

Accounting Firm Dos and Don'ts for Client Spend Management

Technology-enabled spend and expense management defines your clients' success and is a key growth point for your firm's CAS services. To help you maximize results, follow this guide to understand the top dos and don'ts in this area at a glance.

 Don't		 Do
 Neglect timely expense reporting; it risks delayed reimbursements, financial inaccuracies, and strained relationships.		Invest in cutting-edge expense management tools to streamline processes to enable timely reporting and provide reminders for outstanding expenses. 
 Rely solely on manual entry for expense tracking as doing so opens the door to errors and operational inefficiencies.		Embrace digital workflows and automation for accurate and efficient expense tracking and reporting. 
 Drown in a sea of paper receipts and manual processes.		Transition to cloud-based expense document management to reduce paperwork, enhance organization, and facilitate easy retrieval. 
 Use unsecured channels for approvals which can expose vulnerabilities and jeopardize confidentiality.		Implement secure, cloud-based approval workflows to ensure confidentiality, streamline the approval process, and save staff time. 
 Overlook or push off policy updates and changes, leading to confusion and non-compliance.		Regularly review and update your clients' spend policies to guarantee all stakeholders are informed and compliant. 
 Allow unapproved expenses to slip through the cracks creating the threat of financial discrepancies.		Automate an approval system to ensure all expenses adhere to policy guidelines before processing. 
 Stick to manual reconciliation which makes it possible for discrepancies between systems.		Integrate digital expense management workflows with your accounting software for automatic and accurate reconciliation. 

Take Control of Your Clients' Spend and Expense Management with BILL

Ready to transform the way you handle spend and expense management? Discover the power of BILL Spend & Expense - a comprehensive solution designed to enhance efficiency, reduce errors, and elevate your financial processes.



Customizable spend controls **enable** real-time visibility

Virtual cards and easy mobile app **make** tracking simple

Cloud-based expense document management for an **organized and clutter-free** approach

Integrates with most accounting software for **automatic and accurate** reconciliation



Explore BILL Spend & Expense further with an **interactive demo** or get your questions answered in real time in an upcoming live demo.

