Travel & Expense Solution

A straightforward and practical business travel and expense solution that effectively manages bills and reimbursements. By accommodating regional languages, local regulations and automating taxes and refunds, Zalaris' Travel & Expense Solution simplifies HR processes and unlocks the potential of paperless travel.

Overview of the solution:

By enabling a simplified mobile and web experience, Zalaris' Travel & Expense Solution removes the hassle of time-consuming conventional processes required in travel and expense management. This system is designed to automate and manage the entire process of employee travel and expense management, helping organisations streamline the process of booking travel, submitting expenses, and getting them approved, as well as tracking and reporting on expenses incurred by employees. Our aim is to provide an automated, streamlined, and easy reimbursement journey, improving cost visibility in the organisation and monitoring additional expenses. With Zalaris' Travel & Expense solution, bid adieu to the never-ending hunt for misplaced receipts and pillar-to-post approvals.
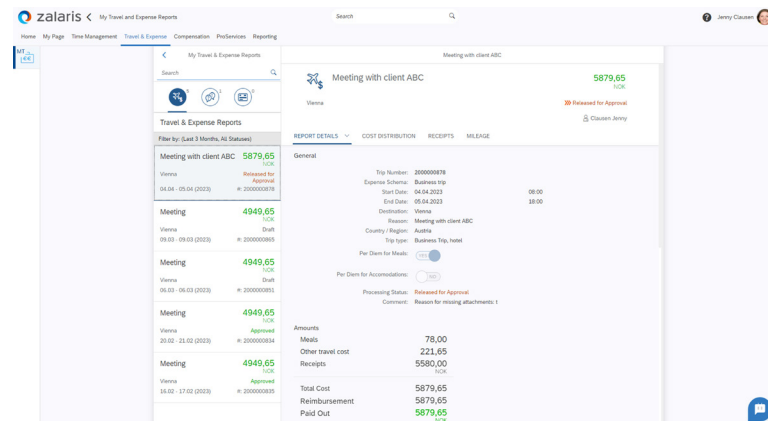
Features of the solution:

For employees:

✓ Simplified and easy to use travel and expense solution for corporate travel and employee incurred work expenses.

✓ Automation reduces errors and speeds up the reimbursement process.

✓ Robust access enabling receipt scanning in the offline mode along with credit card integration.

✓ Ability to easily produce and submit expenditure reports via mobile devices for administrator approval.

✓ Zalaris' Travel & Expense solution integrates Google Maps for accurate fuel expense reimbursement and consistent precision.

✓ CO2 tracker, an optional add-on helps track CO2 emissions incurred by a business trip, enabling employees to make sustainable choices.

For employers:

✓ Improves travel efficiency with easy access to booking information, traveller behavior and spending history.

✓ Provides actionable insights to reduce expenses and negotiate better deals.

✓ Effortless reimbursements with one-step approval process.

✓ Completely flexible and configurable while staying compliant with company policies and tax laws reducing the risk of penalties and fines

✓ Zalaris' fully automated solution handles taxable and non-taxable expenses, automatically calculating taxes in payroll with no intervention needed.

Benefits of the Solution:

Zalaris' Travel & Expense Solution covers a wide range of operations connected to corporate travel and expenditure reimbursements letting businesses stay on top of managing travel expenses effortlessly.

Travel & Expense report has its own tile in the Zalaris PeopleHub portal, making it easily accessible to all employees and automating the process. With Zalaris' Travel & Expense Solution, it is possible to view all information regarding corporate travel including receipts and their status making available easy-to-read real-time data for managers and employees. Each user will have multiple tiles available with snapshot information about different processes. In addition to this, the manager will also have the individual travel & expense status of each employee. The user experience is smoothened by providing flexibility to the users. For instance, in similar travel & expense reports, it is possible to duplicate a previous report, saving time in creating new ones. Additionally, editing or deleting a report is available at the click of a button.

How does it scale your business?

Zalaris integrates travel, expenditure and invoice management under one roof providing complete transparency and control to business costs. By incorporating this solution companies will be able to gain an overview of and manage spending and budget while anticipating revenue correctly and making more strategic business decisions as they obtain a single end-to-end view of all employee spends.

Proactively manage cash flow and make spend management easier by choosing Zalaris as we combine all your travel and spending data in one portal.

Want to get started? **Get in touch with our experts today.**

zalaris.com

Simplify work life.
Achieve more.