

Accounts Payable

AccuFund Anywhere Online

The Only Payables Management System You'll Ever Need

AccuFund's browser native Accounts Payable module delivers powerful, easy-to-use tools that make your payment process as efficient and cost-effective as possible, using a convenient, single-screen interface.

The module supports multiple checking accounts, payment by EFT, Positive Pay, 1099 information, and user-definable, laser check stock, including full check production. Bills are tracked for each checking account, making it easy to forecast cash requirements.

Powerful views enable report-like browse screens of active records. Add AccuFund's Requisition module to Accounts Payable to provide a completely integrated customizable workflow for payment approvals. A vendor's history may be viewed from the vendor record in the organization file, and an entire history of payments, voids, etc. are tracked for each bill.

Easily handle repeating bills and conveniently copy prior bills when needed.

Accounts Payable Onsite Version

Looking for the onsite version of this module?

[Show Me the Onsite Version](#)

Organizations

View: <default> View Add Change Do... Delete Print Excel

St	Lookup ↑	Name	Type	EEmail	City	State	ZipCode	Client	Grant	Vendor	Employee	Customer	Flagged
	002 000	Ford Foundation Grant	<none>						✓				
	004-006	After School Math Assistance	<none>	test@test.com					✓				
	004-007	Pew-Pigment Study Grant	<none>		Washington	DC	02201		✓			✓	
	004-008	Pew-Travel Efficiency Study	<none>						✓				
	10	U.S. West	<none>		Denver	CO	80456			✓		✓	
	100	Walrus, William T.	BiWeekly		Englewood	CO	80343	✓			✓		
	101	Pumpkins, Paul F.	BiWeekly	cyrus.gatrell@gmail.com	Peoria	IL	61625	✓			✓		
	102	Munson, John T	BiWeekly		Denver	CO	80210			✓	✓	✓	
	11	Office Max	<none>							✓			
	12	1st National Bank	<none>		Littleton	CO	80125			✓		✓	✓
	123	Tucker, Chad	<none>		Littleton	CO	80125					✓	
	1231	Gaynier, Jan	<none>					✓					
	123456789	Advantage Laser Products	<none>		Atlanta	GA	30318			✓			
	133	Middleman, Tracy	BiWeekly								✓		
	1356	Pepper's Catering	<none>		Parker	CO	80111						
	1T	One Time Vendor	<none>							✓			

Everything You Need from Bill to Payment

Enter invoices when you receive them and let the system track due dates for cash management and check processing. With proper security, a user can add vendors and GL account numbers on the fly. Each invoice can be distributed to multiple accounts.

The module can be set up to post the Accounts Payable offset in each fund or cost center, and to automatically create Due To/Due From transactions. A variety of bill reports are available for managing your payables, which can be customized with the Reports/Forms Designer.

Invoices, or parts of invoices, can be distributed to accounts using stored percentage distribution tables. The system will check for, and alert you to, the existence of duplicate invoice numbers.

Powerful Features Make Managing Payables Much More Efficient

Get more done in less time with AccuFund's Accounts Payable module:

- Document Management—Scan and store invoices and receipts.
- Repeat Bills—This popular tool makes it easy to process recurring bills.
- Vendor Payments—Pay each invoice on a separate check automatically or mark an invoice for separate payment. Vendors can also be paid by EFT.
- Partial Payments—Just mark an invoice for payment and indicate how much of it is to be paid. The invoice continues to be visible in the open invoices window, with a “P” to indicate that it’s been partially paid.
- 1099 Information—Track for each invoice, including how much to include on the 1099.
- Organization Record—Track multiple addresses for a vendor, including a primary address and a “Pay To” address.
- Repeating Bills—Store and process based on reference and type fields.
- Check Register—Easily record manual checks or print “Quick Checks.”

The screenshot displays the AccuFund Accounts Payable module interface. On the left is a sidebar with a 'Tabs' section containing various organizational categories like Addresses, Phone Numbers, Contacts, Notes, Images, A/P EFT, C/R EFT, History, A/R Invoices, Bills (highlighted), Cash Receipts, Checks, Credits, Work Orders, U/B Charges, and Statements. The main window is titled 'Organizations' and contains a 'Bills' section. At the top of the Bills section are buttons for '?', 'Submit', and 'Cancel'. Below these are buttons for 'Bank' (set to 'Federal Bank and'), 'View', 'Add' (with a dropdown arrow), 'Copy', 'Change', 'Do...' (with a dropdown arrow), 'Cancel', 'Delete', 'Print', and 'Excel'. A table below these buttons lists bills with columns: 'SI', 'Due Date', 'Invoice', 'Lookup', 'Ver', 'Add new invoice', 'Description', 'Grant', 'Invoice Date', 'Balance', and 'Amount'. The first row shows a bill with SI '✓', Due Date '01-13-2021', Invoice '11', Lookup 'Office Max', Ver 'office supply', Grant '11-05-2020', Balance '500.00', and Amount '500.00'.

SI	Due Date	Invoice	Lookup	Ver	Add new invoice	Description	Grant	Invoice Date	Balance	Amount
✓	01-13-2021	11	Office Max	office supply			11-05-2020	500.00		500.00

Multiply Efficiencies with Built-in Integrations

Because Accounts Payable is integrated with other AccuFund modules, you'll save time and reduce errors:

- Requisitions—Enable electronic approval of payment requests, with multiple approvals, and immediate integration with bill payment.
- General Ledger—All postings are made immediately for real-time reporting.
- Purchase Orders—Accounts Payable Bills can be applied to open purchase orders, with integration to Inventory Management as well.
- Check Register—Store information about checking accounts. Posting Accounts Payable check batches automatically updates the Check Register.
- Reports/Forms Designer—Gain control over form fields, text, and layout based on your organization's specific requirements.

Let's Get Started

AccuFund supports your mission with a full suite of financial management applications for nonprofit and government organizations. To learn more and arrange a demo, contact AccuFund at 877-872-2228 or sales@accufund.com or visit www.accufund.com.

[Download PDF](#)

AccuFund SOC2 Certification for Cloud Service Offerings

SOC (System and Organization Controls) certifications offer an AICPA auditor's opinion on the effectiveness of a service organization's controls relevant to security, availability, processing integrity, confidentiality, or privacy. AccuFund has received SOC 1 Type 2 certification for its cloud offerings.

