Finance

Comprehensive Financial Management

Invoice Register and Matching

FINANCE's Invoice Register and Matching can help you to:

- Run effective checks on the validity of invoices and goods return

- Reduce administration time

The register records details of all supplier invoices received. These can then be authorised prior to being passed on for payment via the standard purchase ledger function. Supplier invoices and credit notes can also be tied up with goods receipts and rejections when full GRN matching is used. The fact that the register is fully integrated with the nominal ledger means that nominal expense enquiries can be easily traced back to the original purchase order and associated receipt.

Key Features

- Optional extension to FINANCE's Purchase Ledger and DISTRIBUTION's Purchase Order Processing modules

- Fully integrated with nominal ledger

- Multi-currency, multi-company and multi-division within company functionality

- Enquiry features integrated with purchase and nominal ledgers and purchase order processing for faster resolution of supplier or internal accounting queries

Management Information

- Recording of staff member or department dealing with any document

- Full and exception reporting including accrual values

- Option to update product costs

Accounts Team

- Option to hold unauthorised invoices separately from accounts or as held for payment in the purchase ledger

- Invoice register daybooks showing all matching

- Flexible authorisation percentage or value limits for matching

Accounts Team continued

- Option to run automatic matching to pick up invoices and receipts which correspond exactly, leaving staff free to concentrate on exceptions

- Option to combine matching and authorisation in one operation, or to run as two separate functions with different security levels

- Allocation of differences and additional charges to an unlimited number of nominal control accounts

- Fully flexible matching with multiple purchase orders, receipts, returns and credits matched to any invoice

- Also matches:

  ~ by item to receipt and order

  ~ by item to order only

  ~ against PO price/price amount variance

  ~ against PO price/percentage price variance

- Ability to handle non purchase order invoices for services such as electricity and business rates

- Tolerances on:

  ~ receipt by percentage of item quantity

  ~ receipt by percentage of item value

  ~ receipt by start/end dates

Flexible Data Input

- Unlimited free text against entries

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