

How it works.

The only automated end-to-end Accounts Payable solution that integrates seamlessly with your bank for full visibility and control over the whole process.

1 Capture

Eliminate the need for manual keying of incoming invoices, regardless of how they are received.

Your dedicated APTimise mailbox captures all information down to line detail.

That's header data, description, net amount, VAT rate, supplier data and gross amount by line item.



2 Validate

APTImise spots duplicate invoices, validating captured supplier data against information securely held in the accounting system to safeguard you from fraud.

The solution automatically codes invoices at line item level. If Purchase Orders are used, APTimise can automatically match POs and invoices, flagging any discrepancies.

3 Approve

Once the bookkeeper has processed an invoice they then forward it to the relevant people in the business for on-the-go approval. This step can be automated using pre-defined rules that you set up to save time.



4 Schedule & Authorise

Once invoices are approved the bookkeeper posts them into the accounting system and begins the payment scheduling run. This can be done at the click of a button without moving to another system. Alternatively, APTimise can suggest a bespoke payment schedule based on pre-defined rules such as the invoice due date and agreed payment terms.

APTImise notifies the payment authoriser who can review the audit trail and any supporting information on their own dashboard. Once the payment authoriser is happy, seamless 2-factor authentication keeps authorisation secure.

5 Pay

APTImise is securely integrated with your bank account. There's no need to transfer files externally and payments stay within the solution until the date they are executed.

When a payment is executed suppliers can be automatically emailed and payments are posted in the accounting system with invoices marked as paid.

APTImise has a wide range of reporting capability across every step of the process; it also keeps audit trails and invoice records for 7 years so it can act as a digital cabinet for any business.



Learn more about how APTimise can revolutionise your Accounts Payable process at [APTImise.com](https://www.aptimise.com) or contact us directly at aptimise@natwest.com