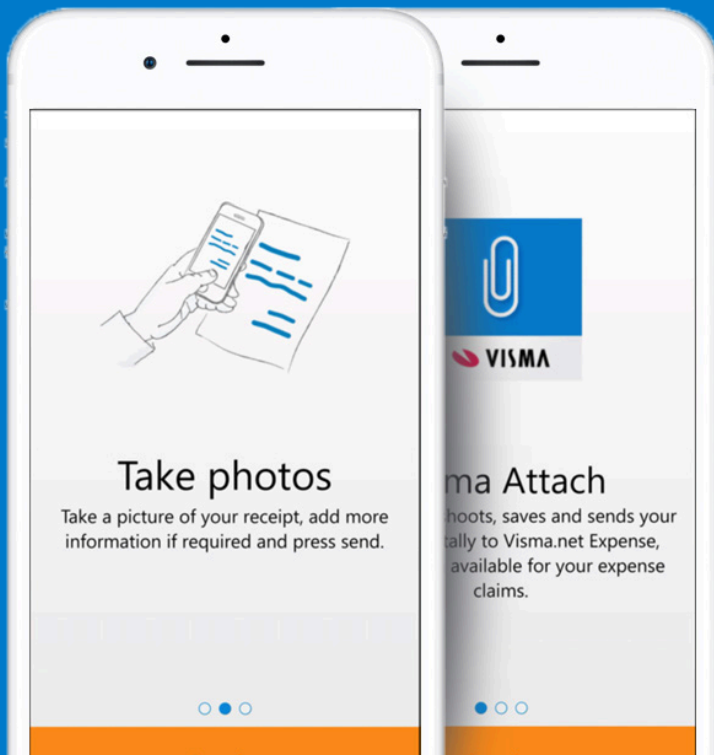


Visma.net Expense

The fastest way to make
accurate expense claims





The easiest and most effective travel expense solution

What is Visma.net Expense?

Visma.net Expense is an online expense management solution that streamlines expense reporting. Accountants and managers are provided with an automated, rule-based approval workflow, which improves compliance with company rules.

With numerous out-of-the-box integration possibilities makes collecting the right information a smooth process:

- Credit card providers
- Payroll solutions
- Mileage registration providers
- Document storage

Visma.net Expense contains functionality for:

- No setup required
- Supports official travel regulations in Norway, Sweden, Finland and Denmark
- Fully integrated with the following Visma payroll solutions:
- Visma Enterprise HRM, Visma Lønn, Huldt & Lillevik, Avendo Lønn, Mamut One, Agda PS (Sverige)
- Travel expenses can be registered from anywhere, on any device
- Integrated with GPS tracking systems, i.e. Abax
- Increased control via customised approval flow
- Instant and easy control over electronic receipts
- Mobile approval of expense claims
- Support for private travels during
- Support for multiple travels

How does Visma.net Expense work?

With the Visma Attach mobile app, employees can take pictures of their receipts and upload them directly to the solution. This means they no longer need to worry about keeping track of travel receipts or take the time to type in tedious information.

You no longer need to use Google Maps to calculate your miles travelled. The GPS tracking systems tracks your exact mileage every time, and toll transactions are included.

There is no need to wait until the end of the month to enter expenses. Employees can enter their expenses as they go and receive their reimbursements faster.

Visma.net Expense helps your business by:

Visma.net Expense will optimise your expense processes. Reducing manual processes will make your organisation more efficient. Accountants can act on alerts, respond more proactively and improve expense management.

As a manager, you are able to approve expense claims on the go via your mobile. Visma.net Expense allows you to effectively handle incoming documents and maintain control with a full overview of all tasks needing approval.

Visma.net Expense will keep your organisation more accurate, efficient and intuitive. Employees and managers alike will embrace this new expense process. Keeping track of claims has never been easier.

Visma.net Expense key features

Feature	Description
Travel claim registration	Register your travel claims online and add daily allowances.
Expense claim registration	Register several types of expenses to an expense claim. It is possible to do so in different currencies and add the required documentation.
Credit card integration	Link your credit card to the solution so your transactions are automatically imported. Support for SEB Eurocard, Nordea Firstcard, American Express, Eika TwoCards, Danske Bank Mastercard
Mobile scanning	Take a picture of your receipts and then upload them directly into the solution, via Visma Attach. Visma Attach is an app that is included in Visma.net Expense and can be downloaded from the App Store or Google Play. Once you have taken a picture of your receipts, they are immediately available when registering an expense claim.
Digital receipts	Upload digital receipts from local files or directly from online storage, for example via Dropbox or Visma Attach.
Mileage registration	Register your mileage types and set a reduced rate once a maximum limit has been reached.
GPS integration	Using BilBuddy, Devinco and Abax you can import your actual mileage directly into the system. You can customise what you get reimbursed for in mileage, the route-tracking app calculates this for you and shows how much you have paid in tolls
Approval flow	Your expenses are automatically sent to your manager for approval through Visma Approval. Approvers receive automatic notifications of new expense claims.
Integrated with payroll	Approved expenses can automatically be sent to Visma Avendo, Visma Lønn, Huldt & Lillevik or Visma Enterprise HRM.
Mobile approval	Approve invoices and expense claims on the go; when and where it suits you. The Visma Mobile Manager app allows you to effectively handle incoming documents and enjoy increased control via a full mobile overview of all tasks that need to be approved.