
Electronic invoicing in four easy steps

How to set up your online banking system to receive electronic invoices

1 Requirements

You need a computer with an Internet connection and an online banking contract with a bank which is electronic invoice-compatible. Your bank will be happy to answer any questions you may have.

2 Requesting a user number

Select «Electronic invoices» in your online banking, and in just a few steps, you will be able to register to receive electronic invoices. Once you have done that, you will receive your user number straight away.

3 Registering for electronic invoices

Click on «Electronic invoices» in your online banking, then on «Invoice issuer», and then select «CONCORDIA» from the list. Enter your insurance number on the registration form.

4 Paying by electronic invoice

You will then shortly begin to receive CONCORDIA invoices in electronic form via your online banking system. You can execute the payment at «Electronic invoices».

For further information, please see: www.concordia.ch/ebill, www.e-bill.ch.

Should you encounter any problems in setting up electronic invoices, please contact your bank.