Corpay^

Production Release Notes
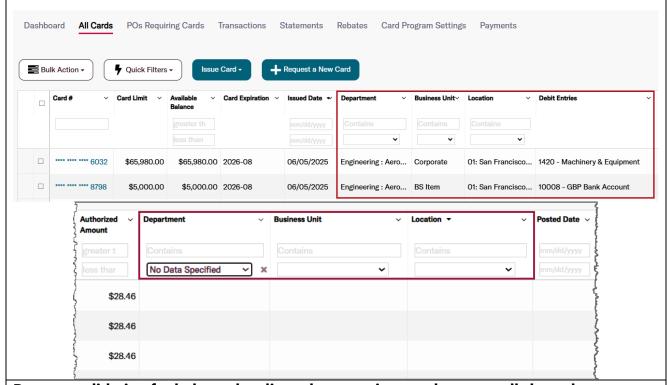
June 25, 2025

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Cards on Corpay Complete

Completed Work Stories 💼

Description

Add coding fields to All Cards and Transactions grid

New fields—Department, Business Unit, Location, and GL codes—have been added to the All Cards and Transactions grids. These fields were previously only visible in individual card or purchase details. Now, users can view and analyze this data directly from the grid view, enhancing visibility and efficiency in reviewing card and transaction coding.

Remove validation for balanced coding when creating purchases, so all cleared transactions generate a purchase number

Previously, cleared transactions without balanced debit and credit entries failed to generate purchase numbers, leaving users confused. This update ensures that all cleared transactions now generate a purchase number, and a banner message will alert users if the accounts are unbalanced. This improves transparency and reduces friction in transaction processing.

Improve messaging if error/missing information on Accounts tab during card creation

Users issuing or requesting new corporate or ghost cards were not receiving clear error messages when required fields on the Accounts tab were incomplete. This update introduces tab-level indicators and messaging, making it easier to identify and resolve missing information before submission, improving the overall card issuance experience.

Request a Corporate Card

Main ⓘ Accounts ⓘ

Issue Card to*

Jordan Admin

Link to Existing Vendor

Search for vendor by name

Category

-- Select Category --

Department

-- Select Department --

Card Type*

-- Select Card Type --

This field is required

Subsidiary: Corpay Complete

Corpay Complete

Maximum amount permitted by your company without a purchase order: $250,000.00

Description

Attachments:

Complete required fields and resubmit   Cancel   Submit

Issue Fleet Card

Main ⓘ   Accounts ⓘ

Card Information

Card Program*

Card Program Description

Corpay Fleet Driver Card

Card Profile*

111 - DRIVER ID ODOMETER

	Per Transaction Limit	Daily Spending Limit
	$1,000	$1,000 (Max. 10 Trans)

Issue Card To*

Select a contact

This field is required

Employee Number*

Employee Number

This field is required

Status*

ACTIVE

Misc #1

Enter up to 15 characters

Misc #2

Enter up to 15 characters

Completed Bug Fixes ✕

Description
In Card Transactions Dispute form, Next button is not working   A bug was fixed where the "Next" button on the Card Transactions Dispute form failed to validate the Country field. The Country field is now mandatory on the disputes page and Users will be prompted to select a country before proceeding. With this fix, users will now experience clearer form behavior, improving usability and reducing frustration during dispute submissions.
Deactivate Date Issue   Resolved an issue where the Deactivation Date on the Card Details page incorrectly displayed the last update date instead of the actual deactivation date. This caused confusion for clients trying to determine when a card was truly deactivated. The fix ensures that the correct deactivation date is shown, improving clarity and trust in card lifecycle data.
Card Purchase Listing report isn't populating Department correctly   Fixed a reporting issue where the Department field in the Card Purchase Listing report was not populating, even though users had entered department data during transaction coding. This update ensures that department information is accurately reflected in reports, enabling more complete and reliable financial analysis.
Issue Virtual card form is not getting submitted   A bug was fixed where clicking the "Issue Virtual Card" button incorrectly opened the Edit Virtual Card form, and users encountered an internal server error when trying to submit. This fix ensures that the correct form opens and submissions work as expected, improving the reliability of virtual card issuance.
Employee fleet card shipping address not refreshing   A bug was resolved where shipping addresses saved at the cardholder level for fleet cards could not be reused for future card orders. With this fix, users can now efficiently reuse saved addresses, streamlining the card ordering process and reducing repetitive data entry.

Additional Training and Support Resources 📖

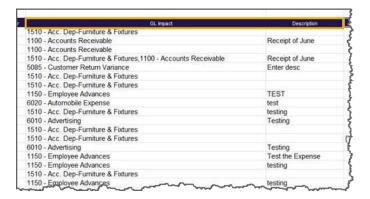| Location	Description
Client Facing	Visit the [Cards Module](#) support page.

Expenses on Corpay Complete

Completed Work Stories 💼

Description
Adding Description Column to Expense Item Listing Report The Expense Item Listing Report now includes the Description and GL Account columns. This enhancement allows users to better understand and verify the purpose and coding of each expense item directly from the report, improving transparency and audit readiness.
Adding Additional Columns to the Expense Transaction Detail Report To meet customer needs, five standard GL coding fields (Subsidiary, Business Unit, Project, GL Coding, Department). have been added to the Expense Transaction Detail Report. This update ensures that all potential coding selections are visible, enabling customers to extract complete and accurate expense data for analysis and reporting.

Completed Bug Fixes 🛠

Description
Ghost Card Transactions Not Creating Expenses A bug was fixed where ghost card transactions were not automatically generating expense items, despite the feature being enabled in default settings. This fix ensures that ghost card transactions are now properly converted into expenses, reducing manual work and improving data consistency.

Additional Training and Support Resources 📖

Location	Description
Client Facing	Visit the Expenses Module support page.

Mobile on Corpay Complete

Completed Work Stories 💼

Description
Reducing Clicks for New and Draft Items The mobile app now takes users directly to the edit screen when they tap on an expense item in New or Draft status, eliminating the extra step of clicking "Edit." This change reduces friction and speeds up the process of updating expenses on mobile devices.
Hide "Approvals" if they are not relevant to user role The mobile app now hides approval items, tabs, and menus that are not relevant to a user's role. This update ensures that users only see actionable items, reducing clutter and confusion, and improving the overall user experience for non-approvers.

Completed Bug Fixes 🛠

Description
Single Expense Item grayed-out the save button on Non Zero value A bug was fixed where users were unable to save card expenses with negative amounts due to a disabled save button. This issue affected users with currency policies and has now been resolved, allowing all users to edit and save expense items regardless of the amount, improving flexibility and usability.

Additional Training and Support Resources 📖

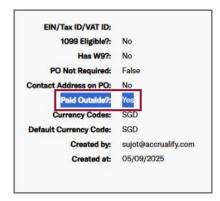| Location	Description
Client Facing	Visit the Cards Module support page.
Client Facing	Visit the Expenses Module support page.

Invoice Automation on Corpay Complete

Completed Work Stories 💼

Description
Filter Out Pay Invoices with the "Paid Outside" Vendor Checkbox/Flag Invoices for vendors marked as "Paid Outside" will no longer appear in the "Pay Invoices" tab. This update reduces confusion by ensuring users only see invoices that are intended to be paid through Corpay Complete, improving clarity and workflow efficiency. EIN/Tax ID/VAT ID: 1099 Eligible?: No Has W9?: No PO Not Required: False Contact Address on PO: No Paid Outside?: Yes Currency Codes: SGD Default Currency Code: SGD Created by: sujot@accrualify.com Created at: 05/09/2025
Add expense line metadata fields to the invoice detail listing report The Invoice Detail Listing Report now includes expense line metadata, in addition to line item data. This enhancement provides a more complete view of invoice details, enabling users to analyze and report on expenses with greater accuracy and depth.
Invoice expense lines inherited by the PO should include metadata A bug was resolved where invoice expense lines inherited from purchase orders did not include metadata. This fix ensures that all relevant metadata is carried over, improving the accuracy and completeness of invoice records for reporting and audit purposes.

Additional Training and Support Resources 📖

Location	Description
Client Facing	Visit the Invoices Module support page.
Client Facing	Visit the Purchase Orders Module support page.

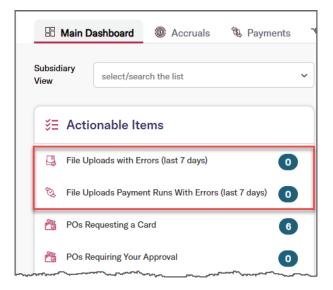# Payment Automation on Corpay Complete

Completed Work Stories 💼

Description

Enhancement: Enable time limit for dashboard file uploads and payment run errors
To prevent outdated error messages from lingering, a time limit has been added to dashboard notifications for file uploads and payment run errors. These messages will now automatically disappear after seven days, keeping the dashboard clean and focused on current issues.

Expose "Reset Payments" Button for EFT/EDI Batch Payments
A new "Reset Payments" button has been added for payments linked to EFT/EDI batches. This allows root users to clear transaction details and prepare payments for manual transfer, improving control and flexibility in managing payment batches.

Completed Bug Fixes ⚒️

Description
Duplicate $0 Payment Run A bug was resolved where duplicate $0 payment runs were being created when users submitted payment runs using multiple browser tabs or double-clicked the submit button. This fix ensures that only one payment run is created per submission, preventing confusion and reducing the risk of erroneous financial records.
Credit memos not being sent to NVP with correct payment dates A bug was fixed where credit memos were being linked to the wrong invoices during payment runs, especially when manually applied. This caused incorrect payment amounts and confusion in remittance data. The fix ensures credit memos now reflect the correct payment date and are accurately associated with the intended invoices, improving payment accuracy and reconciliation.
LSI SFTP Outbound folder issue Resolved an issue where scheduled outbound reports were being sent to a default SFTP folder instead of the folder specified by the report template. This fix ensures that reports are delivered to the correct destination, preventing delays and confusion for customers relying on automated report delivery.
Fail payment run if invoice counts don't match A safeguard has been added to detect mismatches between expected and actual invoice counts in payment runs. If a discrepancy is found, the run is now marked as "Failed" and a detailed error is logged. This prevents incomplete payment runs from remaining in a "New" status and ensures users are alerted to take corrective action.
Credit Memo Current Code Issue Resolved an issue where credit memos weren't applied if the currency code wasn't available. If a currency code is not available when a credit memo is being auto applied, it will now default to the company's currency code.

Additional Training and Support Resources 📖

Location	Description
Client Facing	Visit the [Payments Module](#) support page.