

Cleardata Invoice Processing

Solutions and Services...

Cleardata is a UK Document Management company, accredited to ISO27001 for Information Security. Offering a combination of outsourced services and clever software solutions, we can help automate your invoice processing and save your business time and money. Our services are compatible with the majority of financial systems, e.g. Sage, Oracle and SAP. Cleardata offers:-



Outsourced Services

Invoice Mail Room



Set up a virtual mail room for your invoices and financial documentation. Mail will be sorted and opened for you.

Invoice Scanning



Scan your invoices to digital format. Invoices can be indexed by any field e.g. supplier name, invoice number or date. OCR software is used to provide search functionality, allowing users to digitally find invoices quickly.

Validation & Matching



Use intelligent invoice processing software to validate your invoices and match against your company database and pre-defined rules e.g. purchase orders or supplier list. This saves time processing your financial documentation, reduces duplicate payments, increases the accuracy of your data and identifies common invoice issues.

Exception Handling & Image /Data Return



Process exceptions such as scanning capture or system errors and provide your business with a report of true invoice exceptions e.g. unknown supplier, incorrect amount or missing purchase order number. All images and data are returned in a format suitable for your target systems, e.g. Sage, Oracle or SAP.

Invoice Solutions

Invoice Management



Hosted on-line document management and archive solution for your invoices. Access your invoices from any location, using a web browser. This hosted solution provides fast search functionality, indexing by any key field, the ability to add comments and tasks, assigned by user and automated workflow with a full electronic audit trail.

Fully Automated Invoice Processing Solutions



Cleardata can offer you fully managed accounts payable and purchase2pay solutions for you to operate on-site, or via our outsourced services. We can help provide an automated journey for your invoices and financial documentation. From invoice query to approval, we can automate your entire processes to reduce manual data entry and intervention. Helping to save time and money, increase data accuracy and improve supplier relations.

Secure and Compliant



Cleardata has a secure facility with biometric finger print entry, Redcare security, enhanced fire and water detection systems. All employees are Disclosure checked and security cleared to NPPV level 2 (non police personnel vetting).