



**It's time your business
accepted cards.**

 **streamline**



Have you seen the headlines?

“Number of business purchases paid for by card set to double”

Source: Association for Payment Clearing Services (APACS) 2003

“onecard launched for business to business payments”

Source: The Royal Bank of Scotland Group September 2003

“Online business to business trading grows – payment by card the most popular way to pay”

Source: APACS 2003

“Five years of delivering efficiency – HM Government Procurement Card”

Source: GPC Annual Report 2002

By not accepting card payments your business could be missing out.

As the financial and processing benefits gained by replacing cash and cheques with card payments are recognised, the number of businesses using cards continues to grow.

In the next 10 years APACS* have forecast that card payments for business transactions will reach over 200 million per annum, as business to business cheque payments fall by 42%.

Are you missing out?

* APACS (Association for Payment Clearing Services) May 2003

Selling online – card payments, the preferred way to pay.

Nearly a third* of all businesses order online, and card payments are used more than any other payment method for online purchases.

How are you getting paid for your online sales?

* APACS (Association for Payment Clearing Services) July 2002

“But I don’t sell to businesses who want to pay by card!” Perhaps you do!

Each year all types and sizes of businesses, perhaps including your own, are using cards more and more to pay for travel and entertainment expenses and to buy goods and services.

Paying by card is popular in both the public and private sectors, for example:

Public Sector

- Central civil government departments and agencies
- National Health service and its local trusts
- The Ministry of Defence

- Northern Ireland Assembly
- National Assembly for Wales and Scottish Executive
- Local authorities
- Universities and colleges

Private Sector

- FTSE 100 companies
- The Professions (e.g. solicitors)
- Small businesses (e.g. corner shops)

So think again, your customers might just be waiting for you to accept card payments.

Do your customers want to pay by card for the goods and services you sell? Yes!

In addition to travel and entertainment expenses, goods and services paid for by card range from items essential to the daily operation of a business to one-off purchases. It is impossible to provide a definitive list, however the following are just a few examples of business purchases paid for by card:

- Car rental
- Cleaners
- Construction material
- Dental supplies
- First aid equipment
- IT services
- Machinery
- Stationery.

We do believe your customers want to pay by card for the goods and services that you sell.



What type of cards can you accept?

There are several types of card used by companies for their travel and entertainment expenses and purchases; the most common types of card are:

Business Cards – issued to small businesses to pay for business purchases easily and efficiently

Corporate Cards – issued to larger companies to manage their travel and entertainment expenditure

Purchasing Cards* – up until now these were primarily issued to both the public sector and major UK corporations for the purchase of low-value goods and services. However, use has now broadened to include small and medium sized companies.

For goods and services paid for by Purchasing Cards, if a supplier is VAT accredited, HM Customs and Excise have agreed that, in most cases, it is no longer necessary for suppliers to issue a traditional paper VAT invoice. A report generated by the cardholder's issuing bank replaces the invoice.

Please note that the Government Procurement Card (GPC) is the same as a Visa Purchasing Card, however the GPC is used solely by the public sector.

onecard – is the first card in the UK that can be used for travel and entertainment expenses and business purchases. When **onecard** is used in a VAT accredited outlet the transaction is processed in the same way as a Purchasing Card. This means it may not be necessary to issue a traditional paper invoice.

Not forgetting your retail customers too.

If you also have retail customers they will be able to pay you by card – further increasing your card sales.



† subject to separate agreement

*Please see the Streamline Purchasing Card SMS8933 insert for more detailed information about VAT accreditation for Purchasing Cards, the Government Procurement Card and **onecard**.

How you can benefit.

Not only can accepting card payments improve cashflow and competitiveness, costs can also be reduced and sales order processes simplified. Advantages include:

INCREASED CASHFLOW

- Payment at the time of the sale
- Faster payment – trade terms specifying payment within 30, 60 or 90 days replaced by payment to your bank account typically within 4 days – you do not have to bank with NatWest or The Royal Bank of Scotland

GREATER COMPETITIVENESS

- Increasingly, companies make card acceptance a condition when selecting new suppliers
- Your ability to accept cards enables you to add this to your credentials when seeking new business

REDUCE COSTS

- Less reliance on financing by way of overdrafts and loans
- Savings gained by reducing staff administrative effort as the requirement to chase payment diminishes and processing unpaid cheques, with their associated charges, is no longer necessary

IMPROVED SALES ORDER PROCESS

- Removes the requirement to establish a trade account – instant purchase from first time customers is possible
- If your business is VAT accredited for Purchasing Card payments, it may no longer be necessary to issue invoices
- No more waiting for purchase orders.



Why you should choose Streamline, the UK's No.1

Streamline is the UK's leading card payment acquirer* and processes nearly 1 in every 2 card transactions.

Our experience means that your business benefits from the latest technology and highly secure systems. Full and dedicated support is also provided through the Streamline Helpdesk, which operates every single day of the year.

By choosing Streamline your business will acquire the following capabilities:

- You can accept all major cards, face to face, by mail or telephone order and, in some cases, via transactions online
- You will benefit from a fast authorisation service – an electronic service that checks that cards have not been reported stolen and that funds are available to make the purchase

- You can rent card payment terminals or work with Streamline to integrate payment solutions within your own point of sale equipment
- You will always be able to process card payment transactions. Our systems are fully operational 24 hours a day, 7 days a week, 365 days a year
- You can accept card payments via the internet in most major currencies (by separate arrangement).

*Source Credit Card Research Group 2002

**Want to
know more?**

Call Freephone

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or Fax

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*Calls may be recorded.

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