CERTIFY EXPENSE MANAGEMENT
Online travel and expense report software that's truly automated

Certify simplifies expense management by automatically creating reports for employees, streamlining manager approvals, and making reimbursement and reporting easy for accountants.

TRAVEL AND EXPENSE MADE EASY

Certify delivers a simple, end-to-end solution for integrated travel booking and expense management. Plus, mobile tools that make life easier for travelers and the best customer support in the business:

- **Web-based work flow** automates report creation, policy enforcement and approvals

- **Seamless data integration** across all travel, accounting and enterprise systems

- **Complete reporting visibility** for smarter budget and spending decisions

- **Available in 64 languages** and 140+ currencies with real-time rate conversion

- **Global user support** 24 hours a day (M-F) plus optional live chat and online help

FULLY AUTOMATED EXPENSE MANAGEMENT

Certify ReportExecutive™ automatically creates expense reports for your entire company at a schedule that works best for you. No more complicated spreadsheets or paper receipts. No more lengthy approvals or reimbursement processing times.

SCHEDULE
Specify a company-wide schedule to automatically generate expense reports

REMIND
Users receive a friendly reminder that their reports are ready for review

REVIEW
Employees review reports for accuracy and resolve any flagged policy violations

SUBMIT
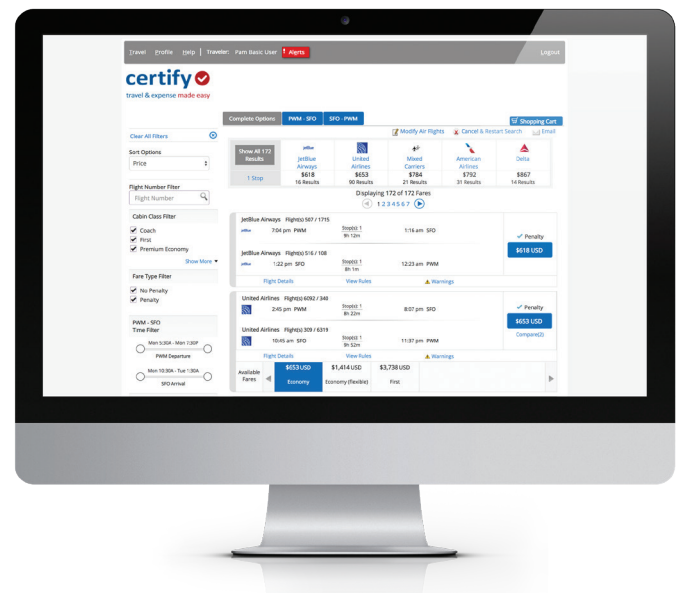With one click, expense reports are submitted to your manager for approval

certify
travel & expense made easy

Corporate travel is easy with end-to-end travel and expense management software from Certify. Or, create a custom booking and expense solution with seamless integration for any travel platform.

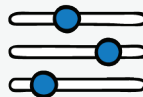## COMPLETE TRAVEL SERVICES, NO BOOKING FEES

A turnkey travel solution for all your employees, administrators and travel managers. All for one low monthly cost with no booking fees:

- Customizable, automated travel policy controls
- Pre-trip approvals to ensure employee compliance
- Free cancellation up to 24 hours after booking
- Unused tickets tracked and applied to next trip
- Full reporting suite for visibility into travel spend

EFFICIENT BOOKING
Choose air, hotel and car rental options tailored to your corporate policies and requirements

AUTOMATIC COMPLIANCE
Manage budgets with automatic controls and restrictions that ensure employees book within policy

LOWEST FARES
Book only the best available fares and corporate rates with flexibility to change reservations

FRIENDLY, FULL-SERVICE LIVE AGENT SUPPORT

If you need a full service agent, Certify Travel delivers with complete coverage 24 hours a day, 7 days a week. Missed flights to international travel and more, our dedicated travel agents will help your employees get to their final destination as fast and efficiently as possible.

Certify integrates with any booking system for a complete and customized T&E solution