



🔗 NETSUITE E-INVOICING GUIDE

Essential NetSuite e-invoicing capabilities for compliance-ready finance teams

A practical checklist to help NetSuite customers prepare outbound and inbound e-invoice flows across countries, entities and daily finance operations.

For CFOs & finance leaders

NetSuite-ready

Europe-focused

Checklist format



From mandate pressure to finance control.

A clearer way to assess readiness, without adding complexity.



WHY IT MATTERS

Compliance is only the starting point

E-invoicing mandates require compliant document exchange, but the day-to-day challenge is operational.

SELF-CHECK

Can finance users onboard, validate, monitor and correct invoice flows without leaving their NetSuite process?



Compliant exchange

Support structured invoice flows and country-specific requirements.



Operational visibility

Give teams status feedback, validation logs and clear next steps.



Finance usability

Make AR and AP processes easier to manage inside NetSuite.



Controlled review

Review supplier invoices before they become GL-impacting bills.

 **READINESS OVERVIEW**

The 7 capabilities to assess in NetSuite

1 Multi-country model

A scalable foundation for countries, entities and mandates.

2 Structured data

A consistent model such as GOBL JSON to support cross-country flows.

3 Participant validation

Peppol lookup, directory checks and trust verification.

4 Local enrichment

SIREN and SIRET lookup for France-specific identification.

5 Outbound control

Transmission feedback and invoice statuses visible to users.

6 Inbound AP workflow

Inbox, draft bill review and controlled vendor bill creation.

7 Mapping rules

Templates and line-level defaults for cleaner AP processing.

Auditability

Logs, traceability and exception visibility for internal control.

 **CAPABILITY 1**

Build for multi-country rollout

- ✓ Use a consistent document structure that can support several countries and invoice flows.
- ✓ Keep the setup flexible enough for country-specific formats, identifiers and validation rules.
- ✓ Plan for expansion as mandates evolve and new subsidiaries are added.

 CAPABILITY 2

Make onboarding reliable

- ✓ Maintain clear e-invoicing fields on customer and vendor records.
- ✓ Automate Peppol participant ID lookup and validation where relevant.
- ✓ Use directory and SMP checks to increase confidence before exchange.

SELF-CHECK

Can your team validate customer and vendor e-invoicing data without relying on manual research outside NetSuite?



✦ CAPABILITY 3

Do not overlook local enrichment

In markets such as France, customer and vendor identification can require additional company data. Your setup should help finance teams enrich and validate this information as part of the normal onboarding process.

- ✓ Support SIREN and SIRET lookup for France-specific company identification.
- ✓ Help users select the right legal entity when several matches are found.
- ✓ Store validation outcomes in a way finance users can understand later.



**Cleaner master data
means fewer blocked
invoice flows.**

Readiness starts before the invoice is sent.



✦ CAPABILITY 4

Give AR teams control over outbound e-invoices

- ✓ Connect NetSuite invoice records directly with the e-invoicing platform.
- ✓ Return transmission statuses and feedback into the NetSuite workflow.
- ✓ Support required transaction types such as invoices and credit notes.
- ✓ Reduce the need to check separate portals for routine follow-up.

1



Create

The invoice is created and approved in NetSuite.

2



Transmit

Structured invoice data is sent through the e-invoicing flow.

3



Monitor

Status feedback helps AR users know what happened next.

SELF-CHECK

Can your AR users see whether an e-invoice was accepted, rejected, delivered or needs action?

✦ **CAPABILITY 5**

Design inbound AP around review

Incoming e-invoices should not automatically become final vendor bills without proper review.

- ✓ A central e-invoice inbox for incoming supplier invoices.
- ✓ A draft bill workflow before creating GL-impacting vendor bills.

- ✓ Side-by-side review of the incoming e-invoice and draft bill.
- ✓ Extraction and attachment of embedded PDF documents where available.

SELF-CHECK

Does your AP team have enough visibility before an incoming e-invoice affects the general ledger?

**Review first**

Protect ledger quality before final posting.

**Handle exceptions**

Make missing or inconsistent data easier to resolve.



✧ CAPABILITY 6

Turn incoming invoice data into usable NetSuite transactions

- ✓ Use inbound templates and conversion templates for recurring supplier patterns.
- ✓ Apply defaults based on invoice line content, vendor, subsidiary and priority.
- ✓ Support item or expense determination at transaction line level.

Default the fields finance teams use every day

Department

Class

Location

Tax code

Custom segments

Custom line fields

SELF-CHECK

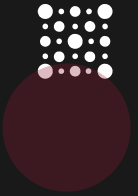
After receiving an e-invoice, how much manual coding does your AP team still need to do?



🚀 READINESS SCORECARD

Your quick checklist

CAPABILITY	NOT STARTED	PARTIALLY READY	READY
Multi-country e-invoicing model	☐	☐	☐
Peppol participant lookup and validation	☐	☐	☐
SIREN / SIRET enrichment for France	☐	☐	☐
Outbound invoice status feedback	☐	☐	☐
Inbound e-invoice inbox and draft bill review	☐	☐	☐
Embedded PDF extraction and attachment	☐	☐	☐
Line-level mapping and defaulting rules	☐	☐	☐



✦ NEXT STEP

Assess your NetSuite e-invoicing readiness before mandates go live.

Novutech helps European companies implement, optimise and support NetSuite finance processes with a practical, long-term view of compliance and operations.

[Book a 30-minute readiness assessment →](#)



Compliance

Prepare for country-specific requirements.



Visibility

Understand invoice status, errors and next actions faster.



Scalability

Build a process that supports growth across countries and entities.

