

# AUTOMATE YOUR PURCHASE ORDER TO INVOICE RECONCILIATION

Also known as three-way matching

Manually comparing transaction documents for accuracy takes time and resources. In some companies, entire teams manually match purchase orders to invoices and shipping documentation day in and day out – and human errors still happen.

Automating PO-to-invoice reconciliation streamlines order and invoice processing, eliminates errors, speeds up payment processes and allows accounts payable staff to be redirected to efforts that help your business grow. Some companies have saved millions of dollars with automated three-way matching.



## Traditional PO-to-invoice reconciliation



### Purchase Orders

Either sent or received, depending on your place in the supply chain.



### Shipping or Delivery Documentation

Receiving documents that indicate exactly what was delivered.



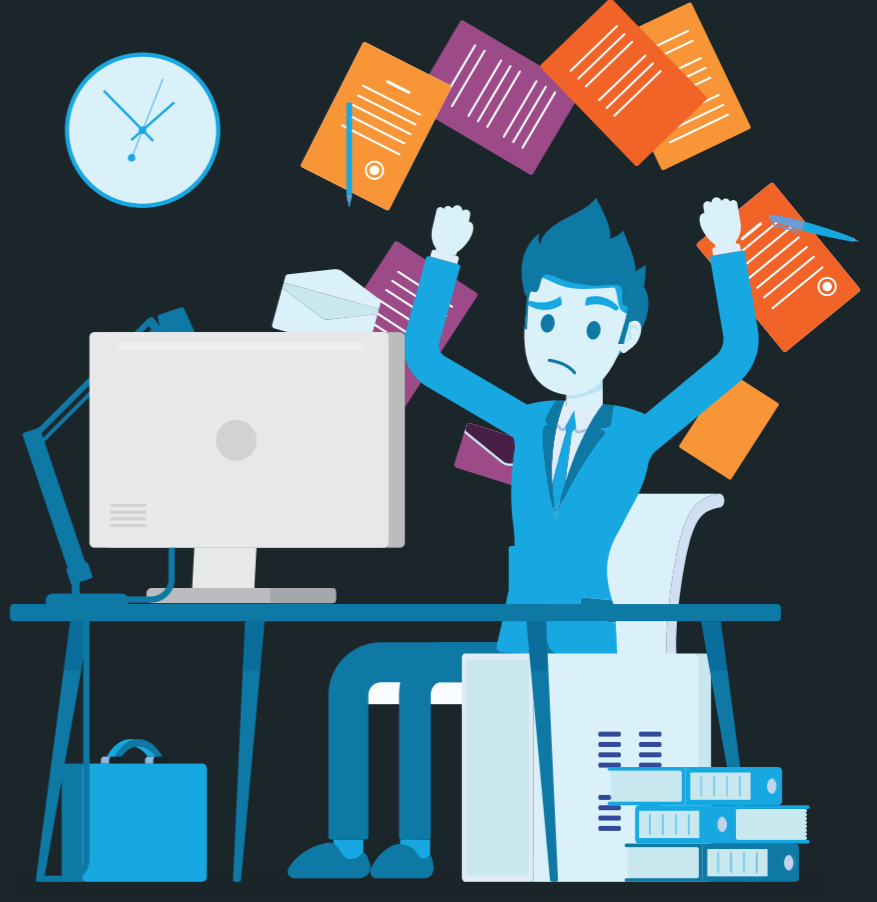
### Invoice

Request for payment from the goods that were delivered or received.

## Manually comparing these transactions takes time and labor if your processes aren't automated.

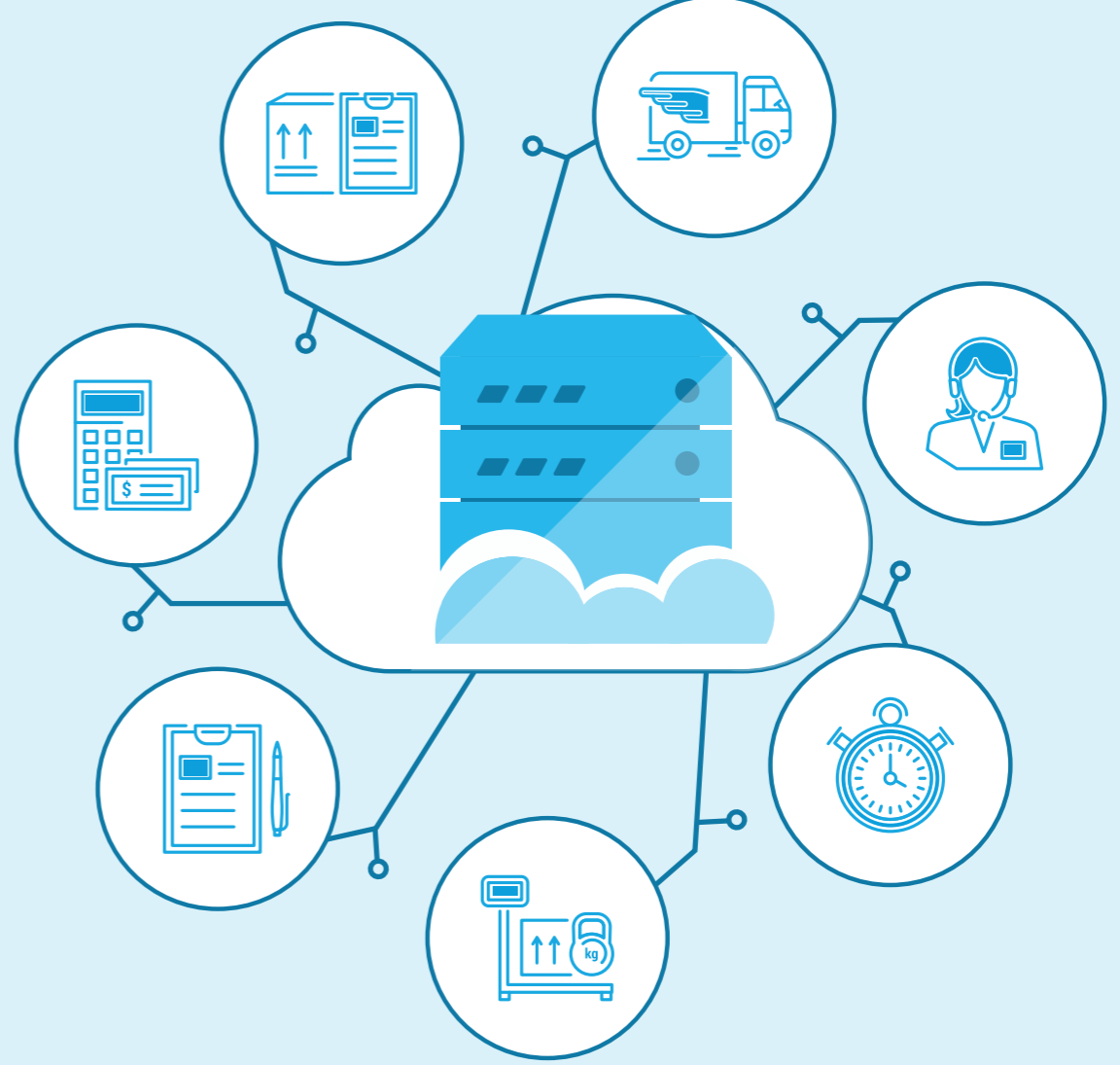
Documents could be scattered across disparate systems, different departments, in personal e-mail boxes, misfiled or worse.

Speed is an incentive - the faster you can match, the faster you can pay, the more likely you can get payment discounts. But errors can be extremely costly, negating any discounts, so accuracy is imperative.



## EDI connects the dots for you

EDI makes it easy to automate and operationalize your PO-to-invoice reconciliation process. It not only connects the various systems within your business, from e-commerce platforms and point-of-sale to ERP and shipping software, but most importantly, it enables fast, accurate communication between you and your trading partners.



## Automated PO-to-invoice reconciliation



### EDI Purchase Orders

EDI 850 Purchase Order  
EDI 875 Grocery PO

Digital, Fast, Reliable



### EDI Shipping Receiving

EDI 855 PO Acknowledgement  
EDI 856 Advanced Ship Notice

Know exactly what's delivered



### EDI Invoicing

EDI 810 Invoice  
EDI 880 Grocery Invoice

Paperless, Automated, Accurate

## Comparing these documents is a breeze when you automate the process with EDI.

Know where every document is and compare them automatically with EDI.

Let all the transactions that match move on to the payment phase automatically, while your staff's time is spent dealing only with the documents that don't match.

Improve accuracy by receiving or sending documents directly between retailers, vendors, 3PLs and more with the exact specifications required by each party.



## SPS Commerce is a leader in EDI

With more 350,000 users in 60 countries, SPS Commerce is the #1 EDI solution provider\*



Connect with any trading partner



Integrate with any system



Easy to use, no added expertise needed

\*20 Most Popular EDI Software Report, Capterra by Gartner 2017, 2018, 2019



SPS COMMERCE

INFINITE RETAIL POWER™

Headquartered in Minneapolis with offices around the world, SPS Commerce (NASDAQ: SPSC) powers over 350,000 trading partnerships between retailers, distributors, grocers, suppliers and 3PLs.

