



# REGULAR INVOICES WILL NOW BE SENT VIA EMAIL

Due to the high demand of requests from our clients, and the need for a paperless service, we are pleased to announce that as of the **1 March 2018**, all invoices will now be sent via email. This change will affect anyone who currently receives invoices in the post.

As part of our company strategy, our future vision is to become a paperless office relying on only electronic documentation.

## Other services that are moving forward digitally are:

- ✓ Payroll
- ✓ Management Accounts
- ✓ Taxation

If you have any queries regarding receiving invoices by email, please get in touch with our customer relations team.



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