

From Validation to Matching, Authorization & ERP Delivery

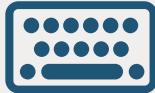
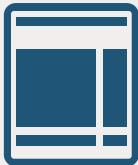
Automating Accounts Payable with ACOM



A Total AP Solution... *More Productivity, Management & Control*

Without efficient processes in place, your Accounts Payable department is likely costing your business heavily. Manual or paper-based invoice and document processing are among the worst offenders.

Accounts Payable (AP) Automation with ACOM enables better control of received and invoiced goods, automatic purchase order matching, enhanced security, less manual work, shorter total processing time, decreased total cost for supplier handling and early notification of errors... a significant boost in productivity, efficiency & accuracy.



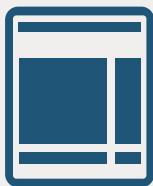
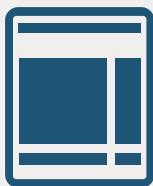
Reduce Manual Data Entry up to 90% with ACOM... Produce More With Less! The Industry's Best Value, Functionality and Return on Investment!

We help companies automate the process of receiving, entering and matching invoices by making the entire process electronic. Whether arriving in envelopes, by fax, or as email attachments, and no matter what the design, information is automatically extracted from incoming invoices, then automatically routed for approval within minutes... *optimum efficiency without manual entry*:

- Intelligent invoice recognition handles the data entry and validation so AP staff only needs to get involved for issue resolution.
- Start-to-finish workflow for automated invoice approval that communicates with ERP data before the invoice is ever posted.
- Streamline matching, approval and payments to reduce manual steps and errors.

Automating manual AP processing with intelligent capture and workflow approval to increase processing speeds, reduce costs and significantly improve bottom-line performance.

ACOM enables organizations to optimize their invoice automation efforts without the need of costly ERP modification or IT projects.



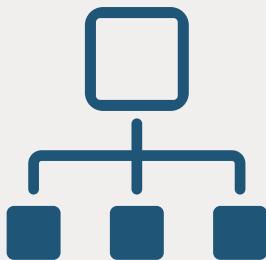
Accuracy and Efficiency – Rule-Based Matching and Pairing

An important part of the gain in process efficiency is through automated rules-based invoice matching. ACOM ensures that the AP team can focus on simply managing invoice exceptions rather than reviewing and processing each invoice.

Electronic invoices are subjected to an automated 2-way or 3-way invoice matching process which determines a match against PO number, PO line tolerance and buyer receipts. Matching rules can be setup as a customer default or a supplier specific level to meet your organization's needs.

The benefits of Three-Way Matching:

- Invoices are automatically matched to the PO number and goods receipts, enabling a fully-automated match programmatically - without manual processing involvement
- Invoices with variances or discrepancies are immediately flagged for direct attention
- Enables more effective and timely approval workflow
- Enhanced control of business processes
- Improves data integrity: Removing manual data entry errors and scanning inaccuracies

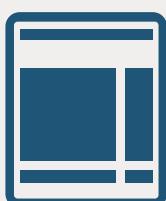


Powerful Workflow Processing – Putting Content in Motion for AP

ACP Automation includes advanced workflows for different invoice types for department structures, individuals, approval limits and specially required variables. AP clerks have a full overview and total control over the process; while line managers easily access the information they need in the way they want to see it. With everyone connected, dispute handling becomes easier, faster and on the record.

- Extract information from invoices and eliminate time-consuming data entry.
- Intelligently recognize the data within documents to trigger workflow approvals.

From small to mid size fast-growing businesses to multiple company environments, ACOM makes it easy to automate invoice processing and gain full control over the entire AP cycle. You benefit in gaining the insight and control required to strategically manage cash flow, liabilities and working capital across your organization.



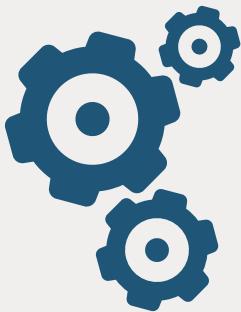
No Paper, No Compromise - ACOM's EZCM AP Automation Includes Enterprise Content Management – Standard

In a paper world, finding an invoice is often a lot harder than it should be. Not only is it important to have invoices stored and accessed electronically, but it's also important to have them readily accessible. That way the data and documents are united in a central archive with all of the information you need only a click away. Resolve disputes, meet compliance – Provide Immediate Client Support!

As part of AP Automation , ACOM's EZContentManager (EZCM) provides a complete solution – to streamline the process of capturing invoices to increase processing speed, reduce data entry costs and provide immediate access to the information you need when you need it:

- Manage who has access to what information and what they can do with it... individually and right down to the document level.
- Track modifications to business-critical documents, when they were made and by whom - always in their proper version.
- Meet audit and compliance initiatives and mandates with complete audit and retention control.

Trade in late payments, lost invoices, and a lack of visibility over manual invoice processing for an invoice automation solution that improves your internal processes and relations with suppliers.



AP Processing, Your Organization and ACOM:

- How often are invoices re-issued, misplaced, copied, misrouted or even double-paid?
- How many of people are involved in recording, validating and approving vendor invoices?
- How much time is spent searching for information to match up invoices with PO's and receipt of goods?
- How much time is spent locating information surrounding invoice issues?
- How can you best avoid problems in business relations as a result of late payments?
- How can you track the full cycle of any transaction from invoice reception to payment release?
- How much do you lose in early payment discounts by paying late?

ACOM's Invoice Processing Automation is based on over 30 years of helping organizations optimize the way they process the documents, information and decisions that run their businesses. Our experience gives us an in-depth understanding of the problems, needs and requirements of finance departments and how to best solve them. The result is in ACOM's industry leading automation solution that addresses every part of the accounts payable cycle.

Free up your skilled staff from manual data entry tasks, increasing the efficiency of validation, approval and posting of invoices, and reducing total processing time. And we interface with any financial workflow and ERP system such as SAP, Oracle, Sage, Microsoft Dynamics, Infor, QAD and JD Edwards, as well as with various financial and purchasing systems... all without any costly modification to the ERP system!

People More Productive - The ACOM Advantage for AP:



- The technology that understands the content and layout of any invoice, with the industry's leading Optical Character (OCR) engine by Readsoft®.
- Vendor validation, PO & receipt matching at line level drives impressive straight-through processing rates and leads to an accelerated business process
- One platform for single or multiple-company invoice processing, examination and multi-stage approval.
- Simple and consistent processes handle all types of invoice documents, of any structure, regardless of format: faxed, posted, or electronic.
- Increase potential for early payment, discounts plus avoiding late payments and fees.
- Close month-end and year-end accounts faster and more accurately as the invoice is immediately accessible in the system.

Part of AP Automation, EZCM's process and content management structure includes a secure central repository of all invoices and related information. This gives all users information accessibility, the ability to more readily collaborate, track and secures vital supporting documents and content in all of its forms. These functions are essential as organizations seek to improve efficiency, share knowledge and reduce risk.



Contact us today to find out how ACOM can meet all of your AP Automation needs:



Phone: (800) 347-3638 ext. 4129



Email: sales@acom.com

www.acom.com