Automation Has Made Expense Reporting Virtually Paperless for Hopkins Manufacturing

HOPKINS

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Eliminating paper-based processes has dramatically improved efficiency and process flow. The expense reimbursement process saves time for travelers, managers, and accounting.

- Lana Richardson

Challenges Faced with Paper Receipts

Managing travel and entertainment expenses without an automated solution is a burden when processing hundreds of reports each year. Automating manual processes is important, as the impact it gives is significant. Hopkins was looking for a simplified solution that could make the expense reporting process and data transfer to accounts payable seamless and efficient.

Hopkins wanted to eliminate the hard copy paper and receipts. They also hoped to make the process simple enough that travelers would complete their expense reports quickly and easily. Additionally, the company wanted to make the approval process more efficient for the accounting department so that they can easily approve or reject expense reports.

"While we were looking for an expense solution, we considered various other solutions such as Concur, Abacus, and Coupa. However, we decided on SutiExpense due to its cost effective, ease of use, and flexible nature."

The Customer
Hopkins Manufacturing Corporation
Headquarter
Emporia, Kansas, USA
Year Founded
1953
Size
501-1000 employees

Introduction
Hopkins® is a leader in the design, manufacturing and distribution of innovative products for the automotive and recreational vehicle aftermarket industries. They produce an extensive line of quality products including trailer wiring and connectors, RV supplemental tow brakes, trailer brake controls, vehicle cleaning tools and soft goods, squeegees, snow and ice tools, air fresheners, fluid handling, ramps, vehicle safety, storage and organization, sun protection, seat and steering wheel covers, floor mats, interior accessories, tire repair and safety, booster cables and mud guards. The products span across various verticals such as mass merchants, auto specialty retailers, home & hardware retailers, and food & drug retailers.

The Impact of an Automated System

The finance department at Hopkins had been processing hundreds of expense reports and was experiencing ongoing issues with their paper-based system. In addition, the loss of receipts and limited audits turned out to be some of their biggest problems. After understanding the efficiency and transparency that SutiExpense provides, Hopkins planned to implement the system for their sales and marketing teams. Shortly after the Hopkins team adopted SutiExpense and started using it, they expanded its use for other frequent travelers.

Since the implementation of SutiExpense, there is a lot less paper flying around. The solution has decreased the time needed for approvals and the reimbursement cycle. SutiExpense is making the accountants' job simpler by automatically flagging out-of-policy expenses, saving time for all involved. Emailing receipts is another time saving feature in SutiExpense. All receipts sent to receipts@sutisoft.com can be automatically saved in the user's receipt repository, eliminating the need to carry and save receipts.

Benefits

- Paperless expense reporting process
- No paper burden or receipt storage
- Auto-import of credit card transactions
- Enhanced reporting and accounting capabilities
- Seamless integration with multiple systems
- Duplicate receipt flagging
- Flexible pricing model

SutiExpense

SutiExpense has provided better insights into employee spend. Today, Hopkins is no longer spending too much time focusing on expense reports and has more time to look at analytics, process reconciliation, and other tasks. As all of the expense details are stored in the system for audit purposes, tracking expense reports has become simple and efficient.

"SutiExpense was easy to deploy and simple to use. We were guided through the setup and implementation and have received outstanding support."

- Lana Richardson