Transform AP accounts payable automation for
Oracle® JD Edwards EnterpriseOne™

Presented by:
Luca R. Loria, Litco Systems
Gordon Thompson, Emerson Canada
About Litco Systems Inc.

- Litco Systems Inc. founded in 1987 is a Canadian company with offices in Toronto, Montreal, and Vancouver.

- Our focus is enterprise software solutions in the following areas:
  - Document management and output
  - AP document process automation for ERP
  - Business intelligence analytics
  - Print systems

- For more information please visit

  www.litcosystems.com
What we do

• Document management and imaging with Formscape, CreateForm, Transform Content Centre, Transform Scan Centre

• Invoice processing automation for Oracle JDE E1 and Oracle EBS with TransformAP

• Business intelligence and analytics with QlikView

• Enterprise queue management with Print Manager

• Professional services: installation, project management, implementation, support, maintenance and training
Some of our customers

- **Real estate**
  - Bentall
  - Intrawest
  - SITQ

- **Finance**
  - DesJardins
  - AGF Trust
  - Empire Financial
  - Manulife

- **Natural resources**
  - Alberta Enviropetrol
  - Teck Cominco
  - AbitibiBowater
  - Husky Oil
  - Kruger

- **Utilities**
  - Enwin
  - PowerStream
  - Alberta Energy Bd
  - Sask Energy Bd.

- **Public sector**
  - City of Brantford
  - City of Lethbridge
  - City of London
  - City of Sudbury
  - City of Peterborough
  - City of Edmonton
  - Dist. of N. Vancouver
  - NB Liquor
  - Manitoba Liquor
  - SAQ
  - Saskatchewan Housing Corporation
  - Town of Oakville

- **Manufacturing/Distribution**
  - BIC USA
  - Johnson & Johnson Medical
  - Honda Canada Manufacturing
  - Emerson Canada
  - Lexmark Canada
  - Asco Electric
  - CE Franklin
  - Precision Drilling
  - Riviera Concepts
  - GlaxoSmithKline
  - Anchor Glass
  - MacDon Industries
  - Copeland Refrigeration

- **Transportation**
  - CP Rail
  - Star Shipping
  - Teekay Shipping
  - Northern Transportation
  - Omnitrans
  - Arnold Bros. Transport
  - TCG International

- **Health/education**
  - Thunderbay Hospital
  - Cambridge Memorial
  - St. Mary’s Hospital
  - La Salle College
  - McGill University
  - University of Arkansas
Some TransformAP Customer
TransForm AP for JDE EnterpriseOne

Applications

JD Edwards OneWorld EnterpriseOne

CAPTURE INVOICES

MATCH INVOICES

FIND AND RETRIEVE INVOICES

CODE & APPROVE

AUDIT HISTORY AND REPORTING
### Addressing the key AP requirements

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full visibility</strong></td>
<td>EnterpriseOne is the central location for all invoices</td>
</tr>
<tr>
<td><strong>Transparent process</strong></td>
<td>Auditing of all invoice interaction and status changes</td>
</tr>
<tr>
<td><strong>One view</strong></td>
<td>Direct integration, no need for data synchronization</td>
</tr>
<tr>
<td><strong>Flexible process</strong></td>
<td>Online invoice approval outside of EnterpriseOne</td>
</tr>
<tr>
<td><strong>Agile process</strong></td>
<td>Adapt the process to meet your needs</td>
</tr>
<tr>
<td><strong>Seamless integration</strong></td>
<td>View and code the invoice within EnterpriseOne</td>
</tr>
<tr>
<td><strong>Instantly usable</strong></td>
<td>Looks, feels and is EnterpriseOne</td>
</tr>
<tr>
<td><strong>Anytime from anywhere</strong></td>
<td>Find and retrieve the invoice within EnterpriseOne or online</td>
</tr>
</tbody>
</table>
Benefits of TransformAP

• Streamline ap invoice process
• Reduce transaction cost and manual errors
• Don’t miss out on payment terms discounts
• Avoid missed payment terms penalties
• Enable coding/approving within and/or outside EnterpriseOne
• Improve visibility and accountability of ap process
• Transition away from traditional paper based invoice processing
• Preserve your investment is EnterpriseOne
TransformAP in action

http://tinyurl.com/Transform-AP-JDE
# TransformAP Implementation Schedule

<table>
<thead>
<tr>
<th>Num</th>
<th>Task</th>
<th>Assigned to</th>
<th>Estimated start date</th>
<th>Expected completion date</th>
<th>Estimated effort (man-days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Complete TAP configuration worksheets</td>
<td>Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Install ASU, worksheet and requirements review</td>
<td>Litco &amp; Customer</td>
<td></td>
<td></td>
<td>2 days</td>
</tr>
<tr>
<td>3</td>
<td>Software installation and functional validation</td>
<td>Litco</td>
<td></td>
<td></td>
<td>5 days</td>
</tr>
<tr>
<td>4</td>
<td>Localization of solution as per worksheet requirements:</td>
<td>Litco</td>
<td></td>
<td></td>
<td>9 days</td>
</tr>
<tr>
<td></td>
<td>• Template creation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Scanning and bursting of supplier invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Invoice template testing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• PO based invoice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Non-PO based invoice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Pre-Authorized invoice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Approval matrix validation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Audit and document history reporting</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Email/fax invoice template</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>UAT and regression testing</td>
<td>Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Installing and configuring production system</td>
<td>Litco &amp; Customer</td>
<td></td>
<td></td>
<td>4 days</td>
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<tr>
<td>7</td>
<td>Final UAT</td>
<td>Customer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Go-Live week</td>
<td>Litco &amp; Customer</td>
<td></td>
<td></td>
<td>5 days</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td>25 days</td>
</tr>
</tbody>
</table>
Typical Configuration

TransformAP Software

- TransformAP EnterpriseOne Document Server
- 25 concurrent user seats
- JDE E1 connector
- TransformAP development, test environment

Software price : C$73,500

Annual maintenance : C$13,230/year

Implementation services
including go live support (25 days) : C$40,000
Questions
...and now for the real story behind the technology

Mr. Gordon Thompson
Director Information Technology
Emerson Canada
Merci - Thank You
Emerson Automates Its
JD Edwards Accounts Payable Process (141)
Emerson Automates Its JD Edwards Accounts Payable

JDEdwards World 7.3
October 1998
  – Financials
March 1999 to July 1999
  – Distribution & Inventory Management

One World XE 2006
  – Financials (A/R, G/L, FA, A/P)
Goals

- Provide Document Management System for Payables Invoices
- Automate Payables Process
Automate JD Edwards Accounts Payable Process

Old Process for Three Way Match

- Enter & Print Purchase Order
- Have approvers sign Purchase Order
- Fax or Email to Supplier
- Receive Goods in JD Edwards
- Receive invoices in Mailroom
- Send through internal mail to approver
- Manually Review invoices and approve
- Send through internal mail to AP Clerk
- Enter Voucher into the JD Edwards
Automate JD Edwards Accounts Payable Process

New Process for Three Way Match

– Enter & Print Purchase Order
– Have approvers sign Purchase Order
– Fax or Email to Supplier
– Receive Goods in JD Edwards
– Receive invoices in Mailroom
– Scan invoice to AP Clerk
– Enter any missing information
– Match to Receipt
– AP Clerk post invoice to JD Edwards
<table>
<thead>
<tr>
<th>Transform AP Batch</th>
<th>Transform AP Id Number</th>
<th>Doc Type</th>
<th>Order Number</th>
<th>Doc Sits</th>
<th>Doc Sits desc</th>
<th>Unvouched Receipts</th>
<th>Scan Date</th>
<th>Document Number</th>
<th>Address Number</th>
<th>Name</th>
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</thead>
<tbody>
<tr>
<td>121633</td>
<td>121540 SP</td>
<td>Scanned</td>
<td>10</td>
<td>87500</td>
<td></td>
<td>Y</td>
<td>10/19/09</td>
<td>17333</td>
<td>36011</td>
<td>System Electrical &amp; Comm Services Inc.</td>
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<tr>
<td>176163</td>
<td>175170 SP</td>
<td>Scanned</td>
<td>10</td>
<td>104320</td>
<td></td>
<td>N</td>
<td>04/21/10</td>
<td>42343264-001</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
</tr>
<tr>
<td>176163</td>
<td>175170 SP</td>
<td>Scanned</td>
<td>10</td>
<td>104320</td>
<td></td>
<td>N</td>
<td>04/21/10</td>
<td>62340264-10</td>
<td>23543</td>
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<tr>
<td>176163</td>
<td>175170 SP</td>
<td>Scanned</td>
<td>10</td>
<td>104320</td>
<td></td>
<td>N</td>
<td>04/21/10</td>
<td>2345222-00</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
</tr>
<tr>
<td>176163</td>
<td>175170 SP</td>
<td>Scanned</td>
<td>10</td>
<td>104320</td>
<td></td>
<td>N</td>
<td>04/21/10</td>
<td>2345222-10</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
</tr>
<tr>
<td>176163</td>
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<td>Scanned</td>
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<td>104320</td>
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<td>04/21/10</td>
<td>2345222-10</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
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<tr>
<td>176163</td>
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<td>Scanned</td>
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<td>04/21/10</td>
<td>2345222-10</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
</tr>
<tr>
<td>176163</td>
<td>175170 SP</td>
<td>Scanned</td>
<td>10</td>
<td>104320</td>
<td></td>
<td>N</td>
<td>04/21/10</td>
<td>2345222-10</td>
<td>23543</td>
<td>Office Depot Canada Ltd/Adsource</td>
</tr>
</tbody>
</table>

Transform AP Version 1.3
### Order Details

<table>
<thead>
<tr>
<th>Order Number</th>
<th>Or Ty</th>
<th>Order Co</th>
<th>Change Order</th>
<th>2nd Item Number</th>
<th>Quantity Open</th>
<th>Tr. Uom/</th>
<th>Unit Price</th>
<th>Amount Open</th>
<th>Tr. Uom/</th>
<th>Unit Price</th>
<th>Amount Open</th>
<th>Retainage Percent</th>
<th>Account Number</th>
<th>Subledger</th>
<th>Qty Ty</th>
</tr>
</thead>
<tbody>
<tr>
<td>97500</td>
<td>DC</td>
<td>00001</td>
<td>000</td>
<td>BACKBONE</td>
<td>1</td>
<td>EA</td>
<td>3,663.0000</td>
<td>3,663.00</td>
<td>EA</td>
<td>3,663.00</td>
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<td>1</td>
<td>10733.550</td>
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<td></td>
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<tr>
<td>97500</td>
<td>DC</td>
<td>00001</td>
<td>000</td>
<td>AMPHENOL CABLE</td>
<td>1</td>
<td>EA</td>
<td>1,150.0000</td>
<td>1,150.00</td>
<td>EA</td>
<td>1,150.00</td>
<td>1,150.00</td>
<td>1</td>
<td>10733.550</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Automate JD Edwards Accounts Payable Process

Old Process for Two Way Match
- Receive invoices in Mailroom
- Send through internal mail to coder
- Manually Code invoice
- Send to approver
- Manually Review invoices and approve
- Send through internal mail to AP Clerk
- Enter Voucher into the JD Edwards
- AP Clerk post invoice to JD Edwards
Automate JD Edwards Accounts Payable Process

New Process for Two Way Match

– Receive invoices in Mailroom
– Scan to coder
– Code invoice on-line
  • Either manually or utilize Excel templates.
– Automatically sent to approver
– Review invoice online and approve (or reject)
– AP Clerk post Voucher into the JD Edwards
Coding required for invoice from Iron Mountain Canada Corp. Click here to view.

Please note that this is an automated message - please do not reply.
EMERSON ELECTRIC CANADA LTD
Account Number: 856 196 459
Bill Date: 05 May 10
Billing Period: 05 Apr 10 to 04 May 10

Total amount due: $0.99
Please pay promptly. To save time and money, sign up for pre-authorized payment today!

Account summary
Amount of previous balance $0.00
VTC credit - BDXR906 -$6.50

Previous balance due - $6.50
Toll charges (incl. $0.40 in trip tolls) $1.39
Video toll charge $3.60
Account fee $2.50
PST $0.00
GST (#888411055) $0.00

Total new charges $7.49
Total amount due $0.99

<table>
<thead>
<tr>
<th>Date</th>
<th>Entry time</th>
<th>Entry and exit points</th>
<th>Total distance (km)</th>
<th>Video toll charges ($)</th>
<th>Trip &amp; Toll charges ($)</th>
<th>Total toll charges ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 Apr 10</td>
<td>7:41 pm</td>
<td>Hwy417-PineVal*</td>
<td>5.3</td>
<td>3.60</td>
<td>1.39</td>
<td>4.99</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>5.3</td>
<td>3.60</td>
<td>1.39</td>
<td>4.99</td>
</tr>
</tbody>
</table>

* Minimum trip - We weren't able to record either your entry or exit point. We've therefore charged you for a minimum trip, as follows
  * from your recorded entry point to the next exit, or
  * from the previous entry point to your recorded exit.

Sign up for eBilling - Get 50 FREE KM!
Why wait to make the switch to eBilling? It's so easy! Just visit www.407etr.com to register, fill in the requested information, and we will credit your account with 50 FREE kilometres. It really is that simple!
### Invoice Data Entry

**Company:** Emerson Corporate Division  
**Vendor:** 14594  
**Invoice Date:**  
**Service/Tax Date:**  
**Due Date:**  
**Invoice Number:** 000 196 459  
**Invoice Amount:** 0.99  
**Currency:** CAD - Canadian Dollars  
**Special Handling Code:**

### Upload G/L Template File

**Line #** | **G/L Account** | **Company** | **G/L Account Description** | **Explanation** | **Amount** | **Sub Type** | **Sub-ledger**
--- | --- | --- | --- | --- | --- | --- | ---
001 | | | | | | | |
002 | | | | | | | |
003 | | | | | | | |
004 | | | | | | | |

**Clear G/L Coding**  
**Validate G/L Coding**  
**G/L Coding Total:** 0.00

### Comments/Notes


### Submit  Cancel  On Hold  Delete  Save  Forward To: administrator

### Routing History

<table>
<thead>
<tr>
<th>Event Time</th>
<th>User name</th>
<th>Type</th>
<th>Action</th>
<th>Custom</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010/06/07 14:16:01</td>
<td>envr/s/davidson</td>
<td>Invoice Approval</td>
<td>Document Claimed</td>
<td></td>
</tr>
<tr>
<td>2010/05/26 00:10:04</td>
<td>System</td>
<td>Escalation</td>
<td>Invoice Awaiting Coding (Final Warning)</td>
<td>Tot ENRSN/Davidson</td>
</tr>
<tr>
<td>2010/05/19</td>
<td></td>
<td></td>
<td>Invoice Awaiting</td>
<td></td>
</tr>
</tbody>
</table>
Company: 00001 - Emerson Corporate Division
Vendor: 14593
Iron Mountain Canada Corp, PO Box 3527, Station A, Toronto, ON, M5W 3G4

Invoice Date: 31/05/2010
Service/Tax Date: 
Due Date: 

Invoice Number: 02G9246.
Invoice Amount: 806.10
Currency: CAD - Canadian Dollars
Special Handling Code: 

<table>
<thead>
<tr>
<th>Line #</th>
<th>G/L Account</th>
<th>Company</th>
<th>G/L Account Description</th>
<th>Explanation</th>
<th>Amount</th>
<th>Sub Type</th>
<th>Sub-Ledger</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>7201.3453</td>
<td>00001</td>
<td>Outside Storage</td>
<td></td>
<td>767.71</td>
<td></td>
<td></td>
</tr>
<tr>
<td>002</td>
<td>1.1427.100</td>
<td>00001</td>
<td>GST Input Tax Credits</td>
<td></td>
<td>38.39</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

G/L Coding Total: 806.10

Comments/Notes:

Please choose a user to submit the highlighted G/L line from this invoice to:

Mrman/thompson

Approval Route:

<table>
<thead>
<tr>
<th>Sequence</th>
<th>Line Number</th>
<th>Approver</th>
<th>Alternative Approver</th>
<th>Business Unit</th>
<th>Object Account</th>
<th>Subsidiary</th>
<th>Approval Amount</th>
<th>Subledger Type</th>
<th>Subledger</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mrman/thompson</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Show Routing History
Display Invoice
## Routing History

**Transaction ID:** 201005171313062319

<table>
<thead>
<tr>
<th>Event Time</th>
<th>User name</th>
<th>Type</th>
<th>Action</th>
<th>Custom</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010/06/07</td>
<td>emrshdavidsonh</td>
<td>Invoice</td>
<td>Approval</td>
<td>Document Claimed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Escalation</td>
<td>Invoice Awaiting Coding</td>
<td>To: ERSN\Davidsonh</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Escalation</td>
<td>Invoice Awaiting Coding</td>
<td>To: ERSN\Davidsonh</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invoice</td>
<td>Approval</td>
<td>Document Claimed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invoice</td>
<td>Storage</td>
<td>Document Stored in Presenter</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OCR Details</td>
<td></td>
<td>Matched Pattern Name = &quot;L4594-407 ETR&quot;, Invoice Date = &quot;05 May 10&quot;, Invoice Number = &quot;855 198 489&quot;, Invoice Total = &quot;$0.99&quot;, PO Number = &quot;&quot;, PO Type = &quot;&quot;, PO Company = &quot;&quot;, Barcode Value = &quot;DAVIDSONH&quot;, VendorSearch Value = &quot;407Express Toll Route&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Invoice</td>
<td>Storage</td>
<td>Document Scanned</td>
</tr>
</tbody>
</table>
Advantages

- Reduced Voucher cycle from weeks to days or even hours
- Less Paper handling
- Easier to process, emailed and faxed invoices
- Faster response times as information is sent via email
- Better Approval Process
- Can now use non-local approvers for documents
- Easier and quicker reroute for misdirected documents
- Have document management system integrate to JDEdwards inquires.
- Faster and easier look up processed vouchers.
- Documents accessible outside facility
- We will be able to consolidate payables across Canada
<table>
<thead>
<tr>
<th>Document Number</th>
<th>Doc Type</th>
<th>Doc Co</th>
<th>Invoice Date</th>
<th>GL Date</th>
<th>Due Date</th>
<th>Group Amount</th>
<th>Open Amount</th>
<th>Foreign Amount</th>
<th>Foreign Open</th>
<th>Pay Stat</th>
<th>Supplier Number</th>
<th>Invoice Number</th>
<th>Co</th>
<th>Batch Number</th>
<th>Batch Type</th>
<th>Batch Date</th>
<th>Discount Available</th>
<th>Foreign Doc Available</th>
<th>Purchase Order</th>
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<td>299222</td>
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<td></td>
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Total: 2,803.10
Total amount due: $7.63

Please pay promptly. To save time and money, sign up for pre-authorized payment today!

Account summary

Amount of previous balance $0.00

Previous balance due $0.00

Toll charges (incl. $0.40 in trip tolls) $1.53

Video toll charge $3.60

Account fee $2.50

PST $0.00

GST (#888411055) $0.00

Total new charges $7.63

Total amount due $7.63

EMERSON ELECTRIC CANADA LTD

Account Number: 862 450 617

Billing Period: 01 May 10 to 31 May 10

Ashley Fuller

Trip details

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<tr>
<th>Date of trip</th>
<th>Entry time</th>
<th>Entry and exit points</th>
<th>Total distance (km)</th>
<th>Video toll charges ($)</th>
<th>Trip &amp; Toll charges ($)</th>
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Minimum trip - We weren’t able to record either your entry or exit point. We’ve therefore charged you for a minimum trip, as follows:

- from your recorded entry point to the next exit, or
- from the previous entry point to your recorded exit.

Express Newsletter

Our June Express Newsletter is enclosed with your bill. Read all about how you can get 50 free kilometres, plus, get great information about ETR Rewards, highway construction projects and much more!
Customization

• Created 2 additional applications
  – Credit Management files
    • Eliminated 4 filing cabinets
  – Invoice Archival and Retrieval
    • Eliminate a storage room full of documents
    • Can retrieve and forward invoice copies from our desk in matter of minutes
# Credit Guide

**Customer**: SWEET SPL Packaging Solutions  
**Street**: 250 SUPERIOR BLVD.  
**City**: MISS, ON  
**Province**: ON  
**Postal Code**: L5T 3L2  
**Account No.**: 80002  
**Account Opened**: 9/28/05  
**Divisions**: 73  
**Branches**: BUSINESS

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**Ref. Details Enclosed**:  
**Bank Details Enclosed**:  
**Open Harbor List Checked**:  
**How**:               

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*Note: The document contains general information about a credit account, including customer details, account number, date opened, credit limit, and other related details.*
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**WHITE-RODGERS**

Division of Emerson Electric Canada Limited  
306 Town Centre Blvd., Markham, Ontario L3R 0Y6  
Tel: (905) 948-3411  Fax: (905) 948-3422  
Fax: 1 (800) 482-4291  

---

**INVOICE NO. DE FACTURE**  
661061  
**INVOICE DATE DE FACTURE**  
01/05/10  

**PAGE:** 1

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**SOLD TO / VENDU À**  
6082  
Home Hardware Stores Ltd.  
34 Henry St.W.  
Vendor V 1886  
St. Jacobs ON  
N0B 2N0

**SHIP TO / EXPÉDIÉ**  
Home Hardware Stores Ltd.  
Air Industrial Park  
Box 40  
Debert NS  
B0M 1G0  

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Emerson Automates Its JD Edwards Accounts Payable

Gordon Thompson
Director of Information Services
Emerson Canada
gordon.thompson@emerson.com