

# Lose the Paper and Lower Your Invoice Processing Cost by 80%



OpsInvoice is a paperless solution that automates invoice processing across your portfolio for an average savings of \$11 per invoice. Postage, overnight mail, data entry, error corrections, and all the costs associated with manual processing are eliminated. OpsInvoice makes invoice management simple and fast, and allows you to capture time and money wasted shuffling paper.

## Streamline Your Process for Efficiency and Accuracy

- Suppliers send invoices electronically or enter them into a secure web-hosted form so there's no data entry.
- Invoices are automatically matched to purchase orders and tracked against budgets.\*
- A fully configurable approval workflow engine includes budget-based thresholds.
- Email notification of all invoices pending approval, with the capability to approve via mobile device.
- Integrates with all leading accounting solutions including, Great Plains, JD Edwards, Oracle PeopleSoft, and QuickBooks.
- Unlimited document storage and on-demand retrieval of invoices saves the cost of filing, storing and retrieving paper invoices.

\*OpsInvoice is integrated with the OpsBuyer purchase order system.



Call us today at **1-87REALPAGE**  
to find out more about OpsTechnology.

## Manage Smarter with Real-time Invoice Visibility

A complete audit trail of every invoice in your system keeps you informed of invoices pending approval and those that have accumulated against the budget. Invoices can be sorted by site, time period, or supplier, and reviewed down to line-item detail.

## The Money-Saving Bottom Line

OpsInvoice saves the time and expense of managing paper invoices. And with an average processing time of ten days, OpsInvoice replaces late fees with prompt-pay discount opportunities. The time shuffling paper across your sites can be shifted to more valuable activities, such as leasing apartments and working with residents.

### Paper Invoice Conversion Service

Our invoice management service converts paper invoices to electronic format so that all of your payables follow the same automated workflow and are securely stored online.

- **Suppliers send paper invoices directly to our processing center**
- **Mail is opened and sorted**
- **Invoices are scanned**
- **Invoice data is entered into your system with full line item detail**
- **PDF images of invoices and data are available within 24 hours**

