



# PAGERO SUPPLIER ACTIVATION

Pagero offers supplier activation projects for companies, municipalities and authorities (invoice recipients) who have invested in an e-invoice processing system and want some assistance in activating their suppliers. Using Pagero e-invoice the suppliers can simply create and send invoices electronically to invoice recipients.

## THIS IS HOW IT WORKS:

### 1. Establishment of the agreement

The project starts when a salesperson from Pagero has received a signed agreement. After that Pagero's project manager contacts the initiator (invoice recipient). Timetable for start-up, wishes, requirements, etc. are reviewed.

### 2. Supplier list received

Pagero receives a list of the suppliers that the invoice recipient wishes to activate. If requested, a segmentation of the list is possible.

### 3. Information material for suppliers

A mailing is sent by post to selected suppliers. The letter is written by the invoice recipient with the aid of Pagero. The letter outlines the advantages of e-invoice, time and cost savings, what happens next, etc. If the supplier has any technical questions, they will be answered by Pagero's project manager, who will also take care of the letter mailing.

### 4. Pagero contacts the suppliers

As per the timetable, Pagero Contact Center now begins contacting the suppliers with reference to the earlier mailing.

### 5. Activation

The suppliers are given a booked time with Pagero Service Center for activation. Pagero Service Center will help the suppliers with launching their electronic flow to the invoice recipient and help in choosing a suitable solution (software or Web Portal).

### 6. Reporting

Reporting from Pagero to the invoice recipient will be continuous throughout the project.

## CONTACT

Would you like to know more about supplier activation or perhaps even start up a project?

You are welcome to contact one of our project managers for assistance, tel: 0046 31 730 88 00.