

TDC Business Electronic Invoice

Save both time and money with electronic invoices

Receive invoices by electronic data transfer directly from TDC Business to your own IT system. Electronic data transfer also enables you to rationalize your administrative routines as invoices can be transferred automatically to your bookkeeping system. You save time both in relation to mail reception and further handling of the invoices since the information can easily be communicated and processed electronically in the system.

Automatic control

Electronic invoicing also provides the opportunity for automating part of controlling the accuracy of the invoices without necessarily having to check each individual invoice manually. Only a few criteria have to be specified with which entered invoices can be compared automatically in your system. The system will then automatically transfer invoices which deviate from what is expected to manual processing and then process the rest automatically.

Advantages of electronic invoices

- Frees up resources
- Fewer or no entries
- Minimizes incorrect entries etc.
- Your company saves both time and money
- The number of manual processes is reduced
- Easy to file and retrieve
- Invoicing data is easy to analyze and use strategically
- Easy communication of invoicing information.

Get the solution that best meets your needs

TDC Business has a wide selection of options, formats and forwarding methods for you to choose from. Your choice should be based on your technical system, processing needs as well as your additional systems etc.

TDC Business offers the following formats:

- OIO UBL
- OIO XML
- PDF
- EDI Fact
- EDI Light

General information

All formats above need a stylesheet to transform the data. Each party shall defray own expenses for transmission, conversion, security, VANS mailboxes, if any etc., including expenses for the necessary hardware and software for the individual company. TDC Business uses TrueCommerce as its VANS provider, www.TrueCommerce.com. TrueCommerce can help answer questions regarding the solutions.

TDC Business will forward the invoice in one format only. If you need further, please use Selvbetjening Erhverv (selfservice portal) at www.tdc.dk/se.

How do we get started?

Please feel free to contact us if you have any questions. We are always ready to help you with material showing how an invoice might look in the desired format. This will not always correspond to the way in which invoices will be sent after the transition to electronic invoicing but merely show how the format looks like.

When implementing an electronic invoice format (except PDF), we have to verify that your company can read/receive the files. In order to do so, we will test the format with you. That requires information from you, whether the test should be sent to your EAN number/EDI location number or TDC Business' equiva-lent. Furthermore, we request information on which TDC Business account or accounts we should use for the test. Please note that if TDC Business' EAN number/EDI location number is used you will receive the test via e-mail.

OIO UBL

OIO UBL format is administered to Danish public customers through NemHandel Registeret, where active EAN numbers must be registered. If you as a regular business customer would like to receive electronic invoices via OIO UBL, it is not required to create your EAN numbers in NemHandel. It can instead be done via a VANS provider. When you create EAN numbers in NemHandel or with your VANS provider, you must also select the profile that supports your need for information related to TDC Business' invoices and credit notes.

Profile Bill Simple

- The profile name is Bill Simple and stands for Procurement BilSim-1.0. Bill Simple is the minimum level of information in relation to the notice. You receive the invoice summary and credit note, but no invoice specification.
- If you select this profile, you also grant commitment to deselect invoice specification.

Profil UTS

- The profile name is UTS and stands for Reference Utility 1.0. You will receive an invoice summary, invoice specification and credit note. The specification provides information on consumption at each TDC Business product.

As the specification (UTS) is an important part of the OIO invoice from TDC Business, the UTS profile has to be registered with your EAN number to be able to receive OIO UBL invoices from TDC Business. If you do not register a UTS profile you will receive OIO XML in-voices from TDC Business.

For more information on OIO UBL and NemHandel for exchange of electronic invoices see It- og Telestyrelsens webpage: <http://www.itst.dk/digitale-losninger/nemhandel>

It is possible to receive invoice documentation in Excel in a separate email whenever invoiced. On fixed line and broadband accounts, it is possible to imbed a PDF document in the OIO UBL file.

OIO XML

OIO XML is a format, also developed by the Danish public sector before developing NemHandel. Further, an additional section (FSV) has been developed for TDC Business and other supply companies. The public sector makes control tools and a stylesheet available to you, which makes it possible to see and read our invoices on screen for control purposes.

OIO XML is supplied through the VANS network. The VANS solution requires that you have or obtain a connection to a VANS provider, such as HighJump or KMD. An electronic address in the form of an EAN number is required, which is provided through GS1 Denmark at www.gs1.dk. The EAN number has to be active to be recognized by all VANS providers.

It is possible to receive invoice documentation in Excel in a separate email whenever invoiced.

PDF

Our invoices can be sent in the well-known PDF format which may facilitate distribution and filing. The invoice is sent as an attached document in an email.

On fixed line and broadband accounts, it is possible to receive invoice documentation in Excel in a separate e-mail whenever invoiced.

EDI Fact

EDI Fact is an international UN standard for electronic data transfers between different parties. TDC Business uses the standard for an electronic invoicing format. It is required that you have a translation program available in order for you to receive and process the EDI Fact-based deliveries. You may obtain the soft-ware for this purpose from a VANS provider. EDI Fact can be supplied through the VANS network in the exact same way and under the same conditions as are described under OIO XML.

EDI Light

EDI Light is a relatively simple and fast way to get started which does not necessarily require major investments. EDI Light is an electronic semicolon separated version of TDC Business' invoices. This format is well suited for making entries into Office tools such as Excel or Access. EDI Light can be supplied as attached files in signed emails or through the VANS network.

Contact

Please feel free to contact TDC Business if you need additional information on electronic invoicing on +45 70 70 90 90.