

Dear Valued Business Partner:

Re: Electronic Invoice Processing Through Cortex Business Solutions

Modern Resources Inc. ("Modern") has implemented an electronic invoice processing system powered by Cortex Business Solutions to improve operational efficiencies with our vendors and reduce costs throughout our organizations.

We **strongly encourage** our vendors to submit their invoices electronically. Our goal is to provide Modern with the ability to pay its vendors as quickly as possible in an efficient and cost effective manner.

In order to deliver invoices electronically to Modern you must be a member of the Cortex Trading Partner Network. Sign up can be accomplished via:

Phone:	1-866-716-6272 – <i>Option 2</i>
Email:	Email Cortex Registration
Web:	Online Cortex Registration

Specific benefits of electronic delivery include:

- Quick and secure transfer of business documents electronically to your buyers
- Reduce high costs associated with traditional accounting business processes
- Capability to connect electronically to ensure invoice delivery, ascertain approval and payment status as well as identify and resolve potential disputes as quickly as possible
- Access a single integration for multi-format invoicing
- No disruptions to invoice submission due to postage handling
- Use a new simplified sign-up process directly from the Cortex website
- Ability to create a company profile, so you are easily found and identifiable in the Cortex Network; Modern encourages vendors to complete their profiles
- Access to additional buying organizations throughout the energy industry and 8,500+ trading partners

We will continue to receive and process invoices via traditional mail, courier or email however our organization is focused on electronic processing so we may not process these invoices as efficiently.

We encourage vendors who have not already done so to offer Modern early payment discounts (e.g. 2.0% net 10 cash discount) as electronic invoices can be processed on

an expedited basis ensuring these vendors a shorter payment cycle and lower working capital costs.

Additional Information for Vendors

For the specific details required to submit invoices, please see the MODERN RESOURCES INC. Supplier Quick Reference information available from the Trading Partner Resources section on help.cortex.net.

Address Changes:

Please send a signed letter on company letterhead notifying Modern of your current/correct remit-to address.

Please mail to:

Modern Resources Inc.
200, 110 – 8 Avenue SW
Calgary, AB T2P 1B3

Contact Information:

If you have questions regarding our e-invoicing initiative or any other vendor inquiries, please send an email to ap@modernresources.ca

ABOUT CORTEX

Cortex Business Solutions is an e-Procurement company that improves efficiencies, reduces costs and streamlines procurement and supply chain processes for its customers.

The Cortex Trading Partner Network enhances the exchange of business-critical documents, such as purchase orders, receipts and invoices, resulting in improved cash flow management and business controls while reducing days outstanding and administrative costs.

- Offices in Houston, TX, Denver, CO and Calgary, AB
- Over 8,500 Oil and Gas vendors currently on the Cortex Network
- Full training and on-going support to all Modern vendors

For more information or to register, please contact Cortex.

Web: [Cortex Website](#)

Sales inquiries: 1-866-716-6272– Option 2

Email: [Email Cortex Registration](#)

Web: [Online Cortex Registration](#)

Support inquiries: 1-866-716-6272– *Option 1*

Email: [Email Cortex Support](#)

Web: [Cortex Help](#)