

Commercial Cards and Payments

Innovative B2B solutions across the world

Worldwide spend by companies and governments exceeded \$77 trillion in 2007 in the U.S., yet less than 3 percent of that spend was made using plastic. With predicted growth to over \$110 trillion by 2012, how can you exploit the enormous potential of commercial card and payment solutions?



Whether you are launching a commercial card for the first time or updating or extending an existing portfolio, First Data brings you global commercial payments expertise and flexible, multi-channel solutions that are easily integrated with your existing systems.

We can deliver a fully outsourced service or a simple processing model, enabling you to improve your risk and cost controls, increase speed to market and provide detailed reporting for decision-making.

The Benefits

The advantages of commercial cards vary by market sector and payment type, but some benefits are universal:

Cost savings: Reduced costs of the procure-to-pay process and the ability to negotiate better terms with preferred vendors through activity analysis.

Automation: Replacement of paper-based processes with electronic payments to reduce administrative costs, improve internal policy compliance, reconciliation and expense analysis.

Cash flow: Better management of cash outlays via a wide range of billing and payment options for commercial card activity.

Risk control: Improved risk management and control of employee cards through broad spending controls such as velocity limits and preferred vendors.

Acceptance: Global acceptance for Visa®, MasterCard® and American Express® commercial cards.

Products for Every Business Sector

Banks: *expand your relationships with key accounts*
Banks that issue commercial cards can deepen their client relationships while diversifying into a profitable new payments market that currently has low card penetration. By offering an end-to-end expense management system with fully automated online customer service, banks build long-term loyalty and gain access to new revenue streams.

Small Business: *simplify the business*
Small to medium-sized enterprises have needs that cannot be met simply through owners' personal debit and credit cards. While short-term credit to fund expenditures and manage cash flow is a must, purchases of office supplies, inventory, equipment, business travel and entertainment all require discrete accounting.

Corporate and Travel: *eliminate paperwork*

Today's diversified corporations need spending controls and analytics to manage growing travel costs at every level of their complex structures. With corporate and travel cards, you can operate any range of hierarchy-based rules and reporting. Laborious and ineffective paperwork can be replaced with automatic workflows, certified tax reports, centralized billing with selected travel companies and reconciliation uploads to any number of ERP accounting systems.

Purchasing: *streamline operations*

With purchasing cards, paper-based procurement processes are streamlined and centralized, driving out unnecessary administrative tasks and overhead while improving compliance with internal audit policies. The mass of data is collated, sorted and analyzed to improve the visibility of spend within the organization. This can lead to rationalization of the supplier base and negotiation of more favorable vendor pricing.

Government: *enforce accountability*

Accountability to taxpayers can force large and complex government departments to seek cost savings and better controls. Adopting commercial cards can improve efficiency, assist compliance and deter policy abuse.

Putting You in Control

Servicing Your Organizational Structure

Large corporate and governmental entities typically have complex hierarchies. The First Data system hierarchy accommodates everything from a sole trader or simple partnership to large multinationals with matrices of user-defined control points.

Built as parent-child relationships for transaction accumulation, reporting roll-ups and/or billing purposes, each child inherits properties from its parent to simplify setup. Lower-level override options ensure full flexibility when necessary. Node transfers and mass updates help with everything from employee job changes and urgent blocking of cards to reorganizations or acquisitions.

Managing Cardholder Spending

Empowering employees without increasing the risk of unsanctioned card usage depends on comprehensive controls. First Data delivers real-time permissions to enable you to manage your solution settings. Companies can establish authorization criteria tables for automatic or manual assignment to accounts and cards that limit employee consumption by:

- Card association-defined spending categories
- Merchant category codes, ranges or specific codes
- Preferred vendors, with availability schedules

- Provider location (country, postal/zip code)
- Single transaction maximums

Companies can elect to house centrally billed cards with selected T&E vendors for ultimate control, and commercial loyalty programs can be added to the card.

Billing and Payments

Commercial card processing with First Data enables central billing, generation of individual account statements or a combination of both. Bills can be produced in local languages.

Cash flow management and the use of company credit lines can be further enhanced by:

- Sharing limits among linked accounts
- Making payments centrally vs. individually
- Redirecting all or specific activity to control accounts as it occurs
- Sweeping account balances into central accounts at billing cycle

Used with discretion, these options may reduce the opportunity for inappropriate employee expenditures and enable middle managers to properly apply disbursement policies throughout the organization.

Capturing and Managing Data for Advantage

Beyond spending controls, a key advantage of commercial cards and payments lies in the wealth of management information that can be extracted from the accumulated data.

This information puts you in real-time control of the financial activity of your business. The additional transaction details can be used to build a new window into your data that helps:

- Track positive / negative spending patterns
- Identify policy exceptions for more effective compliance and fraud management
- Negotiate improved terms with key vendors
- Improve visibility of spend to drive supplier discounts
- Maximize tax rebates
- Integrate general ledger reconciliations
- Create ad-hoc data-driven queries

Some key features that put you in control of business spend include:

- Daily online access to electronic statements
- Workflow integration
- Automated cost allocation of transactions
- Hierarchical cost coding to 12 levels
- Instant management information
- Downloadable management information reports
- Export file generation – customized to your specific general ledger
- Detailed audit trail for all transactions
- Comprehensive support service

First Data's solutions can replace card association and third-party MIS systems with a single application to manage commercial card products from a variety of associations.

Innovation and Investment

Emerging B2B Payments

As new B2B payment challenges emerge, First Data continues to invest in the technologies required to meet your demands and make sure that your data is working for you.

This investment includes:

One-time card numbers

This advanced tool set from First Data will provide companies with the ability to allow a more expansive level of card purchasing by employees throughout their organization.

Using one-time card numbering, companies can give more employees the facility to make card purchases for ad-hoc and high-value purchasing without needing to issue each of these employees a plastic card for long-term purchasing with set controls.

One-time numbering offers a pre-approval process and additional controls at merchant, date and amount levels for companies that want more employees in their organization to pay by card but need the additional level of pre-approval and control that general card plastic does not offer.

Prepaid / Debit / Credit Cards for Business

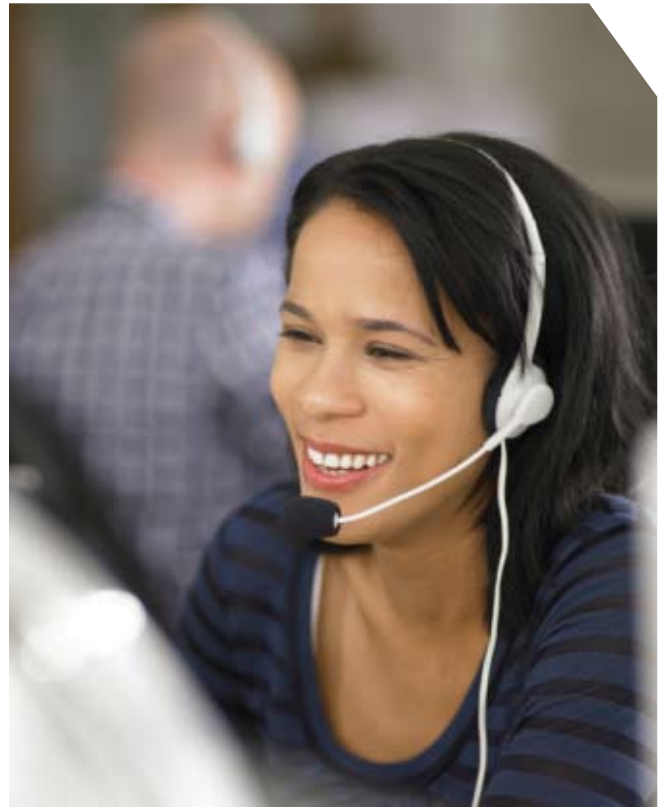
First Data's strategic processing engine can launch your commercial card solutions for any segmented product type. Based on criteria such as geographical market, corporate risk assessment and specific business issues, First Data can offer expert advice on the launch of any number of different product constructs including pay-before, pay-now and pay-later cards.

Level 3 Data Enrollment Services

Focused use of Level 3 Data registered merchants can provide significant process benefits for commercial card users. First Data offers auxiliary services to help in the smart selection, enrollment and use of registered merchants who deliver automated reclaims.

Find out how we can help you accelerate the performance of your business or find out more about our other solutions, including:

- Merchant acquiring
- Card issuing
- Virtual payment gateways
- Fraud solutions
- Data analytics
- Terminal and POS solutions
- ATMs
- Loyalty
- Other consumer finance solutions



A Global Leader in Electronic Commerce

First Data powers the global economy by making it easy, fast and secure for people and businesses around the world to buy goods and services using virtually any form of payment. Serving millions of merchant locations and thousands of card issuers, we have the expertise and insight to help you accelerate your business. Put our intelligence to work for you.

For more information, contact your First Data Sales Representative or visit firstdata.com.

