



HEAD OFFICE
#200, 2950 Parsons Rd. NW
Edmonton, Alberta
T6N 1B1
Tel: 1-800-371-6895
Fax: (780) 431-0599

To: Our Valued Customers

From: Accounts Receivable

Re: E-billing options and Website Access

Please complete this form to sign up for E-billing and website access

E-billing is all invoices compiled into a PDF file and sent either by Fax or Email, this is not only Environmentally Friendly but also a more efficient way to receive invoices.

Company Name: _____ Customer #: _____

Contact Name: _____ Phone #: _____

Email Address: _____ Fax #: _____

Send me images of Bill of Lading Yes No and/or Proof of Delivery Yes No

And/Or would you prefer to get website access which allows you to view/print your invoices, bill of lading and proof of delivery.

Yes No

Email Address: _____

Contact Name: _____ Phone #: _____

We can also issue a weekly or monthly statement monthly, we can issue a statement of account.

Yes No

Monthly Weekly

We can also send a flat file or simply a billing summary which includes any information on your invoices for the billing period. This file comes as a flat file that be opened in Excel.

Please contact me to setup a flat file. Yes No

If you have any questions or concerns please contact Accounts Receivable at 1-800-371-6895 or email: e-billing@rosenau.ca

"Our Business Is Built On Service"