



# Welcome to a world of possibilities

Thank you for your business with FedEx.

We are pleased to serve your growing international shipping needs.

In this handbook, we will share the essential points about FedEx invoices or statements you may receive. This will help you easily understand the freight or duties charges billed, shipment information, payment terms and the invoice layout.

You can learn more about FedEx Billing Online, an invaluable and powerful online tool that can help you save time and effort, improve productivity, simplify and easily manage your billing process.

Should you require assistance on your invoices, please contact us at mycsr@fedex.com.

We wish you a pleasant shipping experience.

FedEx Express

# Freight or Duties & Taxes Invoice Summary

Once your international shipments had been delivered, we will send you the following invoices:

- The Freight invoice details the transportation charges, surcharges, discount and any additional charges per Air Waybill.
- The Duty & Tax invoice details the import clearance charges and any additional charges incurred in the destination Country.



#### INVOICE

This is a copy of the original invoice for your reference.

Page 1 of 2

SST Reg Number: B16-1808-31008812

Contact Person Company Name Address 1 Address 2 Postal Code, State



Invoice Number: Invoice Date: Total Payable: Account Number:

<Invoice #> 22 May 2019 MYR 65.96 <Account #>

For invoice inquiries

Federal Express Services (M) Sdn Bhd (207528-U) 801B, Level 8, Tower B, Uptown 5 5, Jalan SS 21/39, Damansara Uptown 47400 Petaling Jaya, Selangor Darul Ehsan

Phone: + 1 800 88 6363 Fax: + 603 7712 4397 fscmy@fedex.com

FREIGHT INVOICE SUMMARY - 22 May 2019

Outbound (MYR)

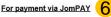
Total

**Grand Total** 

(MYR)

65.96

Your payment is due by 21 Jun 2019 Please make all enquiries/disputes within 30 days from the date of the invoice









JomPAY online at Internet and Mobile Banking with your Current, Savings or Credit Card account

For Payments via QR Pay





Simply scan the code with your smartphone to pay bill securely and quickly via credit cards. https://www.fedex.com/en-my/paybill Or, you can click on the link above to pay by adding record(s) manually.

Launch of Enhanced QR Pay in Malaysia

Enhanced QR Payment is now available on all FedEx Invoices, Statements of Account (SOA) and Dunning Letters. Simply scan the code with your Smartphone and it will direct you to a FedEx customized payment page with a list of invoice(s) to pay. With QR Pay, you can now pay securely and quickly with a credit card. For more information, please contact your local Customer Experience team

For other payment methods, please visit www.fedex.com/my/account/offlinepayment.html

#### For payment via Cheque, please mail to:

FEDERAL EXPRESS SERVICES (M) SDN BHD (207528 U), P.O. BOX 8458, PEJABAT POS KELANA JAYA, 46790 PETALING JAYA

#### Remittance Slip

Please return this slip with your payment to receive proper credit, thank you.

#### Remit to

FEDERAL EXPRESS SERVICES (M) SDN BHD (207528 U) P.O. BOX 8458 PEJABAT POS KELANA JAYA 46790 PETALING JAYA

Invoice Date 22 May 2019 Invoice Number <Invoice #> Payment Due Date 21 Jun 2019 Grand Total (MYR) 65.96



Customer Name INTERSIL INT'L OPERATIONS S/B Account Number <Account #>

Cheque Number Cheque Amount

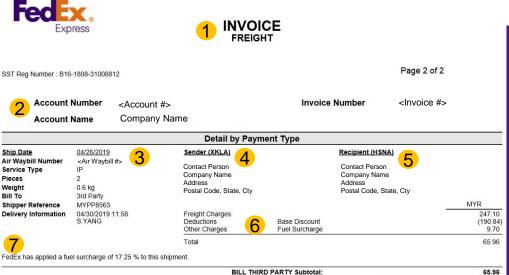
and mailing address 2. Invoice reference number and FedEx shipping

account

Your billing contact person, company name

- 3. Invoice title either Freight or Duties & Taxes.
- 4. Summary of charges for outbound (export) or inbound (import) shipments.
- Due date for full payment.
- **Electronic Fund Transfer** information for payment to FedEx via your bank.
- 7. QR Pay for credit card payment via your mobile app.
- Promotional news or Service update messages
- Cheque payment for your FedEx account number and cheque number.

# Freight or Duties & Taxes Invoice Shipment Details





\* when the dimensional weight exceeds the actual weight, the transportation charges will be assessed on the dimensional weight according to the IATA volumetric standard

- Invoice type Freight or Duties & Taxes
- Your shipping account number and company name
- 3. Shipment Information
  - Ship date: date at which the shipment was exported.
  - b. Air Waybill number: shipment identification number
  - Service Type: name of FedEx service used and package type
  - d. Pieces: number of packages in the shipment
  - e. Weight: actual or dimensional chargeable weight of shipment\*
  - f. Bill To: party designated by Shipper to pay the charges.
  - g. Shipper Reference:additional instructionsfrom the shipper.
  - h. Delivery information:
     proof of delivery date and
     time of acceptance by the
     recipient and the
     recipient's name.
- 4. Sender: details of shipper.
- Recipient: details of consignee.
- 6. Freight charges and applicable surcharges.
- Percentage of dynamic fuel surcharge applied on the net freight charge.

The information provided in this document is correct as of December 31, 2019, but is not intended to be binding. Please visit fedex.com/sg for further information

### Statement of Account

We can prepare and send you a statement of account for your internal billing records. It will list all the outstanding invoices and credit balance pertaining to your account.



Federal Express Services (M) Sdn Bhd (207528 U) 25 Jalan Delima 1/3 Subang Hi-tech Industrial Park, Batu 3, 40000 Shah Alam, Selangor, Malaysia

#### STATEMENT OF ACCOUNT

DATE: 06-FEB-2020

Contact Person Company Name Address 1 Address 2 Postal Code, State

Account No. Credit Terms : <Account #>

: FREIGHT **DUTY & TAX** 

- 7 DAYS

- 30 DAYS

Page 1 of 2

Invoice No.	Invoice Type	Invoice Date	Age	Currency	Invoice Amount	Amount Due
2-281	Freight	04 Feb 20	2	MYR	259.16	259.16
2-281	Duty/Tax	03 Feb 20	3	MYR	119.99	119.99
2-281-	Freight	28 Jan 20	9	MYR	1,837.81	1,837.81
2-281-	Duty/Tax	24 Jan 20	13	MYR	93.64	93.64
2-281	Freight	21 Jan 20	16	MYR	1,224.69	1,224.69
2-281-	Freight	14 Jan 20	23	MYR	2,545.17	2,545.17
2-281-	Duty/Tax	14 Jan 20	23	MYR	498.07	498.07
2-281-	Duty/Tax	10 Jan 20	27	MYR	45.00	45.00
2-281-	Duty/Tax	08 Jan 20	29	MYR	820.05	820.05
2-281-	Freight	07 Jan 20	30	MYR	1,119.86	1,119.86
2-281-	Duty/Tax	07 Jan 20	30	MYR	55.96	55.96
2-281-	Duty/Tax	02 Jan 20	35	MYR	681.10	681.10
2-281-	Freight	31 Dec 19	37	MYR	1,735.73	1,735.73
2-281-	Duty/Tax	27 Dec 19	41	MYR	74.49	74.49
2-281-	Freight	24 Dec 19	44	MYR	1,508.84	1,508.84
2-281-	Duty/Tax	24 Dec 19	44	MYR	1,041.12	1,041.12
2-281-	Freight	17 Dec 19	51	MYR	1,472.15	1,472.15
2-281-	Freight	10 Dec 19	58	MYR	2,709.31	2,106.07
2-279-	Duty/Tax	31 May 19	251	MYR	11,788.70	11,788.70

Total: MYR 29,027.60

FREIGHT (30 DAYS) DUTY & TAX (7 DAYS) Past Due

MYR 6,822.79 MYR 15,098.13 21,920,92 MYR

Invoices marked with @ have been disputed and are currently under review.

- 1. Your current billing contact information
- 2. Credit terms days from date of invoice to make the payment
- 3. Outstanding Invoices
  - a. Invoice number/Type: denotes the invoice reference number and nature of charge.
  - b. Age: number of days the invoice is pending payment from the date of invoice.
  - c. Invoice Amount: original total charges to be paid.
  - d. Amount Due: outstanding unpaid amount in each invoice.
- 4. Total unpaid overdue amount past the credit terms period.



# Paying your invoices

We always strive to provide the most convenient and fastest payment solutions to our customers. You can choose to make your payment in any of the following methods.



#### 1. Online Payments

- To pay via JomPAY, please input your invoice number or air waybill number or 9-Digits FedEx Account Number in the Ref/Remarks field.
  - Bank Acct Name: FEDERAL EXPRESS SERVICES
    (M) SDN BHD (207528 U)

Biller Code: 8797Ref-1: 468447042735Ref-2: 227900424

#### 2. Credit /Debit Card Payments

- For QR Pay, please scan the QR code with your smartphone to pay via credit card.
- You can also make credit card payments directly or via PayPal with <u>FedEx Billing Online</u>.
- ➤ Alternatively, you can call our Customer Service team at 1800-88-6363 to make a one-off payment or set up automated payments.

#### 3. Cheque payment

- All cheques should be made payable to FEDERAL EXPRESS SERVICES (M) SDN BHD (207528 U)
- Please mail cheque and the Remittance Advice to FEDERAL EXPRESS SERVICES (M) SDN BHD, P.O. BOX 8458, PEJABAT POS KELANA JAYA, 46790 PETALING JAYA.

#### 4. Cash payment

Please approach any of our <u>FedEx Ship Centres</u> to make your payment.



# Manage your invoices online

FedEx gives your business an array of billing options, no matter what your account payable process may be. Now you can choose to receive your invoices electronically via <u>FedEx Billing Online</u> and never receive a paper version again.

These digitally-signed invoices are exactly the same as paper invoices and will benefit you to:

#### Save Time and Money

- Receive your invoices in your email inbox as a PDF file.
- Download invoices in PDF, CVS, XML and XLS.
- Bill the shipping charges to your end-customers faster.
- Reduce the time needed to process payments.
- Cut the cost of processing paper invoices.

#### Improve Productivity

- Enjoy quick and easy access to invoice and shipment information.
- Quickly find details on specific invoices and shipments.

#### **Enjoy Convenience**

- Pay your invoices directly via PayPal or credit card
- Choose multiple invoices to pay.
- Download invoices to your computer in a variety of formats.
- Get daily updates on your payment status.
- Query shipment charges before making payment.

#### Simplify Account Management

- Manage all of your accounts under the same login
- Access information whenever and wherever you need it, 24 hours a day.
- · Have multiple users for your account.

Sign up now and experience the easiest way to manage your FedEx invoices.

\*\* please note that you would need to register for a fedex.com login access before you can use the FedEx Billing Online application.

### Frequently Asked Questions

#### Q1. When do I need to make the payment for your invoices?

Invoices for freight charges are payable within thirty (30) calendar days of the invoice date. Duties and taxes are payable within seven (7) days upon receipt.

#### Q2. What does 'Bill to Sender, Recipient or Third Party' mean?

"Bill sender" means that the charges will be billed to the FedEx account holder who exported the shipment. "Bill Recipient' means that the charges will be billed to the person which the shipment was meant for. "Bill third party" means that the charges will be billed to someone other than the sender or recipient.

### Q3. What if the recipient or third party refuses to pay for the freight charges or duties and taxes?

The transportation charges and duties and taxes, processing and clearance fees will be billed to the sender.

#### Q4. Can the third-party payor obtain my shipment information?

By entering the third party's account number as a payor in the Air Waybill, the shipper authorizes FedEx to disclose information regarding the shipment including the Air Waybill information, shipment status, personal data, personal information, and charges to a third party.

#### Q5. What if the shipper's account number is invalid?

Your shipment may be delayed or returned if it is billed to an invalid FedEx account number.

#### Q6. How are duties and taxes determined and billed?

Duties and taxes may be assessed on the shipment contents by the local customs authority. Processing and clearance fees may also be incurred and billed to the recipient. Options to bill the sender or a third party are available in most countries.

## Q7. Will I have to pay additional fees if FedEx pays my duties and taxes in advance to the local customs authority?

If we advance the payment on your behalf, you will be assessed a duty handling fee.

#### Q8. Why is the billed shipment weight different from what I had submitted in the air waybill?

All shipments lodged with FedEx will be assessed on their dimensional weight. If it exceeds the actual weight, the freight charges will be assessed on the dimensional weight according to the IATA volumetric standard.

# Q9. Are there other circumstances that my shipment may be billed differently than what was declared in the air waybill?

We may make appropriate adjustments to the shipment charges if the package shape and dimensions change during transit, which may affect the package's dimensional weight and surcharge eligibility.

#### Q10. How can I request for an amendment on the charges billed?

You may request an invoice adjustment in the following ways:

- Use our online application FedEx Billing Online at fedex.com if you are a registered user.
- Contact our Customer Service team to request your adjustment or refund.

