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Corpay Release Notes

Corpay is pleased to announce the release of the following items on September 10th, 2024:

Overview - Corpay Complete

Invoice Automation and Purchase Order

Improvements

- **Additional Coding Fields** were added to the *Add Recurring Invoice* and *Edit Recurring Invoice* forms. This enhancement enables customers to use custom fields on their recurring invoices.
- If the **Amortization Scheduled** option is active on the *Administration* module > *Settings* tab > *Company Default* tile > *General* tab, the **Amortization Template** field is now required if a user selects the **Start Date** and **End Date** on any invoice form.

Default Payment Terms ⓘ
Due Now

Payment Remittance E-mail ⓘ
[Redacted]

Expense Notification Exception E-mail: ⓘ
[Redacted]

Integration Error MSG Display Limit ⓘ
Default (3 Days)

Group Payment Runs: ⓘ
Select...

Hide Legacy User Roles ⓘ

Hide New User Roles ⓘ

Basic Two-Way Matching ⓘ

Advanced Two-Way Matching ⓘ

Three-Way Matching ⓘ

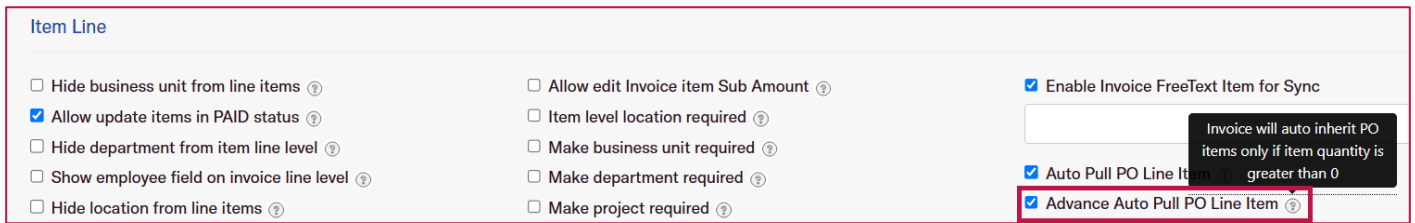
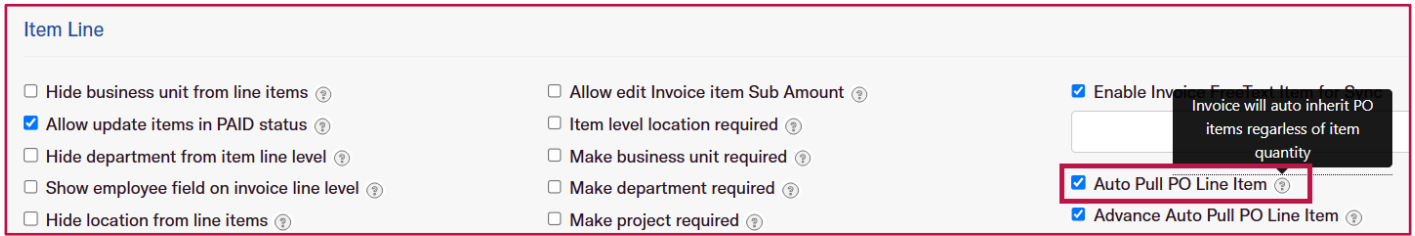
Match Based On Quantity ⓘ

Invoices Require Matching ⓘ

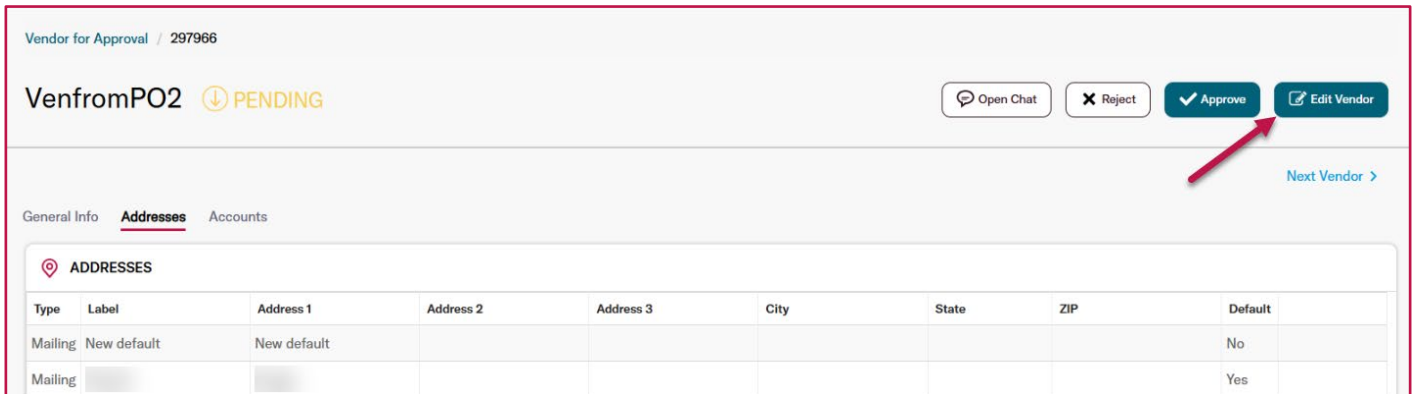
Amortization Scheduled ⓘ

- Users may now inherit free text (non-catalog) items from a purchase order on the *Add Invoice* and *Edit Invoice* forms.

To automatically inherit purchase order items regardless of item quantity, select the **Auto Pull PO Line Item** checkbox on the *Administration* module > *Settings* tab > *Company Default* tile > *Invoice* tab. To only inherit purchase order items if the item quantity is greater than zero (0), select the **Advance Auto Pull PO Line Item** checkbox.



- Vendor approvers can now update vendor information such as addresses and accounts directly from the *Vendor Approval Details* page by clicking the **Edit Vendor** button.



- A new **ERP EXTRACT** integration type has been added to the *Integrations* pane so that Implementation teams can tag customer's ERPs for file-based customers. After selecting **ERP EXTRACT** from the *Application Type* drop-down on the *Save Credentials* dialog, users can select the customer's ERP from the *ERP* drop-down.
- A newly developed *Document Listing Report* now allows users to export a CSV file, which

includes a comprehensive list of all documents uploaded to Corpay Complete.

- A new **Final Approver** column has been added to the *PO Listing Report*.
- Blackbaud customers will now see a new **Receive By** field on the *Receiving* module > *Receipt Details* page with data populated from the Blackbaud ERP.

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Issues

- The *Main Dashboard* page was updated to ensure that correct information displays in the **Stats** pane.
- An issue on the *Update Profile* page > *Addresses* table was fixed, ensuring the table now properly refreshes and reloads after an address is deleted.
- A problem was resolved to limit the decimal places for unit prices on both the Purchase Order and Credit Memo forms.

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Payments Automation

Improvements

- To make payment statuses clearer, when a payment run has been approved, but is awaiting processing, it will remain in an **Approved** status until the processing date.

Issues

- An issue has been resolved where the **Invoices** table on the *Payment Details* page failed to show the applied discount for Full AP customers.
- A problem was fixed where the *Invoice Details* page did not show applied discounts for Full AP customers.
- A problem has been resolved which occasionally caused the creation of payments to fail during large batch processing.
- An issue was resolved that was preventing the *Payment Runs* table from showing the customer's configured time zone preference.

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Card

Issues

- Fixed a bug that prevented cards from being successfully created on the Purchase Order Details page.

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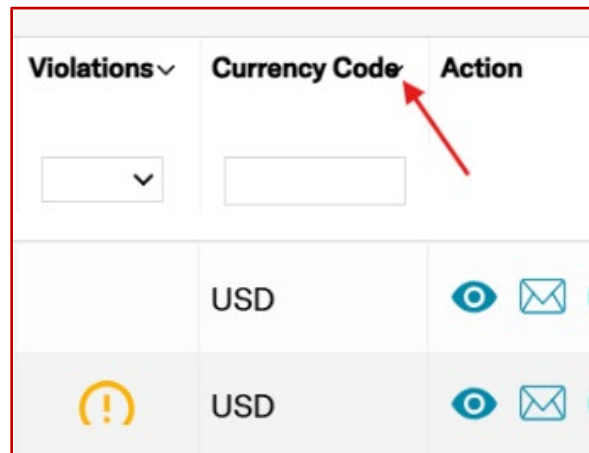
Expense

Improvements

- With this improvement, we added a new Expense Transaction Detail Report under the Card & Expense category in the Reports module. The updated report contains details for expense items,

as well as related transaction data for expenses created from card purchases.

- With this update, a new Expense Approver Detail Report was added under the Card & Expense category in the Reports module. The report contains details for expense approvals and approval status.
- With this improvement, Currency Code was added as a column to the Expenses grid in the Approvals module. Previously, Expense Approvers approved expenses in different currencies without the ability to view the expense report currency in the expense approvals view. This update will improve the user experience for expense approvers as they now have the option to add Currency Code to the expense approval grid so they can more easily differentiate between expense reports.



The screenshot shows a table interface with three columns: 'Violations', 'Currency Code', and 'Action'. The 'Violations' column has a dropdown menu. The 'Currency Code' column has a text input field, with a red arrow pointing to it. The 'Action' column contains icons for viewing and emailing. Below the header, there are two rows of data, both showing 'USD' in the 'Currency Code' column. The first row has a yellow warning icon in the 'Violations' column, while the second row has a white space in the 'Violations' column.

Violations	Currency Code	Action
▼		👁️ ✉️
⚠️	USD	👁️ ✉️
	USD	👁️ ✉️

- With this update, a grid view was added to the GL Impact section when approving an Expense Report. This will ensure consistency with other parts of the application.

Issues

- Fixed an intermittent bug on the mobile app where the right side of the app interface is cut off on Android devices.

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