



## PRODUCT OVERVIEW

# The AI-enabled platform for automating the entire accounts payable workflow

Bill.com, the intelligent business payments platform, delivers AI-enabled accounts payable efficiency, with automatic controls and oversight that helps you save time and better manage workflows and business spend.

## Benefits of Bill.com



### Simplify AP

Automate daily AP tasks with AI-enabled invoice coding, PO matching, approval workflows, and payments with an intuitive interface that finance and non-finance users can understand, freeing up your time to focus on other valuable tasks.



### Gain visibility and insight

Add value to your organization with AP insights on spend and cash flows that focus you on the decisions of today and tomorrow instead of the past.



### Reduce risk

Apply financial process controls, approval workflows, and separation of duties to your AP process to protect your organization's assets.



### Maintain oversight

Stay on top of cash flows and spend with automated processes and accurate data that gives you confidence in your financial stewardship and process oversight.

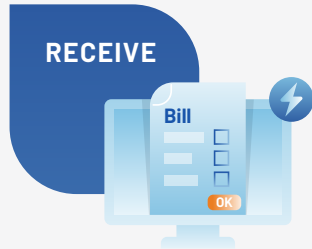


### Create efficiencies

Reduce manual data entry, streamline payments, and reconcile accounts quickly by integrating your accounting system with Bill.com to work as one.

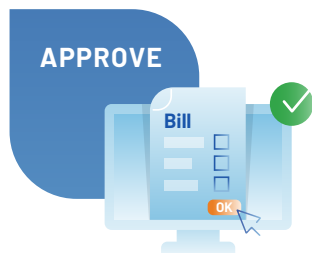
# How it Works

Bill.com has streamlined every step of the AP workflow. Here's how it works:



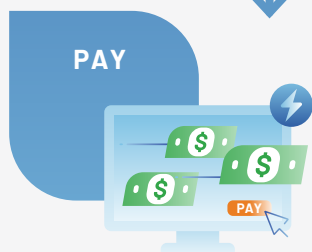
## Step 1: Capture bills and POs

Receive, organize, and review invoices from vendors and start the coding process with AI-enabled technology. You and your vendors take advantage of a dedicated inbox to efficiently manage the start of your AP workflow from one location. IVA, our intelligent virtual assistant, automatically captures data from any type of invoice, identifies related PO information, and creates a bill for processing in near real-time.



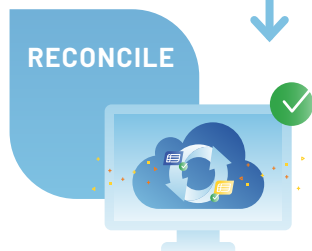
## Step 2: Approve bills

With global approval workflows that can be set in advance, bills are automatically routed to the right person. Approvers can easily approve, deny, or ask questions about a bill in their browser, or the Bill.com mobile app for iOS and Android.



## Step 3: Pay bills

Make all payments from within Bill.com—ACH, virtual card, international wires, and checks—without having to manage access to different systems and juggle multiple payment processes.



## Step 4: Sync and reconcile

Bill.com offers a two-way live sync or data integration with top accounting systems to simplify data entry and keep records in order. Save time and effort on bank reconciliation with payments that are batched together daily, and payment information shown in one place.

# Bill.com Features

## Data Capture

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- ✓ Receive, organize, and review invoices in a dedicated inbox
- ✓ Add bills via email, scan, drag-and-drop upload, or Earth Class Mail
- ✓ Upload bills by taking a picture via iOS or Android mobile app
- ✓ Import bills directly from Hubdoc and Receipt Bank
- ✓ Import expense reports directly from Expensify and Tallie
- ✓ Extract invoice data automatically to create bills with the AI-enabled Intelligent Virtual Assistant
- ✓ Complete bill information automatically for recurring transactions with Smart Data Entry
- ✓ View a two-way match of PO and bills on a single screen (Sage Intacct and NetSuite POs)

## Approval

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- ✓ Achieve separation of duties using system-defined roles
- ✓ Configure custom user roles
- ✓ Require mandatory bill approvers
- ✓ Require a minimum number of approvers
- ✓ Set approval thresholds by bill amount
- ✓ See image of original documents attached to bill
- ✓ Add notes or questions to a bill
- ✓ Retain the approver name, date, timestamp, and notes automatically as a permanent part of each transaction
- ✓ Present PO details from Sage Intacct and NetSuite to bill approvers

- ✓ Enable multi-factor authentication (MFA) options for additional security
- ✓ Approve bills on the go with a mobile app made for iOS and Android

## Payment

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- ✓ Pay with ePayment (ACH transfer) with same-day or overnight options available
- ✓ Pay with checks that Bill.com prints and mails on your behalf
- ✓ Pay with Vendor Direct virtual credit card payments
- ✓ Send international wire payments in US Dollars or local currency to over 130 countries and over 100 currencies
- ✓ Link to multiple bank accounts
- ✓ Make partial payments
- ✓ Bulk pay multiple invoices at one time
- ✓ Bulk update bank accounts at one time
- ✓ Update process date for bulk payments
- ✓ Select future payment process dates
- ✓ Schedule automatic payments for recurring bills
- ✓ Set payment limits for companies and individuals with Autopay
- ✓ Generate a payment in seconds to a known vendor, even if you don't have an invoice
- ✓ Get reminders on outstanding checks
- ✓ Void checks automatically after 90 days
- ✓ Cancel and void payments

- ✓ Receive notifications of payments made and voids (for bank-authorized users)
- ✓ Notify vendors automatically of payments to be received
- ✓ Track bills paid outside of Bill.com
- ✓ Initiate payments via mobile app

## Reconciliation & Reporting

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- ✓ Create out-of-the-box reports for bill payments, unpaid bills, vendor balances, aging, funds transfer, and transaction lists
- ✓ Create vendor 1099 forms with Tax1099 integration
- ✓ See image of cleared checks
- ✓ Retain all relevant documents with unlimited online storage
- ✓ Report on payment details and tracking

## Sync

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- ✓ Set up an automatic two-way sync of bills, vendor credits, payments and more with Sage Intacct, NetSuite, QuickBooks Online, QuickBooks Desktop, and Xero
- ✓ Import/Export data with Microsoft Dynamics, Sage software, SAP, Thomson Reuters, and more
- ✓ Sync POs from Sage Intacct and NetSuite
- ✓ Sync chart of accounts, vendor list, departments, locations, classes, and more during your initial setup so the accounting structure and data is identical in both systems

# Discover how Bill.com can automate and simplify accounts payable

Learn more or sign up for a risk-free trial at [bill.com/midmarket](https://bill.com/midmarket)



## BILL.COM IS A LEADER IN AP AUTOMATION

**OVER 70%**  
OF THE TOP-100  
U.S. ACCOUNTING FIRMS

**LEADING**  
U.S. FINANCIAL  
INSTITUTIONS

**\$70B**  
PROCESSED  
ANNUALLY

**MILLIONS**  
PAYING &  
GETTING PAID

