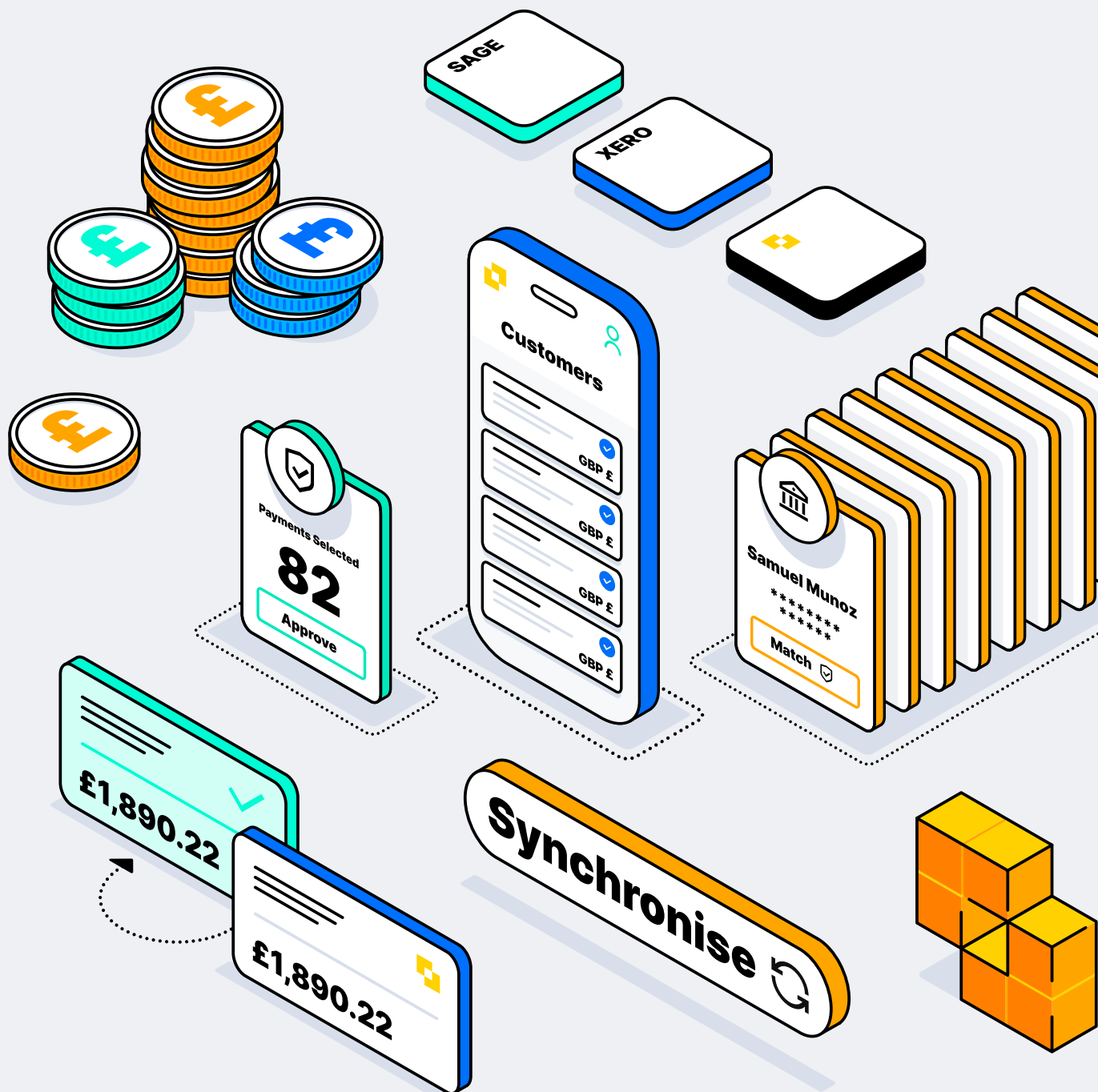# Modulr

Accounts Payable

The only guide your business will ever need
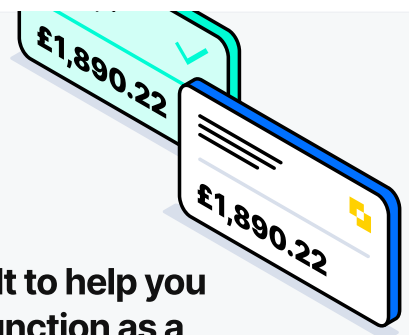
Smarter AP, made simple.

As businesses scale, accounts payable grows more complex.

Legacy systems fall short, and finance teams now expect more. What was once admin is now key to financial performance.

This guide is built to help you rethink the AP function as a strategic advantage, one that can deliver speed, accuracy, and compliance at scale.

Whether you're running a finance team or providing AP services to clients, what follows is a practical blueprint to modernise AP without rebuilding your entire finance stack.

Contents

Reframing the role of AP in modern finance

The growing pressure on AP

As businesses scale, AP complexity rises: more suppliers, more invoices, more approvals, more risk. Legacy tools, processes and the teams using them, often struggle under the weight.

From transactional to strategic

Modern finance teams expect AP to deliver more than just timely payments. Today, it plays a key role in:

- Tracking liabilities in real-time
- Ensuring audit readiness
- Enforcing approval policies
- Preserving working capital
- Reducing manual effort

What was once viewed as transactional back-office admin is now expected to deliver strategically for the finance team.

A new expectation for AP

Forward-thinking businesses treat AP as a strategic finance system, expecting:

- Automation across the entire workflow
- Centralised visibility and real-time reporting
- Embedded payments for speed and accuracy
- Robust approvals and fraud controls
- Platform consolidation to reduce risk and rekeying

AP has moved beyond payments. When done well, it provides the visibility, discipline, and resilience that modern finance demands.
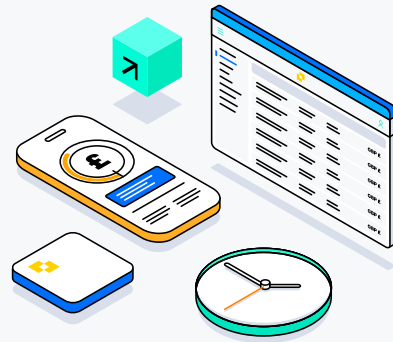
The operational challenges of AP

Challenge

40% of time is spent on reconciliation and error resolution

Risk

45% of firms spend 3+ hours weekly on manual data entry

Result

62% cite late payments as a key supplier relationship challenge

● Modulr commissioned research, which surveyed 250 leaders from UK accounting and payroll firms.

Fragmented processes impact service delivery   2

Even in experienced finance teams, pain persists:

| ! | **Fragmented systems** | Different tools for each step cause rekeying, errors, and inefficiency. |

| ! | **Approval delays** | Approvers are hard to reach, and there's no visibility into bottlenecks. |

| ! | **Security gaps** | Payments made outside core systems are vulnerable to fraud or error. |

| ! | **Lack of visbility** | Finance leaders lack real-time views into liabilities or invoice status. |

| ! | **Scaling issues** | Growing invoice volumes lead to growing admin burden and stress on teams. |

As businesses scale, these cracks widen. What worked with 10 suppliers breaks under 200. Finance teams are forced to throw people at the problem, which isn't sustainable.

How to enhance your AP processes   3

Managing accounts payable doesn't have to be a time-consuming or error-prone process. With the right automation tools, you can simplify and automate key aspects of accounts payable, empowering growing you to focus on scaling operations without getting bogged down in administrative tasks.

Here's how to transform your AP process:

Automate end-to-end

Use AI invoice capture to extract invoice data, auto-match POs, and push straight to your accounting software. Digitising invoice capture, matching and posting cuts manual effort, reduces errors and accelerates AP cycle times.

01

Embed strong controls

Find a solution that allows you to tier approvals, set spend limits and checks for duplicate bank details. A strong AP solution will have fraud prevention and building audit readiness at it's core.

02

Consolidate your app stack

Choosing a solution that Integrates invoicing, payments, and reporting into one platform moves you away from fragmented tools and towards a single AP hub. This means fewer errors and no re-keying.

03

Enable real-time visbility

Ensure your AP solution complies with local financial regulations and offers audit-ready logs. Robust security features such as user permissions, approval workflows, and fraud monitoring are essential for protecting financial data.

04

Integrate payments

Paying suppliers directly from your AP system can streamline your workflows. With embedded local and international rails, an integrated payments solution can offer faster, cheaper payments.

05

Automatic reconciliation

Help your AP team work faster and smarter with automatic reconciliation. By connecting directly to your accounting ledger, you can simplify processes, reduce manual effort, and improve accuracy, making month-end close quicker and supplier relationships stronger.

06

Unlocking the power of Modulr AP 3

Built for real-world finance teams

Whether you're a business owner, AP manager, or accountant, your to-do list probably looks something like this:

1. Collect invoices from multiple suppliers, often in different formats
2. Check them against purchase orders or delivery receipts
3. Get approvals from the right people (who are often hard to reach)
4. Manually upload payment batches to your bank portal or key each one individually
5. Reconcile payments in your accounting software
6. Repeat… hundreds of times a month

Modulr AP is designed around this exact workflow. It replaces the time-consuming steps with a smooth, end-to-end flow where every stage is connected and visible in one platform.

No more app-hopping

Traditional AP relies on a patchwork of tools, Modulr AP does everything in one place:

- **AI-powered invoice scanning** pulls key details automatically from incoming PDFs
- **Custom approval workflows** route invoices to the right people, with built-in rules, reminders, and escalations
- **Bulk, scheduled, and international payments** are executed directly within Modulr - no bank login required
- **Real-time accounting sync** with tools like Xero, QuickBooks, and Sage ensures reconciliation happens in the background
- **Audit trails and permissions** protect your business with built-in compliance

It's not just a payments tool. It's a control centre for accounts payable.

Consolidate your AP tech stack 4

Separate tools	Modulr Accounts Payable Automation
Invoice capture software	AI-Powered Invoice Capture
Approvals software	Built-in multi-step custom approvals
Payments by bank or CSVs	Direct execution in Modulr
FX/international payments providers	35+ currencies built-in
Reconciliation tools	Auto-matched & synced

Control & visibility for everyone

Accounts Payable Automation with Modulr puts finance teams in control, while keeping everyone else in the loop:

- Budget owners can be added as approvers with rules to ensure spending thresholds are enforced
- Directors get summaries or dashboards, not email trails
- Suppliers can receive remittance notifications automatically, without having to chase
- Auditors can view historical approvals, comments, and transactions

This improves internal governance, reduces friction and strengthens supplier trust.

Due in 6 days	Invoice	EUR €9,712	Successful
Due in 6 days	Invoice	USD $2,612	Successful
Due in 8 days	Invoice	GBP £5,346	Scheduled
Due in 6 days	Invoice	GBP £8,516	Successful
Due in 6 days	Invoice	EUR €1,425	Successful

Security & compliance built in

Manual AP processes are vulnerable to fraud, error, and data leakage.

Modulr builds security into every layer of the accounts payable process:
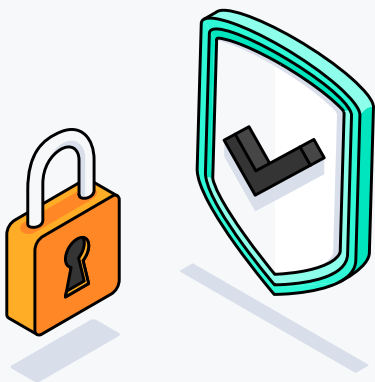
MFA role-based controls
Restrict your team or advisors to precisely what they need.

Dual authorisation
Multi-step approvals on invoices and payment runs keep you safe.

Confirmation of Payee
Secure name checking to eliminate the risk of paying the wrong supplier

Full payment logs and approval audit trails
Ensure every decision is audit-ready
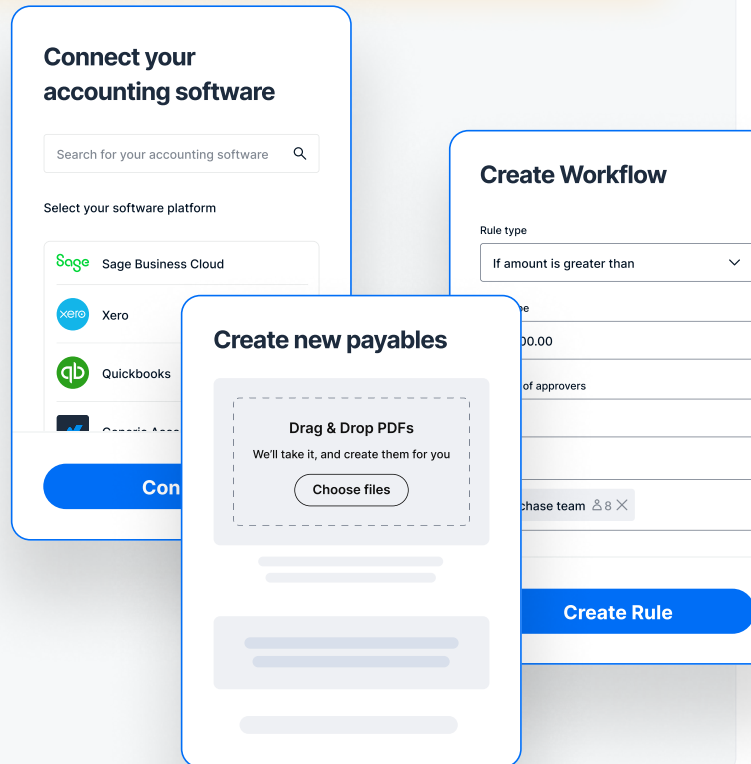
Why Modulr? Why now?

In a challenging economy, businesses can't afford slow, error-prone back-office processes. Every day wasted on manual admin is time and money lost.
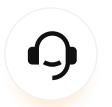
Modulr AP helps finance teams become more efficient, accurate, and strategic - with no need to overhaul your accounting software.

If you're an accountant or outsourced finance service provider, Modulr AP isn't just an efficiency upgrade - it's a competitive advantage.

You'll spend less time chasing invoices and more time delivering strategic advice.

Connect your accounting software

Search for your accounting software

Select your software platform

Sage Business Cloud

Xero

Quickbooks

Create new payables

Drag & Drop PDFs
We'll take it, and create them for you

Choose files

Create Workflow

Rule type

If amount is greater than

00.00

of approvers

chase team △8 ✕

Create Rule

See Modulr AP in action

Speak to one of our team today to see a streamlined journey from invoice to payment.

No paper. No spreadsheets. No chasing.

Book a demo →

New update

Notification Received

Action now

Unread message

!

3 new messages

12 new emails

Dashboard

Busy Business Limited

Add new
Notifications
Dashboard
Payables
Accounts
Network
Payroll
Company
Support

Bills Due
£12,000.00 ↑   View

⚠ Overdue   Due in 7 days
£10,432 (9)   £24,000 (32)

Invoices Due
£152,232.00 ↓   View

⚠ Overdue   Due in 7 days
£10,432 (9)   £24,000 (32)

Scheduled Payments   View

Today (1)
Manos Pizza #123456789   £600   Scheduled 23rd May

Today (1)
Manos Pizza #123456789   £420   Scheduled 23rd May
Un Ba Sushi   £550

Onboarding Checklist
Accounts Payable wallet

Approvals in Progress   View
£220,432.00
Awaiting your approval