Benefits of Your Paymode Membership

Streamline and secure your accounts receivable function with ACH and virtual card payments through Paymode.

Your membership gives you the flexibility to receive robust electronic remittance in your preferred format, grants access to tools that allow you to streamline and automate accounts receivable functions, and makes collaboration with your customers easier than ever. Your critical bank information is stored securely and every payment from your customers is protected by Paymode, which has processed over $425 billion in payments with no fraud incidents over the past two years.

But there are even more benefits.

Paymode Membership Benefits

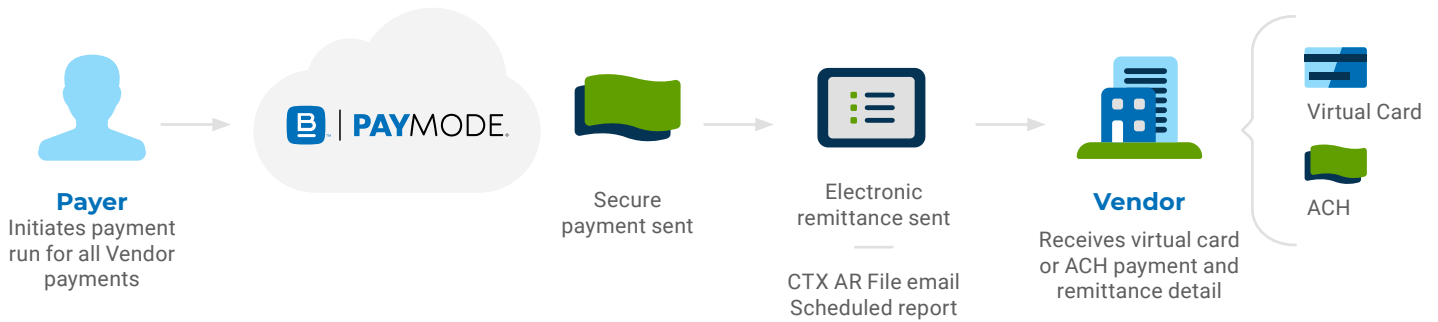| FEATURES & BENEFITS	BENEFITS
Faster, more secure ACH and card payments	✓
Payment notification via email 24 hours prior to receipt	✓
Significantly reduced risk of payment fraud	✓
Access to audited payment detail **24 x 7**	✓
Ability to update account information **online**	✓
Frequently updated, easy-to-use payment tracker	✓
Rich remittance detail in a format of your choice (Excel, CSV, CTX, XML, BAI.v2, 835, email, or custom AR file)	✓
Voice-enabled mobile app for easy access to payment information	✓
Request payment status online	✓
"My Payers" functionally to track and trend your largest customers	✓
Ability to **easily share** critical documents such as W-8 & W-9's with your	✓
Searchable graphical and list views of payment data	✓
Ability to submit invoices electronically, track status, and prioritize customer follow-up by invoice age or amount	✓
Vendor Connect – enables Payers in the network to find your business	✓

70%
of customers were able to cut check payments in half

How Paymode Works

Payer
Initiates payment run for all Vendor payments

PAYMODE

Secure payment sent

Electronic remittance sent

CTX AR File email Scheduled report

Vendor
Receives virtual card or ACH payment and remittance detail

Virtual Card

ACH

Fast, Secure Payments

Paymode offers two digital payment methods that allow you to get paid more quickly than you would by check, with additional fraud prevention capabilities baked in.

Premium ACH

Get paid via ACH with the benefit of rich remittance data to reduce errors and speed reconciliation, while also enjoying improved speed and visibility through the Paymode portal. Every payment is protected by a secure network.

Virtual Card

Receive secure payments quickly via virtual card. With robust remittance, the ability to easily process the payment via your point of sale system, and a one-time code to prevent the payment from being intercepted or misdirected, virtual card payments from Paymode greatly speed receipt and reconciliation.

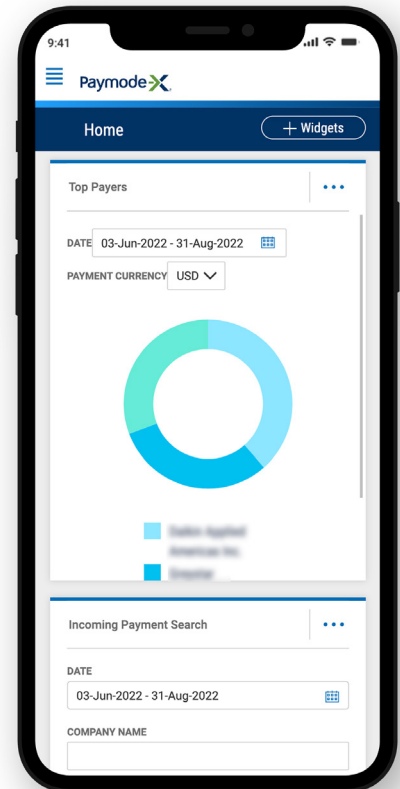# Apply Cash Faster with Remittance Your Way

CTX

CTX, or Corporate Trade Exchange, is commonly referred to as an EDI 820 format and carries several benefits for AR departments.

By enabling CTX functionality on your Paymode membership, you **are able to eliminate errors and reduce time associated with manual identification and posting of payments.** Paymode can send this format to your bank account to assist in applying incoming payments for easy reconciliation. CTX files contain the information required to auto-post payments and offer detailed remittance data for each payment in the file.

Benefits of CTX

- Enables easier payment reconciliation
- Facilitates automatic payment posting to an open invoice or account number
- Enables auto loading of your company's bank file into your AR system
- Improves cash forecasting
- Eliminates trips to the bank for deposit drop-off
- Mitigates risk of check fraud
- Lessens the environmental impact of paper
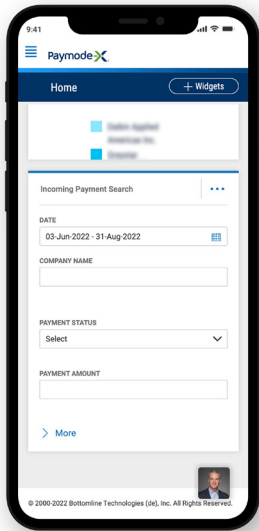- Reduces processing costs

Accounts Receivable (AR) File

Paymode offers the ability to deliver customized AR files at the time of your choosing. AR files contain detailed payment and remittance information over a predefined time period. You choose the format of the file based on your AR system requirements and Paymode builds and delivers it electronically. Paymode offers format and delivery flexibility. Pipe delimited or comma delimited files are recommended for easy importing into Excel. Or, choose a format most easily imported into your ERP system.

Files are typically delivered on a daily cadence.

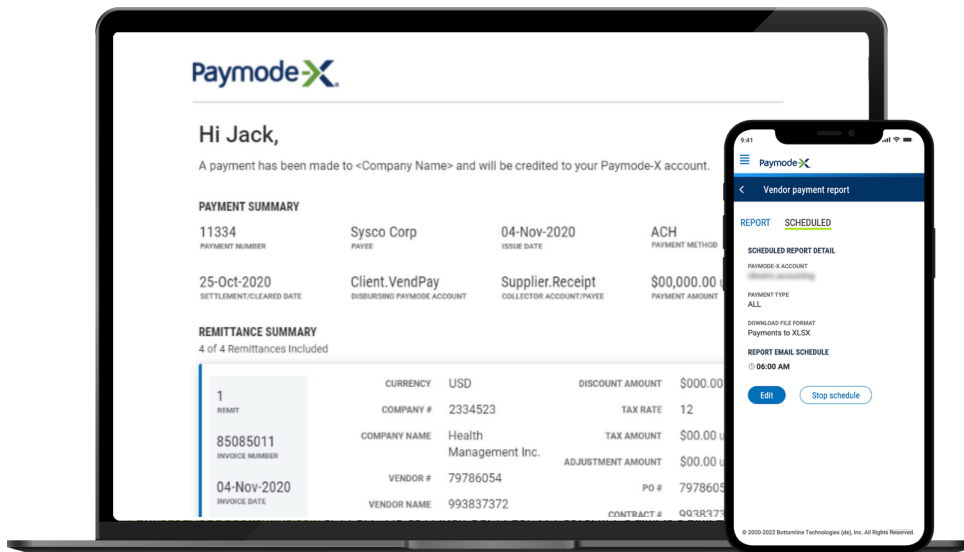# Benefits of a Paymode Accounts Receivable (AR) File

- Facilitates automatic payment posting straight through to an open invoice

- Customizes the file format and delivery schedule

- Works with any ERP

- Mitigates risk associated with human error

- Eliminates soft costs incurred due to manual reconciliation schedules

Email Remittance

For organizations that prefer a simpler remittance delivery option, detailed email remittance can be sent 24 hours prior to receipt of payment. This gives you a speedier, simpler path to reconciliation.

Scheduled Reports

Enables you to schedule payment and remittance reporting directly to your inbox, and allows you to choose your preferred file format, frequency and timing. Limit your need to log in to the portal and ensure stakeholders stay in the loop via email. Select whether you'd like reports delivered daily, weekly, or monthly.

How Paymode Protects Your Business

Here are some of the ways we maintain a secure electronic payment network for all members.

Secure payments against outside threats

Prevent account takeovers and unauthorized access

Reduce the risk of check fraud

Secure your critical bank data

Blacklisted and Proxy IPs

Phone and Email Analysis

Digital Bank Authentication

Document Review

B | PAYMODE

Zero fraudulent payments while protecting over $425B in payments annually

OFAC

Network Wide Shared Threat Intelligence

Layered MFA & Behavioral Analytic

Intelligent Business Data

Device Fingerprinting

Digital Identity Verification

Reduce Days Sales Outstanding (DSO) with Premium Invoice Delivery

Premium Invoice Delivery capabilities within your Premium Paymode membership will help you securely manage the delivery, storage and presentation of your invoices. Intelligent analytics give visibility into undelivered and un-actioned invoices that can negatively affect cash flow to help drive real-time decision making and follow-up.

A Better, More Secure Collections Strategy

A typical collections strategy revolves around a daily "aged debtor" report which highlights customer invoices that are outside of agreed payment terms. While useful, this approach allows invoices that should have been paid to age unnecessarily thus reducing the likelihood of being paid on time. **With Premium Invoice Delivery, your receivables department can drastically improve your collections strategy by ensuring you:**

- Check that every invoice has been successfully delivered within a secure portal.

- Identify incorrect email addresses to improve data quality and document delivery

- Quickly and effectively resolve document delivery issues without IT assistance

- Contact customers who have not actioned the document before the payment due date

- Focus on high-value invoices

- Monitor customer behavior to help identify trends and proactively follow up with those who are slow to act

Paymode Mobile App

Download the Paymode mobile app to track incoming payments, see new messages, and more using easy voice commands.

Network Fee Billing Options

To benefit from the features of a Premium Paymode membership, a nominal network fee, will be assessed for each payment received. Paymode offers two options for the collection of these network fees, both of which are outlined below.

Direct Debit

- The full invoice amount due from your customer will reach your account within 2 business days. This option provides the easiest processing and reconciliation for your company.

- One business day prior to the payment being received, you will receive an email notification with remittance detail for the payment.

- The month following the payment, on your preset day of choice, Paymode will deduct the network fee from your specified direct debit bank account.

Deduct From Payment

- The invoice amount due from your customer, less the network fee, will reach your account within 2 business days.

- One business day prior to the payment being received, you will receive an email notification with remittance detail for the payment.

- Paymode deducts the network fee directly from the incoming payment as it occurs.

Enroll in Paymode Today!

Visit www.paymode.com/join to enroll quickly and securely. Make sure you have the following information ready:

- Tax ID number (EIN)

- Bank account number

- Bank transit routing number

- Valid email address

For assistance, contact our Vendor Advocate Team at 1-800-331-0974.

About Bottomline

Bottomline helps businesses transform the way they pay and get paid. A global leader in business payments and cash management, Bottomline's secure, comprehensive solutions modernize payments for businesses and financial institutions globally. With over 30 years of experience, moving more than $10 trillion in payments annually, Bottomline is committed to driving impactful results for customers by reimagining business payments and delivering solutions that add to the bottom line. Bottomline is a portfolio company of Thoma Bravo, one of the largest software private equity firms in the world, with more than $130 billion in assets under management.

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