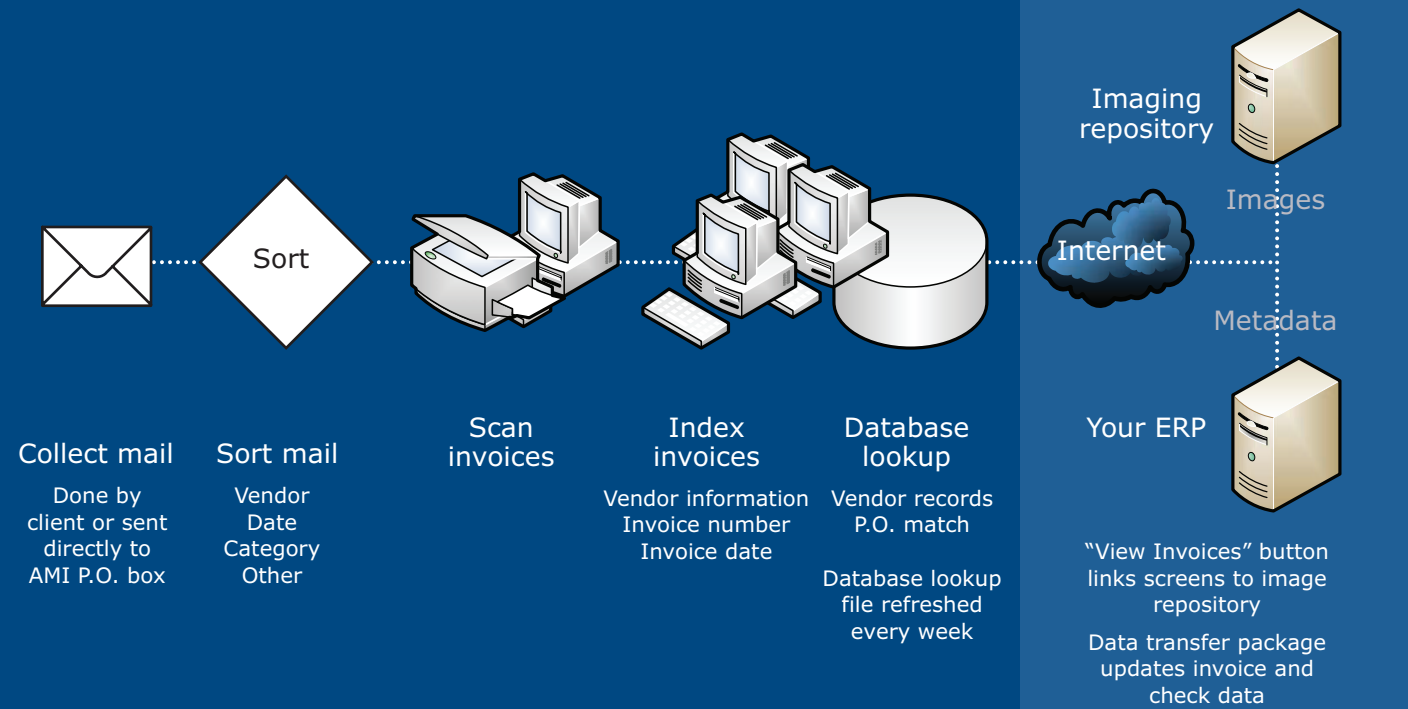


Streamlined Accounts Payable enhanced workflow



No matter how you choose to use AMI services, you'll be able to:

- Streamline your AP process
- Reduce manual effort
- Improve quality
- Increase accuracy
- Reduce processing costs
- Scale for future growth
- Eliminate lost invoices
- Decrease invoice-processing time
- Reduce physical storage and paper filing costs
- Gain immediate access to your data no matter where you are
- Eliminate costs to physically copy and ship documents
- Image-enable your ERP environment
- Reduce or eliminate data-entry cost and labor
- Increase overall productivity
- Increase data security
- Increase staff responsiveness
- Eliminate need to ship physical documents to offshore teams
- Quickly analyze data to get an accurate view of financial exposure

AMI
AMI Imaging Systems, Inc.
7815 Telegraph Road
Bloomington MN 55438
952-828-0080, fax 952-828-1976
www.ami-imaging.com



Our Streamlined Accounts Payable Solutions will lower your costs, your inaccuracies, and your blood pressure.

AMI
AMI Imaging Systems, Inc.

Find out how AMI can help you save up to \$14.50 on each invoice you process.



The actual cost of processing an invoice can be as high as \$80.

How much do you think it costs to find it?

The technology to effectively scan and store documents digitally as well as create optical character recognition to allow instant access has been tested and proven in recent years. It works. It can save you money. And that's why AMI Streamlined Accounts Payable Solutions make sense.

Who has time to process, pay and store invoices?

Your Accounts Payable department is being asked to play a much larger role in helping to control, coordinate, and analyze key business decisions. That means skilled individuals who were formerly dealing with administrative tasks now handle regulatory and compliance issues such as Sarbanes-Oxley, Basel II, and much more.

Accounts Payable without all the messy, tedious accounts payable part.

You can hire new people to take care of processing invoices, but at what cost? Our Streamlined Accounts Payable Solutions have the power and the features necessary to easily streamline your system to save you time, irritation, and money.

First, control the paper workflow.

When you control the paper, you control the process and keep costs in line. Early scanning of standard header and footer data from new invoices and then delivering electronic images to a limited number of "touch points" in your organization is the first step in making this happen.

Our systems efficiently capture invoices to help you:

- eliminate lost invoices
- decrease processing time
- store documents securely in digital form
- reduce storage space and filing costs
- allow immediate access
- eliminate copying and shipping costs
- take advantage of early pay discounts

And streamlined Accounts Payable Solutions from AMI work with any existing ERP management system.

Get the data into the digital stream.

Only automated data extraction ensures error-free entry. And it lowers your costs. Automation removes the need to print and rescan a document, which can reduce labor costs, increase overall productivity, increase data security, and significantly reduce the time necessary to process invoices.

Make every business transaction completely transparent.

You'll be able to deliver key Accounts Payable information anywhere, at anytime, to anyone, in

Most companies average 27 days to pay an invoice.

We can help you reduce that to 2 days.

That gives you more options to make better decisions about when to pay.

Let's say you process 2,000 invoices a month.

Multiply that by \$14.50.

How much are you going to save?

As much as \$29,000 every month.

an instant. You'll improve communication between all involved parties – accounts payable, internal customers, vendors, and suppliers – and ultimately create complete process transparency. Once documents have been converted to electronic files, you'll be able to view, retrieve, and manipulate them. Your images and indexes (metadata) are transmitted to your existing Imaging System and ERP. That will make it easy to enter standard line item data, match invoices to what was received, and even electronically match payment to invoice.

Nobody has more experience or deeper expertise.

For more than 25 years, AMI has been working with organizations of all sizes – from *Fortune* 500 companies to start ups – to navigate the content management maze.

We've helped a wide range of organizations,

including health care companies, manufacturers, financial service companies, engineering and architectural firms, school districts, utilities, and local and state governments. And we can help you.

The AMI Advantage: Whatever you need is right here.

We can make processing, storing and retrieving documents and images simple...and secure. Our Streamlined Accounts Payable Solutions will cut costs, eliminate a lot of wasted time, improve cash flow, and allow you to properly allocate other resources.

- AMI Conversion Services – We take care of everything by scanning, organizing, and storing your documents at our location
- AMI Hardware and Software Services – We work with you to set up your own document storage and retrieval system at your location
- AMI Professional Services – We develop and implement the best workflow system for your organization, whether you're using our complete services or bringing us in to set up internal services

One call to AMI does it all.

To get more information or to talk to one of our representatives, we invite you to get in touch.

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