

YARDI PAYscan™



Provides powerful, automated invoice processing to minimise errors, cut costs and promote sustainable business practices.

YARDI PAYscan™

Built into Yardi Voyager, Yardi PAYscan automates invoice processing and provides an online approval workflow that helps you work more efficiently. Paper invoices are scanned and converted into Voyager electronic transactions, and the approval process is streamlined according to your customised workflow rules. To complete the process, timely vendor payments are made via EFT or cheque.

How it Works

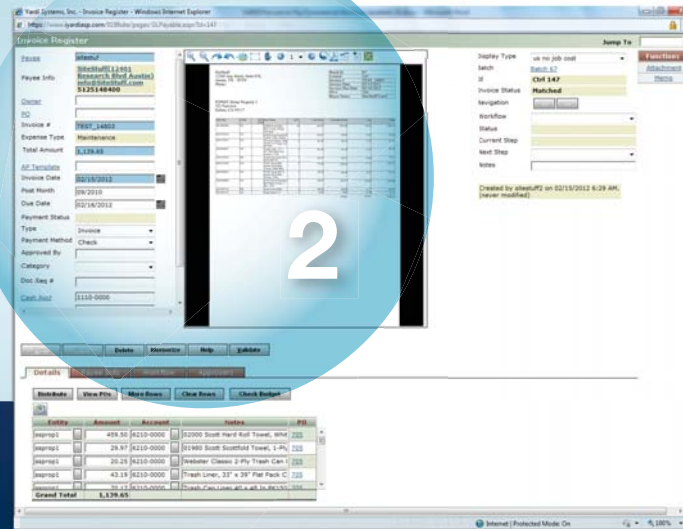
- 1 Invoices are bulk scanned
- 2 Transactions are auto-routed through custom workflow
- 3 Payments are processed via EFT



Streamline Processing. Cut Costs.

Scanned invoices are automatically routed through the approval workflow as electronic payables. Approval personnel receive email alerts and then log into their review dashboard to code and approve each invoice, utilising dashboard facilities to easily drill-down to transaction data. Scanned invoice images are stored in the Voyager database and are readily accessible for future review – no photocopies, no file cabinets.

PAYscan frees up office resources, significantly lowers invoice processing costs, and reduces labour and errors by eliminating redundant data entry.



Invoices become images in Yardi Voyager and are automatically routed online for approval and payment.



Key Features

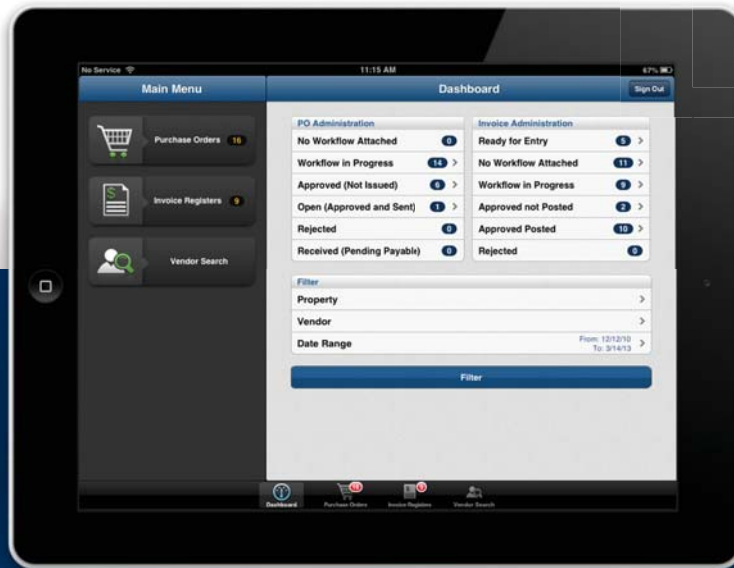
- » Full integrated with Yardi Voyager
- » Provides drill-down to invoice data for review, coding and approval
- » Performs instant budget checking
- » Ties Invoices to Purchase orders automatically
- » Sends email auto-alerts to all approval staff
- » Automates work flows and actions

Centralised Oversight. Improved Cash Management.

With a single, centralised, electronic accounts payable system, you gain portfolio-wide oversight of operational spend, which facilitates standardisation of processes and executive decision-making. Approved invoices are paid via EFT or cheque and because invoice processing is accelerated through automation, PAYscan enables you to avoid late fees and take advantage of early-pay discounts.

Mobile Access

Yardi PAYscan Mobile allows managers to search, view, and approve purchase orders and invoice registers from their mobile device. Approving managers can search for assigned POs by PO number, vendor, or expense type. They can review POs and move them through the Voyager payable workflow. Available in the iTunes App Store and Android Market.



Key Benefits

- » Reduces invoice processing cost by up to 35%
- » Automates invoice approval process
- » Reduces the need to copy, mail and store
- » Eliminates the costs associated with paper and postage
- » Prevents lost or misplaced invoices
- » Minimises manual handling and errors
- » Facilitates standardisation and payables oversight
- » Promotes sustainable business practices



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