

New Payment System for Advertising invoices.

ASMI has introduced a new process for the payment of advertising approval invoices. **From now on all invoices you receive will not be paid.**

With the current payment system you supply ASMI with your credit card details on your application and we process the payment through our NAB account. With the new system you will receive the unpaid invoice via email. Payment of the invoice will be made by you through a link contained within the email. Please see the step by step guide below.

Please note: this does not change the process applying for approvals. Only the payment system.

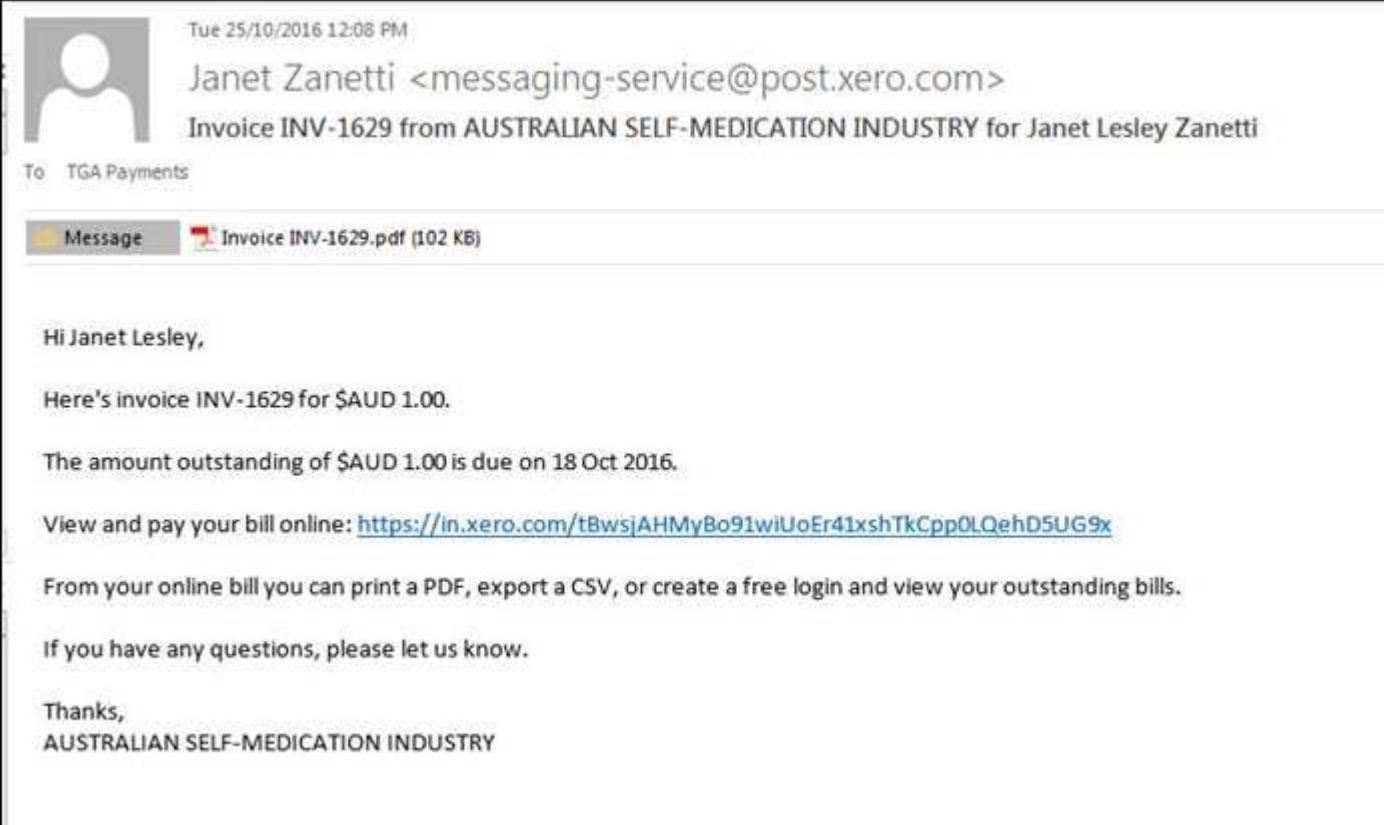
The benefits of this payment system are:

- You no longer supply ASMI with your credit card details. This is more secure.
- You will know exactly when the payment is made.
- We will have a record of the payment as soon as it is made.
- You will have a copy of the receipt which you can access or save as required. This will remove need to ask ASMI for one.
- You will be able to check the invoice before payment to ensure all details are correct.

Step by step guide

1. The customer will be sent an email from Xero. There is a link contained within the email which says 'View and pay your bill online' click on the this link. Please see example below.

Example:



The screenshot shows an email interface. At the top, it says 'Tue 25/10/2016 12:08 PM'. The sender is 'Janet Zanetti <messaging-service@post.xero.com>'. The subject is 'Invoice INV-1629 from AUSTRALIAN SELF-MEDICATION INDUSTRY for Janet Lesley Zanetti'. The recipient is 'To TGA Payments'. Below the header, there is a 'Message' tab and an attachment 'Invoice INV-1629.pdf (102 KB)'. The main body of the email contains the following text:

Hi Janet Lesley,

Here's invoice INV-1629 for \$AUD 1.00.

The amount outstanding of \$AUD 1.00 is due on 18 Oct 2016.

View and pay your bill online: <https://in.xero.com/tBwsjAHMyBo91wiUoEr41xshTkCpp0LQehD5UG9x>

From your online bill you can print a PDF, export a CSV, or create a free login and view your outstanding bills.

If you have any questions, please let us know.

Thanks,
AUSTRALIAN SELF-MEDICATION INDUSTRY


- When you click on the link a window will open with the invoice details. A pdf version of the invoice will also be attached. Click on 'Pay Now'.

Outstanding bills: 1.00 AUD

Pay Now **1.00 AUD**
14 DAYS OVERDUE

Save As PDF CSV Print

Questions or comments about this bill?



TAX INVOICE

| | | | |
|-----------------------|----------------------------------|-------------|--|
| To | Janet Lesley Zareff | From | Australian Self-Medication Industry Ltd |
| Invoice Number | INV-1026 | | ACN 607 233 116 |
| Reference | TEST1-ONLINE PAYMENT | | ABN 55 002 798 962 |
| ASN | 55 002 798 962 | | PO Box 764 North Sydney NSW 2059 |
| Issued | 17 October 2016 | | Direct Ph: +61 2 9022 5111 Fax: 61 2 9959 3093 |
| Due | 17 October 2016, 14 days overdue | | www.asmi.com.au |

| Description | Quantity | Unit Price | GST | Amount AUD |
|--------------------------------------|----------|------------|----------|-------------|
| TESTING - ONLINE PAYMENT WITH STRIPE | 1.00 | 1.00 | GST Free | 1.00 |
| Subtotal | | | | 1.00 |
| Amount Due AUD | | | | 1.00 |

3. Enter your credit card details. Click on 'Pay'

Outstanding bills: 1.00 AUD

[Pay now](#) **1.00 AUD**
14 DAYS OVERDUE

Questions or comments about this bill?

TAX INVOICE




| | |
|----------------|-------------------------------|
| To | Janet Lesley Zanetti |
| Invoice Number | INV-1620 |
| Reference | TEST1-ONLINE PAYMENT |
| ABN | 55 002 798 952 |
| Issued | 17 October 2016 |
| Due | 17 October 2016, 14 days over |

Description

| | | |
|--------------------------------------|------------|----------|
| TESTING - ONLINE PAYMENT WITH STRIPE | Unit Price | GST |
| | 1.00 | GST Free |

Pay INV-1620

Please pay 1.00 AUD using one of the following credit cards
(all fields are required):

Name On Card

Credit Card

Month Year CVC


[Pay 1.00 AUD](#) [Cancel](#)

4. When the invoice is paid you will see the following screen. You can save the receipt as a pdf by clicking on the PDF next to 'save as' on top right hand corner.

1.00 AUD Save as PDF CSV Print

Questions or comments about this bill?

PAID

TAX INVOICE 

| | | | |
|-----------------------|----------------------|-------------|---|
| To | Janet Lesley Zanetti | From | Australian Self-Medication Industry Ltd. |
| Invoice Number | INV-1629 | | ACN 607 233 116 |
| Reference | Test payment | | ABN 55 082 798 952 |
| ABN | 55 082 798 952 | | PO Box 764 North Sydney NSW 2059 |
| Issued | 18 October 2016 | | Direct Ph +61 2 9922 5111 Fax: 61 2 9958 3093 |
| Due | 18 October 2016 | | Email info@asmi.com.au |

| Description | Quantity | Unit Price | GST | Amount AUD | |
|-------------|----------|------------|----------|-----------------------|-------------|
| testing | 1.00 | 1.00 | GST Free | 1.00 | |
| | | | | Subtotal | 1.00 |
| | | | | Total AUD | 1.00 |
| | | | | Less Amount Paid | 1.00 |
| | | | | Amount Due AUD | 0.00 |