

# **My rff on the internet.** Order tracking and document management – backing you up.

Technically flawless processes and optimised procedures contribute to reducing costs. With "my rff" we help you to get closer to this goal.

At our website you are able to view the status of your order and access delivery notes before the goods have even reached you. As a matter of course, this service is also available for invoices.

And: Likewise, certificates related to delivered articles can be viewed via my rff, saved as PDF files, or printed out.

This is feasible without any additional software. The only must-have is internet access.

## How you benefit

- Access without additional software
- · Availability 24/7
- Everything at a glance
- Free access
- · Backtracking of all orders
- Real time data by our ERP-System



## Our IT and digital service includes

# · Portal "my rff".

Track your orders with rff on the internet. Download copies of delivery notes, invoices and MTRs (Mill Test Report).

#### · Online catalogue service.

Our catalogues are at your disposal at our homepage, at any time and free of charge, in accordance with your wishes.

#### · Additional details on certificates.

Profit from a variety of options. The strenuous comparing of certificates with shipping documents and invoices are history now.

#### • MTR on the internet.

Research and download of certificates. Free use of the certificate archive for customers.

#### • MTR by e-mail.

Automatic transfer of certificates as PDF or TIF files upon delivery note creation.

#### · MTR on CD.

All certificates related to a project or time period on a CD, or other data storage devices. Likewise, possible upon request as upload from the 'document library' at the portal "my rff"

#### · B2B and e-procurement.

Individual B2B connection. Electronic catalogues (e.g. BMECat), marketplace connections (e.g. cc-hubwoo).

#### · Electronic invoicing.

Saving of time and money with this service and, at the same time, contributing sustainably to environmental protection

# $\cdot\;$ Invoice settlement by means of credit memo procedure

Spare yourself arduous checking of incoming invoices. Upon request, invoicing based on a general agreement, may take place by credit memo.

