



iCompleatOrder

SaaS purchase order processing and invoice matching automation platform

iCompleatOrder is a self-service SaaS application that delivers the important front-end to our popular supplier invoice capture and approval solution, iCompleatInvoice. With iCompleatOrder, you can track the spend of users before they receive invoices with easy-to-use software that quickly lets you **raise, approve and generate purchase orders**, as well as **invoice matching**.

Benefits

iCompleatOrder eliminates the bureaucracy of old-school purchase order forms and saves everyone time, making life easier for your staff when checking deliveries and invoices against expectations.



Purchase order processing, approvals and PO distribution

iCompleatOrder is self-service purchase order automation which provides shared visibility of corporate spend between the organisation's departments and finance teams. Furthermore, it allows simple and quick creation of requisitions with fast, dynamic approval, purchase order creation, and distribution.

iCompleat helps reduce unauthorised spend and our automation allows people to work flexibly, increasing efficiency without being tied to paper documents. iCompleat also improves communication with suppliers, giving them the correct information and confirming the contract.



Supplier invoice capture, matching and approval

iCompleat matches incoming supplier invoices to corresponding purchase orders and automatically highlights those with exceptions. Meaning you only have to worry about the queries, whilst iCompleat takes care of the rest.

Increase accuracy, reduce errors, save time. Handle documents more efficiently online. Spend less time on queries and troubleshooting, and improve team morale and business efficiency.



Aggregate intelligent spend data to achieve significant savings

iCompleat captures instant digital spend intelligence collated from all your online supplier transactions, such as purchase orders and invoices, to inform better decision-making. Better informed businesses perform better.

Features & capabilities

Request new purchase orders

Create multiple lines per order

Duplicate existing requisition orders

Auto-completion of coding

Dynamic approval workflow routing

Approval reminders

Email notifications

Unlimited notes

Generate purchase order

Send purchase order

Personalise purchase order layout

Easy workflow setup

Simultaneous workflow

Invoice capture

Invoice data extraction

Invoice matching automation

Start your 30-day free trial

iCompleat is designed to be 100% self-service, so you can take our solution live in as little as 30 minutes all by yourself. But if you would like us (or our growing number of accounting practices and accounting software resellers) to help take you through the implementation process, we would be delighted to do so.



COMPLEAT

About Compleat Software

Compleat Software is a leading provider of smart spend software available for businesses of all sizes. This powerful, modular software empowers businesses to eliminate paper, unite finance, procurement and budget holders and gain an accurate, real-time view of company finances and budget availability. Offering the next generation of purchasing and budget management automation at an affordable cost, this purchase to pay software delivers a single seamless, paperless process that incorporates e-invoicing, purchase invoice approval, purchase order and receipting, employee expenses, contract management with comprehensive dashboards and reporting for every user.

For further information, please visit www.compleatsoftware.com. Follow Compleat on Twitter, Facebook, and LinkedIn for the latest news & insights.

Contact us:

0203 971 2413 or 0203 971 2412
compleat@compleatsoftware.com

