



Scanned Data Transmittal Cover Sheet

You can print this form and other Interbill forms from the downloads section on our website at: www.interbill.com

Use a **Black Pen** only on all sheets. Colored inks do not scan uniformly and are difficult to read. All documents should be on white paper before they are scanned.

Email to: **DE@interbill.com**

Scan your data with this coversheet and attach to your email to: **DE@interbill.com** (one attachment per email; each email needs a separate cover sheet).

* Customer Number:	
* Number of Pages: (including this cover sheet)	
Transmittal Number: (for this month)	
* Check One:	
<input type="checkbox"/>	<input type="checkbox"/>
Final	Non-Final
	<input type="checkbox"/>
	Redraft

MASTER COPY

- FILL IN YOUR CUSTOMER NUMBER
- MAKE COPIES OF THIS SHEET
- FILL OUT AND SCAN THE COPIES

* Required Information

Message: _____

After scanning data, boldly write "Scanned" on all sheets you have scanned and emailed to Interbill. It is very important that the same document not be sent to Interbill twice. It will be keyed twice.