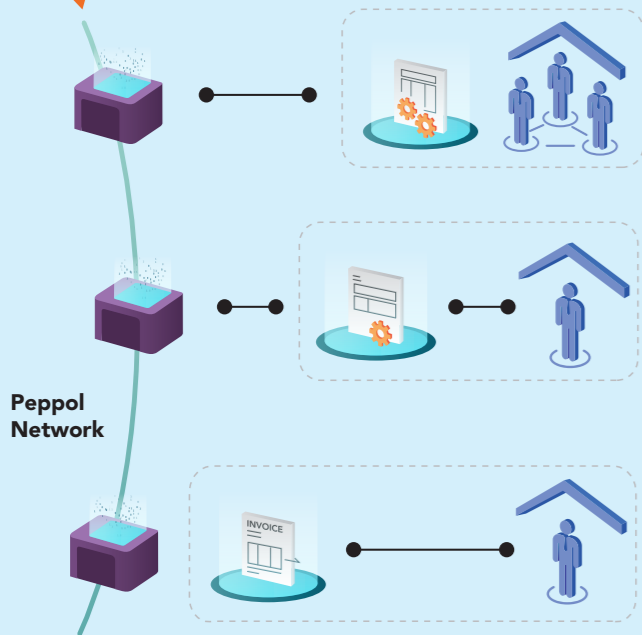


## How to Connect to the Peppol Network?

### STEP 1 Select your Service Provider



Which model fits you?

#### Business with Own Enterprise System

Connect to the Network via an Access Point.

#### Business Using Service Provider's Solution

Subscribe to cloud-based financial solutions from Peppol Ready Solution Providers, which are connected to the network.

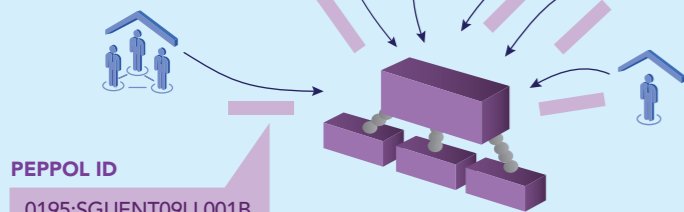
#### Business Using Lightweight Solution

Subscribe to a low-cost lightweight E-Invoicing solution from a Peppol Ready Solution Provider that offers such services to have hassle-free access to the network.

Check IMDA's website for Access Point and Peppol Ready Solution Providers that meet your needs.

### STEP 2 Register and connect to Peppol Network

Register your business in the Global Directory with your business UEN.



Connect your business system to the Peppol network. If you are using a Peppol Ready Solution Provider, you are already connected.

### STEP 3 You are on! Start sending and receiving E-Invoices

Find out your business partner's Peppol ID to send E-Invoices.



To find out more, visit us at [www.imda.gov.sg/einvoice](http://www.imda.gov.sg/einvoice) or contact us at [einvoice@imda.gov.sg](mailto:einvoice@imda.gov.sg)

# ALL ABOARD E-INVOICING

Connect once and connect to everyone else!



An initiative from

**SG:D**  
EMPOWERING POSSIBILITIES

**IM** INFOCOMM  
MEDIA  
DEVELOPMENT  
AUTHORITY

IMDA has launched the nationwide E-Invoicing network in early 2019. The network is an extension of the International Peppol E-Delivery Network. Peppol is a fast growing standard adopted by many countries that is suitable for both domestic and international transactions.

## What is E-Invoicing

Electronic invoicing (E-Invoicing) is the automated creation, exchange and processing of requests for payment between suppliers and buyers using a structured digital format. Invoice formats such as PDF, Word Document, and paper-scans are not considered E-Invoices as they require some level of human input.

## Business Challenges Today

### Delayed Payments

Chasing payments, resolving inconsistent information and managing partner conflicts due to manual handling is inefficient and frustrating.

### Inefficiencies in Invoicing Methods

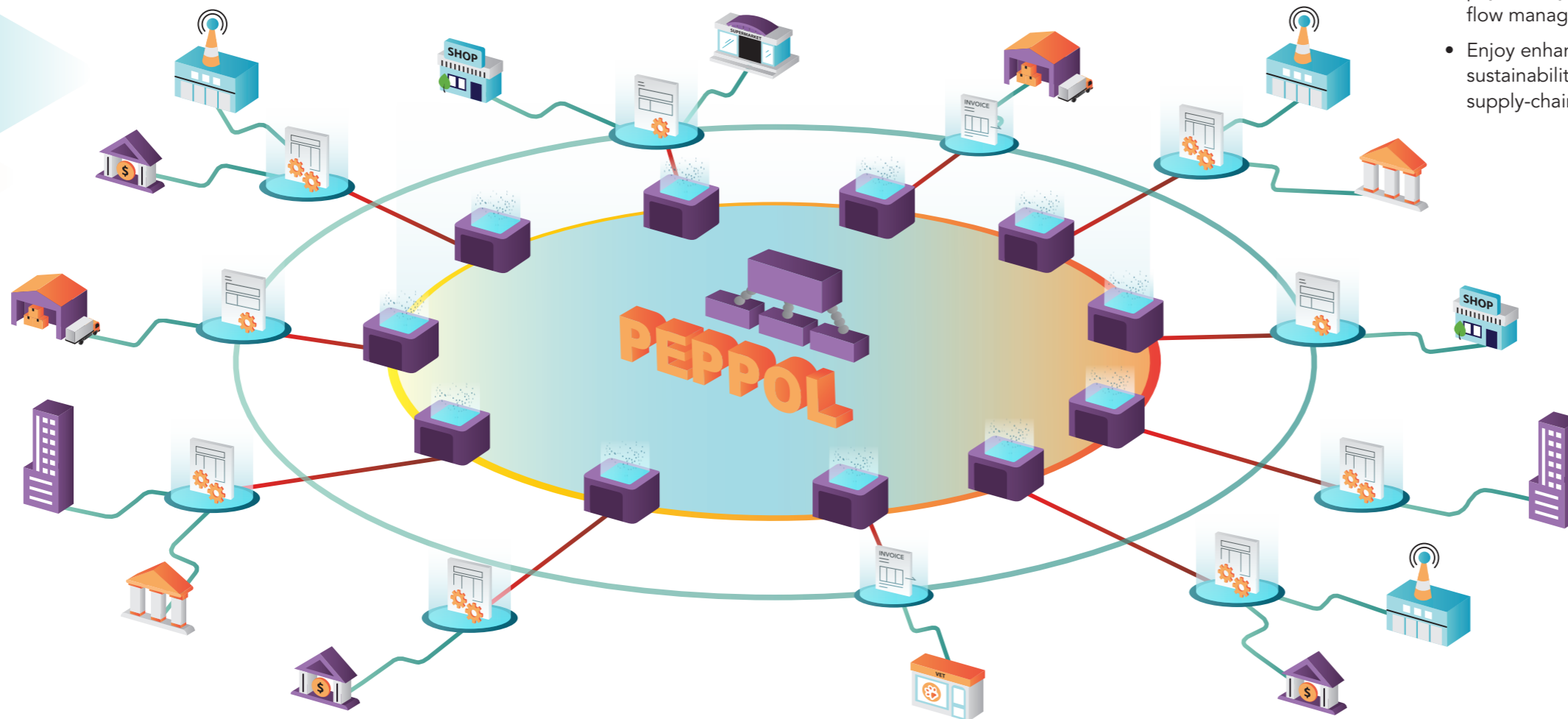
Different invoicing methods dictated by trading partners create inefficiencies for businesses.

### Environmental Concerns

Excessive use of paper invoices means increased cost in paper, postage and storage. This can result in lost invoices and environmental concerns.

### Undetected Fraud

Data not in digital form makes it harder to apply fraud detection and data analytics.



## Benefits of E-Invoicing

### Get Paid Faster

- The universal standard in E-Invoicing results in faster invoice processing, validation, and payment times

### Reduce Cost

- E-Invoices reduce costs to businesses (eg. storage and retrieval of hardcopy invoices)

### Improve Efficiency

- Avoid error-prone manual data entry
- Skip labour-intensive steps (eg. verifying information, rectifying errors, resolving conflicts)
- Streamline processes

### Access New Financing Options

- E-Invoicing allows for accurate and near-real time visibility of payment cycles and efficient cash flow management
- Enjoy enhanced business sustainability, growth, and supply-chain financing

### Transact Internationally

- Send E-Invoices seamlessly to overseas partners

### Legend

- Access Point**  
A connectivity service that links business systems to the Peppol network
- Global Directory**  
A directory containing basic information of businesses registered in the network to aid the delivery of business documents
- Business Systems**  
Finance-related systems that business users use for their day-to-day finance operations