



incode
a tyler financial solution

Incode Accounts Payable

Tyler's INCODE Accounts Payable facilitates cash, accrual, and modified accrual basis accounting. Accounts Payable makes it easy to monitor cash flow, manage disbursements, and reduce data entry duplication. Its flexibility allows users to process invoices as well as debit and credit memos while maintaining audit trails for data input integrity. Accounts Payable provides the capability for data editing, approval, and updates. Its multiple vendor features allow users to search by vendor name or number and to add multiple addresses or vendor codes. This application integrates seamlessly with other INCODE modules including General Ledger, Purchase Orders, Payroll, Bank Reconciliation, Fixed Assets, and Project Accounting and Work Orders as well as with Utility Billing, Business License, Building Projects, Miscellaneous Accounts Receivable, Sales Tax and Special Assessments for refund check processing.

Information & Reports

- Offers a variety of reporting options including open items, cash requirements, and check registers.
 - Includes the Open Item Report which shows the funds the user specifies and filters the items on the report by a range of amounts.
 - Tracks 1099 reportable transactions and prints 1099's for single or multiple vendors.
 - Tracks and reports additional taxes due for goods or services purchased out of state or not charged by the vendor.
 - Exports report results to multiple formats including Microsoft® Word, Excel, and Access.
 - Creates a virtual "paperless office" using integrated Document Imaging functionality.
 - Provides inquiry and management tools for key vendor information including the ability to email vendors directly from the application.
- Presents vendor transaction history in dynamic, configurable grids with powerful query tools and easy printing and data export functions.
 - Delivers comprehensive control of the payment process and cash requirements.

Transaction Efficiency

- Manages bank reconciliation with electronic transfer of cleared items from customer's bank.
- Produces registers and audit reports necessary for a complete audit trail.
- Allows for emergency check writing.
- Displays outstanding purchase orders for a vendor during open item invoice entry.
- Provides a status column to distinguish good checks from voided checks.
- Allows items to be expensed to a virtually unlimited number of accounts and funds.

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Empowering people who serve the public™



For more information, visit
www.tylertech.com

or email
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Incode Accounts Payable

Transaction Efficiency (cont.)

- Supports check writing from separate funds, a disbursement fund, or a pooled cash fund.
- Allows automatic payment selection by due date or manual payment selection.
- Supports multiple payment methods.
- Provides add/edit functionality for GL accounts and vendors during invoice processing.

User Friendly

- Identifies duplicate invoice numbers.
- Capable of finding a check for un-posting by vendor number.
- The one-time vendor feature streamlines processing for invoices from vendors that are not set up in the system.
- Allows unlimited user-defined fields to be added at the vendor level to accommodate unique information tracking needs.