

20 SHOCKING ACCOUNTS PAYABLE STATS

Knowing Them Will
Change The Way
You Do A/P Forever



**MANUAL INVOICING OFTEN
REQUIRES AT LEAST 15
STEPS BEFORE THE FINAL
POSTING IS DONE.**

1

SOURCE: ABERDEEN GROUP

80% OF INVOICES
STILL ARRIVE
ON PAPER.



2

SOURCE: THE ACCOUNTS PAYABLE NETWORK

THE AVERAGE COST OF
PROCESSING INVOICES WITH LOW
AUTOMATION CAN BE AS MUCH
AS **20** TIMES GREATER THAN
WITH HIGH AUTOMATION

3

SOURCE: INSTITUTE OF FINANCE & MANAGEMENT

AP AUTOMATION CAN SAVE
AS MUCH AS **\$16** PER INVOICE
OR MORE, DEPENDING ON THE
SIZE OF YOUR
COMPANY.

4

*Save
money*

**THE INDUSTRIES WITH THE
HIGHEST COSTS FOR
PROCESSING INVOICES ARE
NON-PROFIT / EDUCATION (\$16.78)
AND GOVERNMENT (\$15.86)**

5

THE INSTITUTE OF
FINANCIAL OPERATIONS FOUND THAT
OVER **42%** OF RESPONDENTS
CAPTURED LESS THAN **10%** OF
EARLY PAYMENT DISCOUNTS.

SOURCE: APP2P NETWORK

6

Only 14%

**OF PAPER INVOICES ARE INPUT INTO
THE AP SYSTEM ON THE SAME
DAY AS THEIR ARRIVAL**

7

IN A LOW AUTOMATION ENVIRONMENT, IT CAN TAKE MORE than five days FROM THE DATE OF RECEIPT FOR THE INVOICE TO REACH AP.

8

Inefficient paper-based
PROCESSES PLAGUE AP OPERATIONS.
MAKING IT ONE OF THE SCARIEST
PROCESSES IN THE OFFICE. POS AND
INVOICES GO IN. sometimes never
to be seen again.

SOURCE: VANGUARD SYSTEMS

9



Invoice and AP automation

**PAYS FOR ITSELF WITHIN
6-18 MONTHS ON AVERAGE.**

SOURCE: APP2P NETWORK

10

ORGANIZATIONS USING
AP AUTOMATION CAN PROCESS OVER
4 times as many invoices
AS THOSE WITHOUT AUTOMATION.

11

AUTOMATION CAN

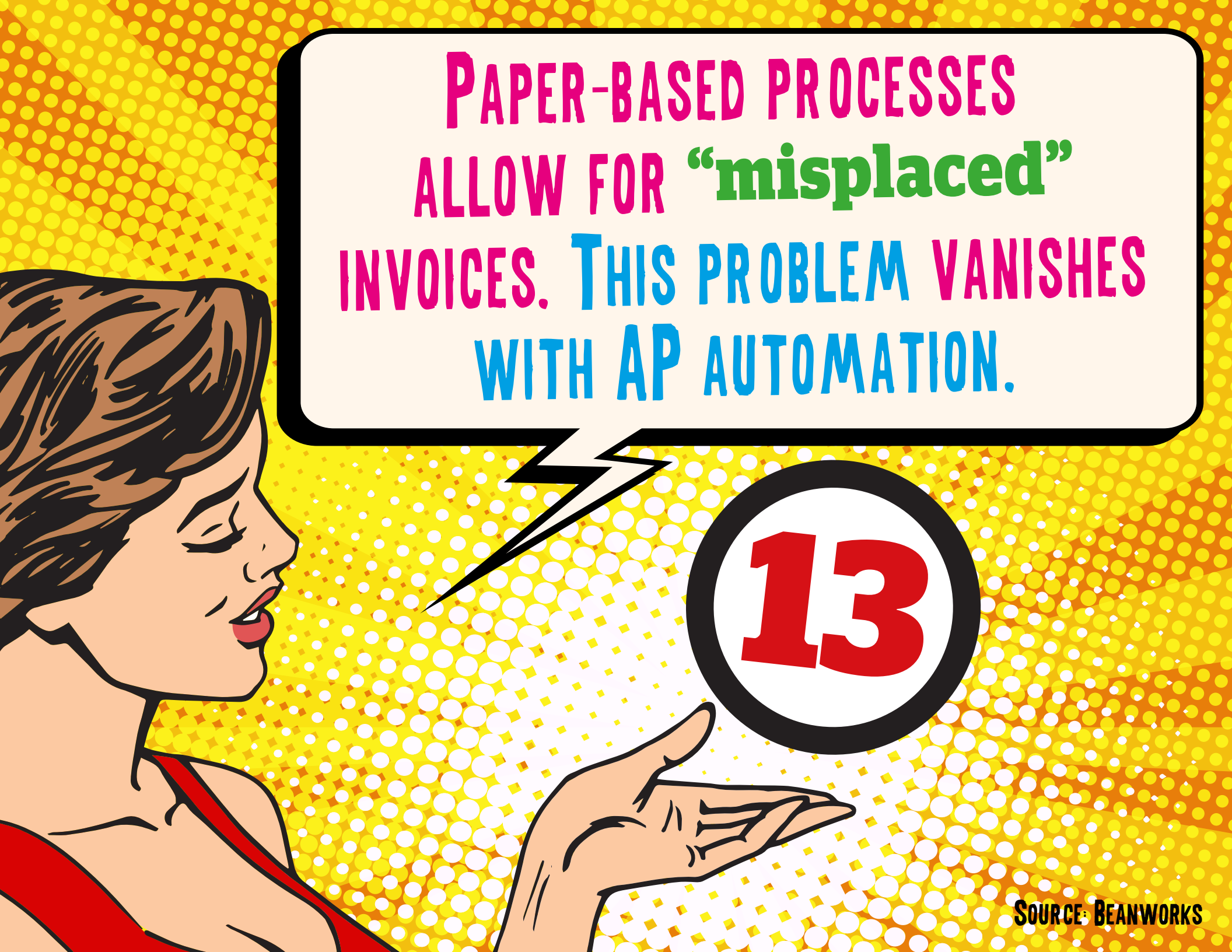
REDUCE INVOICE PROCESSING TIME

FROM 20 days

DOWN TO 3.



12



PAPER-BASED PROCESSES
ALLOW FOR “misplaced”
INVOICES. THIS PROBLEM VANISHES
WITH AP AUTOMATION.

13

ORGANIZATIONS THAT USE
AP AUTOMATION HAVE A **63%**
GREATER CHANCE TO HAVE
INVOICES EXHIBIT STRAIGHT
THROUGH PROCESSING.

SOURCE: ABERDEEN GROUP

14

VENDOR INVOICE ERROR RATE
DECREASED FROM 4.0% TO 3.1%
WHILE VENDOR CHECKS REISSUED
DECREASED FROM 1.9% TO 1.8% AS
THE LEVEL OF AUTOMATION INCREASED.

SOURCE: ABERDEEN GROUP

15

ORGANIZATIONS USING

AP AUTOMATION

Save 19%

ON INVOICE PROCESSING.

16

MOST CORPORATE FRAUD CAN BE FOUND IN ACCOUNTS PAYABLE.

A 2013 SURVEY FOUND THAT 61% OF ORGANIZATIONS

**SUFFERED ATTEMPTED OR
ACTUAL PAYMENT FRAUD.**

17



ORGANIZATIONS LOSE AN
Estimated 5%
OF ANNUAL REVENUES
TO FRAUD ALONE.

18

**AN Automated System CAN
ALERT YOU TO SUSPICIOUS ACTIVITY,
REDUCING THE RISK OF
FRAUD AND OTHER LOSSES.**

19

BUG DETECTED

OVER **Half** OF AP DEPARTMENTS
SAY THEIR **TOP PRIORITY**
IS MOVING AWAY FROM
Paper-Based Processes.

20



Download



Download

Are you ready?

Accounts Payable Automation The "V" is for Vigilance

Benefits of AP Automation

- Eliminate manual data entry
- Reduce processing costs
- Eliminate paper from the process
- Capture early-pay discounts
- Eliminate duplicate invoices
- Compliant, secure audit trails
- Fewer vendor inquiries
- Improved accuracy
- Reduce late payment penalties
- Eliminate process bottlenecks
- Enhanced process visibility
- Faster approval cycles
- Accelerate payments
- Optimize cash management
- Redirected focus to core initiatives

Free your organization from outdated, costly Accounts Payable processes.

Accounts Payable Automation

Your company's Accounts Payable department serves a critical role in ensuring your liabilities are paid accurately and timely. The optimal solution to reduce costs and integrate efficiencies is the implementation of a complete Accounts Payable Automation Solution. Eliminate paper, streamline your process, leverage visibility, and eliminate data entry from the Accounts Payable process with Vanguard's Enterprise Content Management System.

Streamline AP Approvals

Accounts Payable Approval Workflow
Your invoices are now ready for GL coding and approvals. Vanguard's powerful workflow engine, specifically designed to thrive in high-performance environments route vouchers based strictly on your business rules. API data point rules can be set to ensure vouchers are approved in timely fashion. Our AP dashboard allows process managers to identify bottlenecks and optimize the AP approval process. Vouchers that have met all required approvals are loaded to your ERP / Legacy Application database and flagged as ready for payment. The process is complete!

Invoice Loading Options

In-House Scanning
Vanguard's intelligent OCR data extraction solution affords a systematic alternative to data entry, transforming static documents into usable information assets. Extracted data and invoice images are simultaneously transferred to the AP approval workflow, strictly following your business rules.

Outsourced Scanning
Utilize our lockbox and outsourced data entry services to capture invoices and extract data values key to the AP process. Vanguard ensures 97% accuracy and one business day turn around. Data and invoices are sent via FTP nightly back to your servers. Best of all, no capital expenditure is required as this service becomes a pure expense item.

Consider the cost of NOT implementing AP Automation from Vanguard Systems

Can you quantify how much time your AP Clerks spend manually organizing incoming invoices, entering data and routing invoices to collect approvals? Vanguard's AP Automation solutions eliminates these tedious tasks, freeing your knowledge workers to focus on core initiatives, or affording resource reallocation. Additionally, removing paper from the vouchering process, digital approvals and coding are the greatest benefits of AP Automation. These steps remove bottlenecks, reduce costs, and optimize departmental efficiency.

Manage Your Process

NOT Your Paper

Learn More

VANSYSTEMS.COM

Contact Vanguard

Contact us today to learn more or schedule a demonstration!

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VANGUARD SYSTEMS, INC.

The Top 10 Reasons to Automate Your AP Processes The "V" is for Vigilance

Executive Summary

Accounts Payables organizations are charged with reducing costs, improving performance, achieving regulatory compliance, increasing visibility and enabling the corporation's strategic initiatives—all at the same time. The fundamental issue is not whether a company should strive for these goals but how well they can be accomplished. This paper will count down the top ten reasons to automate your AP processes and explore the solutions that can be leveraged to reduce costs, strengthen controls, improve service levels and increase visibility.

Overview

Finance organizations are charged with reducing costs, improving performance, achieving regulatory compliance, increasing visibility and enabling the corporation's strategic initiatives—all at the same time. The fundamental issue is not whether a company should strive for these goals but how well they can be accomplished. A strategically engineered transformation of processes that achieves these goals—cutting operational costs and minimizing financial risks—obviously requires serious consideration. This white paper examines in detail the relevant issues and benefits of Accounts Payable (AP) transformation as well as recent industry-wide research and best practices around such initiatives.

Evidence suggests that the core solution to the Finance challenge lies in optimizing workflow processes to improve overall speed, efficiency, control and visibility of operations. Optimization is a function of timely choreographed automation and best practice workflows expertly applied to a set of processes. Automation effectively meets the AP challenges of cash management, lack of transparency, process inefficiencies, delayed closing times, poor productivity and threats to compliance posed by fraud and errors.

Finance organizations that figure all this out get to turn their attention to the more strategic challenges facing the corporation. So let's count down the top ten reasons to automate AP processes and explore the solutions that can be leveraged to reduce costs, strengthen controls, improve service levels and increase visibility.

Vigilance Efficiency Excellence Service Quality

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