



# Kofax ReadSoft Invoices PDF Format Requirements

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**KOFAX**

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# Table of Contents

<b>Introduction</b> .....	<b>4</b>
<b>Chapter 1: What is correct PDF format?</b> .....	<b>5</b>
<b>Chapter 2: Instructions for suppliers</b> .....	<b>6</b>
<b>Chapter 3: What about Collector?</b> .....	<b>7</b>
<b>Chapter 4: What if the PDF files do not comply with the stated requirements?</b> .....	<b>8</b>
Using a PDF version that is later than the required version.....	8
Using embedded fonts.....	8
Using otherwise incorrect PDF files.....	8
Using a PDF converter.....	8

# Introduction

This document describes the PDF file format that is supported by these Kofax products:

- ReadSoft Forms
- ReadSoft Invoices
- ReadSoft Documents (Classify and Index), including Documents 7.0

Companies that use Kofax products to process PDF documents received from outside sources need to inform their suppliers which types of PDF are acceptable.

## Chapter 1

# What is correct PDF format?

Correct [PDF \(Portable Document Format\)](#) file format conforms to the specification published by [Adobe](#) or by [ISO](#). The fact that a file can be read by Acrobat Reader does not make it a correct PDF.

## Chapter 2

# Instructions for suppliers

Use a tool that results in correct PDFs. Enterprise Resource Planning (ERP) systems often contain functions that produce invalid PDF files.

Forms: Generate PDF version 1.7 or lower (earlier).

Invoices and Documents: Generate PDF version 1.7 or lower (earlier).

Use standard fonts that do not need to be embedded in the PDF file. This is particularly important if you use the PDF function supplied with an ERP system.

 In a PDF file, text can be treated as images or text. A PDF containing text that is retained as text results in a smaller file size, while a PDF containing text generated as images results in a simpler structure inside the PDF file. However, whether a PDF is generated as an image or text will not have any effect on its processing in a Kofax system.

## Chapter 3

# What about Collector?

Collector is an input source for Invoices or Documents. It feeds those programs with material to interpret/extract. It does not have any PDF requirements of its own.

## Chapter 4

# What if the PDF files do not comply with the stated requirements?

## Using a PDF version that is later than the required version

Forms can typically read PDF versions later than 1.4 if the files do not include compressed cross-reference tables (introduced in the PDF 1.5 specification and commonly used in PDF 1.6 and later).

Invoices can typically read all PDF files. The file features introduced after 1.7 (for example video content) are simply ignored.

Note: The version number of the PDF file does not always describe the content of the file correctly. For example, a file labeled as PDF 1.5 may in fact only use file format features described in PDF 1.4 or even earlier versions.

## Using embedded fonts

Kofax products read PDF files with embedded fonts when the fonts are stored in accordance with the PDF specification. However, problems with embedded fonts are common in incorrect PDF files.

## Using otherwise incorrect PDF files

Invoices and Documents accept almost all files that are readable by Adobe Reader. Forms is less tolerant of format errors.

## Using a PDF converter

A stand-alone PDF-to-TIFF converter is available for Kofax products.

Customers can request it—as well as the additional information needed—from their Kofax representative. Kofax employees can access it here: <http://readsoft-marketplace/readsoft-pdf-converter>.