Existing e-Invoicing Email

Customers currently signed up for e-Invoicing will continue to receive this email format for the following document types: Online Invoice, Online Debit, and Client Level.

Existing Functionality

- View Invoice button requires log in to view an invoice

THOMSON REUTERS

E-BILLING:
SECURE, CONVENIENT, PAPERLESS BILLING

REUTERS/Ali Jarekji

YOUR E-BILLING INVOICE IS AVAILABLE

Dear Thomson Reuters **TEST FOR TANYA 9-14**,

You have a new invoice from Thomson Reuters. The invoice will be available through this link for 180 days.

View Invoice

West Account #:	XXXXXX5216
Invoice #:	6132697621
Location:	**TEST FOR TANYA 9-14**
Description:	New Sale Invoice
Amount:	131.76 USD AUTO-PAY
Due Date:	AUTO-PAY

Please make checks payable to Thomson Reuters - West Publishing Corp or to pay online, login to My Account.

You can now find answers 24/7 to commonly asked questions online at Customer Service Support. Find information on billing, returns, refunds, account maintenance, OnePass, orders, subscriptions, contracts and more.

Please do not reply directly to this email message.

If Auto-Pay appears the amount will be charged to your bank account or credit card on or after the invoice date.

Thank you for your business.

New e-Invoicing Email

Customers currently signed up for e-Invoicing will receive the below new e-Invoicing email format for their Subscription Invoice, Credit Note, New Sale Invoice, and Print Debit document types.

Enhancements

- Invoice PDF is attached to email, no logging in required
- New simplified format
- Hyperlinks throughout the document:
  - Pay now - linked to My Account
  - Commonly Asked Questions - linked to Customer Support Site
  - Sign up for Auto Pay - linked to Auto Pay sign up or updates
  - Privacy Policy - linked to the policy

THOMSON REUTERS®

Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan MN 55123-1396

Dear Tanya Test

Please find your Subscription Invoice attached.

Account Number	**Invoice Number**
1004315216	834573774

Total due in USD
325.16

Payment due
October 4 2019

Pay Now

If you are signed up for AutoPay, your payment will be automatically withdrawn from your account.

Thank you for your continued business.

Thomson Reuters

Need help and support?

- You can now find answers 24/7 to commonly asked questions.
- If you want to sign up for Auto Pay, it's fast, convenient, & secure.
- Want to save some time and effort? We now can provide your invoice information in an Easy Import file. Click Here to find