Solutions for P-Card Process

Take your P-Card program to the next level

Automate the P-Card process from purchase to general ledger integration with Company Bill Statements

SAP Concur

Approximately 80 percent of all an organization's purchases are low value. This makes a paperbased purchase order process a waste of time, money and resources. In response, purchasing cards—known as P-Cards—have taken the place of paper orders in organizations around the globe. As the number of P-Card transactions continues to grow, many organizations are looking for new ways to increase control and visibility in this category of spend.

With a robust workflow, policy control, and detailed reporting, Company Bill Statements from SAP Concur enables organizations to automate the purchasing process, providing control and visibility along the way.

Go paperless

Users can easily upload or email images for all transactions requiring a receipt, providing a permanent and fully digitized record of the transaction. Digital receipts make the approval and audit process transparent and help users stay compliant with your organization's spending policies.

Our reporting

Our reporting helps organizations gain insight into policy violations or potentially fraudulent activities, as well as spending trends. Our analysis is designed to identify where your reporting process needs improvement and which vendors get the most business so you can better negotiate discounts and deals.

One simple process from start to finish

Quickly capture
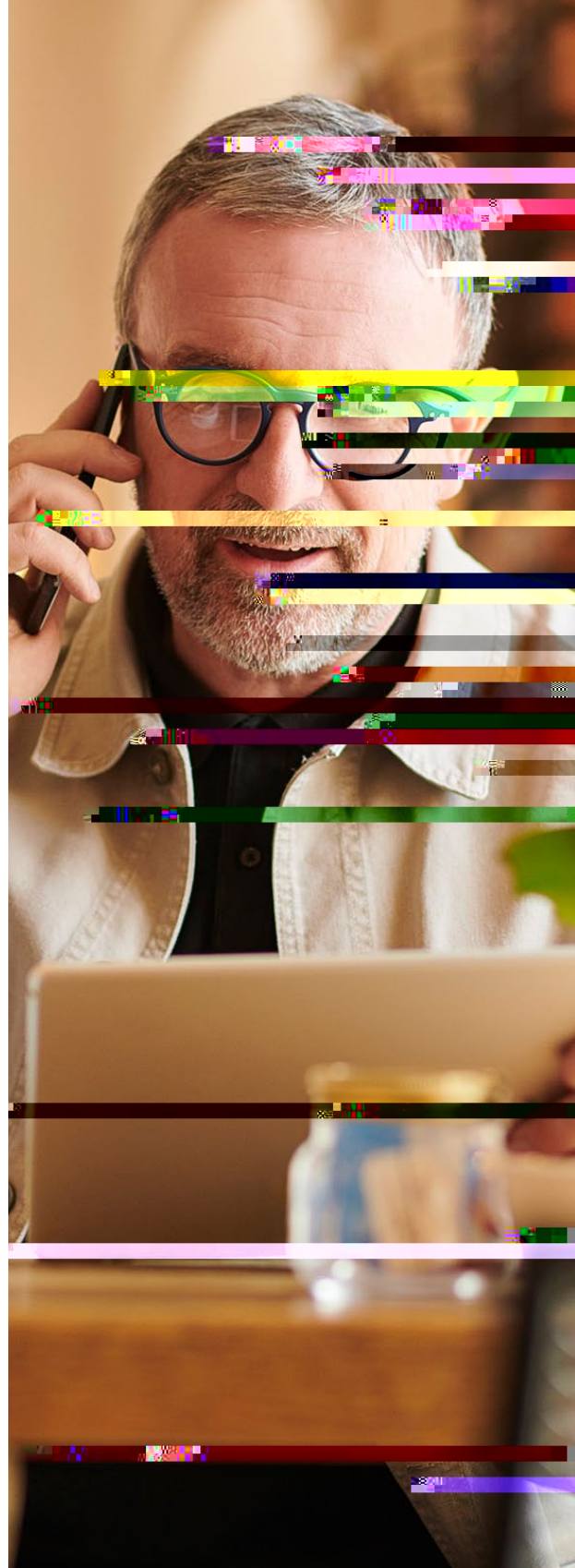P-Card charges are assigned to each cardholder's statement.

Automatically assign
Transactions are automatically given the appropriate expense type.

Validate and submit
Users validate the transactions and submit their reports after the statement period ends.

Approve and pay
Each statement goes through your regular approval workflow before being extracted for payment.

Learn more at **concur.com**.