



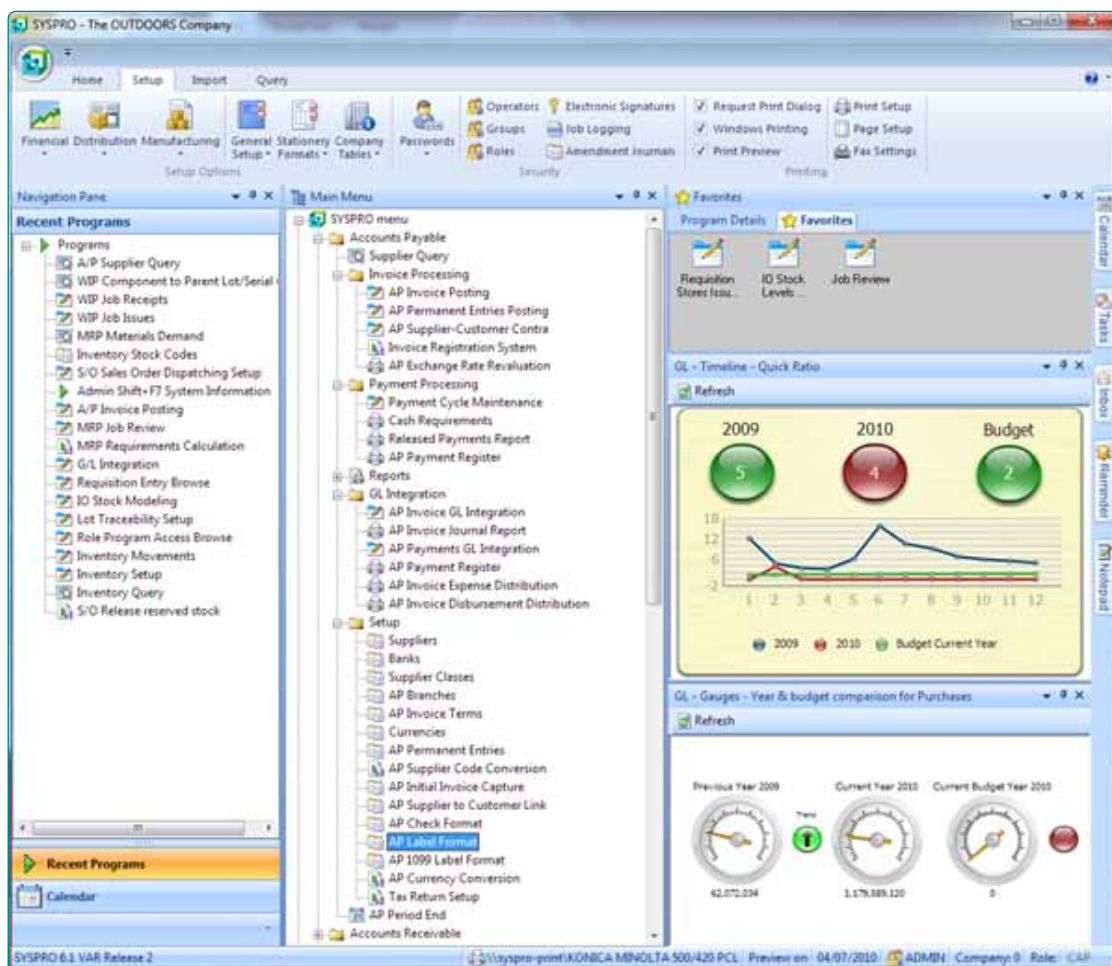
Accounts Payable

Fact Sheet

SYSPRO Accounts Payable improves cash flow, while maintaining close relationships with suppliers by providing timely, accurate and efficient control of processing invoices, paying bills and analyzing expenses and available discounts.

The Accounts Payable system provides an efficient method for recording purchases and supplier invoices as well as making expense distributions. It can be installed standalone or integrated with other modules in the SYSPRO system. Included are facilities for maintaining, verifying and reporting supplier account information. The module offers optional two-step invoice entry that allows users to enter, approve and then pay an invoice. Extensive audit trails and journals form an integral part of the module.

Against each supplier, invoice and transaction details are retained from which cash requirements, forecasting and purchase analysis may be printed. Suppliers can be held in local or foreign currency and multi-branch accounting is available. In addition, free-format checks and remittances can be designed.





The Facts

Fact Sheet

The Benefits of Accounts Payable

- Forecast current and future cash requirements easily and accurately
- Utilize the invoice registration system to ensure invoices have been authorized for payment
- Complete purchase analysis of suppliers
- Use Goods Received Notes to track Accounts Payable accruals and control price variances
- Automation of payment processing
- Take advantage of settlement discounts
- Streamline data processing by approving supplier invoices electronically
- Support recurring expense entries
- Process manual, system and void checks
- Manage suppliers by branch
- Manage permanent and temporary suppliers
- Manage multiple branches

Accounts Payable Features

- Process in multiple currencies (EMU compliant)
- Link suppliers to default ledger codes
- Contra invoices between supplier and customer
- Support full TAX/VAT/GST/Canadian HST
- Two tier tax system
- Post transactions to current and two prior periods
- Expense invoices over multiple general ledger accounts
- Automated postings of recurring monthly entries for leases, rentals, contracts, etc.
- Automatically calculates due dates and discount dates
- Payment alerts and suggestions
- Records invoices for approval prior to accepting liability
- Release payments for multiple local and foreign currency banks
- Process concurrent payment cycles
- Automatic or user selection of invoices for payment
- Ability to place an invoice on hold and restrict payment

- Maintains history of receipts and invoices
- Defines check, remittance and label formats
- Electronic trading suppliers
- Captures balance and historical invoices
- Revalues foreign invoices
- Automatic numbering of suppliers

Integration with SYSPRO

- Accounts Receivable
- Cash Book
- Electronic Funds Transfer
- General Ledger
- Purchase Orders
- Work in Progress
- Business-to-Business Trading
- Contact Management

Audit trails and reporting

- Cash requirements reporting to improve cash management
- User-defined selection criteria for flexible reporting
- Free format check and remittance advice
- Manual checks
- Complete audit trails of invoices, payments and master file amendments
- Detailed screen query with history and graphics
- Maintains payment history as required
- Label print programs for mailings
- Grouping by supplier class, branch and bank
- Produce 1099 documents

