



## VENDOR COLLABORATION PORTAL: THE CFG VENDOR PORTAL

The CashFlow Guardian (CFG) Vendor Portal is a collaboration solution that allows for the setup and modification of vendor data required for the payment process, the internal and external verification of vendor data and a platform for the reconciliation of claims related to payment errors. The CFG Vendor Portal provides workflow for approval of vendor data and the resolution of payment claims.

### **Vendor Setup**

CFG Vendor Portal captures new vendor data or updates to current vendors. Vendors can be invited to setup a profile or internal users can complete the first steps. Before the setup is complete and verification begins, the vendor is required to provide a W-9 or W-8.

### **Vendor Verification**

CFG Vendor Portal performs IRS TIN Matching and VATN verification to validate vendor information registered with regulatory authorities (inquire about other verification services). Vendor Guardian also performs restricted party lists comparisons and a duplicate check to current vendors. After the vendor receives a pass on the vendor verification 3-way match, the vendor profile is submitted for acceptance.

### **Communication**

CFG Vendor Portal facilitates and maintains an audit trail of internal and external communications. Vendors can send responses, attach documents, and accept or reject claims and vendor profiles.

### **Claims**

CFG Vendor Portal displays claims/chargebacks generated during the audit process. Vendors can view and print the claims and supporting documents marked as public in CashFlow Guardian.

We would welcome the opportunity to further discuss our services with you. Please feel free to contact us at 843.416.1085 or [info@moodyinternationalllc.com](mailto:info@moodyinternationalllc.com). For further information, you may visit our web site at [www.moodyinternationalllc.com](http://www.moodyinternationalllc.com)

### **KEY BENEFITS**

- Communication platform
- Eliminate duplicate vendor setup
- Reduce fraud and improper payments
- Automated IRS TIN match
- Automated restricted party list verification
- Normalize data
- Enhance vendor data
- Verify W-9 & W-8

### **FEATURES**

- W-9 & W-8 submission
- Electronic signature
- Vendor setup form
- View claims
- Accept or reject claims
- Library of Manuals
- News alerts
- Return Authorization Management
- Auto reminders
- Assign actions
- Attach documents