

WinBacs:Docs

Cut costs, improve efficiency and streamline your financial document distribution processes

Today's economic climate demands that businesses reduce overheads and work more efficiently. Organisations need to streamline the production and distribution of documents by removing manual processes from Finance and Accounting departments.

What does WinBacs:Docs do?

WinBacs:Docs is designed to take standard document output from your ERP, business application or finance system and produce a more professional, richly formatted document. These documents can then be delivered by utilising least-cost routing where documents that can be delivered electronically by fax and email are prioritised over printing and posting.

| Relative costs of producing and delivering documents | |
|--|---------------------|
| Email | £0.01 per document |
| Fax | £0.05 per document |
| Printed & Posted | £1.00+ per document |

System Architecture

WinBacs:Docs is designed to sit alongside your existing applications and compliment their functionality without being dependent on other software or applications.

WinBacs:Docs is designed to install on a designated PC and can also run on multiple PCs if required.

Compatibility

WinBacs:Docs can accept output from your ERP business application and finance system in the following formats:

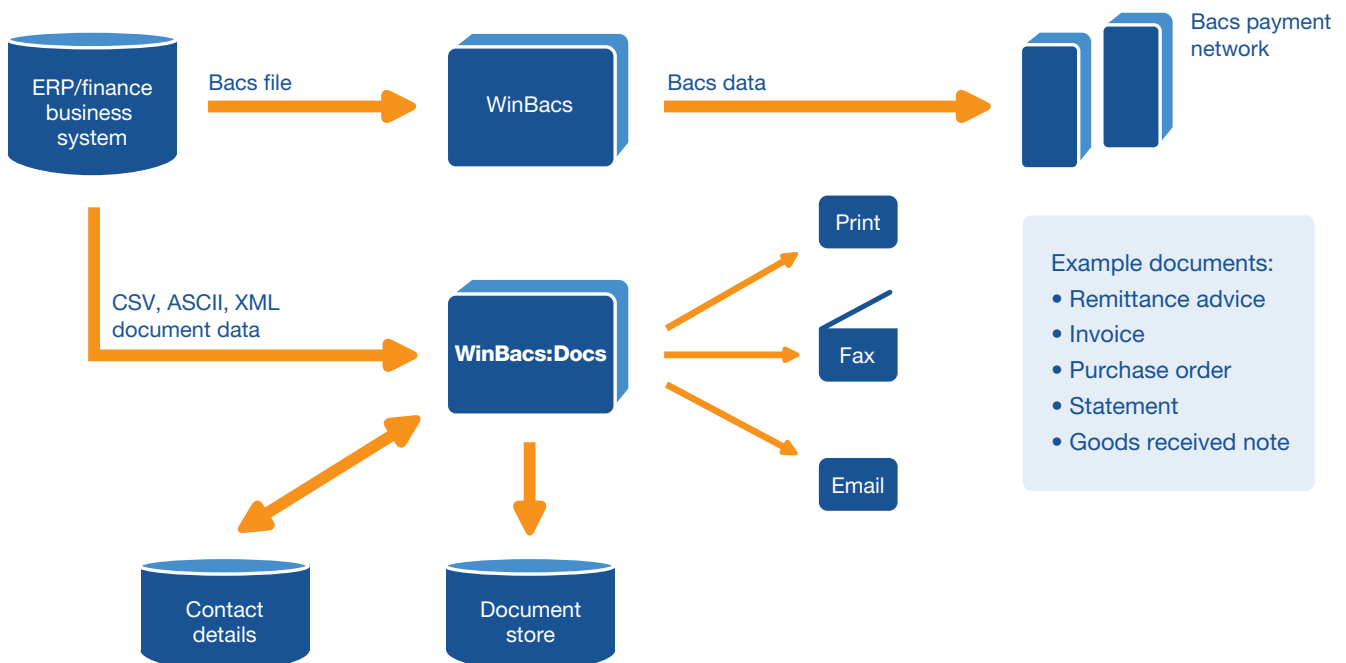
- XML
- CSV
- ASCII

WinBacs:Docs can connect to:

- any printer on your network
- the Microsoft desktop fax functionality on the designated PC
- the SMTP mail server in your organisation

For more information visit:

www.bottomline.co.uk/WinbacsDocs



| Product Feature | Business Benefits |
|--|--|
| Formats documents with pre-designed template | Produce more professional looking output |
| Utilises least-cost routing | Automatically reduces delivery costs on all outgoing documentation |
| Faster document delivery | Decreased document processing times |
| Automatic processes | Reduced need for manual intervention, streamlines processes and reduces human error |
| Supports WinBacs | Compliments WinBacs with supporting payments documentation |
| Accepts files from any business application | Any document type can be improved |
| Look-up contact details | Can use additional contact information not supplied in the data file |
| Users can configure document details | Easily amend contact information, logos, branding and personalisation |
| Document store for sent batches | Storage, retrieval and reprint of individual documents |
| Multiple document templates supported | Increase cost savings by delivering several different documents through WinBacs:Docs |

Further Options

Expand and extend WinBacs:Docs' functionality with:

- **Additional document templates:** WinBacs:Docs can support a maximum of three document templates to increase savings across the business.
- **Customise your templates for maximum impact:** Bottomline can produce bespoke tailored documents for more personalised communication.
- **Upgrade:** to one of Bottomline's other solutions for added functionality such as Document Designer, unlimited document output and advanced server configuration.

| PC Requirements | System Requirements |
|---|--|
| <ul style="list-style-type: none"> ■ PC running MS Windows XP SP2 or Vista SP1 ■ 2GB memory ■ 1GB free disk space ■ MS IE 6.0 (or higher) | <ul style="list-style-type: none"> ■ SMTP Mail Server ■ MS compatible fax modem ■ Printer |

Technical Specifications

WinBacs:Docs has these minimum hardware and software requirements.

About Bottomline Technologies

Bottomline Technologies (NASDAQ: EPAY) provides collaborative payment, invoice and document automation solutions to corporations, financial institutions and banks around the world. The company's solutions are used to streamline, automate and manage processes and transactions involving global payments, invoice approval, purchase-to-pay, collections, cash management and document process

automation. Organisations trust these solutions to meet their needs for cost reduction, competitive differentiation and optimisation of working capital. Headquartered in the United States, Bottomline also maintains offices in Europe and Asia-Pacific.

For more information visit www.bottomline.co.uk



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