Improve cash flow, business efficiencies and your customer experience by automating your AR and AP processes

Manual workflows can slow your finance team down, preventing you from processing payments and invoices in a timely manner. If you don’t address these inefficiencies, you will see the impact in your cash flow and business agility. Ricoh can help by transforming your paper-based workflows into streamlined digital processes that save you time, reduce your costs and give you a competitive edge.

Payment Processing Service
Accepting payments by cheque or electronic funds transfer (EFT) makes life convenient for your customers but a pain for your AR team. You must process these payments manually—which is slow, costly and often results in errors. Ricoh provides an end-to-end workflow that eliminates these headaches. We will automatically capture payments, extract and validate the data, compare it against your ERP, post the payments and, in the case of cheques, deposit them right into your bank account!

With Ricoh, you can:
• Reduce the costs required to manage payments
• Free up cash flow by getting money into your bank account faster
• Reduce your day sales outstanding (DSO) by up to 25 days
• Improve your data security and compliance by digitizing financial data and maintaining audit trails
• Allow your AR team to spend less time on data entry and more time on what matters

Invoice Processing Service
Your business growth depends on efficient cash flow. But many AP teams still rely on manual processes that tie up cash and result in late payment penalties. Ricoh will streamline your AP processes by digitizing your paper invoices and automating time-consuming tasks such as assigning credits, GL coding, tax code applications and verifications.

With Ricoh’s Invoice Processing Service, you can:
• Capture and extract invoice data accurately and efficiently
• Match your invoices to other databases for more efficient reconciliation
• Speed your approvals processes
• Pay invoices faster
• Lower the costs associated with late, inaccurate or lost payments

Finance teams spend 40% of their time processing transactions.
—CFO.com: Metric of the Month:
Time Allocation in Finance, December 7, 2020
Why Ricoh?

- 500+ customers nationwide, including 350 Fortune 500 companies
- 20+ years of experience processing key documents and workflows
- 4 document processing centres located across Canada
- Flexible BPaaS solutions that will optimize your budget and scale with you
- Business process consultants with deep expertise in a range of industries—from healthcare to education to finance and more

AP case study:

How Ricoh helped a leading retailer keep its shelves stocked and customers happy

The AP team at one of Canada’s largest retail food and pharmacy distributors reconciled thousands of EDI exceptions per week. However, paper processes left them without digital images of documents, so they had to manually resolve issues and manage vendor inquiries.

The retailer partnered with Ricoh to transform its claim resolution process. As a result, the AP team now has fast access to digital records and vendor analytics. This information has helped them lower the costs of processing payments. The AP team has also worked with vendors to increase direct-to-store delivery so shelves can stay stocked during times of disruption.

AR case study:

Global courier shortens DSO and improves cash flow

One of Canada’s leading courier, freight and logistics companies processed high volumes of payments by cheque. Complicated workflows and deposit delays resulted in high Day Sales Outstanding (DSO) and labour costs.

The courier partnered with Ricoh to automate its payment processing, ERP deposits, and exemption handling. These automations—combined with same-day deposits—allowed the courier to improve its cash flow, achieve significant cost savings and improve its customer experience.

Are you ready to optimize your AR and AP processes?

Learn how Ricoh can transform your accounting processes so that you can save time, lower your costs and improve your customer experience.

Let’s talk! Contact a Ricoh Consultant, email enquiries@ricoh.ca, or visit www.ricoh.ca.