AvidInvoice PRODUCT OVERVIEW

AvidXchange's rule-based routing system to streamline invoice processes and approvals.

Key Features

- ### ENFORCEABLE APPROVAL WORKFLOWS
  Clients can create an unlimited number of custom, enforceable workflows to determine how specific invoices are routed to specific users or department for approval.

- ### AUTOMATED ACCOUNT CODE ASSIGNMENT
  Clients can leverage auto-coding features for assigning GL and other account codes—including allocation codes and intelligent historical analysis.

- ### INTEGRATED
  AvidInvoice is integrated to more than 50 accounting systems.

- ### EXTENSIVE REPORTING
  Detailed management reports provide analysis of your accounts payable process and efficiency, including accrual reports, approval cycle-time reports and AP activity reports.

- ### 24/7 VISIBILITY TO INVOICES
  Clients are able to view pending invoices in real-time. "Anywhere, anytime" access provides users access to a central archive—electronic filing cabinet that contains all AP documents.

- ### COMPLIANT
  SSAE 16 Certification and Sarbanes-Oxley 404 compliance for accounts payable.

OVERVIEW

Why have over 4,500 organizations selected Avid*Invoice* as the industry standard to manage invoice approvals?
AvidXchange's industry-leading SSAE 16 Certification AP workflow solution eliminates lost invoices, late fees, and overnight charges. **AvidInvoice reduces processing costs by 60%, or more.**

AvidInvoice is a web-based paperless invoice management system designed to automate the way companies manage accounts payable documents. This module provides finance executives and AP managers with enforceable controls, powerful reporting and added "visibility" to all documents in their organization while providing invoice "approvers" with features that make it easier to apply accounting codes and approve or dispute invoices.

THE PROCESS

AvidInvoice mirrors your existing invoice approval/AP process. Paper invoices are either scanned into an electronic format, or electronically submitted directly into AvidInvoice – either through direct data-import or through the Vendor Portal. Invoices are automatically coded, assigned to the appropriate workflow and routed electronically for approval. Once fully approved, invoices flow directly into your accounting system for payment processing.

LEARN MORE: WWW.AVIDXCHANGE.COM/PAGE/SOLUTIONS

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