



INTEGRATED  
PUBLICATION  
SOLUTIONS

## IPS XchangeIT Update



### 1. How do I access the IPS XchangeIT files?

To trade with IPS via XchangeIT simply send IPS a request using your IPS account number via the XchangeIT website and after confirming all details IPS will approve the request to allow for EDI file sharing.

### 2. When will I receive the files?

The first XchangeIT file is scheduled for all agents who have an active XchangeIT account and have requested to receive data from IPS on **Monday 6th July**. The first files will include the following publications with a scheduled on sale date of Wednesday 6<sup>th</sup> July –

**AHM – Australian Horseman**

**GBN – Gold Coast Business Ness**

**KSM - Kosmos**

**NGF – National Greyhound Form**

**NZL- The New Zealander**

**OVX – Oval Express**

**RIA – Rodeo In Australia**

**SLI – SA Life**

**STH – Southern Lifestyle**

### 3. How do I process my returns?

Please refer to the XchangeIT returns guide located in the tools and downloads section or the FAQ's, which is available on the IPS website [www.publicationsolutions.com.au](http://www.publicationsolutions.com.au) , for information on processing returns.

### 4. Where do I send the tops?

Once the returns have been processed through the POS system and returns form has been generated please send all tops only to **PO Box 999 North Richmond NSW 2754**.

If you have any further questions please do not hesitate to contact the IPS Customer service team [customerservice@publicationsolutions.com.au](mailto:customerservice@publicationsolutions.com.au) or call 1800 606 477.