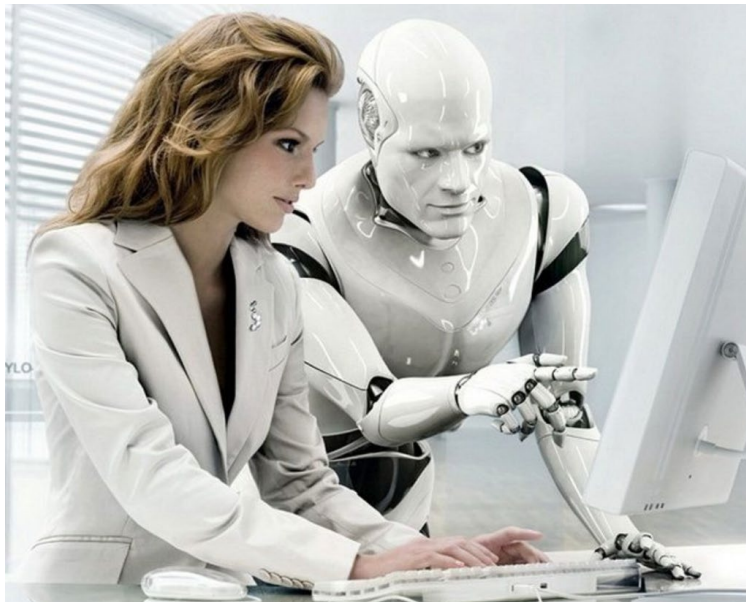


Digital Transformation and Document Automation for Finance and Accounting



Finance/Accounting Document Automation Examples

- Invoices
- Utility Bills
- Vendor statements
- Checks
- Purchase Orders
- Bank documents
- Expenses
- Commissions
- Financial statements

FORMTRAN

Cardinal [1]
 VendorName*
 CompanyName*
 SOA*
 Date

Table

DATE	Transac	Reference	DEBIT	CRED	BalanceT
04/03/2018	Invoice	113078	655.59		655.59
04/03/2018	Invoice	113131	3790.78		3790.78
04/03/2018	Invoice	KCWHS180304	78995.85		78995.85
11/03/2018	Invoice	113179	11144.98		11144.98
11/03/2018	Invoice	113233	2328.92		2328.92
11/03/2018	Invoice	KCWHS180311	78725.20		78725.20
18/03/2018	Invoice	113280	10489.40		10489.40
18/03/2018	Invoice	113335	3483.75		3483.75
18/03/2018	Invoice	KCWHS180318	80015.84		80015.84
25/03/2018	Invoice	113377	10817.19		10817.19
25/03/2018	Invoice	113433	2667.12		2667.12
25/03/2018	Invoice	KCWHS180325	76965.03		76965.03
31/03/2018	Invoice	113476	8522.64		8522.64
31/03/2018	Invoice	113534	1920.56		1920.56
31/03/2018	Invoice	KCWHS180401	70122.26		70122.26
08/04/2018	Invoice	113577	11472.78		11472.78
08/04/2018	Invoice	113635	2784.22		2784.22
08/04/2018	Invoice	KCWHS180408	66039.47		66039.47
15/04/2018	Invoice	113678	13111.75		13111.75
15/04/2018	Invoice	113738	2858.23		2858.23
15/04/2018	Invoice	KCWHS180415	79886.85		79886.85
22/04/2018	Invoice	113782	17373.06		17373.06
22/04/2018	Invoice	113837	2943.45		2943.45
22/04/2018	Invoice	KCWHS180422	86503.14		86503.14
29/04/2018	Invoice	KCWHS180429	72711.67		72711.67
30/04/2018	Invoice	113888	6555.87		6555.87



Cardinal Logistics Ltd
 PO Box 58-145
 Botany 2163
 Telephone +64 9 970 5560
 Fax +64 9 970 5564
 Email accounts@cfld.co.nz

Kimberly-Clark New Zealand
 PO Box 97347
 86 Plunket Ave, Manukau
 AUCKLAND 2104
 PO# 4502098637

DEBTOR STATEMENT

Period End : 30 April 2018
 Customer Code : KIMBERLY
 Page No : 1

Date	Transaction	Reference	Debit	Credit	Balance Total
<small>DATE</small>	<small>Transaction</small>	<small>Reference</small>	<small>DEBIT</small>	<small>CREDIT</small>	<small>Balance Total</small>
04/03/2018	Invoice	113078	655.59		655.59
04/03/2018	Invoice	113131	3,790.78		3790.78
04/03/2018	Invoice	KCWHS180304	78,995.85		78995.85
11/03/2018	Invoice	113179	11,144.98		11144.98
11/03/2018	Invoice	113233	2,328.92		2328.92
11/03/2018	Invoice	KCWHS180311	78,725.20		78725.20
18/03/2018	Invoice	113280	10,489.40		10489.40
18/03/2018	Invoice	113335	3,483.75		3483.75

Invoices

Invoice Type

▼ Business Unit
UNKNOWN [ID:1], FENDER MUSICAL INSTRUMENTS

▼ Vendor
UNKNOWN [ID:3], COR-TEK CORPORATION

Invoice Data
Invoice Number: CT1911014
Invoice Date: 11/15/2019
CT1911014 November 15, 2019

Amounts
Total: 9,341.8
Currency: USD
US\$9,341.80

▲ Line Items

Positio	Article	Descri	Quanti	Unit of	Unit pr	Total pr
	0060138000		60		20.06	1,203.6
	0061363000		30		16.8	504
	7708010000		30		21.37	641.1
	7708012200		38		32	1,216
	7708014000		150		23.88	3,582
	7708015000		30		34.76	1,042.8
	7709001000		30		19.11	573.3
	7719002000		30		19.3	579

Add 'Line Items' item



COR-TEK
TEL: 82-2-3661-1981 FAX: 82-2-3661-1986/1987

COMMERCIAL INVOICE

Shipper/Exporter COR-TEK CORPORATION 59, Hwagok-ro, 61 Gil, Gangseo-Gu, (Dungchon-Dong) Seoul, 07590 Korea VAT NO. 117-81-00743		No. & Date of Invoice CT1911014 / November 15, 2019	
For Account & Risk of Messrs. FENDER MUSICAL INSTRUMENTS CORP. 17600 North Perimeter Drive Suite 100 Scottsdale, AZ. 85255 U.S.A. Tel: 480-845-5633, Fax: 480-607-4457		No. & Date of L/C WIRE TRANSFER	
Notify Party Terada Musical Instruments Co., Ltd. No. 1-251, Ima-Nishi Karnie-Cho Ama-Gun Aichi-Pref. 497-0037 Japan Tel: 81-567-95-3158, Fax: 81-567-95-8686		L/C Issuing bank	
Port of Loading INCHEON AIRPORT, KOREA		Final Destination NAGOYA, JAPAN	
Carrier OZ122		Sailing on or about NOV. 19, 2019	
Remarks * Shipping Mark TERADA JAPAN C/#. 1-14 MADE IN KOREA			

Marks and number of PKGS	Description of Goods	Quantity/Unit	Unit-price	Amount
	GUITAR PARTS			EXW KOREA
GUITAR PARTS				
* P.O. 335467				
	0060138000 TAILPIECE BIGSBY B6C SELL (-100)	60PCS	20.06	US\$1,203.60
	0061363000 TAILPIECE BIGSBY B3CB SELL -100	30PCS	16.80	US\$504.00
	7708010000 TAILPC BIGSBY B6CP PL V (-100)	30PCS	21.37	US\$641.10

Utility Bills

Invoice Type

Business Unit
UNKNOWN [ID:1], THE THERMAL CLUB

Vendor
IMPERIAL IRRIGATION DISTRICT

Invoice Data

Invoice Number	Invoice Date
022816	02-28-2016
	02/28/2016

Other Data

Amounts

Reversed Charge

Total

15.42
15.42

Tax Details

Additional Tax Groups

ponumber

accountnumber

customernumber

serviceaddress

servicedatefrom

servicedateto



IMPERIAL IRRIGATION DISTRICT
 PO BOX 937 • 333 EAST BARIONI BLVD • IMPERIAL CA 92251-0937
 800.303.7756 760.335.3640 Fax 760.339.9471 Website www.iid.com
Electric Bill

See billing i

Customer: THERMAL OPERATING COMPANY LLC
 Service Address: 60885 MONZA ST LIFT STN THERMAL CA Ir
 Contract Account: 50663048 Business Partner: 3358980 Elect

....Your Meter Reading Results....						
Meter Number	Service Dates		Number of Days	Prior Reading	Current Reading	M
	From	To				
IID-1B4B-208378	01/28/2016	02/25/2016	29	117	134	

Statements

Document Section 1

vendor: HOME DEPOT CREDIT SERVICES

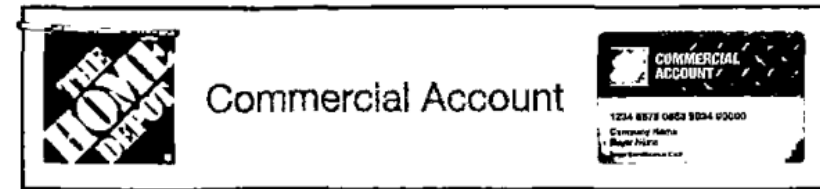
accountnumber: 6035 3226 4902 5230

statementdate*: 03-21-2016

invoices

date	invoicenum	invoiceamount	amountdue	duedate
03/01/16	8024886	\$16.03		04/11/16
03/04/16	5061304	\$103.38		04/11/16
03/05/16	4070171	\$17.19		04/11/16
03/09/16	61620	\$54.60		04/11/16
03/10/16	9122867	\$34.24-		04/11/16
03/10/16	9160262	\$88.58		04/11/16
03/16/16	3574125	\$612.22		04/11/16
03/17/16	2560107	\$202.83		04/11/16

Add 'invoices' item



Remit payment and mail to:
HOME DEPOT CREDIT SERVICES
 DEPT. 32 - 2649025230
 PO BOX 78047
 PHOENIX, AZ 85062-0847

Invoices to Be Paid **IMPORTANT:** To ensure accurate posting of your account, please place your payment in the appropriate box below. Please

CURRENT ACTIVITY

Transaction Date	Invoice #	Original Invoice Amount
[1] 03/01/16	8024886	\$16.03
[2] 03/04/16	5061304	\$103.38
[3] 03/05/16	4070171	\$17.19

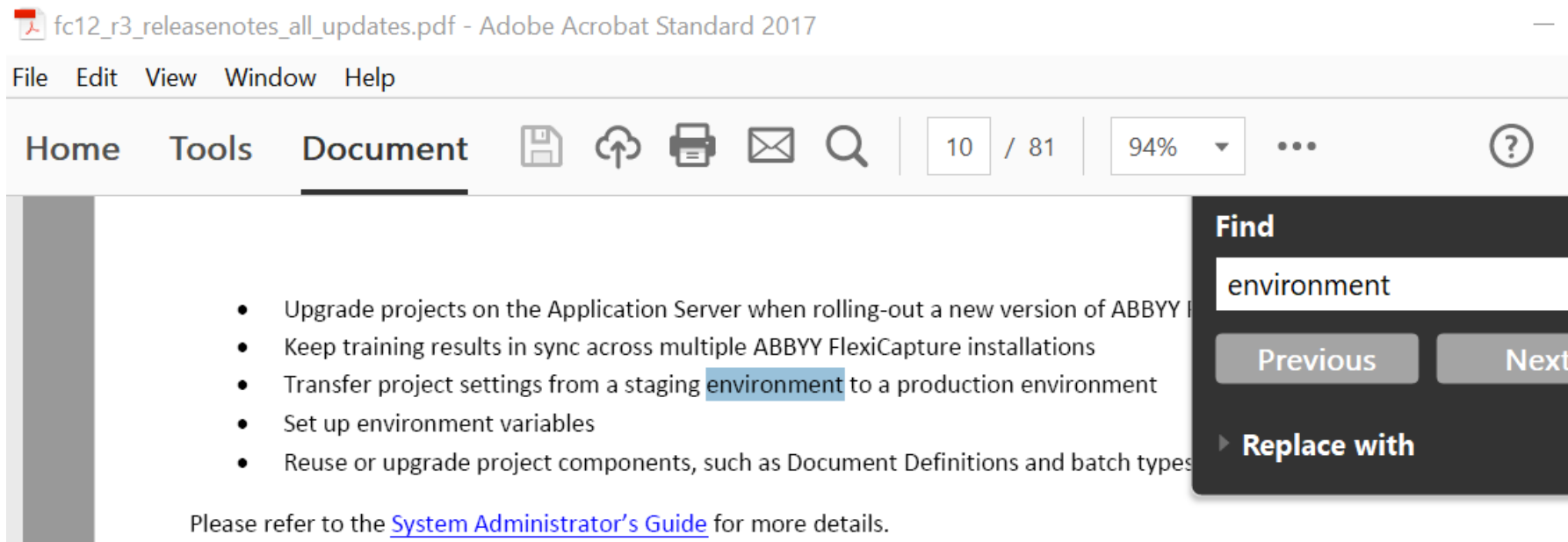
Document Automation Issues

- Document Conversion
- Document Classification
- Data Extraction
- Data Matching



Document Conversion

- Create searchable PDFs
- Input via MFP, email, folders, web portals, etc.
- No user training required



Classification

- 100% automatic classification
- Works with any document
- Easy to setup and maintain



Data Extraction

- Eliminate data entry
- Works with fixed, variable or unstructured documents
- Software uses AI to “learn” over time and get better



PONUMBER*	1328454
	1328454
Business Unit UNKNOWN [ID:1], CELADON	
Vendor UNKNOWN [ID:18], Pinnacle Fleet Solutions	
Invoice Number	Invoice Date
DTI003292957	02/20/2015
DTI003292957	2/20/2015

INVOICE

DTI003292957

Program Inv Date

2/20/2015

PO No:

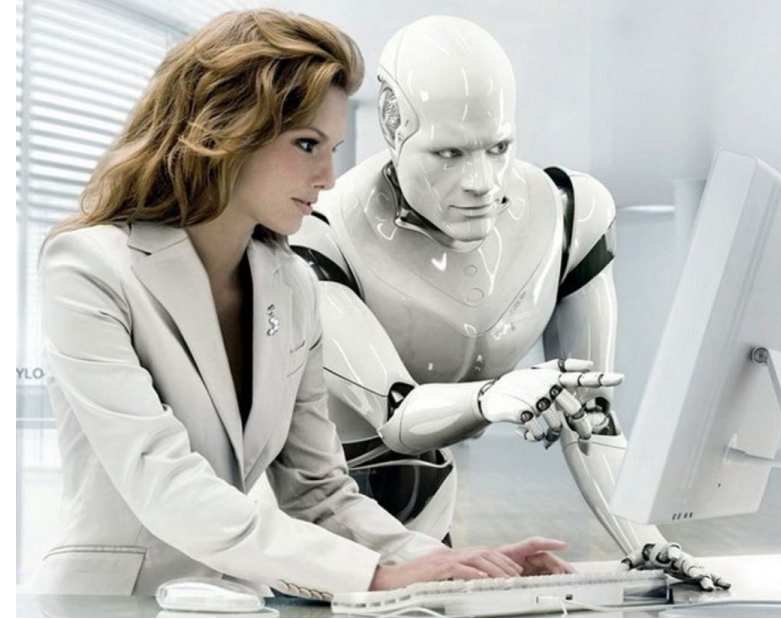
1328454

Typical OCR Process

- Automatic retrieval of documents from multiple inputs like email, network folders and FTP sites
- OCR classifies documents by type and extracts required data
- Extracted data is sent to ERP and/or used to trigger next process

Formtran Projects in Finance and Accounting

- Invoice processing for Fender Musical Instruments
- Invoice and statement processing for Kimberly-Clark (NYSE:KMB)
- Purchase order automation for Poly (formerly Plantronics/Polycom) (NYSE:PLT)
- Over 50 million pages per year processed with Formtran RPA/OCR solutions



Fender Musical Instruments

- Leading manufacturer of guitars, amplifiers and pedals
- Automatic processing of invoices into SAP



FASTENERS, INC.
2449 Gundry Avenue
Signal Hill, CA 90755
Ph: 800.488.7634 Fx: 562.988.0545
accutite.com

Bill to: FENDER MUSICAL INSTRUMENTS
8860 E. CHAPARRAL ROAD
SUITE 100
SCOTTSDALE, AZ 85250
Phone: (480) 845-5351 Fax: (480) 907-2879

Ship to: FENDER MUSICAL INSTRUMENTS
311 CESSNA CIRCLE
CORONA, CA 92880

Phone: (480) 845-5351 Fax: (480) 907-2879

Line	Order	Ship	B/O	U/M	Item #	Description	Price	Extension
0001	1000	1000	0	EA	Cust Part#0011358000 PRTS003 010STNI A	3 X 5/8 PHIL ROUND SMS TYPE A STEEL NICKEL ** ROHS COMPLIANT ***	3.0375	30.38
						Item Notes		
						***500 PER BAG **		
0002	2000	2000	0	EA	Cust Part#0015116000 PPTS008 006ST BOAB	#8x3/8 PHIL PAN SMS TYPE AB ST BLK/OX	0.4590	9.18

Invoice

Invoice Number : 710570-1
Customer# : FEND-C
Invoice Date : 11/12/2019
Due Date : 12/27/2019
Ship Date : 11/13/2019
Ordered By : TIM
Entered By : DRAKE MURRAY
Salesperson : Salesman JM
Terms : NET 45
Ship Via : ACCUTITE TRUCK
Ship Acct# : VMI
Job/Rel# :
Customer PO : 329393



Kimberly-Clark



- Headquartered in Dallas, Texas, Kimberly-Clark products are sold in 175 countries
- Achieved straight through processing for 98% of vendor statements
- RPA and OCR work together to automatically sort documents, extract data and feed to SAP

FORMTRAN



APPLIED INDUSTRIAL TECHNOLOGIES P/L
 ABN 63 006 100 045
 PO BOX 1011
 HUNTINGDALE VIC 3166
 AUSTRALIA
 PH: 03 9567 8700 FX: 03 9567 8788
 NOTE: ALL PAYMENTS TO WESTPAC BANK
 ACCOUNT 033-070-375888.

STATEMENT

PAGE 1

Account no. 227-81846
 Period ending: 31/01/19

KIMBERLY-CLARK AUSTRALIA PTY LTD
 52 ALFRED STREET

MILSONS POINT
 NSW 2061

Date	Description	Doc. no.	Debit	Credit
13/11/18	INVOICE	6212410	21.47	
28/11/18	INVOICE	6223445	21.47	
30/11/18	ADJ	6204450	4.64	
28/12/18	ADJ	6207987		4.88
7/01/19	INVOICE	6241904	14.85	
7/01/19	TINVOTCF	6741905	280.59	

Poly (formerly Plantronics)



- Poly has more than 6,500 employees working in 75 offices located in 35 different countries.
- Global purchase order sorting and data extraction for Oracle E-Business Suite




THIS IS REPRINT NUMBER 2

INGRAM

VENDOR# VENDOR
6765 1
POLYCOM ASIA PACIFIC PTE LTD
9 CHANGI BUSINESS PARK VISTA,
#07-01 SINGAPORE 486041

HKPO# 11-90568
PAGE 1



*** CONTINUED ON NEXT PAGE ***

SHIP TO
INGRAM MICRO (CHINA) LIMITED
3/F GOLDLION HOLDINGS CENTRE
13-15 YUEN SHUN CIRCUIT
SIU LEK YUE, SHATIN, NT HONG KONG

PURCHASE ORDER

PLEASE ACKNOWLEDGE THIS ORDER PROMPTLY AND ADVISE SHIPPING DATE. BILL OF LADING MUST ACCOMPANY INVOICE

IMPORTANT

THE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS AND PACKAGES. PACKING SLIP MUST ACCOMPANY SHIPMENT. INVOICE EACH PURCHASE ORDER SEPARATELY

P.O NUMBER	VENDOR#	VEND. TELEPHONE NO.	P.O. DATE	DELIVERY DATE	PAYMENT TERMS			
11-90568-S	6765	000-000-0000	01/03/20		NET 45 U.S. DOLLAR			
BILL TO NO.	CANCEL DATE	BKO.	AKN	SHIP TO NO	SHIP INSTRUCTIONS	SHIP VIA	FREIGHT TERMS	B#
LINE S	QUANTITY	UNIT	SKU#	CPU MFG ID NO	DESCRIPTION	MEDIA	COST	EXTENDED COST

HK0038728								

001	150	EA	287F163	MSD 207577-01	BLACKWIRE 5210, C5210, USB-A, WW	PERP	25.00	3,750.00
002	24	EA	287F164	MSD 207587-01	BLACKWIRE 5210, C5210 USB-C, WW	PERP	25.00	600.00
003	000	EA	000F165	MSD 207597-01	BLACKWIRE 5210, C5210 USB-C, WW	PERP	25.00	0.00

ERP Integrations

- Option 1 - File import
 - Data sent to .csv, .xml, JSON, ODBC, webservice
 - ERP or other system imports automatically
- Option 2 – API interface
 - SAP, Oracle, Microsoft, NetSuite, etc.

