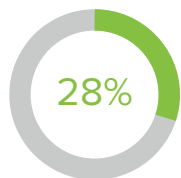


# Control what your employees spend before they spend it.

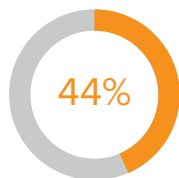
Every organisation has expenses, invoices and employees who spend money. Not every organisation has the tools to see where that money *will* be spent.

**Concur is the only way to manage spending—  
wherever and whenever it happens—even before money goes out the door.**

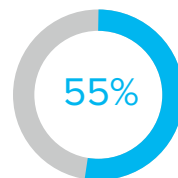
How does it work? Concur's solution connects your employees, the apps they use, and the data they generate. So they get effortless travel, expense and invoice experiences, and you get total transparency into spending. That gives *all* of you more time to focus on what matters most.



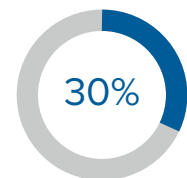
Shorter expense approval cycles when you use mobile apps for travel and expense management.<sup>1</sup>



Better compliance when you use end-to-end travel and expense solutions.<sup>2</sup>



Lower cost of every expense report transaction when you automate.<sup>3</sup>



Reduction in costs when moving from paper-based invoicing to an automated process.<sup>4</sup>

## Let's take on T&E. And also I.

That's I, as in Invoice. Concur's AP Automation makes invoice tracking and payment a breeze. Combine this with your expense and travel data, and you can effectively manage every spending process you have. So you can focus on what's next, not what just happened.

### Total expense management.

Concur gives you a whole new way to look at expenses. An automated, accelerated and incredibly clear way to see the data your organisation depends on, letting you control every cent that goes out the door.



**Mobile solutions and e-receipts.** Let travellers snap pictures of receipts, auto-populate expense reports, and submit them for approval from any mobile device.

**Card integration.** Use one system to manage expenses made on a variety of corporate cards.

**Financial connectors.** Get a precise picture of the budget with integrated travel, expense and ERP data.

**Accurate reporting.** Control spending with a single, detailed view of spending.

**Certified security.** Rely on ISO 270001, SOC 1/SSAE16 and PCI certifications and audits for the best corporate data security

## Complete travel management.

Concur helps keep your travellers inside your booking tool by giving them more travel options. And if they do go outside your system, Concur still captures every transaction.

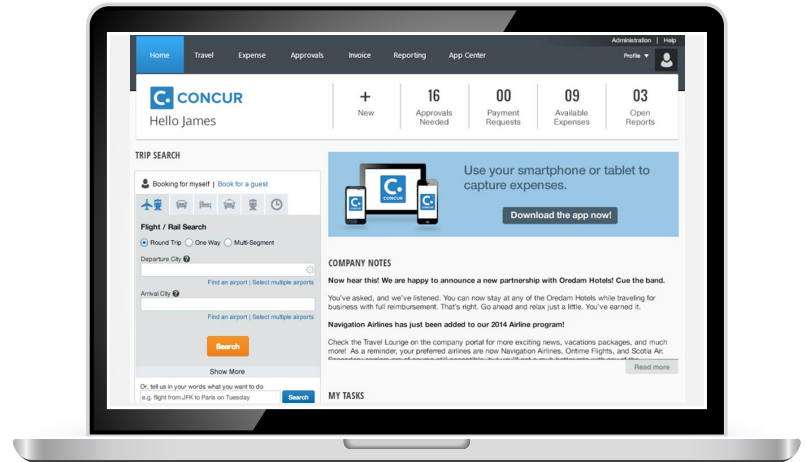
**Simple booking.** Make travel easier for your team with multiple, mobile booking options.

**Integrated systems.** Connect all the pieces of your travel spending, tying T&E to your GDS and TMC partners, and linking that to your ERP.

**Itinerary controls.** Capture every itinerary, regardless of where it's booked.

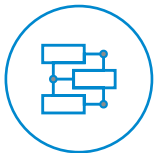
**Transaction visibility.** Pull every reservation, track total spending and keep tabs on what's going through your booking tool.

**Booking v. spending.** Automatically match itineraries to card charges and receipts, and see what's actually spent.



## Comprehensive invoice management.

Concur captures paper and electronic invoices, so you can capture all your AP spending and simplify the entire process—from purchase requests to processing and payment.



**One, integrated system.** Connect Invoice to Travel and Expense and all your accounting systems, cut manual data entry, and capture every invoice and payment.

**Simple connections.** Automatically link invoices, POs and receipts, and get what you pay for.

**Purchase requests.** Forecast better budgets by approving spending before it's spent.

**Vendor visibility.** Extend visibility to suppliers and reduce incoming questions to your AP team.

**Cash control.** Automate vendor payments on your schedule, taking advantage of early-pay discounts and staying on top of cash on hand.

**Reduced costs.** Automate invoice processing and reduce costs from \$23 to \$4 per invoice.<sup>4</sup>

**Total mobility.** Review, approve and/or reject invoices on the go.

**Outsourced invoicing.** Have suppliers send invoices to Concur, and we'll sort, scan, verify and add them to your workflow.



## Let's make this easy.

With Concur you'll get total visibility into your data, total control over your spending and total buy-in from travellers and suppliers.



1 Source: Concur data

2 Source: End-to-End Visibility into T&E Management, Mobile Comes to the Table, Louis Bear, Aberdeen Group, April 2013

3 Source: The Power of Real-Time Insight: How Better Visibility, Data Analytics, and Reporting Can Optimise Your T&E Spend, May 2014

4 Source: Aberdeen 2013