Information required for Pre-Production server build

Please fill in the details below and return to us.

Email Title	Timing				
Invoice	Sent the day after invoice is posted in MYOB	☐ Yes	☐ No		
Statement	Sent the day after the invoice goes overdue. The timing is not set by Apxium, statement is always based on the due date of the invoice. I.e. If you run 14-day terms. Then the statement is sent out on the 15th day	**Required**			
Overdue Invoices Reminder Notice	Sent every 7/14 days from the day the invoice has gone overdue until it gets paid.	☐ Yes	☐ No	☐ 7	☐ 14
Do you wish to delay the Invoice? How many days?		☐ Yes	☐ No	No. of days:	

SMS		
Invoice	☐ Yes	☐ No
Statement	☐ Yes	☐ No
Overdue Invoice Reminder Notice	☐ Yes	☐ No

Note: Mostly commonly SMSs are utilized for Statements and Overdue Invoice Reminders