ERPAdvance Asia

FOR SAGE 300

NORMING RESOURCE MANAGER · PROCUREMENT

P/O Invoice

Match vendor invoices to POs and receipts before payment

Accounts staff enter vendor PO invoices on the web portal and match them to the PO and receipt. Duplicate checks and over-invoice alerts (by % or fixed amount) run before P/O invoices are created in Sage 300.

HOW IT WORKS

Enter
From receipt or manually

→

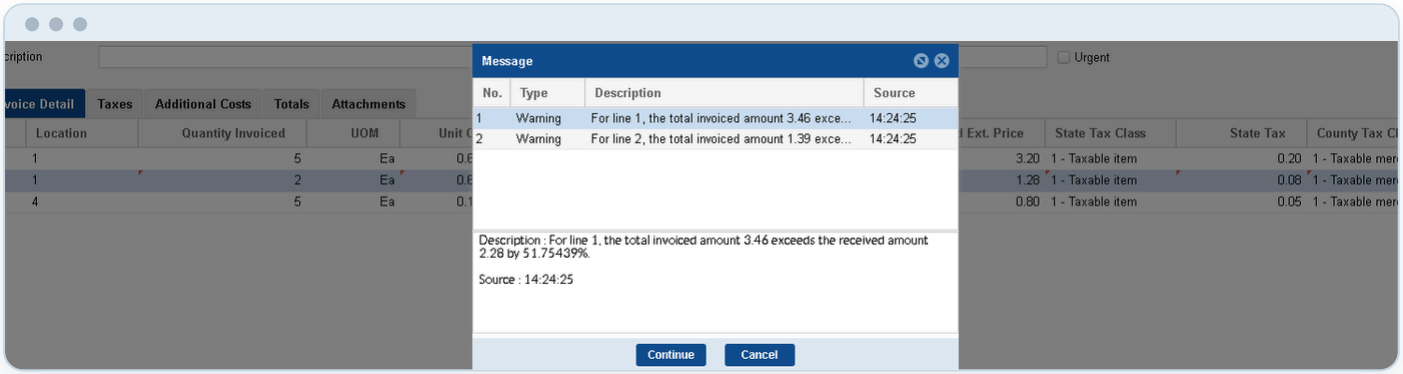
Match
PO, receipt and invoice

→

Approve
Cost variance workflow

→

Create
P/O invoice in Sage 300



Over-invoice warning on a P/O invoice

KEY CAPABILITIES

Three-way match
Check that invoice details agree with both the purchase order and the receipt.

Auto-generated invoice
Create the vendor invoice automatically on receipt of goods, or enter it manually.

Duplicate invoice check
Stop the same invoice from being entered and paid twice.

Additional charges
Handle shipping, handling, insurance and service charges on the invoice.

Tax calculation
Calculate tax through Sage 300 Tax Services, by summary or by line detail.

Cost variance approval
Route invoices with cost variances to extra approvers using condition-based rules.

APPROVALS THAT DON'T GET STUCK

Auto-escalation
Moves up a level after the time limit you set.

Delegation
A substitute approves for you on set dates.

Transfer
Hand a request to a colleague to approve.

Reminders
Scheduled emails nudge pending approvers.

Creates P/O invoices in Sage 300 P/O; integrates with I/C, A/P, G/L, PJC, Tax Services and optional fields. Entry and approval on web; approval on mobile.

See how it fits your business

Contact your Sage 300 partner or ERPAdvance Asia for a demo.

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