

# Stock in the Channel

## Payment Terms & Billing Frequency



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14 Heddon Street, Mayfair, London, UK. W1B 4DA



Stock in the Channel

# Payment Terms

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## For all ongoing services

Invoices fall due at the start of the period they cover.

Stock in the Channel generate invoices 30 days prior to the due date and these are sent via email in PDF format to the nominated billing contact on your account.

Invoices include the billing period (start and end date) for the service to which you have subscribed.

Additional services may have differing billing frequency, starting dates and will be invoiced separately.

## When commencing a new service

A Pro-Forma invoice will be created and placed on your account. Pro-Forma invoices do not include a start and end date.

Upon payment of a Pro-Forma the related service will commence and a full invoice may then be downloaded (and emailed upon request) for your accounting records.

The newly created invoice will include the period covered with the start date being matched to the payment received and reconciled in our systems.

## Statements of account

Settlements are not provided from Stock in the Channel, instead we offer full online access to your entire billing, payment and credit note history. Using the 'My Account' section of Stock in the Channel, you have the ability to pay open invoices, download copy invoices and any credit notes assigned to your Account.

Note: Access to our billing section is protected by user permissions, assigned by the account Administrator on your Stock in the Channel Account.

# Billing Frequency

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## Billing Frequency

Stock in the Channel offer services which are billed at the following frequencies depending on the service(s) to which you subscribe to:

- **Monthly**
- **Quarterly**
- **Annual**
- **One-off**

## Monthly

The preferred frequency of payment is Monthly, and is matched to the provision of our subscription services, such as Quote Tool, Order Automation and Webstore Provision.

## Quarterly

Quarterly billing is the standard frequency of payment for Distributor Listing services due to the significant data processing required. Quarterly billing is also available upon request to other organisations, in order to reduce the accounts processing required by both organisations.

## Annual

Payment of an annual invoice in advance will often facilitate a discount equivalent to 2 months' worth of the subscription value.

Customers are free to move to annual billing and revert back from annual to monthly/quarterly billing frequency. Customers must email their account manager to request a change of billing frequency. This will not affect invoices that have been paid. The new invoice value comes into effect only at the next invoice's creation date.

## One-off invoices

One-off invoices are only issued for custom development tasks. Full payment will be required before any work is carried out.

# Payment methods

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## Online via credit / Debit card

Login to your account and select the invoices to pay – you can find the link on the “My Account” page at <https://stockinthechannel.com>

## Cheque

Cheques should be made payable to *Stock Channel Ltd* and sent with a remittance advice stating paid invoice numbers, to:

**Stock Channel Ltd**  
**14 Heddon Street**  
**Mayfair**  
**London**  
**W1B 4DA**

## Bank transfer

Please Include our invoice number as a reference when sending your payment

Account name: **Stock Channel Ltd**  
Account number: **11655450**  
Sort code: **40-05-26**  
Bank Name: **HSBC**  
SWIFT: **MIDLGB2107L**  
IBAN: **GB45MIDL40052611655450**

## Direct Debit

Clients wishing to pay by Direct Debit should contact their account manager for details.

All discussions and questions can be directed to your Account Manager, or alternatives please contact sales support and we'll direct your enquiry accordingly.

**Sales:** 0333 772 0003

**Email:** [sales@stockinthechannel.com](mailto:sales@stockinthechannel.com)