

PAYMENT METHODS @ BELFAIR

How can customers pay at the fair?

1 pay later - after receiving the invoice

- ❑ Sellers register the order and contact details of the customer.
- ❑ Sellers provide a duplicate of the order (confirmation) to the customer or send it by mail.
- ❑ Afterwards sellers send a delivery note and an invoice.
- ❑ Before the due date, the customer pays the invoice.



2 pay later - in combination with Trade Fair POS

- ❑ Sellers enter the order and the contact data in their system (POS or webshop with buy buttons).
- ❑ Customers receive the confirmation by mail.
- ❑ Afterwards sellers send a delivery note and invoice.
- ❑ Before the due date, the customer pays the invoice.



3 pay later - with a PE Creditcard

- ❑ Sellers register the order and contact details of the customer + number of the PE Creditcard, expiration date and CSC (Card Security Code).
- ❑ Sellers provide the duplicate of the order to the customer or send it by mail.
- ❑ The seller receives the amount in real time on his bank account.
- ❑ The practice enterprise will get a monthly statement and can pay the remaining credit to the bank.



BELFAIR 2026

ORGANISED BY COFEP

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4 pay now - with a tradefair card but without Trade Fair POS

- ❑ Sellers register the order and contact details of the customer + number at the back of the card.
- ❑ Sellers provide the duplicate of the order to the customer or send it by mail.
- ❑ Make a list of all customers who made a purchase with this card.
- ❑ Afterwards send the invoices and the list at cofeba@cofep.be (Belgian Bank), NOT to the customer.
- ❑ COFEBA will transfer the total amount to the bank account of your practice enterprise.



5 pay now - with a tradefair card in combination with Trade Fair POS

- ❑ Sellers register the order and the contact data in the cash register system (POS) + number at the back of the card and expiration date.
- ❑ Customers can receive the confirmation by mail if they mark the option with a check mark.
- ❑ COFEBA will transfer the amount to the bank account of your practice enterprise in real time.

6 pay now - CASH in combination with Trade Fair POS

- ❑ This option is reserved for POS sales, out-of-network sales moments (classrooms).
- ❑ More info: mail cofepteam@cofep.be

