

ELECTRONIC INVOICES: USEFUL PROCESS REMINDERS

In August 2011, LCH.Clearnet SA offered a new service (hereafter “the Service”) which is the dematerialisation of its client’s invoices and associated justificatory reports.

These documents are available in electronic format either downloaded from the dedicated web portal or via automated file transfer procedure (SFTP server connection) for the Clients which have subscribed to the Service.

LCH.Clearnet SA has noticed that many invoices and justificatory reports have not yet been downloaded.

Please be aware that as from next month the oldest invoices will no longer be available as these documents are available for a period of 18 months from their posting.

Electronic invoices constitute legal evidences notably towards tax administration. Therefore, you should archive your original electronic invoices in compliance with the conditions detailed in your local law.

Should you require any further information, please contact your account manager. (Contacts available [here](#))

LCH.Clearnet SA

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For more information, please visit our web site: www.lchclearnet.com