Corpay Quarter 1-2024

Release Notes

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The Corpay Q1-2024 release is available and includes the following items that were released by Corpay during the first quarter of 2024:

CORPAY COMPLETE DEPLOYED ITEMS

Invoice Automation and Purchase Order Improvements

- A new Vendor *Tracker* tab was added to the *Vendors* module. This enhancement delivers an overview of vendor enrollment on the *Vendor Portal* so that customers can review key statistics and take action as needed.
- A new interactive form was created in the *Invoice Inbox* for raw Optical Character Recognition (OCR). The new interactive form streamlines and simplifies the visual verification of data in each field by highlighting OCR-predicted data fields.
- A *Due Date* field and a *Payment Terms* field were added to the *Credit Memo* form. This enhancement ensures that data from the *Credit Memo* form synchronizes correctly to ERP systems.
- When a new document is added to the Data Audit Log, the document title is now included. This update improves Data Audit Log monitoring and analysis by providing the document name, owner, and upload timestamp.
- Corpay Complete customers now have the option of unsubscribing from Corpay Complete reminder emails for the *Vendor Portal*. This enhancement ensures that customers only receive relevant communication and gives them greater control over what electronic communication they receive.
- When customers unsubscribe from reminder emails for the *Vendor Portal*, they are now redirected to a landing page to provide a reason for unsubscribing. This enhancement helps

customers quickly unsubscribe from undesired communication and gives them the ability to provide valuable feedback.

- Purchase order users can now link catalog items to a vendor. This enhancement improves the Corpay Complete user experience by allowing users to filter the catalog by vendor when creating a new purchase order.
- When creating a new purchase order, customers can now filter line items by vendor. This enhancement simplifies and improves the Corpay Complete user experience by making it simple to locate the correct line items for a purchase order.
- The *Add Invoice* form was updated so that the *Status* drop-down only displays **New**, **Pending**, and **Open** options. This enhancement guarantees that only relevant statuses can be selected from the *Status* drop-down when adding an invoice.
- After selecting a different department from the *Department* drop-down in the *Edit Invoice* dialog, customers will be asked if they want to restart the invoice approval workflow if one is attached. After selecting **Ok** in the confirmation dialog, the invoice approval workflow will automatically restart. This enhancement ensures that invoice approval workflows are automatically restarted after an invoice department is changed.
- With this deployment, the following actions will occur on the *Request a New Purchase Order* and *Add Purchase Order* forms when the **Allow Vendor from Subsidiary** checkbox is selected on the *PO Requests* tab of the *Company Defaults* page:
  - When a customer selects a new vendor, the *Subsidiary* drop-down will remain unchanged if the current subsidiary is linked to the new vendor.
  - When a customer selects a new vendor and the current subsidiary is not linked to the new vendor, the *Subsidiary* drop-down will update to the vendor’s primary subsidiary.

  This enhancement ensures that the correct subsidiary is linked to a purchase order even when the vendor is changed.

- The label on the **Flag Not to Push** checkbox was changed to a **Do not push to ERP** label. This enhancement clarifies the purpose of the checkbox and creates consistency across the Corpay Complete application.
- Filters were added to the *Vendor Tracker* tab in the Vendors module. This enhancement lets admin users use filters to obtain key statistics for vendor enrollment and completeness in the Vendor Portal so that appropriate action may be taken.
- A *Module* drop-down filter was added to the *Create New Report* form that enables customers to filter reports by module. This improvement simplifies the report creation process by making it easier to locate the correct report.
- Previously, when the amount or department was updated on an **Open** invoice or purchase order, the approval workflow did not restart. With this deployment, the approval workflow is automatically restarted after the amount or department is changed.
- Customers can now associate a purchase order that was created in a different currency to a budget in the customer's base currency. This enhancement improves the accuracy and usage of budgets by eliminating currency limitations.
- Rebates may now be applied to line items and expenses in the Purchase Orders, Invoices, and Credit Memos modules. This enhancement ensures that invoices are correctly synchronized to customers' ERP systems.
- Rebates were added to the Bulk Operations section. With this enhancement, customers can import, delete, update, and manage multiple rebates using the new *Bulk Import*, *Bulk Delete*, *Bulk Update*, and *Bulk List Mgt* features.
- Customers may now associate managers to custom fields, such as *Project* or *Funds*, so that approvals can be configured for these items.

- Customers' vendor contacts will now automatically receive a copy of the Purchase Order PDF after the purchase order is fully approved. This enhancement simplifies the way that vendor contacts receive approved purchase order documents.
- Customers can now tie a purchase order in one currency (like GYD) to multi-currency budgets (like USD and INR) at both the header and line level. This enhancement removes currency limitations for purchase orders when working with multi-currency budgets.
- A new *Customer* field was added to the *Accounts* tab of the *Add Credit Memo* form. This enhancement ensures that credit memo accounts can be connected to the appropriate customer.
- Purchase order users can now send a purchase order PDF to vendor contacts after the purchase order is approved without requiring that the vendor contact have access to the Vendor Portal. Previously, purchase order PDFs required Vendor Portal access to review, which created limitations for purchasers who have not opened the Vendor Portal to their vendors.

Payments Automation Improvements

- A new *Payment Methods by Vendor* panel was added to the *Payments Dashboard*. This enhancement enables customers to plan additional vendor campaigns to increase virtual card acceptance rates.
- A new option was added to the *Payment Scheduling Window* setting on the *General* tab of the *Company Defaults* page. When **Auto** is selected from the *Payment Scheduling Window* drop-down, the *Payment Date* on the *Pay Invoices* tab will be automatically calculated based on the payment method type and invoice due date. This enhancement helps customers make timely payments by streamlining the way invoice payment dates are calculated.

- A new **CorpayCard** *Payment Method Type* was created for Full AP customers. This enhancement gives Full AP customers the option of using a CorpayCard to make payments and ensures that they can pay vendors who accept the CorpayCard.
- **Mastercard** and **CorpayCard** *Payment Method Type* labels were added to the *Pay Invoices* tab. This enhancement enables Full AP customers to make payments using a CorpayCard and provides greater clarity into the bank account from which funds are transferred.
- The *Payment Run Details* and *Payment Run Approval* pages were updated so that items in the *Invoice* and *Vendor* fields can be searched and viewed. This enhancement improves the Payment Run user experience by letting customers quickly navigate to associated invoices and *Vendor Details* pages.
- The *Dashboard* page was modified so that *Actionable Items* are hidden if they are irrelevant to a user role. This improvement ensures that customers only see relevant *Actionable Items*.
- With this deployment, the check number has been linked to an image of the check when the *Payment Method Type* is **Check**. This enhancement means that Full AP customers can instantly view a check image preview from both the *Payments* table and on the *Payment Details* page.
- The Terms of Service for Corpay Complete Web and the Corpay Complete Mobile App was updated and a link to the modified Terms of Service was added to the login page. This enhancement makes it easier to locate and access the Terms of Service in Corpay Complete Web and the Corpay Complete Mobile App.
- The Corpay-internal payment return file was removed from the *Documents* pane on the *Payment Details* page. In addition, a new *Documents* pane was added to the *Payment Run*

Details page. When a payment run status changes to **Approved**, the associated return file will display on the *Payment Run Details* page under the new *Documents* pane. This enhancement gives Full AP customers easy access to return files from the *Payment Run Details* page.

- Previously, credit memos were unavailable after voiding a linked payment. With this deployment, credit memos can be applied to another payment after a previous payment is voided.
- With this deployment, the default *Payment Method* for new vendors will be **Check** for Full AP customers. This enhancement simplifies the vendor creation process by enabling new vendors for payments.
- When a Full AP payment file (invoice batch) is processed in Corpay Complete, a new vendor will be automatically created if one does not already exist. These new vendors will be assigned a default *Payment Method* of **Check**. This improvement simplifies the way vendors are created for Full AP customers and maintains the accuracy of the Corpay Complete vendor database.
- The *Payment Run Summary* panel was renamed to the *Payment Run Schedule* panel and includes *Estimated Pull Date* tabs that indicate when funds will be debited from a bank account. This enhancement offers greater insight into the Payments Automation process by providing key information in one location.
- The *Transaction Status* and *Response Desc* fields were updated to include Full AP data in the *Transaction Details* dialog on the *Payment Details* page. This improvement gives Full AP customers critical information and updates related to payment status within Corpay Complete.

- Payments admins or operations users may now modify and resubmit a failed payment run instead of setting up a new one. This enhancement saves time by making it simple to correct and resubmit a payment run.
- The module name in the left-side navigation pane now remains highlighted while a customer is actively in a module. Previously, the module name highlight was removed as soon as a customer began navigating in it. With this enhancement, customers can easily see which module they are using.
- Previously, if a Full AP customer had a payment without a payment transaction ID, the vendor-facing remittance file could not be downloaded. To remedy this issue, an error will be sent if a payment does not have a payment transaction ID.
- Previously, Full AP payment batches were sent to the same address for multiple vendors even when the vendors' addresses were different. With this deployment, payment batches are submitted to the correct vendor.
- Previously, Vendor Portal users could select a *Payment Type* that was not enabled for a customer in the *Customer* drop-down. With this deployment, the *Payment Type* drop-down only contains enabled payment types for the selected customer.
- The *Payment Methods by Vendor* pane on the *Payments Dashboard* was updated so that payment methods will only display if they are in use by at least one vendor. Additionally, the **CreditCard** label was changed to read **Mastercard**. This enhancement offers greater clarity around vendors' payment methods.
- Payments admin and business operation (root) users can now manage new payment runs from the *Payment Run Details* page. This enhancement includes the following updates:
  - For payment runs with a *Status* of **New**, the **Edit** button was removed from the *Payment Run Details* page for all users except those with business operations permissions.

- When a payment run has a *Status* of **New**, payments admin and business operation users can edit invoices from the *Invoices* pane. When a user selects an invoice to edit, the *Edit Invoice for Payment Run* dialog displays the following options:
    - **Invoice Number:** View-only field.
    - **Amount:** Edit the invoice amount.
    - **Payment Date:** Edit the payment date.
    - **Originating Account:** Edit the originating account from the drop-down.
- When a payment run has a *Status* of **New**, payments admin and business operation users can now add invoices to a payment run from the *Invoice* panel on the *Payment Run Details* page. After selecting the *Add Invoice* button, the *Add Invoice for Payment Run* dialog displays the following options:
    - **Invoice:** Search for an invoice.
    - **Amount:** Edit the invoice amount.
    - **Payment Date:** Select a payment date.
    - **Originating Account:** Select an originating account from the drop-down.
- When a payment run has a *Status* of **New**, payments admin and business operations users can now remove individual invoices from the payment run in the *Invoices* pane.

  This enhancement gives users the ability to easily add, edit, and remove invoices from payment runs.

- The Payments team made the following improvements to the Vendor Portal to make it easier to locate vendors' payment information:

- Vendor Portal users can now see linked payment methods in the Banking module for their vendors, which gives them easy access to payment method information and details.
- Customers can now view vendor payment method(s) on the *Customer Details* page in the Vendor Portal.

- Previously, after selecting **Submit All for Payment Run** on the *Pay Invoices* table, the *Estimated Debit Date* tabs were displaying the current date for Full AP customers without calculating the payment cutoff time of 4:00 PM PST. With this deployment, the *Estimated Debit Date* tabs now include calculations for payment date, include payment cutoff, and payment method. Payments issued before the payment cutoff time are sent for processing on the same business day while payments issued after the payment cutoff time are sent the next business day.
- On the *Payment Methods* tab of the *Vendor Details* page, Full AP customers will now only see Full AP payment methods or check methods that were created for new vendors. This enhancement improves the Corpay Complete user experience by providing additional clarity around vendors' payment methods.

Expense Improvements

- Previously, expense items were not automatically submitted to expense reports if the policy had *Auto-submit Expense* set to **Weekly**. With this deployment, all expense items are correctly submitted to expense reports.
- The *Expenses* table was modified to ensure that expense item receipts display correctly. Previously, when an **Expense - Receipt** was attached to an expense item, the *Expenses* table did not always show the receipt. With this deployment, expense items with attached

receipts now show the correct indicator in the *Receipt Attached* column of the *Expenses* table.

- The Expense receipt functionality was modified in Corpay Complete Web and the Corpay Complete Mobile App. Previously, the receipt description did not display on the associated transaction or expense item. With this deployment, **Receipt Notes** are now visible on the *Expense Item Details* page after a receipt has been linked to an expense item.
- The expense report functionality was improved in Corpay Complete Web. After selecting **Create Expense Report** from the *Bulk Action* drop-down on the *Expenses* table, customers are now automatically taken to the *Expense Report Details* page for the newly created expense report. This enhancement improves and simplifies the Expense user experience by making expense reports immediately available and easy to find.
- A warning message informing customers about the impact of rejecting an expense report was added to Corpay Complete Web and the Corpay Complete Mobile App. Approvers will now see a warning message stating that rejecting an expense report means that the associated expense items can no longer be edited or resubmitted on a new expense report. If the approver wants to **Reject and Return** the report to the requestor to make updates, they will have the option of changing their selection. This enhancement ensures that customers understand the full effect of rejecting an expense report and prevents requestors from having to create duplicate expense items and reports.
- The error message for receipts was updated with an **Action Required** status in the Corpay Complete Mobile App. This enhancement improves the Mobile App user experience by providing additional details about the **Action Required** status and how to resolve issues with receipt capture.

- A receipt icon was added to show if a receipt is attached to the transaction and expense lists in the Corpay Complete Mobile App. This enhancement improves the Mobile App user experience by making it easy to see if transactions and expenses have an attached receipt when viewing the *Transactions* and *Expenses* tabs.
- Customers are now automatically redirected to the *Expense Item Details* page after creating an expense item from a receipt in the *Receipt Queue* in the Corpay Complete Mobile App. This enhancement ensures that customers can easily access and locate expense items immediately after they are created.
- A new **Save New Categories** button was created in Corpay Complete Web. This enhancement makes it easy to save all changes when adding one or more expense categories.
- Cardholders will now receive a notification if there are expense items that could not be submitted automatically because of policy violations. This enhancement means that Expense users will now know if any transactions were not automatically submitted with their daily or weekly expense report so they can correct policy violations and manually submit expenses for approval.
- Previously, the *Receipt Attached* column in the *Expenses* table contained only **Yes** and **Not Needed** filter options. With this enhancement, the *Receipt Attached* column now includes a **No** filter option, which provides a simple way to filter and view expenses that are missing receipts.
- Previously, the *Final Approval Date* was populating in the *Expense Reports* table when no approval had been received. This update means that Expense users will only see a *Final Approval Date* in the *Expense Reports* table after the approval workflow has been completed.

- Customers can now view the definition for each status in the *Expenses* table by selecting a tooltip in the *Status* column. This enhancement gives greater clarity into the meaning of each expense status and if any action is required.
- On the *Create a New Expense Item* page in Corpay Complete Web and the Mobile App, the **Submit** button has been changed to a **Create** button. Additionally, a tooltip was added in Corpay Complete Web on the *Create a New Expense* Item page that informs customers that they must submit an expense report after creating an expense item. These enhancements clarify the Corpay Complete expense process to prevent customers from thinking that creating and submitting an expense item is the final step in the process.
- The *Exp Report No* field on the *Receipt Details* and *Matched Expenses* pages in the Corpay Complete Mobile App was updated to be a clickable link. This enhancement means that customers can now quickly open and review expense report details by clicking the new *Exp Report No* link on the *Receipt Details* or *Matched Expenses* pages.
- Previously, Mobile App iOS users observed incorrect decimal placement in amount fields on the *Receipt Details* page. This update enables iOS users to manually enter decimal places in amount fields on the *Receipt Details* page and ensures that the *Tax Amount* and *Receipt Amount* fields contain accurate data.
- The *Submitted Date* and *Transaction Date* columns were added to the *Receipt Queue* and *Matched Receipts* tables in Corpay Complete Web. This enhancement improves the Expense user experience by making it easy to locate and consume important transaction data.
- Status indicators on the Corpay Complete Mobile App *Expense* tab now use the same colors that are used in Corpay Complete Web. This improvement creates greater

consistency between the Corpay Complete Mobile App and Corpay Complete Web and improves clarity around expense status meanings.

- On the *Expenses* table, a new **Add to Existing Expense Report** option was added to the *Bulk Action* drop-down in Corpay Complete Web. This enhancement enables customers to select multiple expense items from the *Expenses* table and add them to an existing expense report.
- In Corpay Complete Web, the *Delete* action was removed from the *Expenses* table for card expenses. This enhancement ensures that customers do not accidentally delete credit card transactions.
- To prevent card expenses from being stuck in a *Status* of **Rejected**, expense reports with card transactions may no longer be fully rejected and archived in Corpay Complete Web. Customers may still reject and return expense reports to the requestor for correction and resubmission. This improvement prevents confusion when rejecting an expense report that includes card transactions.
- In Corpay Complete Web, the *Description* and *Receipt Notes* fields were consolidated into the *Description* field on the *Expense Item Details* and *Expense Report Details* pages. Also, receipt notes entered from a receipt upload will automatically display in the *Description* field on the associated expense item.
- On the *Edit Expense Item* page, the **Submit** button was changed to a **Save** button in Corpay Complete Web. This update prevents customers from thinking that the expense item is being submitted for approval and processing.
- Status definitions were updated in the *Status* column tooltip on the *Expense Reports* table in Corpay Complete Web. This enhancement offers greater clarity around expense report statuses.

- Previously, expense reports could be submitted with unresolved policy violations when the **Enforce Policy Violations** setting was active in Corpay Complete Web. With this deployment, policy violations must be resolved before submitting an expense report when the **Enforce Policy Violations** setting is selected.
- In Corpay Complete Web, the *Receipt Required* and *Receipt Attached* columns were removed from the *Expense Reports* table. This update streamlines and simplifies the Corpay Complete user experience by removing columns that are only valid at the expense item level.
- Previously, the *Transaction Date* did not display on the *Receipt Details* page in Corpay Complete Web. With this deployment, the *Transaction Date* displays as expected.
- On the *Expense Report Details* page in Corpay Complete Web, the **Submit ER** and **Edit ER** buttons were updated to read **Submit Report** and **Edit Report**, respectively. This enhancement clarifies the purpose and function of each button.
- On the *Expenses* and *Expense Reports* tables, a tooltip was added to the violations icon in Corpay Complete Web. This enhancement lets customers quickly review policy violations by hovering over the violations icon from both the *Expenses* and *Expense Reports* tables.
- Previously, transactions ending in $.00 or $.X0, such as $.10, displayed incorrectly in the Cards and Expense modules in Corpay Complete Web. With this deployment, transactions now display as expected.
- A new policy violations icon was added to the *Expenses* list in the Corpay Complete Mobile App. Previously, customers had to open the *Expense Item Details* page to check for policy violations. This enhancement aligns the Corpay Complete Mobile App and Web experiences and makes it easy to see which expense items have policy violations.

- To improve the user experience in the Card and Expense modules in Corpay Complete Web, the columns in the *Card* and *Expense* tables were updated, as well as the filters that are applied to the data in each table. This enhancement includes updating the default column and sort order in the *Expenses*, *Expense Reports*, *All Cards*, and *Transactions* tables to make them more intuitive and easier to navigate.
- When editing and saving an expense item linked to a card credit or refund transaction, the amount was incorrectly changed from a negative to a positive amount in Corpay Complete Web. With this deployment, edited expense items save correctly.
- In Corpay Complete Web, the receipt indicator on the *Receipt Attached* column in the *Expenses* table was updated to show **Yes** or **No** instead of a checkmark or X. Also, on expense items where no receipt is attached but is required by the expense policy, customers can now upload a receipt using the new receipt upload icon in the *Receipt Attached* column.
- Customers may now add expense items to existing expense reports from the *Expenses* tab in the Corpay Complete Mobile App. This enhancement includes the following updates:
    - After selecting the **Add to Report** button, customers may choose one or more expense items and click the **Select Expense Report** button to select an expense report to which the expense items will be added.
    - A list of the selected expense items is now displayed at the bottom of the *Add to Existing Report* page. This lets customers easily see which expense items will be added to the report.
    - When reviewing expense reports, customers can expand expense report details to see which expense items already exist in an expense report.

- Previously, when a customer uploaded a receipt from the Corpay Complete Mobile App, the image displayed horizontally and was rendered unreadable in Corpay Complete Web. With this update, uploaded receipt images display correctly regardless of where the receipt image was uploaded.
- In the Corpay Complete Mobile App, the *Amount* for credit transactions was previously displaying as positive instead of negative in the Transactions and Expenses views. This update ensures that the *Amount* field displays correctly across all views.
- In the Corpay Complete Mobile App, the *Description* and *Receipt Notes* fields on the *Expense Item Details* and *Expense Report Details* pages were consolidated into the *Description* field. Any receipt notes entered during receipt upload will automatically carry over into the *Description* field on the associated expense item.
- Previously, when a customer attached a receipt to an expense item in Corpay Complete Web, the *Expenses* table did not display the receipt. Upon opening the *Expense Item Details* page, linked receipts could be viewed as expected. With this improvement, the *Expenses* table accurately reflects attached receipts.
- Previously, when a customer uploaded a receipt that had a **Match in Progress** *Status* and then uploaded a second receipt, the first receipt was removed. This update ensures that all receipts remain attached during the upload process.
- The Receipt module in the Corpay Complete Mobile App was updated for Android users to ensure that information displays correctly regardless of text size.
- Previously, data was not displaying in the *Merchant* column on the *Matched Receipts* table in Corpay Complete Web. This update ensures that the *Merchant* column functions as expected.

- Text and icon sizing issues were improved in the Expenses module in the Corpay Complete Mobile App for Android users. These improvements ensure that the Corpay Complete Mobile App user experience is consistent for all customers regardless of mobile device or text size.
- Previously, when Corpay Complete Web users added a receipt to an expense item, a policy violation displayed even though a receipt had been attached. This update ensures that attached receipts are correctly reflected on expense items.
- Previously, a *No Data* message displayed in the Corpay Complete Mobile App *Receipt Queue* before receipt data was presented. With this improvement, a status indicator initially displays while receipt data is loading. If no receipt records exist, a *No Records Found* message displays.
- Customers will now receive an email notification if expense items have been created but not added to an expense report after five days. This enhancement ensures that customers do not inadvertently forget to create expense reports for expense items.
- Customers in the Corpay Complete Mobile App can now see the *Transaction Date* when viewing receipts in the *Receipt* and *Matched Receipts* queues. Previously, customers had to open the *Receipt Details* page to see the *Transaction Date*. This enhancement streamlines the Mobile App user experience by providing multiple locations where the *Transaction Date* can be instantly viewed.
- Corpay Complete Web users can now filter by Blank/Not Blank on the *Expense Report #* column in the *Expenses* table to determine which expenses may or may not be linked to an expense report. This enhancement streamlines reimbursements by making it simple to locate expense items that need to be added to an expense report.

- The following enhancements were made to the *Edit Expense Item* page in both the Corpay Complete Mobile App and Corpay Complete Web:
  - The *Edit Expense Item* page was updated to show the Policy Violation Summary. These enhancements let customers easily see what policy violations need to be corrected on expense items without returning to the *Expense Item Details* page.
- The following enhancements were made for policy violations in Corpay Complete Web and the Corpay Complete Mobile App:
  - The policy violation descriptions and tooltips were updated on the *Expenses* table, *Expense Item Detail* page, *Expense Reports* table, and *Expense Report Details* page. These enhancements clarify the meaning of each policy violation, what must be done to correct each type, and create consistency for customers when using either Corpay Complete Web or the Corpay Complete Mobile App.
- Previously, deleting an expense report permanently deleted all linked expense items, including card purchases in Corpay Complete Web. Now, when expense reports are deleted using the **Delete** action on the *Expense Reports* table, the expense items will be unlinked from the report and returned to the *Expenses* table in a **New** status.
- When customers click the violations icon in the *Expenses* table in Corpay Complete Web, they will be automatically directed to the *Edit Expense Item* page. This enhancement simplifies and streamlines the process for correcting expense item policy violations.
- After selecting the *Expenses* tab at the bottom of the Corpay Complete Mobile App, customers will be taken to the *Expenses* list instead of the *New Expense* tab for easier navigation.

- On the *Basic Settings* tab of the *Policy Setting* page in Corpay Complete Web, the *Max Expense Age (Days)* field was updated so that it only applies to reimbursable expenses, not card expenses. In addition, the label was updated to read *Max Expense Age (Days) for Reimbursable Expenses* so that its purpose is clear to customers.
- The following new filters were added to the *Quick Filters* drop-down on the *Expenses* table:
  - Needs Action
  - Not Linked to Expense Report
  - Has Violations
  - Missing Receipt

  This enhancement lets customers easily filter their expenses and take any required action.
- The default coding settings for expenses were updated to include GL coding defaults for both reimbursable and non-reimbursable expenses, since these expense items are often processed differently.
- Previously, on certain pages in the Expenses module, dates were displaying in the EU format (dd/mm/yyyy) for some customers. With this deployment, dates default to the US format (mm/dd/yyyy) in the Expenses module.
- Previously, the Corpay Complete Mobile App would close unexpectedly after customers uploaded a receipt and clicked the X button. With this deployment, receipts may be uploaded without issue.
- Previously, receipts that were attached when an expense item was created were not displaying in the *Expenses* table or on the *Expense Item Details* page. With this

deployment, receipts display as expected in both the *Expenses* table and *Expense Items Details* page when an expense item is created.

- Previously, when customers uploaded a receipt and then immediately uploaded a second receipt in the Corpay Complete Mobile App, the first receipt would be removed from the *Receipt Queue*. With this deployment, all receipts are retained correctly.
- Previously, required fields were not flagged correctly for expense items, and form validations were missing on the *Policy Setting* page for expenses. With this deployment, it is clear which fields are required for an expense item and form validations are present on the *Policy Setting* page.
- Infinite scroll functionality has now replaced the **Load More** button in all areas of the Corpay Complete Mobile App. This enhancement improves the Mobile App user experience by making it simpler to view expense items, expense reports, receipts, transactions, invoices, and payments.
- The receipt loading icon was updated so it is consistent throughout the Corpay Complete Mobile App.
- Previously, in the Corpay Complete Mobile App, dates were not displaying in the *Receipt Queue* page on Android devices. With this deployment, dates display as expected on all mobile devices.
- Previously, in the Corpay Complete Mobile App, images were not displaying in the *Receipt Queue Details* page on Android devices. With this deployment, images display correctly on all mobile devices.
- The icons on the Policy Violation Summary were updated on the *Edit Expense Item*, *Expense Item Details*, and *Expense Report Details* pages. This enhancement improves

accessibility and display settings while providing icons that better align with each policy violation.

- Previously, receipt notes were duplicated in the expense item *Description* field if an expense item was created from the *Receipt Details* page in the Corpay Complete Mobile App and Corpay Complete Web. With this deployment, the *Description* field contains correct information regardless of how the expense item was created.

Card Improvements

- Card disputes were implemented in Corpay Complete. This enhancement enables customers to initiate disputes through Corpay Complete. For **Cleared** transactions, customers have the option of disputing a transaction via a new link on the *Purchase Details* page. Employing this workflow, customers can select the reason for the dispute, confirm their contact information, and provide additional details on why they are disputing the transaction. Once completed, the transaction will move into a **Disputed** status, and customers can view the dispute details on the *Purchase Details* page.
- A new **View All** transactions option was added to the *Card Details* page. To simplify navigation and data consumption, only the ten most recent transactions, sorted by date, will now display in the *Transactions* section of the *Card Details* page. The new **View All** button at the bottom of the *Transactions* section enables customers to view all associated transactions for a specific card in addition to further filtering and sorting options.
- The calculations for the Cardholder Usage report were updated. Previously, the Cardholder Usage report was calculating totals incorrectly. With this update, Cardholder Usage reports are now calculating totals correctly and all reports are adding up the amounts with proper consideration for debit and credit transactions.

- The **Authorization Date** and **Time** and **Posted Date** and **Time** were added to the *Transaction Details* and *Purchase Details* pages. This enhancement improves the Card user experience by giving customers additional data about when card authorizations occur.
- When a Card user selects the **Submit** button on a dispute, a new *Processing Dispute* message displays until the dispute has been submitted successfully. This enhancement prevents customers from submitting the same dispute more than once.
- When a dispute has been successfully submitted for a card purchase, the *Dispute ID* field in the *Transactions* table now includes a link to a system-generated PDF file containing dispute details. This enhancement means that customers can now quickly access and view a PDF file containing dispute information from the *Transactions* table.
- After selecting a card type from the *Card Type* drop-down on the *Card Request* form, the values in the *Card Program* drop-down are filtered automatically to only show valid options. By filtering *Card Program* options according to card type, this enhancement helps customers complete the *Card Request Form* correctly.
- The *Profile ID* column was added as an option in the *Column Editor* dialog on the *All Cards* page in Corpay Complete Web. This enhancement enables customers to add the *Profile ID* column to the *All Cards* table so that profile information can be instantly viewed.
- On the *Your Cards* tab in the Corpay Complete Mobile App, the cardholder name now displays on the card image. This enhancement gives customers additional card information when reviewing card images.
- In Corpay Complete Web, the *Amount* field for credit or refund transactions now shows as a negative in both the *Transactions* and *Expenses* views. This enhancement makes it easier to differentiate between debits and credits.

- The *Amount* field for credit or refund transactions now shows as a negative in both the *Transactions* and *Expenses* views in the Corpay Complete Mobile App. This enhancement aligns the Corpay Complete Mobile App and Web experiences and makes it easier to distinguish between debits and credits.
- Previously, card requests could not be rejected from the *Summary Approval* view in Corpay Complete Web. With this deployment, card request rejections function as expected.
- Previously, the *Trans Date* and *Posted Date* in the Excel Card Statement Report were reversed in Corpay Complete Web. With this deployment, these dates display in the correct locations in the Excel Card Statement Report.
- Previously, receipts became stuck in a *Status* of **Processing** and could not be linked to expenses in both Corpay Complete Web and the Mobile App. With this deployment, receipts load as expected and can be linked to expense items.
- The *Your Card* transaction filter in the Corpay Complete Mobile App now includes the cardholder name and last four digits of the card number. This enhancement makes it easier for customers to distinguish between and open cards.
- In the Corpay Complete Mobile App, the **Add Receipt** button on the *Receipt Queue* was changed to a floating button in the right corner of the page instead of a static option at the top of the page. This improvement reduces scrolling and makes it simple to add a receipt from any location in the *Receipt Queue*.
- Previously, delegate users would see an error message on the *Card Approval Details* page when approving a card request. Also, delegate users could not see credit memos in the approval view. This improvement ensures that delegate users can approve card requests and see credit memos as expected.

- The *Transactions* table now displays the *MCC Code* and *MCC Description*. This enhancement means that customers can quickly locate and consume merchant category codes and descriptions from the *Transactions* table.
- OCR is now used to match receipts to transactions first instead of purchases. When the transaction is finalized, the receipt will be automatically moved to the purchase. This enhancement ensures that receipts are quickly matched and linked to the correct transactions.
- Previously, card requests could not be rejected from the Summary Approval view. This update ensures that the card request functionality operates as expected.
- Previously, the *Dashboard* page was not updating to reflect the current count of *Actions Required* in the Corpay Complete Mobile App. This update ensures that the *Actions Required* count is accurate.
- Previously, asterisks on required fields were not visible in the Corpay Complete Mobile App on Android mobile devices. This improvement ensures that Mobile App users know which fields are required regardless of mobile device.
- On the *Home* tab in the Corpay Complete Mobile App, text and icon sizing issues were resolved for Android mobile devices.
- The **Load More** button was replaced by infinite loading functionality on the following pages in the Corpay Complete Mobile App:
    - Transaction and Inbox Notification pages
    - Receipt Queue and Matched Receipts pages

    This enhancement lets customers view all transaction and receipt data without having to click a button.

- The *Card Profile* drop-down was added to the *Request a Corporate Card* dialog for ghost cards. This enhancement enables customers to add relevant card profiles to ghost cards.
- The *Purchase Status* filter was updated in the *Transactions* table to include **Disputed** as a filter option. Additionally, the *Purchase Status* column now includes a tooltip that clarifies the meaning of the purchase status.
- The Posted and Authorization time was added to the *Transaction Date* column on the *Transactions* table in Corpay Complete Web. This enhancement means that customers can see when transactions were posted and authorized without leaving the *Transactions* table.
- A text box filter and a Has Data/No Data Specified drop-down filter was added to the *Expense Item* and *Expense Reports* columns in the *Transactions* table. This enhancement gives customers additional options for filtering expense items and expense reports from the *Transactions* table.
- The formatting on the *All Cards* table was updated in Corpay Complete Web so that all four tiles at the top of the page have the same text size.
- Previously, the billing address was not displaying on the *Card Details* page for all cards. With this deployment, billing addresses display as expected on the *Card Details* page.
- Previously, users with staff roles could see modules in the left-side navigation pane that they did not have permission to view. With this deployment, the left-side navigation pane only displays modules to which a user has access.
- On the *All Cards* table, the bulk card Excel template that is linked to the **Import Cards** button was displaying shipping types that are no longer available. This improvement ensures that only valid shipping types display in the Excel template.

- On the *Card Program Settings* page, the *Card Program ID* field label was changed to *Customer ID* and the *Comdata Account ID* field label was changed to *Account Code*. This update clarifies the purpose of each field and what data should be entered in each one.
- In the Corpay Complete Mobile App, search and filter functionality was added to the *Cards Request* list and *Your Cards* tabs. This improvement makes it easier to locate and filter card information in the Corpay Complete Mobile App.
- Admin users may now issue single-use and multi-use ghost cards without receiving a request from a user. This enhancement streamlines the Card user experience by making it easier to create ghost cards.
- The *Replace Card* option is now hidden for virtual cards, and the *Edit Settings* option is hidden for any cards that have an **Inactive** status. This upgrade makes it easier to manage cards by ensuring that only the appropriate settings and options are available.
- Previously, new card profiles were only updated via a nightly job run, which created issues for users who went live on the same day that their card programs were created. An **Update Card Programs Profiles** button was added to the *Card Program Integration* settings, which allows admin users to manually refresh the profiles associated with their card programs rather than waiting for the nightly job to run.

