SumTotal® Expense Management
Manage expenses with one complete and configurable system

SumTotal Expense manages every aspect of business expense processing, including travel and entertainment (T&E), and easily integrates with all reporting systems. Manage compliance risks and adhere to spending and travel policies with one solution.

Control costs and compliance.
Efficient expense management and increased control improves your bottom line. SumTotal provides a highly intuitive and easy-to-use expense management solution, which gives you the ability to fully support your organization’s growth and scalability. We make it easy to meet global requirements such as multiple currencies, languages, complicated taxation requirements and localized policies. Our solution improves compliance, enforces expense policies and procedures and increases spending visibility through data capture and reporting.

Manage all expenses in one place.
SumTotal Expense manages the entire range of employee expenses and related processes, including receipts management, feeds from all major credit card providers, hotel folio data, value-added tax (VAT) recovery and more.

“Increasing business travel, fraud, and poor spend visibility and control, on top of the need for greater system integrity and accurate reporting to meet the requirements of Sarbanes-Oxley legislation have led many organizations to seek automated solutions.”

PayStream Advisors
Senior Research Analyst
SumTotal Expense streamlines submissions through approval, reimbursements and GL postings, audits and receipt management, reporting and analysis.

Our solution enables organizations to eliminate manual expense reports, reduce processing and overall travel costs, increase compliance, improve productivity and efficiency, enhance decision making and positively impact your bottom line.

SumTotal Expense offers a single-screen user interface that is simple to use and intuitive. Take control of your organization’s expense management using the flexible, highly configurable and stable SumTotal Expense.

### Features

- Highly configurable and secure
- User-friendly and intuitive
- Robust spending policy and compliance features
- Automated workflows and audit capabilities
- Receipts Digital Filing (RDF)
- Mobile expense flexibility
- Business system integration (charge card integration, SumTotal Payroll integration, general ledger, Accounts Payable, HR and more)
- Multiple reimbursement options
- Offered as self-hosted or SumTotal-hosted

### Benefits

- Analyzes your expense data
- Empowers you to negotiate better deals with travel providers
- Automates monitoring and approval processes
- Supports all international requirements (multiple languages, unlimited currency and foreign exchange history, complex taxation and country policies)