Export Invoices to Sebis Overview and Topics

SedonaOffice has partnered with Sebis (formerly Bridgestone Information Services) as our sole provider for outsource printing of Invoices and Statements. Sebis printing and mailing services allow you to outsource the printing and mailing of invoices, statements and other correspondence with the click of a mouse. By fully integrating the Sebis services within SedonaOffice, the setup and ongoing use of Sebis invoice and statement services becomes an effortless process. Additional services include the insertion of "in-line inserts" that allow you to include additional information for each customer on the fly, such as collection or marketing letters to your customers. With Sebis and SedonaOffice you will be able to reduce the overall cost of each mailed invoice and statement, adding greater efficiency and profitability to your business. For more information on Sebis's services, contact our sales department.

Many SedonaOffice customers send all of their invoices and statements to Sebis while others only send their monthly Cycle invoices then print their Job, Service and Miscellaneous invoices in-house. You have the flexibility to send all or some of your printing to Sebis.

This section will cover how to create a print file, upload to Sebis's secure ftp site and mark the invoices as printed once you receive confirmation Sebis has received your file. Sebis will email the individual of your choice within your company for receipt notifications.
If your company opts to use the Sebis printing services, Sebis will provide setup information to your company that will need to be setup in SedonaOffice prior to being able to upload any print files. The required setup is done on the computer workstation that will be creating and uploading print files. This setup is covered under this topic section. Click on the links below for further instructions.

Sebis Setup

How to Create a Sebis Invoice Export File

Export Batch Manager Options