

EMBRACE ACCOUNTS PAYABLE



DATA SHEET

Build and maintain efficient, personalised supplier partnerships

Effectively balance supplier needs, payment terms, discounts and cash management, with a flexible, adaptable solution that optimises your entire accounts payable process. Embrace Accounts Payable enables you to control and manage your company's expenditure by recording purchases and supplier invoices as well as making expense distributions. Ensure that your cash management is both efficient and effective with automated discount calculations and prepayment support.

Key Benefits

✓ Simplify management of supplier accounts

- ▶ Maintain supplier profiles of local and international suppliers.
- ▶ Set up suppliers to receive documentation via Email, Fax, Prints or EDI thereby streamlining the paper trail.
- ▶ Track accruals, match invoices and control price variances with the goods received note system.

✓ Automate and streamline payment process

- ▶ Ensures supplier accounts are always up to date.
- ▶ Increase processing speed, improve accuracy, and streamline invoice entry and payment.
- ▶ Automatically calculate taxes, discounts and currency conversions for efficient invoice settlement.
- ▶ Recurring invoice function for rapid processing of repeat charges.
- ▶ Take full advantage of discounts and pay your suppliers according to their terms, without interrupting the AP process.
- ▶ Maintain currency and country details for foreign suppliers.
- ▶ Automatically converts currencies to simplify payment.

✓ Improve visibility of supplier accounts

- ▶ Provides immediate visibility and access to all supplier account balances for cash flow analysis and payment processing decisions that affect the bottom line.
- ▶ Maintain full purchase order receipt and invoice history, as well as purchase analysis for supplier planning and general ledger transaction audit trail.
- ▶ Negotiate more favourable supplier contracts to reduce costs and lay the foundation for profitable, long-term supplier relationships.

✓ Improve supplier relationships

- ▶ Build and maintain efficient, personalised supplier partnerships.
- ▶ Fulfil payment obligations in an accurate and timely manner.
- ▶ Meet supplier preferences with flexible payment methods, e.g. Cheques, EFT Transfers, Letter of Credit, Bank Draft, specifying currency and rate of exchange where applicable.
- ▶ The online supplier reconciliation tools enables collaboration, streamlines the reconciliations and enhances valuable supplier relationships.

Embrace Accounts Payable provides the integration and flexibility you need to streamline and personalise your accounts payable operation.

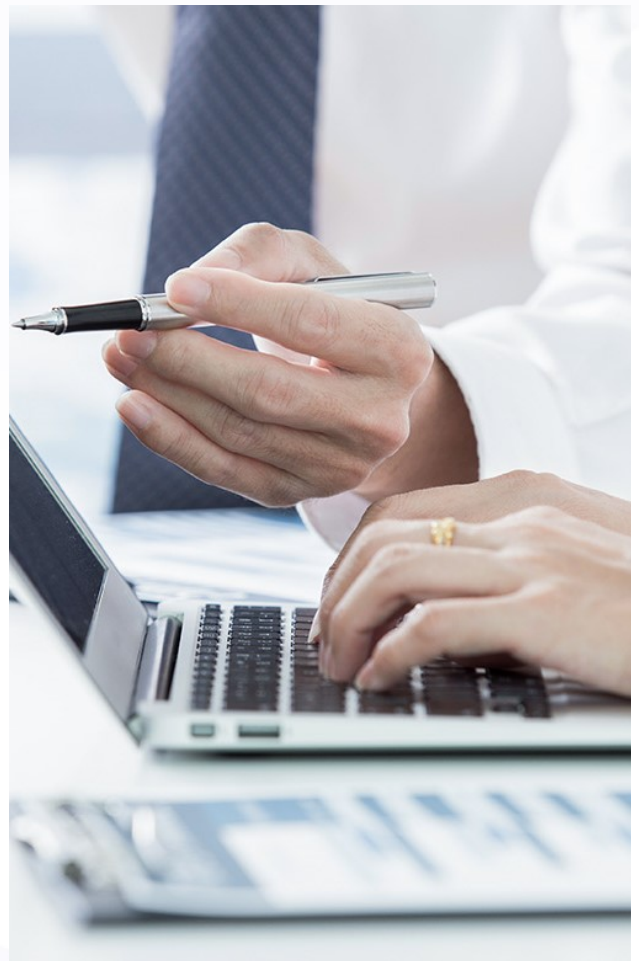


Key Capabilities

- ▶ Flexible and fully integrated
- ▶ Visibility to role specific information
- ▶ Simple and complex segregation of duties when generating and approving payments
- ▶ Multi-branch and multi-currency
- ▶ Multiple customer account numbering methods
- ▶ Multiple payment methods and terms
- ▶ Duplicate invoice detection and notification
- ▶ Online supplier ledger inquiry
- ▶ Link suppliers to default expense ledger accounts
- ▶ Expense invoices over single or multiple general ledger accounts
- ▶ Manage temporary and permanent suppliers
- ▶ Automate postings of recurring monthly entries, such as rentals, leases and maintenance contracts
- ▶ Process invoices and payments in multiple currencies
- ▶ Automated discount calculations
- ▶ Full purchase order receipt and invoice history
- ▶ Automate balancing and month end procedures
- ▶ Specify month end close dates per supplier
- ▶ Automatically flag invoices as unapproved if the invoice to purchase order variance exceeds user defined tolerances
- ▶ Purchase Price Variances are automatically generated if approved
- ▶ Match supplier invoices to multiple goods received notes
- ▶ Transfer all Documents to an alternate supplier when invoices or credit notes have been matched against a mistaken supplier
- ▶ Online Reconciliation of invoices and credit notes as well as payments
- ▶ Produce remittance advice documents for payments made
- ▶ Include special messages on remittance advice documents
- ▶ Multiple enquires, including Supplier Account Enquiry, Supplier Document Enquiry, Supplier Payment Enquiry, Supplier Master file Enquiry

Reporting and Audit Trails

- ▶ Extensive and flexible reporting - detailed and summarised age analysis; Local and foreign age analysis; cash requirements schedules; foreign payment requirement schedules; batch total reports; master file Reports
- ▶ Complete audit trails of invoices, payments and master file amendments
- ▶ Complete audit trail of foreign currency transactions



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One of the greatest strengths of Embrace is the visibility, the easy access to information and depth of detail the system provides.

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Carlos Morais - Financial Director
Duplex Liquid Meters (DLM)