



Take **control**. Save more.
Balance everything.

Visa and hospitality: financial control at your service

Businesses in the Canadian hospitality and foodservice industries are continually challenged to gain control of their expenses. While rising labour and material costs cut into thin profit margins, hotels and restaurants are looking at ways to improve operating processes, lower their expenses, conduct business more efficiently, and incite growth in a highly competitive industry. More affordable and easier to manage than cheques or Electronic Funds Transfer (EFT), *Visa Commercial* card programs can help with seamless, cost-saving processes that take some of the financial pressure off your plate.



A *Visa Commercial* card program enables you to achieve balance and control over your end-to-end purchasing activity. *Visa Commercial* cards can help you:

- > Reduce costs
- > Improve efficiency
- > Empower your employees while maintaining spending control
- > Find suppliers who make purchasing more convenient
- > Track, analyze and predict purchasing
- > Implement a card program with ease

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How a *Visa Commercial* card program can help

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Reduce costs

If your purchasing and payables process involves cheques, paper-based purchase orders and EFT, it is likely a tough—and potentially expensive—balancing act. There are often numerous steps involved, which can cost your company precious time and money. A card program such as *Visa Commercial* can help you reduce internal transaction costs by up to 76%.¹

Saving you more than you thought

A recent study by Deloitte² has shown that the overall cost of using commercial cards for payment is lower than the cost of using most other payment methods.

Payment method	Cost per transaction
Cheque	\$3.70
EDI	\$0.31
EFT	\$0.18
Commercial card	\$0.03

In addition, using a card program can help improve your cash flow: for example, paying receivables with a *Visa Commercial* card can delay cash outflows by up to 30 days from the date you receive your card statement, depending upon the length of your “grace period.”

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¹2003 Purchasing Card Benchmark Survey Results. R. Palmer & M. Gupta.

²Industry Profile Research. Deloitte, October 2006. Assumes 1500 transactions per month. Cost of paying the final commercial card balance is based on weighted average use of corporate cheque, employee reimbursement, EFT, EDI, wire transfer and cash as determined by survey findings.

Improve efficiency

Visa Commercial card programs are designed to help make your job easier and enhance your performance by helping to simplify purchasing and procurement processes, streamline your accounting practices and enable easy spend analysis.

- > A Visa Commercial card program can be integrated into your existing procurement and payables processes
- > Payments can be made any time, anywhere with available online card account access³
- > Visa transaction data integrates into most Enterprise Resource Planning (ERP) and accounting systems to make spend analysis easier
- > Accounting and expense management with a Visa Commercial card program are simpler and less labour-intensive than with most other payment methods, such as cheques

VISA INFORMATION MANAGEMENT CAN HELP YOU FURTHER REDUCE COSTS AND IMPROVE EFFICIENCY

Visa Information Management (VIM) is a web-based application that provides detailed spending data to help you manage travel expenses, negotiate with suppliers for preferred and volume discounts, pre-populate expense reports and electronically submit expenses for management review—all of which helps eliminate unnecessary administrative steps.

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³ Fees may apply. Contact a Visa-issuing financial institution for more information.

Empower your employees while maintaining spending control

Visa Commercial cards give employees a convenient and secure way to pay for their travel and entertainment expenses, day-to-day business expenses and procurement needs. Visa Commercial cards can save time and streamline purchasing processes, and can decrease your company's reliance on requisitions, purchase orders, invoices and cheques.

At the same time, they offer control and visibility over corporate spending. With card transaction controls, you can restrict card use to specific types of purchases, or set spending limits by department, division and employee. Detailed records at each step of the transaction—from purchase to approval to reconciliation—keep you informed and in control of your company's spending.

In addition, you can establish virtual or "ghost" accounts: a master account maintained with one supplier or commodity type with no associated physical card. Virtual accounts offer a number of benefits as part of an overall payment strategy: a virtual account can be used as a convenience for employees who may not meet your company guidelines for receiving a card, such

as new hires or contractors. Like physical commercial cards, virtual accounts allow you to establish controls to validate purchases or reconcile card statements through department- or employee-level expense verification.

Find suppliers who make purchasing more convenient

Paying suppliers can be a labour-intensive process. Sometimes payment methods are dictated by the supplier, putting additional stress on company payment processes and limiting vendor selection.

Visa's Supplier Matching Service (SMS) identifies suppliers who accept Visa Commercial cards. SMS helps overcome supplier limitations and expands your purchasing opportunities. In addition, SMS opens the doors to international vendors by overcoming the limitations and risks of paying by cheque or EFT.

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Visa Enhanced Data Service provides detailed transaction information such as item quantities, unit costs, tax breakout, airline passenger name, hotel room rates and fuel expenses, right down to fuel type and cost per litre. Visa Enhanced Data Service can help you better

understand your company's purchasing patterns and improve future purchasing performance, while simplifying your reconciliation process. Use Visa Enhanced Data Service to help ensure you're in line with your spending policy, to facilitate tax compliance, and to help negotiate preferred agreements with your suppliers.

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Purchasing Supplier Detail				Company: Inn on the Lake Card Type: Purchasing		Organization: All card accounts Card Accounts: 06/01/07 to 06/30/07		Cycle:		Close Report	
Supplier	Cardholder	Card Account No.	Transaction Date	Posting Date	Supplier Location	Transaction Amount	Sales Tax				
Send to Inbox											
Hotel/Furniture											
Hotel Surplus Ltd.	Downe, Scott	4444020000000008	06/02/07	06/03/07	Canada, BC, Vancouver	\$860.00	\$118.88				
3 Bottled Water, ea. \$150.00, Tax \$67.50, Total \$517.50											
2 Robes, ea. \$145.56, Tax \$51.38, Total \$342.50											
Jacobs, Bill		4444020000000012	06/14/07	06/15/07	Canada, BC, Vancouver	\$495.00	\$74.24				
2 Supply Pack, ea. \$138.13, Tax \$48.74, Total \$325.00											
1 Bath Deluxe, ea. \$144.50, Tax \$25.50, Total \$170.00											
Hotel Surplus Ltd. Totals						2 Transactions	\$3355.00	\$233.12			
Hotel/Furniture Totals						2 Transactions	\$3355.00	\$233.12			
Food/Cleaning supplies											
Ine's Food Service Inc.		4444020000000011	06/22/07	06/25/07	Canada, AB, Edmonton	\$885.00	\$149.85				

Data shown above is for illustration purposes only. Actual screen layout may vary based upon reporting system used.

Why Visa?

Whether your hotel or restaurant is a mid-sized operation or a multinational chain, Visa has the products, services and expertise to help turn your everyday payment processes into a competitive advantage.

The strength of Visa Commercial cards

- > Visa cards are accepted at more than 577,000 locations in Canada
- > Visa cards are accepted in over 170 countries worldwide, with transactions processed in over 100 currencies
- > Visa Canada's 24 Member Financial Institutions have issued more than 29.6 million Visa-branded personal and commercial cards nationwide
- > Visa Commercial cards offer benefits, including emergency cash and card replacement, primary auto rental insurance, lost and stolen card reporting, travel and emergency assistance and more
- > Visa Commercial cards provide company travellers with access to cash via millions of ATMs worldwide
- > Visa is ready to assist you and your employees around the clock

Implement a Visa Commercial card program with ease

With our complimentary, customized implementation services, adopting a Visa Commercial card program is an easy choice.⁴ Experts from Visa and your Financial Institution can work with your organization at every step:

- > Formulating the implementation strategy
- > Developing and managing the project plan
- > Building measurable objectives
- > Training end users
- > Launching the program

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⁴ Contact a Visa-issuing financial institution for more information.

Visa Commercial card programs

Visa can help you lay down a solid financial foundation with the right commercial card program for your organization.



Visa Purchasing card – *Visa* Purchasing cards ease the procurement process by helping to reduce time and costs when paying for business expenses.



Visa Corporate card – *Visa* Corporate cards give employees a convenient and secure way to pay for travel and entertainment expenses, and help you control T&E spending.



Visa Commercial card – Consolidate expense management with the *Visa* Commercial card. A single-card solution for both procurement and T&E spend.

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For more information, visit visa.ca/largecorporate or contact a Visa-issuing Financial Institution to find the Visa Commercial card program that's right for your company:



CIBC

Commercial Card Services
Tel: (416) 785-8076
Toll Free: 1-800-652-3888



Scotiabank

Cameron McPhail
Vice President & Director,
Commercial Cards
Tel: (416) 866-6936
cameron.mcphail@scotiabank.com



Desjardins

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Account Manager,
Commercial Card Solutions
Tel: (450) 582-8122
Toll Free: 1-800-947-1652
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