

CERTIFY AP

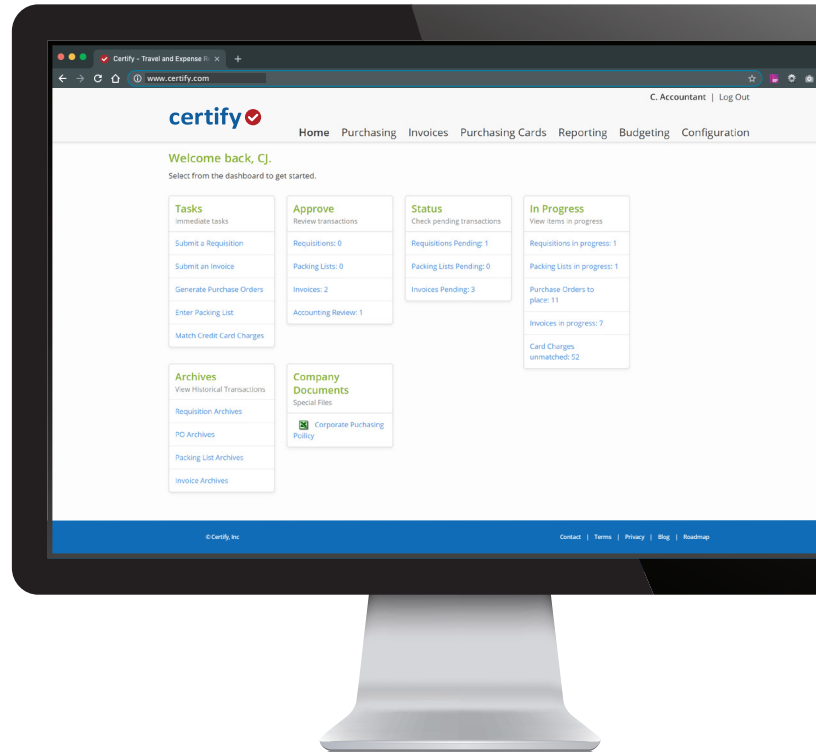
The Smartest Way to Automate Accounts Payable

Certify AP makes it easy to move all of your accounts payable functions online. From requisitions and orders to invoice matching and payments, Certify AP's reliable platform keeps your business running smoothly, and your AP team informed.

WHY CERTIFY AP?

By adding Certify AP, you improve insight and help your finance team cut out tedious manual tasks so they can focus on adding strategic value to your organization.

- **Stop the surprise invoice**
- **No more chasing paper**
- **Facilitate AP teams to work from home**
- **Smart, secure shopping**
- **Exceptional customer support**



HOW CERTIFY AP WORKS



1

Employee requests goods or services (could even purchase online via a pre-approved vendor)



2

Requisition is approved and turned into a purchase order



3

Vendor fulfills the order, and packing list aligned



4

Invoice submitted (easily using OCR technology) and associated with the correct department, GL, and project



5

Invoice paid early to take advantage of additional discounts

CERTIFY AP

Automated Accounts Payable

CERTIFY AP FEATURES

Employee requisitions & shopping:

Enable faster turnaround times and increase budget oversight with our powerful requisition tool and online shopping experience

Two & three-way order matching:

Line items are matched and automatically approved or sent for exception approval if discrepancies appear

Invoice management:

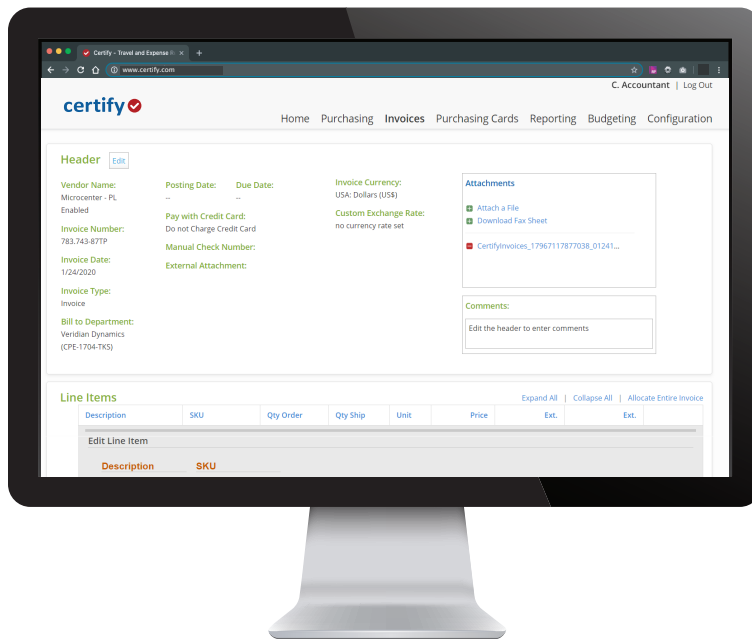
Automated workflows, OCR technology, and complete visibility into your company spending make management a snap

Global payments:

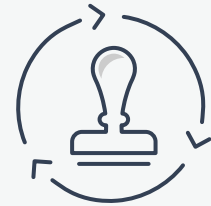
Process electronic, direct-to-bank international vendor payments in more than 100 currencies

Seamless integration:

A powerful suite of travel, expense, and AP Automation solutions provide data visibility organization-wide



RESULTS



Happy employees

The purchasing process was easy.



Happy AP teams

Every purchase was visible in a single system that allowed for early payment discounts.



Happy vendors

Vendors got paid on time—or early.