New AP Invoice Management System

Beginning September 1, 2020, the Payment Services Department is excited to announce a new user friendly and efficient system for submitting invoices. The new <u>Invoice Management</u> <u>System</u> comes with significantly improved functionality including:

- Electronic invoice web submission portal;
- Confirmation of invoice submission;
- Automated reminders to complete Techbuy receiving;
- Notification of when an invoice has been paid.

For instructions see link below: Invoice Management System

Invoice Submission Link: <u>Submission</u>