



Registering with eBill Made Simple: 4 Ways Your Customers Can Benefit from eBill



eBill for Invoice Issuers

eBill is the leading digital invoice for Switzerland and Lichtenstein. With eBill, invoice recipients no longer receive their invoices by mail or e-mail but directly to their online or mobile banking – where they can also pay them.

With over two million users, eBill has now reached more than half of all Swiss households and is indispensable to the payment transfer landscape and the range of services of many invoice issuers. Every month, companies send millions of eBill invoices, which their customers are most reliable in paying: over 95% of invoices are settled before their due date. In comparison with paper invoices or e-mail invoices, this signifies that they are 10% to 20% more likely to pay their invoices.

About 4,000 companies already bank on eBill for their invoicing – and the trend is upwards. SIX network partners offer eBill for companies in the market meaning that there

is a suitable solution for sending eBill invoices for all companies from SMEs to large corporations.

A vast array of innovations will be made for companies in 2021 that will make eBill even more attractive as a means of issuing invoices. These include two registration options: **look-up** and **registration through the invoice issuer's customer portal or online shop**. Companies can now switch their customers to eBill themselves and allow them to select eBill as a payment method directly in their channels, i.e. on their customer portal or in their online shop.

Additional New Registration Options Using the Network Partner's/Invoice Issuer's Channels

Switch a high number of your invoice recipients to eBill and benefit from high payment reliability, efficient and secure invoicing and higher customer satisfaction! The following registration options are available:

Overview of eBill Registration Options

Registration with the Network Partner / Invoice Issuer

1 **Look-up:** The user activates the look-up function, signaling to all invoice issuers that they wish to receive invoices via eBill

NEW

2 **Registration via the invoice issuer's customer portal or online shop:** The user selects eBill as the payment method in the customer portal or online shop

NEW

Registration via Online or Mobile Banking

3 **Registration via the invoice issuer search:** The user selects from a list all of the invoice issuers from which they would like to receive invoices via eBill

IMPROVED

4 **Direct registration:** The user is informed that they have signed up to eBill after transferring to an eBill invoice issuer using online/mobile banking

IMPROVED

1. Look-Up

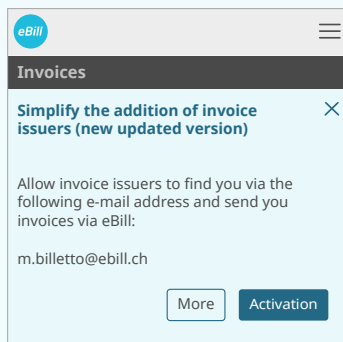
All eBill invoice issuers can check whether customers are already registered as eBill users and have activated the look-up function by entering their e-mail address or UID (corporate identifier). The invoice issuer can now send the first invoice through eBill without prior registration. More than half a million eBill users have already activated the function – and more are doing so every day – and are therefore signaling that they wish to receive eBill invoices.

Conditions

- The network partner must offer the function to the invoice issuer
- The invoice issuer must have the invoice recipient's e-mail address / UID and must also be permitted to use these for this purpose
- The invoice recipient must already be registered for eBill and have activated the look-up function

Process

1. eBill users have been prompted to activate the look-up function in online/mobile banking since June 2020



2. The invoice issuer compares the e-mail addresses / UIDs of its customers using look-up with the e-mail addresses / UIDs on file
3. The invoice issuer can send the next invoice as an eBill to the eBill users who have activated the look-up function
4. eBill users receive the first or the next invoice from the invoice issuer as an eBill invoice

2. Registration via the Invoice Issuer's Customer Portal or Online Shop

Previously, invoice recipients could register for eBill with an invoice issuer only through online/mobile banking. Companies can now integrate eBill directly into their sales processes and therefore initiate eBill use themselves, for example using their own customer portal or in the checkout process of their online shop.

Conditions

- The network partner must offer the function to the invoice issuer
- The invoice issuer must integrate the function into their own customer portal/online shop
- The invoice recipient must be registered for eBill and provide the correct eBill e-mail address

Process

1. The invoice recipient is in the customer portal or the checkout process of the invoice issuer's online shop and selects eBill as the payment method

2. The invoice recipient enters their eBill e-mail address
3. The invoice recipient receives an e-mail with an activation code
4. The invoice recipient enters the activation code in the customer portal or in the check-out process of the online shop

5. The invoice recipient has successfully logged in to the invoice issuer's system
6. The first or next invoice can be sent via eBill

Contact your network partner and activate both types of registration. This is the best way of providing your customers with eBill invoices where requested.

3. Registration via Invoice Issuer Search

From 2022 onwards, no registration forms hosted by the network partner / invoice issuer will be supported for the “**registration via invoice issuer search**” option. Invoice issuers must be able to process registrations using the following information:

- Name
- Postal address
- E-mail address or UID (if available)

Add invoice issuer

You are registering with the following details:

Mario Biletto
Slippery Road 32
8385 Billigenen
m.biletto@ebill.ch

Customer number

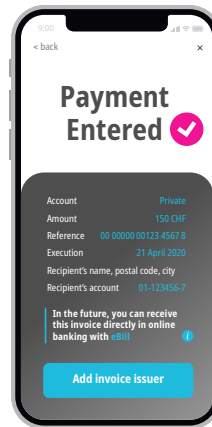
Register

If this information is not sufficient, the invoice issuer can also define an additional identification feature (e.g. customer number). The invoice recipient must then fill this in before registering. If necessary, the invoice issuer can determine the identification feature with its network partner. More than one identification feature may be used only in exceptional cases.

4. Direct Registration

No registration forms will be supported for “**direct registration**” from 2022 onwards. Invoice issuers must be able to process registrations using the following information:

- Name
- Postal address
- E-mail address or UID (if available)
- Payment reference number
- Bank account number



Contact your network partner to find out in time whether changes to your eBill registration processes are needed.