

# InLattice Vendor Portal

For QuickBooks, Microsoft SBA users

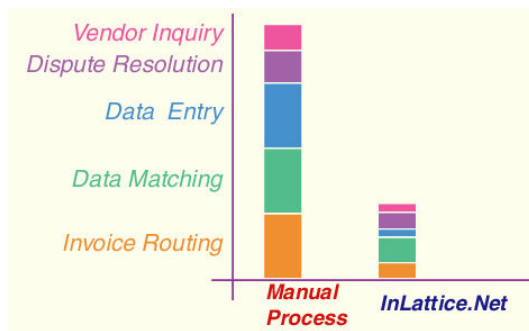
Your vendors can submit invoices online, eliminating the manual processing of incoming invoices. You can post invoices to your accounting package with a click of a mouse. Plus, empower your vendors with the data they need. Provide purchase order, invoice status and payment information on the web.

Visit us at [www.inlattice.net](http://www.inlattice.net)

## Benefits

- Reduced data entry effort, time and errors.
- Easy tracking of incoming invoices, supporting documents and notes.
- Reduce vendor phone calls.
- Provide invoice status and distribute purchase order and payment information.
- International capabilities.
- Reduced paper handling, filing and archiving.
- Get connected with your vendors with a common view of documents.
- Automated routing for review and approval in a secure environment.

## Transaction Cost Savings – Invoice Processing



**InLattice can reduce manual invoice processing cost by up to 80%**

QuickBooks Pro Advisor Ken Reid of MasterType Accounting and Business Services says:

“InLattice is a fantastic service for sending and receiving invoices. It is very user friendly. The application helps to reduce invoice discrepancies and provides for quicker resolution of disputes. I wish I had InLattice earlier”.

## InLattice Inbox Folder

The screenshot shows the InLattice Net interface. The top navigation bar includes 'InLattice.Net', 'Welcome Fine, Fine Arts Inc', and the date '12-12-2006 01:43'. The main content area is titled 'Inbox' and shows a list of invoices. The list has columns for Doc No, Trading Partner, Type, Create Date, Status, Notes, Attachments, and Actions. The first three items are drafts from Great Claims Inc, and the last two are invoices from Netsort. Below the list are buttons for 'Create Bill', 'Reject', 'Print', 'Clear All', and 'Check All'.

**Invoices submitted by various vendors are listed in one folder**

## Features

- 24/7 access using secure Internet connection.
- Vendors only need an InLattice identification and password.
- No software to buy and no hardware to buy.
- Attach an unlimited number of documents such as: import/export doc's, shipping doc's, time sheets, EEOC forms.
- Easy to use – just click on import and send buttons to distribute purchase orders and payment information to multiple vendors.
- Post invoices to your QuickBooks with the click of a mouse.
- Keep track of what documents have been sent, to which companies, when and what was noted or attached.
- Archive invoice, purchase order and payment data along with supporting documents.

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