

WebSeries® Payment Management Portal

Facilitate Faster Electronic Payment Adoption

Are you looking to make your payments process more efficient, secure and cost-effective? Until recently, corporations were slow to adopt electronic payments, and largely limited to payroll and certain large vendor transfers. With WebSeries Payment Management Portal, you can quickly convert your corporate, paper-based payments to electronic, saving money and gaining greater overall efficiency in your financial processes.

WebSeries Payment Management Portal eliminates the obstacles of converting to electronic payment methods, providing a simple, effective means for collecting and managing the information required to make electronic payments, including vendor and payee bank account and routing information.

Companies that lack a simple, inexpensive system for delivering remittance information electronically, typically print and deliver check and remittance information by mail. By handling remittance information in this fashion, companies sacrifice a significant portion of the cost savings that electronic payments can deliver. WebSeries Payment Management Portal uniquely addresses this obstacle by delivering remittance information electronically to vendors and payees for all payments.

Self-Service, Web-Based Solution

The WebSeries Payment Management Portal allows payees to manage their own payment preferences and delivery information online. With this new offering from Bottomline, your vendors, clients or employees can configure:

- How they want to be paid, either electronically or by check
- How they want to receive their remittance information, paper via the post, or electronically as:
 - ACH 820 or EPN 820 file formats transmitted through their bank
 - PDF file format via email
 - Through the WebSeries payee self-help online portal
- Their bank routing and account information for electronic payment transfers
- Their email addresses for electronic remittance delivery as .PDF
- Their mailing addresses for paper payments and remittances

Comprehensive approval workflow and auditing functionality enables your organization to review all requests and modifications. WebSeries dynamically configures the appropriate payment type and delivery method for each payment coming down from your ERP or system accounting software, using the current information entered through the Portal. The result is a seamless, mutually beneficial solution that is easy to use and facilitates the rapid conversion from paper to electronic payment processes.

Bottomline's Payment Management Portal is especially beneficial to AP departments. Processing AP payments electronically lets you realize vendor

1. Source: <http://www.nacha.org/News/Stats/stats2004/2nd%20Quarter%202004.pdf>

What if you could save \$272,400 a year by switching to electronic payments?

- Total savings per payment \$2.27* x 10,000 payments per month
- Total monthly savings \$22,700
- Total annual savings \$272,400

* Source: <http://www.directdeposit.org>



Benefits of Moving to Electronic Payments with Bottomline's Payment Management Portal:

- Faster adoption with Vendors/Employees managing their payment and remit preferences
- Reduced overall paper processing and check printing costs
- Spend less time answering vendor and employee payment related questions
- Enhanced vendor and employee relationships thanks to better access to payment information

discounts by allowing trading partners to anticipate funds and reconcile invoices. Vendor relationships will improve since payments will be more timely and reliable.

Implementing WebSeries Payment Management Portal also increases your buying power by consolidating data from disparate systems and providing better information so you can analyze your vendor relationships and negotiate better terms.

Converting to electronic payments yields both immediate and long-term savings, including reduced paper and postage costs. Over time, processing efficiencies and time savings can also reduce labor costs in the finance department.

Accelerate Electronic Payment Adoption

The WebSeries Payment Management Portal provides payees real-time information and flexible options to encourage enrollment in electronic payments. Recipients can opt to receive email with complete payment remittance details instead of waiting for it to be delivered via the post office. With the EPN 820s, key data elements are included with the payment, which allows payees' AR systems to post and reconcile immediately. By receiving messages via email, users can save the files electronically or print them for their records. They can also go online to view the status of their payment. Payment information is automatically delivered to payees or made available in a secure, Web self-service environment. This simple solution makes it easy for your payees to view their payment details, and manage their own payment preferences.

Comprehensive Security

The Payment Management Portal filters payment data and check images so they are only available to authorized users. Employees or vendors can only view data that is relevant to them.

Enrollment is facilitated by auto-generated login information that payees modify after their initial sign-on. The system can also leverage existing single sign-on applications, user names or IDs and passwords.

An additional level of security may be put in place to safeguard the .PDF files delivered via email. Password protection can be implemented and users would receive detailed instructions on opening the file using their unique identifiers. These can include Vendor IDs, Employee IDs or Social Security Numbers.



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