

Streamline the payment cycle to save time and improve control

Escape outdated, productivity-draining manual processes. With Sage Intacct Accounts Payable, you can **automate workflows** to manage the entire accounts payable (AP) cycle with **newfound speed and efficiency**. That means more time to focus on **high-value analyses, insights, and cash flow optimization**—and less frustration and wasted time.

Key benefits

Save time and money

Save hundreds of hours per year—and tens of thousands of dollars—by automating your accounts payable processes, eliminating inefficient workflows, and refocusing on higher-value activities. Point and click to configure approvals and take advantage of automated expense allocations to increase productivity.

Stay in control

Automated, configurable processes enable you to better manage accounts payable by defining workflows, approvals, and internal

controls that align with your business. With visibility into the entire AP cycle, you can ensure greater accuracy as well as stronger compliance with finance and accounting policies.

See it all in real time

Track and view payments, approvals, and reports—anytime, anywhere. With Sage Intacct Accounts Payable you can see your accounts payable liabilities, vendor-aging reports, and bill- and check-register reports in real time.

HOME DASHBOARDS REPORTS COMPANY GENERAL LEDGER ACCOUNTS PAYABLE PURCHASING TIME & EXPENSES ACCOUNTS RECEIVABLE CASH MANAGEMENT

Bill [Post] [Print] [Edit] [Duplicate] [Done] [More actions]

ABC Office Supplies (V100)
Vendor ID balance: 66,146.37 USD

Bill date	Due date	Bill total	Amount paid	Amount due		
08/22/17	09/21/17	125.00 USD	125.00 USD	0.00 USD		Paid in full on 08/22/17 Printed Check: #243

Date: 08/22/17 GL posting date: 08/22/17
Vendor: V100-ABC Office Supplies Pay to: ABC Office Supplies Return to: ABC Office Supplies
PO Box 1641 Milwaukee, WI 53201-1641 kmcloskey@intacct.com
State: Paid
Bill number: 565765inv Reference number: -- Description: --
When modified: 08/22/17 12:30:31

Term: Net-30 Recommended to pay on: -- Attachments: Attach00329
Due date: 09/21/17 Payment priority: Normal Place this bill on hold
Document ID: Vendor Invoice-V10153

Account	Allocation	Project and Grant	Entity or Fund	Department	Amount	Customer	Vendor	Item
1 5300-Office Supplies	--	100-Venue Connect	100-Association Operating	100-Advocacy	125.00	--	V100-ABC Office Supplies	00031-Office Supplies Misc
Total					125.00			

Get real-time visibility into summary and detailed AP activity.

Key features

Internal control

Point-and-click controls: Easily and quickly create definitions of your workflows, approvals, and internal control processes to conform to your business.

Predefined defaults: Pay the correct amounts to the right vendors and take advantage of discounts.

Seamless integration with Sage Intacct Cash Management, Inventory, and Purchasing: Minimize data reentry and get broader insight across all financial functions.

Real-time access to AP transactions and data: Review and react to your current situation on the fly; no more waiting for batches to post.

Reports on vendors, aging, or payments: Quickly and easily slice and dice your data to get any view you need.

Automation and productivity

Automated workflows and processes: Speed up your AP cycle and enhance accuracy.

Approval alerts and messages: Enable greater responsiveness among team members.

Automated data entry: Save time, money, and resources while increasing accuracy with defaults for terms, discounts, GL accounts, payment priority, and payment dates.

1099 automation and support: Efficiently manage year-end with 1099 coding at the transaction level, multiple entity consolidation of 1099s, and IRS file generation.

Automatic expense allocation with predefined tables: Operate with greater precision by allocating expenses across multiple entities, departments, and locations.

The screenshot shows the 'Pay Bills' interface in Sage Intacct. At the top, there are navigation tabs: HOME, DASHBOARDS, REPORTS, COMPANY, TIME & EXPENSES, GENERAL LEDGER, ACCOUNTS PAYABLE (selected), ORDER ENTRY, and ACCOUNTS RECEIVABLE. Below the navigation, there are buttons for 'Add to outbox', 'Pay now', 'Outbox payments: 0', and 'More actions'. A 'Filter by' dropdown and 'Apply filter'/'Clear filter' buttons are also present. The 'Due date range' is set to 'This month' and 'Vendor range' is empty. The 'Payment method' is 'Check', 'Payment request method' is 'Use vendor preference', 'Bank' is 'B01--Security State E', and 'Set payment date to' is '09/15/17'. Summary statistics show: Bank balance USD 8,532,141.75, Selected bills total USD 129,379.97, Adjusted bank balance USD 8,402,761.78, and # of bills selected 30. A table of bills is displayed below, with columns for Vendor name, Bill #, Due date, Amount due, Payment date, Credits available, Credits to apply, Discounts, and Amount to pay. The table shows 8 bills, all with a payment date of 09/15/17 and 0.00 in discounts. The total amount to pay is 12,275.00.

	Vendor name	Bill #	Due date	Amount due	Payment date	Credits available	Credits to apply	Discounts	Amount to pay
31	Hoat Insurance	API-00195	03/02/16	6,420.00	09/15/17	0.00	0.00	0.00	6,420.00
32	ABC Office Supplies	699998	03/02/16	1,300.00	09/15/17	0.00	0.00	0.00	1,300.00
33	Lemial Printing	89II	03/03/16	10,000.00	09/15/17	0.00	0.00	0.00	10,000.00
34	Martin Electric	8899	03/05/16	2,300.00	09/15/17	0.00	0.00	0.00	2,300.00
35	Costco	88787666	03/06/16	1,275.00	09/15/17	0.00	0.00	0.00	1,275.00
36	Costco	888III	03/10/16	1,000.00	09/15/17	0.00	0.00	0.00	1,000.00
37	ABC Office Supplies	55779I	03/13/16	128.00	09/15/17	0.00	0.00	0.00	128.00
38	ABC Office Supplies	675abc76	03/19/16	32.00	09/15/17	0.00	0.00	0.00	32.00

Pay bills quickly and easily from a single screen.

Key benefits

Automated amortization expenses: Recognize assets from AP bills and expense them either over time or all at once on a set future date.

Document drag-and-drop functionality: Save time and paper by simply and quickly attaching or viewing electronic documents—from any device and location.

Manual Payments: Handle one-off payments quickly and easily such as a quick check, cash payment, or funds transfer.

Support for multiple entities and multiple currencies (optional module): Handle it all right from within Sage Intacct Accounts Payable.

Vendor Payment Services (optional module): Make check, American Express ACH, and American Express Corporate Card payments with a single click to eliminate tedious tasks while increasing security.

Take the next step

Find out how the Sage Intacct cloud financial management solution streamlines operations and provides real-time insights, boosting productivity and growth.



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