

Revolutionizing Employee Spend: The Virtual Corporate Card Advantage

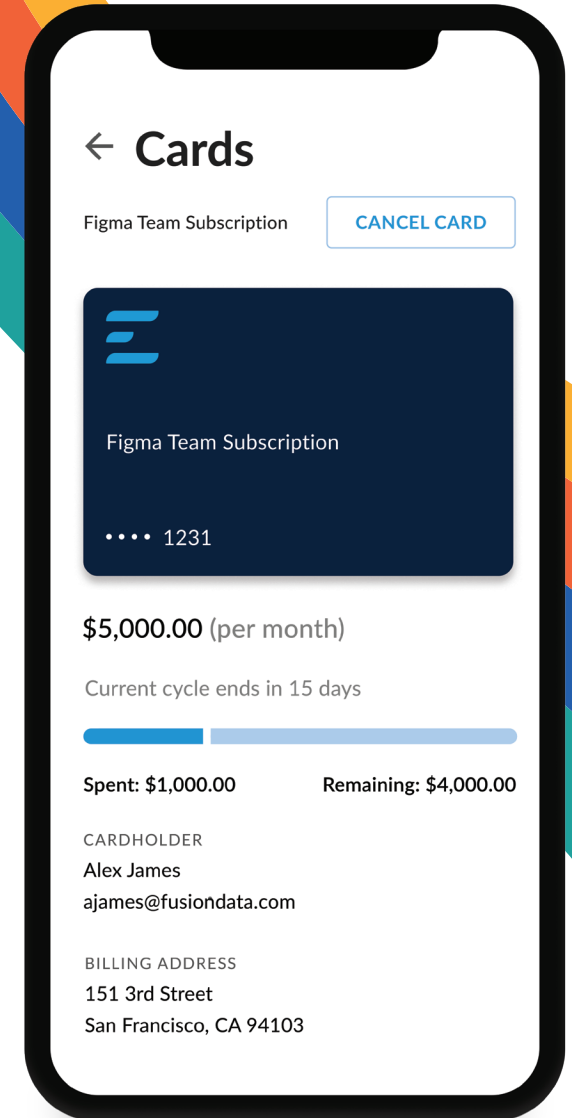
Simplify, Streamline, and Succeed with Employee Expenses

Keeping up with the rising tide of employee-driven vendor spend has never been more taxing. Many companies now empower employees to make business-critical purchases from vendors directly. This helps projects run smoothly but leads to out-of-policy spending and extra reconciliation cycles.

The old-school options for managing employee-driven spending pose different hurdles:

- Issue everyone a traditional corporate credit card, facilitating quick purchases but risking over-budget, out-of-policy, or fraudulent spend
- Give teams a shared corporate card, making it difficult to hold them accountable for submitting receipts on time
- Ask the employee to foot the bill and reimburse them later, creating manual reconciliation work and undue financial burden for the employee

Enter virtual cards, the superheroes of streamlining expense management. Virtual corporate cards allow employees to make essential business purchases while improving control and automating the reconciliation process. Here's how your peers use them to set the stage for effortless employee spending and hassle-free month-end close.

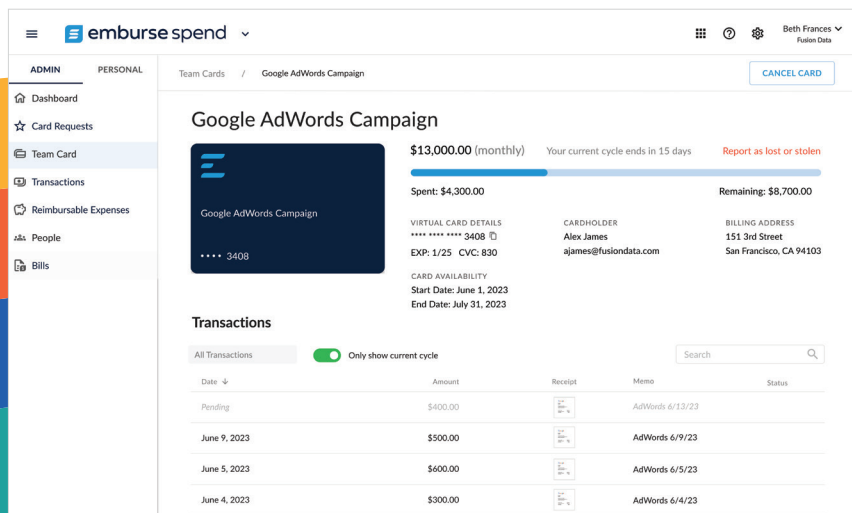
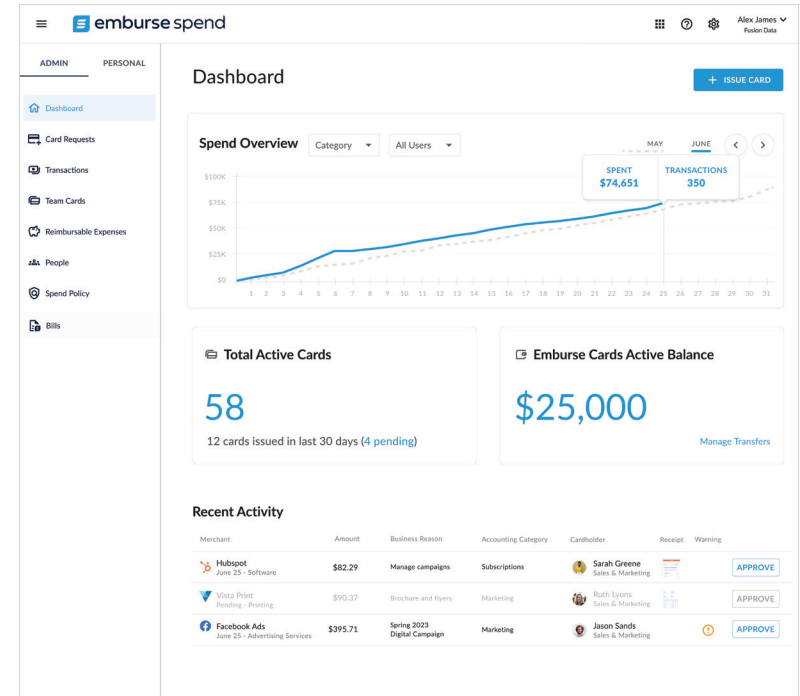


What is a virtual corporate card?

Virtual corporate cards are like any other bank-issued corporate credit card or prepaid corporate card, but with automation superpowers that help manage expenses easily.

Companies rely on virtual cards because they:

- Can be created in just a few clicks, meaning funds are available instantly
- Set purchase limits and policy controls up-front to get ahead of spending before it happens, instead of reconciling it afterward
- Empower employees to make purchases on the company's behalf while maintaining budget control and oversight
- Enforce spending policies automatically, instead of placing the onus on human auditors
- Are as easy to use as Apple Pay or Google Pay and accepted in stores or online
- Enable real-time visibility into spending, quick data analysis, and integration with accounting systems, making month-end settlement a breeze while reducing human error



How do virtual cards work?

- 1 Admin issues a card, or approves an employee's purchase request
- 2 Unique virtual card is created
- 3 Admin sets card usage limits, such as purchase categories, budget, time period, and approved vendors
- 4 Employee uses the virtual card
- 5 Purchase details get recorded in the ERP system



Why use virtual cards?

Virtual cards make monthly closeout and cash flow accounting simpler and more efficient for finance teams. That's because they capture expense details at the point of transaction for immediate, automatic reconciliation.

They differ from traditional corporate cards in a number of ways.



Traditional corporate cards were designed for authorized T&E purchases like client dinners and airfare. They weren't designed for the new era of distributed work, where employees are called on to manage vendor payments.



Because they are issued instantly (and can mirror existing policies/workflows) companies could issue a separate virtual card for every vendor. This eliminates manual invoice reconciliation work and makes tracking different online payments and vendors easy.



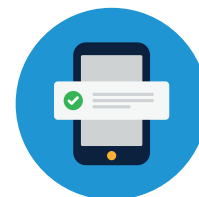
Companies can set up virtual cards instantly, eliminating the need to order physical cards and wait 3-5 business days for them to arrive in the mail.



Traditional corporate cards lack proactive budget control, meaning out-of-policy spend is often only discovered after the purchase.



Companies can equip more employees with corporate cards without increasing overspending or fraud.



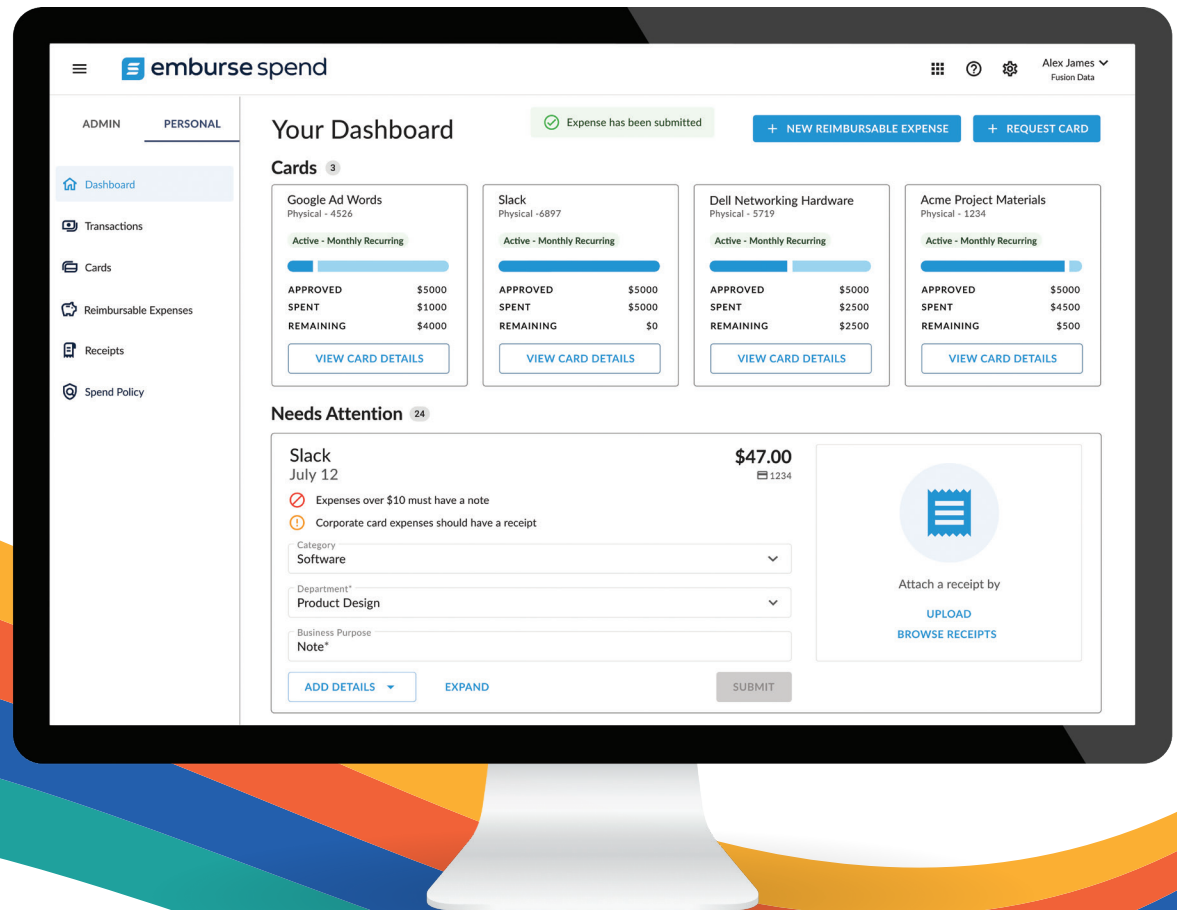
Virtual cards kill the expense report and make month-end close seamless. Unlike traditional corporate cards, virtual card purchases are automatically recorded into AP systems.



What are virtual cards used for?

Virtual corporate cards are a silver bullet for managing employees' purchases from vendors, such as SaaS subscriptions, digital advertising, office supplies, and physical materials. Typically, employees would pay with a corporate credit card or a personal card and send the invoices to AP for reimbursement. They often purchase without clear rules or approval processes, leading to out-of-policy spending that takes additional time and energy to reconcile.

Virtual corporate cards make large, one-time purchases or low-cost recurring transactions easier since approvals are secured beforehand. They streamline the employee purchasing experience and make reconciliation painless.



COMMON USE CASES

Digital purchases

When employees buy digital goods and services (like software subscriptions and digital advertising campaigns) from vendors directly, the finance department can struggle to track these decentralized expenses, categorize them correctly, and reconcile them with the appropriate budget allocations. By using virtual cards, companies can ensure that spending on digital goods is managed and aligned with the budget from start to finish.

Using virtual cards to manage digital purchases can look like:

Distributed team spend

It's easy to issue single-purpose virtual cards for individual team members while limiting where, what, and how much the team can spend. Virtual cards also detect duplicate purchases. Team spending

automatically gets mapped back to the accounting system, which enables analytics and reporting.

Digital advertising campaigns

Virtual cards with preset budgets prevent overspending on online advertising.

SaaS subscriptions

Virtual cards can be loaded to automatically pay for subscriptions, saving companies the hassle of making monthly payments manually. They can also be coded with preset expiration dates to prevent unwanted recurring charges. Assigning a unique virtual card to each SaaS subscription allows companies to track spending easily and eliminate manual reconciliation work.

Physical purchases

Employees often need to make on-the-spot, big-ticket purchases like supplies and equipment to keep projects on track, especially in the manufacturing, healthcare, and construction industries. Corporate cards don't have the built-in policy and approval processes needed to control spending, and asking employees to put hefty charges on personal cards can strain relationships.

Companies must manage the tension between empowering employees to purchase business-critical supplies and managing spending volume and budgets. Virtual cards enable companies to implement the necessary policy controls and oversight, ensuring that budgets are not exceeded and that every purchase is authorized. At the same time, they enable employees to purchase what they need to get the job done.



Get more from your corporate card program

Virtual cards are the key to proactively streamlining expense requests and approvals, saving time through instant card creation and distribution, and automating reconciliation. Companies can create even more efficiency across finance processes with the right virtual card solution provider.

Start reaping the benefits in your organization by diving further into the technology behind virtual cards and how it adds security, control, and visibility to your corporate card program.

About Emburse

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We humanize work. We eliminate manual, time-consuming tasks, so our customers and their teams can focus on what matters most in their personal and professional lives.

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