

# Corpay Release Notes - 07/25/24

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## Corpay Release Notes - 07/25/24

The following items were released by Corpay on July 25<sup>th</sup>, 2024.

### Corpay Complete Improvements

#### Invoice Automation and Purchase Order Improvements

- A new feature was added to provide multi-currency support for invoice to purchase order matching. With this enhancement, users can link an invoice to a purchase order in a different currency on the *Add Invoice* or *Edit Invoice* forms. To enable this feature, navigate to the *Administration* module > *Settings* tab > *Company Default* tile > *Invoice* tab and select the **Allow multi-currency po's** checkbox.

The screenshot shows the 'Header Level' settings page in Corpay. It contains two columns of settings. The left column includes checkboxes for 'Hide header level business unit', 'Location Required', 'Attachments required', 'Workflow Name Required', 'Payment Run' (checked), 'Pay After Due Date', 'Hide Categories', 'Company Requestor Required', 'Show business unit by subsidiary', 'Hide Multiple vendor/expense corp card', 'Default Invoice Status' (dropdown), 'Do not show invoice number', 'Do not inherit vendor subsidiary', 'Pay with PO Associated', 'Pay with Sufficient PO Balance', 'Pay with Subsidiary Associated', 'Pay with Receipt Associated', 'Show vendor ID on inbox section', 'Hide location from use tax subtotal', and 'Hide project from use tax subtotal'. The right column includes a 'Default Invoice status to Vendor Portal' dropdown, and checkboxes for 'Hide discount details', 'Hide service start date', 'Hide service end date', 'Hide header level location', 'Hide requestor field', 'Hide Force Sync with ERP flag', 'Hide Kept on hold flag', 'Hide Flag not to push', 'Hide reference number field', 'Reference number required', 'Hide submit all data button', 'Make service start date required at header level', 'Make service end date required at header level', 'Allow to update Debit and Credit Account detail in PAID status', 'Show 1099 on line level', 'Tax Code Required on Line-level', 'Hide Paid Outside Button', and 'Allow multi currency po's' (highlighted with a red box).

- A new **Inherit Location from header to debit line** company setting was added that inherits

the header location to the debit line on the *Add Credit Memo* and *Edit Credit Memo* forms. To enable this feature, navigate to the *Administration* module > *Settings* tab > *Company Default* tile > *Credit Memo* tab and select the **Inherit Location from header to debit line** checkbox.

Header Level

☒ Enable Tax to vendor credit accounts ⓘ
 ☐ Payment Terms Required ⓘ
 ☒ Posting Period Required ⓘ

Item Line

☐ Item level location required ⓘ
 ☐ Project required ⓘ

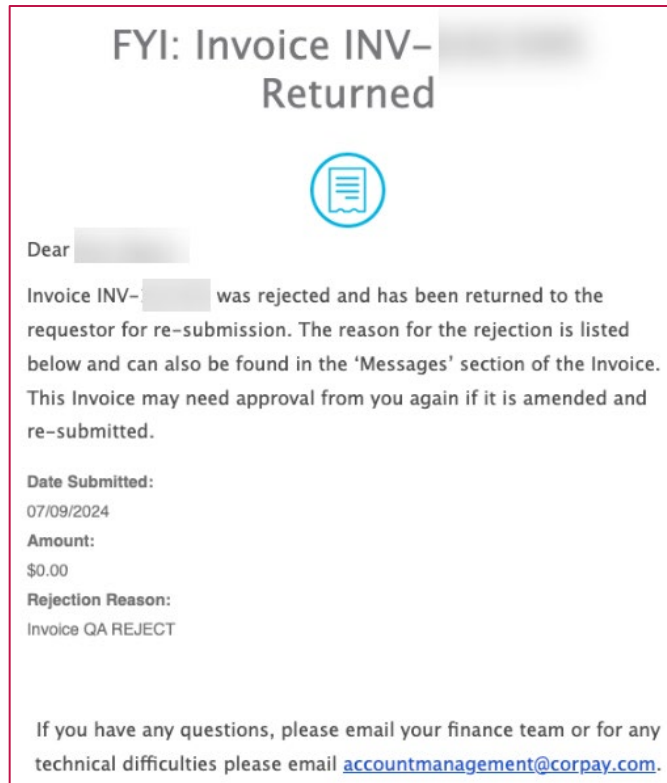
Expense Line

☐ Location required for credit accounts ⓘ
 ☐ Project required ⓘ

Debit Line

☒ Hide debit account ⓘ
 ☒ Inherit Location from header to debit line ⓘ

- **Item Receipt Sync Error** information was added to the *Transaction Sync Error Listing* report.
- Three new columns (Business Units, Project, and Debit Entries) columns were added to the *Pay Invoices* table in the Invoices module. Users can select the + icon on the table to show or hide these columns.
- A new FYI email was created for approvers when an invoice is rejected and returned to the invoice processing team for review.



- A new **Matched PO Line #** column was added to the Invoice Details Listing report to help customers reconcile the purchase order line items or expense line items to the invoice lines in the report.
- A new **Tax Schedule** column was added to the Catalog Item Listing report.


### Payments Automation Improvements

- An issue was resolved on the *Vendors* table where the **Created By** column was showing the **Created Date** instead of the name of the person who created the vendor.
- A running total of the number of selected invoices and the total of selected invoices now displays at the bottom of the *Pay Invoices* table. This enhancement prevents users from having to keep up with totals from each page as they are selecting invoices for a payment run. In the following example, the new feature provides the number of selected invoices (six, with three from the first page and three from the second page) and a sum of the selected invoices (\$2,861).

<input type="checkbox"/>	Number	Vendor	Vendor Address	Due Date	Due Status	Amount	Original Amount	Note Available	Discount
<input type="checkbox"/>	Invoice #64...			03/18/2024	PAST DUE €	\$435.00			
<input checked="" type="checkbox"/>	Invoice #18...			03/18/2024	PAST DUE €	\$195.00			
<input checked="" type="checkbox"/>	Invoic-auto...			04/28/2024	PAST DUE €	\$921.00			
<input checked="" type="checkbox"/>	Invoice #51...			03/18/2024	PAST DUE €	\$289.00			
<input type="checkbox"/>	Invoiceqa7...			03/20/2024	PAST DUE €	\$374.00			
<input type="checkbox"/>	Invoic-auto...			04/28/2024	PAST DUE €	\$921.00			
<input type="checkbox"/>				04/11/2024	PAST DUE €	\$5,000.00			
<input type="checkbox"/>				04/11/2024	PAST DUE €	\$5,000.00			
<input type="checkbox"/>				03/19/2024	PAST DUE €	\$666.00			
						total : \$2861	total: 834.73	total: 0	
Totals :		Total Invoices Selected : 6			Invoice Amount Selected : \$2861				
<div><div><div><div>◀</div><div>◀</div><div>2</div><div>/ 18</div><div>▶</div><div>▶</div></div><div>25</div><div>items per page</div></div></div>									

- File integration customers may now send encrypted files to Corpay for an additional layer of protection. Encrypted files and customer keys will be managed within Corpay Complete.
- When a payment run is closed or voided, the **Approval by Deadline** column will no longer appear in red. This update will prevent users from thinking action is required.
- A problem that caused some users to receive numerous approval emails about the same payment run was resolved.
- The debit total for a payment batch will now be exposed in the **Memo** field of a payment object to simplify the reconciliation process.

PAY-



PROCESSING

Payment Info

Accounts

Payment Method

Payment History

Number:

PAY-

Amount:

\$2,000.00

Employee:

Corpay Test

Balance:

\$0.00

Payment Date:

05/23/2024

Currency Code:

USD

Scheduled Payment:

No

Target Amount Paid:

Ref. Number:

Total Debited Amount

USD \$1200

External ID:

Subsidiary:

Test Sub A

Memo:

USD \$1200

- The option to delete a Full AP payment has been removed from Corpay Complete. Users will have an option to exclude unwanted payments from batches soon.
- When a refund is issued, the **Payment Date** will now be updated. This enhancement ensures that customer ERPs are updated correctly when refunds occur after the closing period for the original payment.
- A new **Reset Grid** option was added to the *Quick Filters* drop-down on the *Pay Invoices* tab. Users may use the new **Reset Grid** option to now reset the *Pay Invoices* table when filters, grouping, etc. have been applied. Previously, each column had to be reset individually.

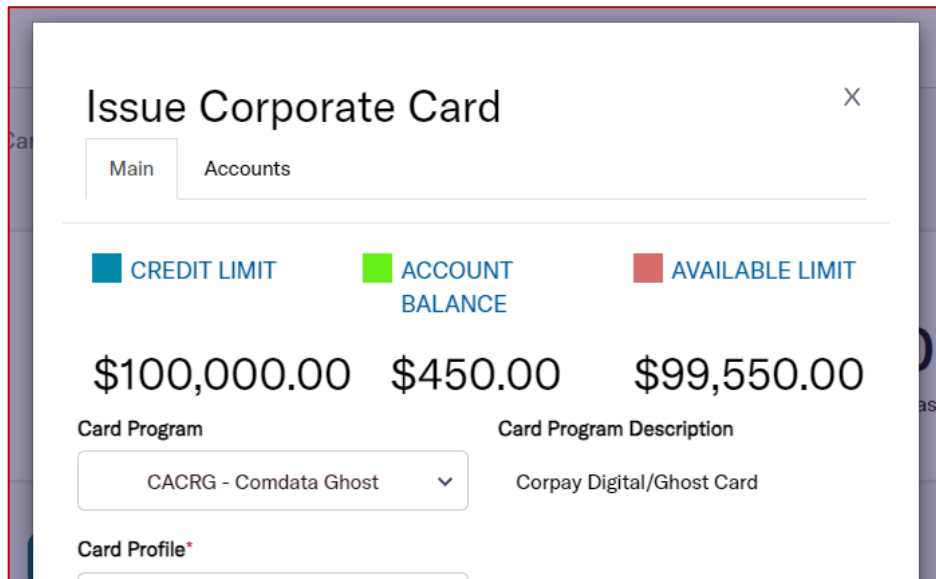
### Card Improvements

- With this change, cards blocked for fraud reasons in Corpay Complete will now have *inactive* status instead of *blocked*. Cards in inactive status due to fraud are locked and can only be reactivated by the Risk team. Cards in Blocked status, however, can be unblocked by card admins in Corpay Complete.
- This improvement involves push notifications in the mobile app for declined transactions.

With the change, push notifications for adding a receipt to a card purchase will no longer be sent when card transactions are declined.

- Labels in the Add Card form are now updated to align the limit and balance information on the Issue Corporate Card form with the data on the Current Funds section of the Cards Dashboard. The change will allow users to view more relevant information as Credit programs will see Credit Limit, Account Balance, and Available Limit, while Pre-funded programs will see Account Balance, Last Deposit Amount, and Last Deposit Date.

### **Credit:**



The screenshot shows the 'Issue Corporate Card' form with a close button (X) in the top right corner. Below the title, there are two tabs: 'Main' and 'Accounts'. The 'Main' tab is selected. The form displays three key values: 'CREDIT LIMIT' at \$100,000.00, 'ACCOUNT BALANCE' at \$450.00, and 'AVAILABLE LIMIT' at \$99,550.00. Below these values, there are two sections: 'Card Program' and 'Card Program Description'. The 'Card Program' section has a dropdown menu showing 'CACRG - Comdata Ghost' with a downward arrow. The 'Card Program Description' section shows 'Corpay Digital/Ghost Card'. At the bottom, there is a section for 'Card Profile\*' with a dropdown menu.

**Prefunded:**

Issue Corporate Card

Main Accounts

ACCOUNT BALANCE  
\$450.00

LAST DEPOSIT AMOUNT  
\$1.00

LAST DEPOSIT DATE  
03/28

Card Program  
CACRG - Comdata CAD

Card Program Description  
Corpay Digital/Ghost Card

Card Profile\*

- With this change, monthly rebate statements will now only be attached to the last card invoice generated in the month. Previously, for customers that were not on a monthly card billing cycle, the Rebate statement was attached to every invoice that is generated, even though the Rebates were only on a monthly basis. The change will improve the user experience since customers will no longer be seeing the same Rebate statement attached to every card invoice.
- With this change, the verbiage on the vendor remittance emails has been updated to display expiration timing based on the parameter used for Card UI. This improves the user experience as it helps to clarify when card detail links are active or have expired.

## Email Link Expired

Card detail links are valid for 14 days before expiring.  
Use the customer contact information in your remittance email to request a new link.

- This improvement fixed a bug on the mobile app where entering an amount longer than 4 digits caused display issues on the Card Request form. The issue had caused the Card



balance Type field to not align properly when entering more than 5 digits of an amount on the Request Card form.

- This improvement fixed a bug where admin users were unable to select a cardholder's shipping address when ordering a new physical card on their behalf.
- Fixed a bug on the Transactions grid where the Message action was not working properly.

### Expense Improvements

- With this change, Admin users can now assign an expense policy to a category from the Category Administration page. The change will improve users' experience as it allows them to quickly link their new Category to the Expense Policies.

CATEGORY	GL ACCOUNT	DEPARTMENT	POLICY	EXTERNAL ID
Airline	1099 - Restricted Ca...	Department	Test policy...  Travel...	Ext
General	1100 - Trade receiva...	Department	Test policy...  Travel...	Ext
Hotel	1012 - Credit Accoun...	Department	Travel...	Ext

+ Add Category

- This change to the mobile app fixed a display issue for Android devices where the loading icon was showing in different sizes when loading and viewing different types of receipt files.
- Fixed a bug where the *For Reimbursement?* checkbox on the Expense item detail edit page showed the wrong value when editing an expense item.
- Fixed a bug in the mobile app where Mileage expense items couldn't be submitted if the Project field was empty, even if Project wasn't required.
- Fixed a display bug on the mobile app where tapping the Edit and Delete buttons on the Expenses tab would incorrectly cause a shadow effect (a gray highlight).
- Fixed a bug where the mobile app would at times crash when uploading an attachment in

the Receipt Queue.

- Fixed a bug on the mobile app where an internal server error would appear when saving a Mileage expense item.
- Fixed a bug where changes made to columns (adding, removing, rearranging) on the Expenses and Expense Reports grids were reverted when leaving and returning to the grid.
- Fixed a bug in the mobile app where the Category field didn't show as a required field when creating an expense item from the Receipt Details page.
- Fixed a bug on the Expenses grid where setting the filter to No on the Receipt Attached column displayed results where receipts were attached.