

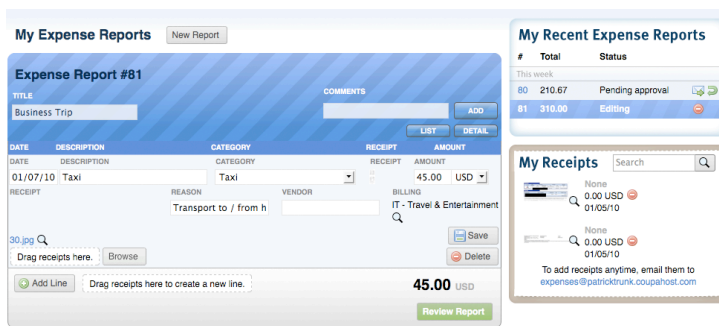
## Coupa Expense Management

Easy to Use Expense Management with Robust Auditing Capabilities for Smarter Spending

Don't get caught off-guard with unanticipated expense reports. Don't let unplanned expenditures and employee purchases send you over budget for the quarter. Protect the organization from expense report fraud. With a fully integrated platform that leverages a single workflow and approval engine, Coupa Expense Management and e-Procurement provides a powerful solution for organizations to effectively control 100% of their non-payroll spending.

### An easy and efficient way to prepare expense reports

Get out from under piles of paper forms or receipts. Stop payment delays caused by chasing down signatures. Ensure proper approvals and policy compliance. With Coupa Expense Management filing an expense report has never been easier.



Coupa Expense Management's dynamic, intuitive user interface guides employees through the expense process in minutes. Business rules alert employees when receipts or additional information are required. Electronically stored receipts mean no expense is forgotten or receipt lost. Automated approval processes ensure that all expenses receive the proper managerial review before they are reimbursed.

### It's amazing what a gentle nudge or simple thank you can do

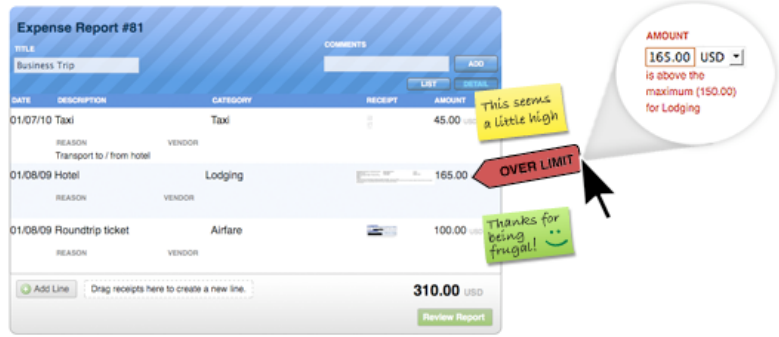
With Coupa, you can embed intelligence into your expense management processes to encourage the right employee behavior and eliminate abuses like the employee who knows the per-meal allowance is \$25 and submits every meal expense for \$24.95. When one employee gets away with that kind of behavior, it won't be long before others take a "why should I follow the rules if no one else does" attitude and commit the same exact abuses. Coupa analyzes each expense report line item as they are entered to determine if it deviates from the category norm. If it's below the norm, the employee is recognized with a "thanks for being frugal" message, reinforcing behavior that saves the company money. If it's too far above the norm, though, Coupa will alert that employee that the cost for the expensed item either exceeds the allowable limit or 'seems a little high.' The algorithms that control the notifications are dynamic and move with category averages, making it much harder to game the system.

### Key Features

- Dynamic, intuitive user experience
- Custom expense fields, categories and roles
- Robust expense controls and business rules
- Expense report audit scoring
- Expense report approval
- Email receipts for automatic upload to the system
- Expense dashboards and benchmarks
- Automated approval chains
- Online expense report approval
- Expense report delegates
- API support
- CSV downloads
- Multi-currency support
- Integrated with Coupa e-Procurement to control all non-payroll spend from one system
- Incorporate into the Coupa Quickstart process for rapid deployment and configuration

“With Coupa e-Procurement and Coupa Expense Management, organizations can now control all non-payroll spend from a single platform and generate real, immediate savings that go directly to the bottom line.”

- Rob Bernshteyn, CEO, Coupa Software

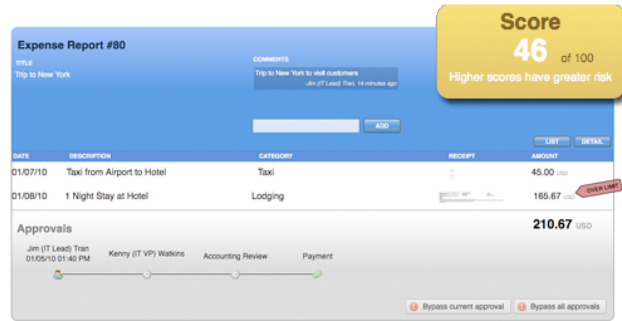


## It's not practical to manually review every expense report.

So don't. Coupa Expense Management removes the need for an “all or nothing” approach to expense report verification. Coupa automatically scores each and every expense report, and employee, to identify suspect or fraudulent patterns that warrant further attention from the accounting department and employee managers. Each expense report is assigned an intelligent audit score based on the employee's historical patterns and details of the current report - the higher the score, the higher the risk of non-compliance with the company's expense management guidelines.

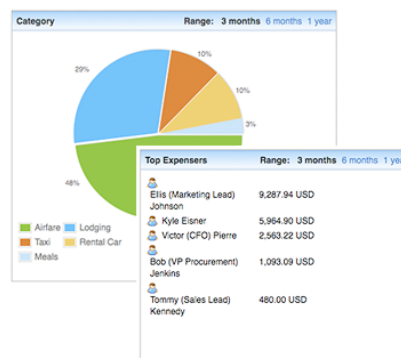
## Key Benefits

- Much easier to use than spreadsheets and paper-based forms and receipts – employees will actually want to use the system and get their expenses in on time
- Extensive system controls and customization to reflect unique policies and report requirements
- Built in business rules automate the expense reporting process to ensure proper approvals and accounting verification where needed
- Deep dive dashboards and benchmarks provide a comprehensive, real-time view of expenses, performance and areas for improvement
- Fully integrated with Coupa e-Procurement to provide a single platform from which to control all non-payroll spend



## Understand the broader impact of employee spending

Expense reporting is more than a mechanism through which to reimburse employees for out-of-pocket purchases and T&E expenses. With Coupa Expense Management, budget owners can quickly and easily drill down into dashboard reports to understand which expense categories have the greatest amount of spend, where the money is being spent, who is helping the company save and who is spending too much. Coupa's multi-tenant software-as-a-service architecture allows for true benchmarking across instances - allowing accounting managers and executives to compare their organization's expense management performance metrics against those of the larger Coupa customer community; or to benchmark one division's performance against another. Armed with this analysis, managers can identify new cost savings and deal-making opportunities, popular vendors with whom to formalize preferred supplier relationships, and maverick spenders who need to be reigned in.



Expenses			
Completed Expense Reports (#)		44	2322
Avg Expense Report Value (USD)		440.66	N/A
Expense Reports Per User (#)		3.67	3.80
Approved Policy Exceptions (%)		18.0%	12.0%
Approval Cycle (Time)		1 day	about 18 hours
Accounting Cycle (Time)		2 minutes	about 12 hours
Requests for More Information (%)		2.3%	8.9%
Rejection (%)		4.5%	5.0%
Price per Airfare (USD)		372.77	430.34
Price per Hotel (USD)		210.71	178.22
Price per Car Rental (USD)		67.17	89.22
Expenses Processed per FTE (#)		62.84	1759.78
Cost of Processing per Expense Report (USD)		15.89	6.45