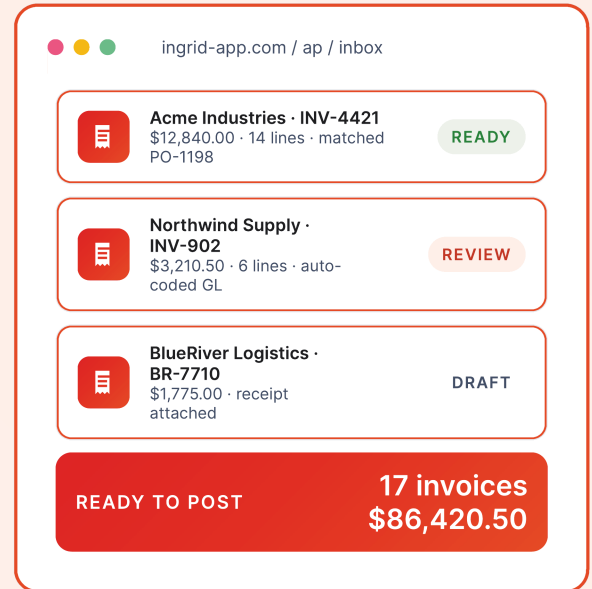


AP INVOICE PROCESSING

Stop entering invoices. Ask Ingrid to do it.

Drop any vendor invoice — PDF, scan, email body or attachment, mobile photo, even a handwritten receipt — onto Ingrid and watch it read, extract, and analyze everything: vendor, invoice number, dates, line items, and intelligent GL allocations for Spire. You confirm. **Ingrid posts to Spire with the source document attached.**



Near-perfect

AI extraction
Vendor, dates, lines, GL — all read automatically

Zero

Duplicate payments
Every invoice checked against history before posting

Audit-ready

By default
Source doc lives on the Spire vendor ledger entry

No

Manual entry
Photo → confirm → posted, end to end

Three jobs. One inbox.

AP WORKFLOW

1

AI Invoice Capture & PO Match

Drop or email invoices. Ingrid reads them, matches to the Spire PO and packing slip, and pre-fills the entry.

Vendor matched	Acme Industries
PO matched	PO-1198
GL coded	5100-OFFICE
Status	Ready ✓

2

Duplicate & Anomaly Detection

Every invoice checked against history. Duplicates blocked, anomalies flagged, costs verified PO-to-invoice — before you pay.

Duplicate check	Clear ✓
PO variance	+0.4%
Vendor pattern	Normal
Receiving	Matched ✓

3

Approval & Post to Spire

Routes by amount, vendor, or GL. Escalations built in. One click and the entry posts to Spire with source document attached.

Approver	K. Patel
Routing rule	Amount > \$5,000
Spire vendor ledger	Posted ✓
Doc attached	Yes ✓

HOW IT WORKS

From inbox to Spire, in three steps.

Invoice arrives. Ingrid reads it. You confirm. Approvals route automatically. Spire receives the entry with the source document attached. No typing, no chasing, no duplicate payments. And every line item is captured — even the ones Spire doesn't care about — so you can ask Ingrid later "what did we spend on coffee this quarter?"

Why AP teams love Ingrid

- ✓ **Zero data entry**
Vendor and invoice data entered, POs matched, GL allocations prepped — all automatically.
- ✓ **Source docs auto-attached**
Every invoice lands on the vendor ledger in Spire's Communications tab and Ingrid's Document library.
- ✓ **Duplicate prevention**
Ingrid catches duplicate invoices before they post. No more paying the same bill twice.
- ✓ **Vendor auto-create**
New vendor on an invoice? Ingrid adds them to Spire — taxes, terms, and all — without leaving the screen.
- ✓ **Line-item intelligence**
Ingrid stores every line — even ones Spire ignores. Ask later, get the answer.
- ✓ **Full purchase lifecycle**
Each invoice auto-matched to its Spire PO and receipt of goods — order to packing slip to payment.

Ready to stop typing?

Watch Ingrid read a vendor invoice, match it to a Spire PO, and post it with the source document attached — in under two minutes.

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