

# Yardi Procure to Pay



Go paperless and reduce manual tasks with an end-to-end procure to pay solution. Gain real-time visibility into budgets and cash, increase efficiency with online catalogs and manage and pay vendors more effectively.



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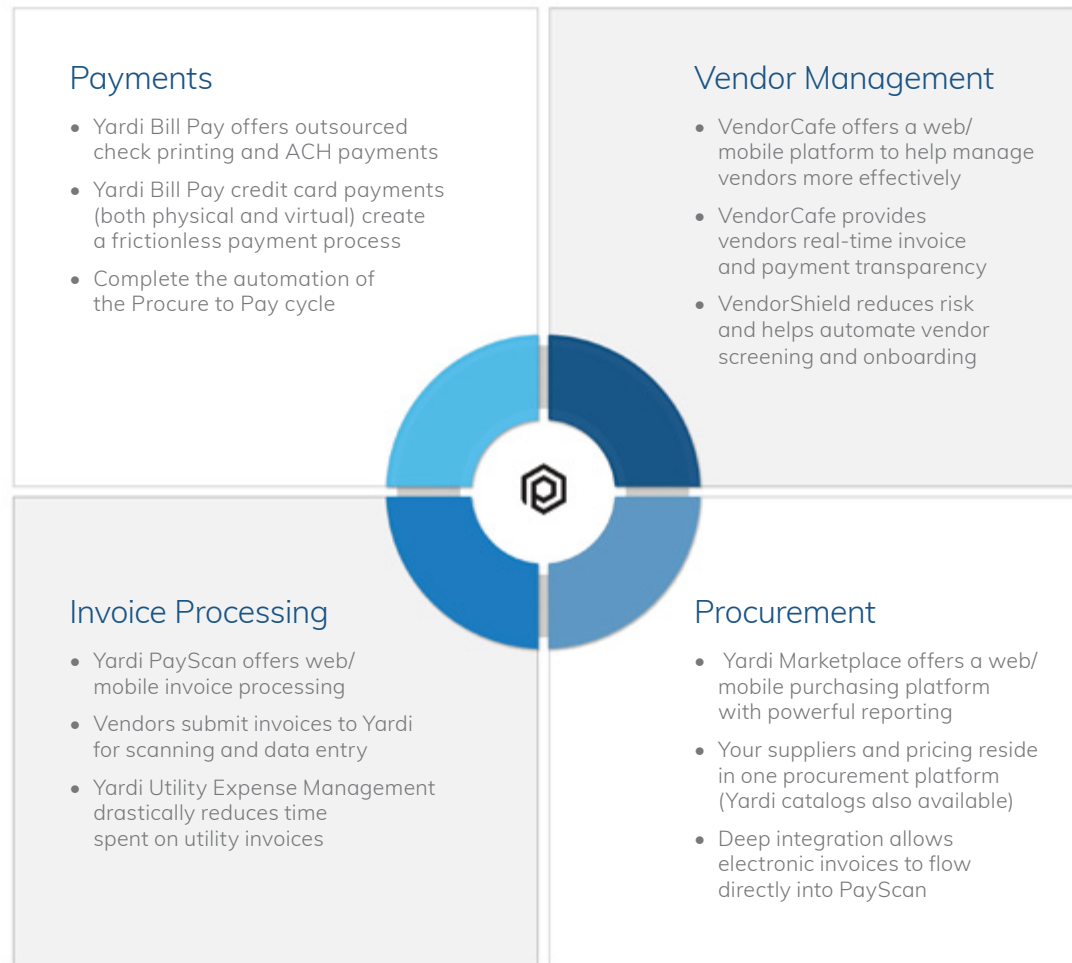
Gain efficiency and productivity across the Procure to Pay process while attaining real-time transparency into your budgets and cash flow. The end-to-end Yardi Procure to Pay platform includes powerful vendor management tools, flexible purchasing catalogs, electronic processing and approvals for purchase orders and invoices, and seamless outsourced vendor payments.

## Paperless Invoice Processing

Yardi PayScan is a paperless, mobile-enabled invoice workflow platform that provides a 360-degree view of transactions from check to payable to invoice to purchase order, work order, job or contract. In addition, all budget and cash data is available in real-time. Use powerful analytics to drive continuous improvement across your procure to pay process.

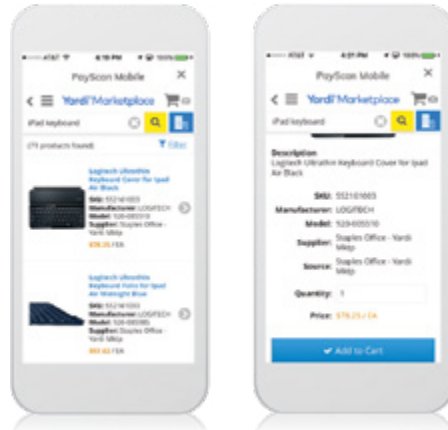
## Full-Service or Email Invoice Processing

Reduce costs and increase efficiency even further with Yardi PayScan Full Service or Yardi PayScan Email Processing. With Full Service, Yardi provides a dedicated PO Box and email address for vendors to submit invoices. With Email Processing, vendors email the invoice directly to Yardi and we enter the data into Voyager for you. All invoices show in Voyager as invoice registers, ready for you to review, approve and process as payables.



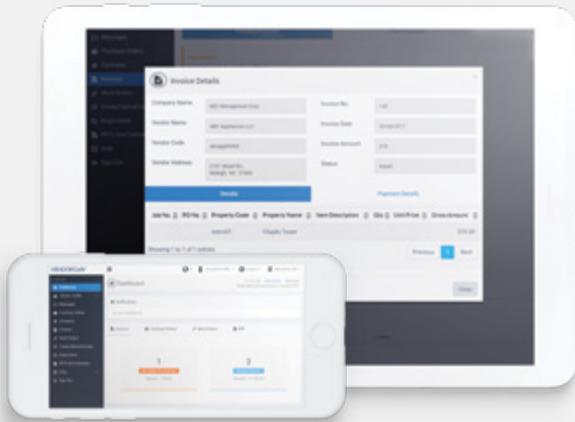
## Online Procurement

Yardi Marketplace is an online and mobile MRO shopping platform. Manage suppliers and leverage contracted pricing in one platform with off-the-shelf supplier relationships and catalogs, or create your own online catalogs. Yardi Marketplace works seamlessly with PayScan to process invoices electronically. Get insightful reporting that gives you full control of your organization's procurement activity.



## Key Features

- Full audit trail capabilities to enforce compliance
- Centralized and powerful procurement platform
- Open invoice monitoring and real-time view of cash
- SKU-level reporting to identify potential savings
- Electronic invoicing with Yardi Marketplace and VendorCafe
- Full-service invoice importing and data entry to eliminate self-scanning
- Invoice matching to POs, contracts, WOs and jobs
- Simple management of W-9, COI, service contracts and other documents
- Integrated mobile app for online invoice approvals and review



## Vendor Management

Empower your vendors to manage their business with you through the VendorCafe online and mobile portal. Vendors can submit invoices and view invoice status, payment details, purchase orders and work orders in real time. Invoices submitted electronically through VendorCafe import immediately into PayScan. VendorShield simplifies management of Form W-9s, certificates of insurance, service contracts and other documents.

## Simplified Bill Payments

Speed up the vendor payment process with Yardi Bill Pay. Invoices are seamlessly routed through your approval workflows. Bill Pay automatically pulls payments from your Voyager database and fulfills them based on how you pay each vendor. Vendors receive payment via your choice of mailed check, ACH or credit card.



## Key Benefits

- Saves money by consolidating procurement spend into one platform
- Enables better decision-making with real-time Voyager data
- Provides powerful analytics to support continuous process improvement
- Increases efficiency and productivity with online and mobile workflows
- Eliminates interfacing with third-party systems
- Saves time and drastically reduces scanning, keying, printing and other manual tasks
- Gives vendors real-time transparency into their business with you
- Identifies potential at-risk vendors and develops strategies for managing them

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