

Virtual Card

Factsheet

Our Virtual Card solutions provide secure payment for goods and services, giving you the ability to use Virtual Card numbers to settle suppliers without the need to deploy physical cards across your organisation.

This could be the right solution for you:

- If you require a flexible payment method to settle suppliers; either over the phone or the internet on receipt of an invoice
- If you are looking to rationalise your supplier base and want to consolidate all card payment enabled spend into one simple monthly payment
- If you want to improve efficiency, security of your processes and gain in visibility over your spend
- If you have to book travel for staff who don't have corporate cards
- If you have a manual hotel billback process

Key Features

Control

- Can be used instead of issuing cards to departments or individuals
- Secure management of all card data to PCI DSS standards
- Pre-transaction approval steps with user profiles to manage limits, functions and approval adds an additional layer of security
- Add transaction or invoice data up-front to simplify reconciliation of transactions

Monitor

- Achieve enhanced purchasing policy compliance through greater visibility of spend data
- Integration of data allows matching of booker details, invoice, cost centre, and card transaction data
- Automated matching of transactions with the ability to monitor and review online and manually match transactions where required

Efficient

- Simple solutions which can be tailored to your requirements
- Automate manual processes of invoice reconciliation by using virtual card data provided daily/weekly or monthly as required

Flexible

There are two flexible options available:

- An online portal with the ability to set up an approval flow, restrict users access to specific supplier profiles and an unlimited amount of custom data fields
- Cards can be generated through API post the approval process of your ERP systems

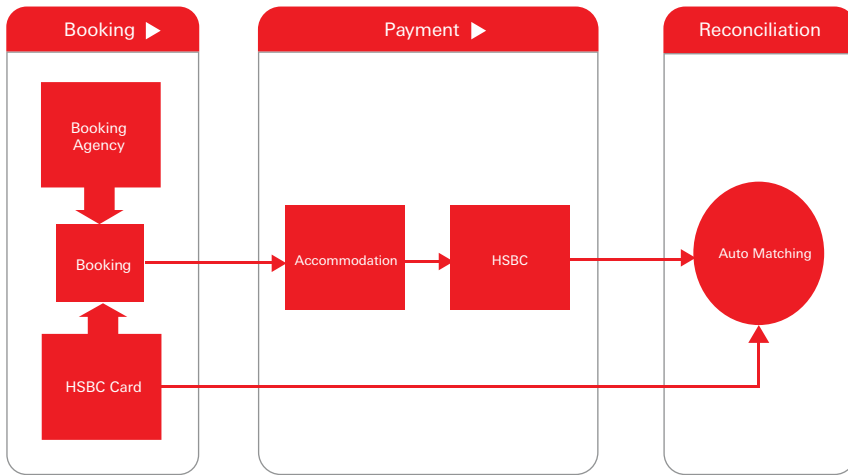
How it works

Virtual Card Portal

- Simply order the goods or book the services through the supplier as normal. When a payment card is needed, access HSBC's Virtual Card portal to input unlimited reference details and transaction information before a card is displayed to complete the transaction.
- The transaction details and the reference information will then be matched together to provide accurate payment reconciliation data, for example matching of order/booking reference to an employee/cost centre

Central Travel Booking

- Our central travel booking solution can be integrated into your existing process with the added benefit of integrating the booking and transaction data to match the traveller with the transaction activity, highlighting policy spend, enhancing travel policy compliance



Other corporate products

- Corporate Cards – a credit card designed to improve the way you manage your travel and entertainment expenditure
- Lodge Card – a card product that is lodged with your business travel agent and designed to settle, control and manage all aspects of your travel bookings
- Purchasing Cards – a card designed to improve the way you settle with your suppliers and provide you with valuable management information

Next steps

- To find out more, talk to your Relationship Manager
- This information summarises key product features and is not intended to replace any Agreement Terms. Subject to status

We will discuss all charges with you before you make any commitment to us.

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