

# AUTOMATED COLLECTIONS

Accounts Receivable - Process Automation for NetSuite



Streamline your Accounts Receivable process and reduce the time and organizational resources associated with managing overdue invoices. With the Automated Collections bundle, all past-due invoices will now appear on your dashboard, eliminating the manual work of merging collections letters with invoices.

**Extend NetSuite to streamline your specific A/R processes and enjoy the following benefits:**

#### **Automatic Dunning Messages**

These emailed messages remind the customer about their past-due invoice and request immediate payment. Up to four different messages can be automatically be distributed based on the age of the overdue account.

#### **Dashboard Portlet**

The Automated Collections bundle provides users with a dedicated portlet that contains summary information of all past-due invoices. Collections summaries are categorized based the age of the past-due account and contain links to more detailed reporting.

#### **Email Summary Reporting**

Administrators & managers can receive daily, weekly, or monthly collections summary reports via email.

#### **Merging & Printing of Final Collections Notices**

When an unpaid invoice reaches the Final Notice stage, you can drill down to the invoice and automatically print the Final Collections Notice.

#### **Customer Exclusion Option**

The Automated Collections bundle allows you to exclude specific customers or individual invoices from the collections process by simply checking a box. Excluded customers are categorized as "Exception Invoices to be Received" inside your dedicated dashboard portlet.

