

## YARDI Procure to Pay™

Yardi Procure to Pay™ provides an automated purchase-to-pay solution by integrating Yardi PAYSscan™ electronic invoice processing with the SiteStuff™ online catalog. By centralizing procurement and invoice processing in the centralized Yardi Voyager™ platform, Yardi Procure to Pay enforces a consistent approval process, eliminates unauthorized spending, reduces product costs, and provides oversight of purchasing and accounts payable that increases operational efficiency.

Qty	PART #	Description	Unit Price	Total	
10	FITEL3000	Fitness Cycles	\$420.00	\$4,200.00	
5	FITTR2000	Fitness Treadmill	\$627.00	\$3,135.00	
3	FITEL3000	Fitness Elliptical Machines	\$637.00	\$1,851.00	
				Subtotal	\$9,186.00
				Shipping	
				Subtotal	\$9,186.00
				Sales tax rate	
				Sales tax on purchase	
				<b>Total</b>	<b>\$9,186.00</b>

Workflow	Step	Status	Approved By	Approval Notes	Start Date	Start Time	Complete Date	Complete Time
Workflow_1	Manager Approval	Started			03/19/2009	11:20 AM		
Workflow_1	Manager Approval	Completed	Manager		03/19/2009	11:37 AM	03/19/2009	11:38 AM
Workflow_1	Regional Manager Approval	Started			03/19/2009	11:38 AM		

Electronic invoices are automatically routed online for approval and payment.

## A/P Automation

Yardi Procure to Pay includes Yardi PAYSscan, an integrated solution that automates invoice processing and significantly reduces cost per invoice. Scanned invoices are converted into electronic images that are automatically coded and routed online for approval, which improves productivity and decreases cycle time. Timely payments are made by EFT or check.

Yardi PAYSscan eliminates the expense of copying, mailing, and storing paper, and minimizes employee 'touch points' that can lead to lost invoices, data entry errors, and late payments. And if you choose to outsource invoice processing with Yardi, your staff will be completely freed from in-house invoice handling to focus on higher-value tasks.

## Key Features:

- Electronic invoice processing with automatic coding
- Customizable online approval workflows with automatic routing
- Timely payments to vendors via EFT or check
- Permanent invoice image storage in **Voyager**
- Outsource option for full-service invoice processing

## Immediate Savings

The online SiteStuff catalog is a one-stop shop for procurement, offering an Amazon.com-like purchasing experience that leverages the buying power of 1.5 billion square feet. The catalog features more than 350,000 products that support all building operation needs, including sustainable solutions. SiteStuff negotiates all maintenance, repair, and operating product contracts with manufacturers and distributors for you, and passes on the savings—typically an additional 5-10%—providing an immediate ROI.

The screenshot displays the SiteStuff web application interface. At the top, there's a navigation bar with 'Simply' and 'Welcome, five user'. Below this, a 'Your Shopping Cart: Req # 327' is shown with a table of items. The table includes columns for Item Number, Item Description, UOM, Quantity, GL Dist. %, Unit Price, and Total Price. Below the cart, there's a 'Purchase Orders - Summary' section with a table showing PO #, Vendor, Property, Item Description, GL Account, Quantity, Unit Price, and Total. The total for the PO is 3,967.67.

Item Number	Item Description	UOM	Quantity	GL Dist. %	Unit Price	Total Price
SS1973105	14 x 20 x 1 Pleated Carbon Fiber 411-3011 Non-Returnable	CHSE 12	12	100% 180/Supp/0110-0000/0110-0000	\$14.14	\$169.68
SS1973107	19 x 27 x 1 Type DP-Max Extended Surface Pleated Filter 100-1000000	CHSE 12	12	100% 180/Supp/0110-0000/0110-0000	\$73.33	\$879.96
SS1008037	AC Motor 1/8 HP 1600 RPM 277 V Permanent Split Capacitor 35	EA/CH 1	1	100% 180/Supp/0110-0000/0110-0000	\$102.87	\$102.87
SS1300011	3M Post-it Pop-up Note Refills, 3" x 3", 100 Sheets per Pack, Canary Yellow, Pack of 12	PACK 10	10	100% 180/Supp/0110-0000/0110-0000	\$8.70	\$87.00
SS1304854	3M Post-it Pop-up Note Refills, 3" x 3", 100 Sheets per Pack, Canary Yellow, Pack of 12	PACK 10	10	100% 180/Supp/0110-0000/0110-0000	\$8.70	\$87.00
SS1440095	3M Post-it Pop-up Note Refills, 3" x 3", 100 Sheets per Pack, Canary Yellow, Pack of 12	PACK 10	10	100% 180/Supp/0110-0000/0110-0000	\$8.70	\$87.00
SS1044049	3M Post-it Pop-up Note Refills, 3" x 3", 100 Sheets per Pack, Canary Yellow, Pack of 12	PACK 10	10	100% 180/Supp/0110-0000/0110-0000	\$8.70	\$87.00

The SiteStuff™ catalog offers 350,000+ products – add selected items to your cart, and the PO is created automatically.

## Key Features:

- Fully integrated and automated purchase-to-pay process
- Comprehensive online catalog with industry-defined items, sustainable options, and built-in POs
- Automatic budget checking with spending limits
- Automated online approval process with notifications
- Systematic matching of POs to invoices to eliminate overpayment
- Intelligent oversight of procurement and AP

## Integrated Solution

Yardi Procure to Pay is part of the Yardi Commercial Suite™ that includes:

Yardi Portal™

Yardi Payment Processing™

Yardi CRM™

Yardi Insight™

Yardi PortfolioVMF™

Yardi Document Manager™ for SharePoint®



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