

### The Background



BCF Technology is a Scottish company with 26 years of experience manufacturing and distributing imaging solutions worldwide to the veterinary industry. With offices in UK and USA, and a network of 18 distributors around the world, BCF manufactures its own range of products with applications in large animal ultrasound diagnosis, which are known for their ease of use, portability, robustness and reliability.

The previous system in use at BCF Technology was a paper-based expenses process. This called on significant internal resource to manage the processing and payment of expense claims, and meant that the company was at risk in terms of compliance with VAT and Income Tax regulations and lacked control over its expense spend. In addition, BCF Technology was potentially missing out on recoverable VAT, and wanted to find a solution that delivered a faster process and return on investment whilst ensuring policy and Tax compliance. To achieve this, BCF Technology approached GlobalExpense.

### The Challenges



In deciding to work with GlobalExpense, BCF Technology was looking for an expense management solution that:

- Delivers statutory compliance for Income Tax and VAT
- Accelerates the process for payment of claimants
- Delivers greater control over the company's expense spend
- Drives down incomplete and inaccurate claim submission
- Removes the painful administrative process of processing and paying claims submitted by employees

By working with GlobalExpense, BCF Technology is able to benefit from peace of mind for Income Tax and VAT compliance. The web-based claim submission and management system at GlobalExpense is managed by a team of tax and VAT experts, who are constantly amending the system in line with changing legislation to help ensure that customers are fully tax and VAT compliant and mitigate the risk of tax penalties. For staff, the online submission means that they are able to submit and track the progress of any claim they have made, at any time, anywhere, simply by having access to a computer.

In addition, working with GlobalExpense helps businesses to increase their VAT recovery, as well as simplifying the reclaim procedure. As well as the ability to submit and track a claim anywhere at any time thanks to the web-based submission feature, the system automatically flags and highlights out of policy expense claims, enabling the business to benefit from unrivalled transparency of its expense spend and to control what is spent and what is claimed for.

**Efficiency, Compliance, Cost Reduction...delivered**

### KEY FACTS



*Client*

**BCF Technology**



**Annual Expense Spend:**  
£150,000

**No. of receipts per month:**  
20 on average per month

**Number of claimants:**  
300 on average per month

**Previous system:**  
Paper based solution based on hard copy spreadsheets

### KEY BENEFIT

**An Income Tax and VAT compliant solution, removing the heavy administrative burden of processing expenses and delivering cost savings to the business**

### The Challenges (cont)

The service provided by GlobalExpense has completely removed the time consuming, high volume low value administrative tasks of processing and validating claims. The detailed reporting for each employee and administrator and dedicated Account Management ensures that the system is used to its fullest capacity, provided the reporting that the business needs to fully understand all elements of its expense spend and ensure that the company can always identify who spent what, and why.

### The Impact



Following a quick implementation, BCF Technology went live with GlobalExpense in April 2008, and has been successfully adopted by staff and managers. The company has been able to outsource the high volume, low value claim processing function thanks to its partnership with GlobalExpense, which provides a 100% receipt audit service, full validation, storage and payment of claims at GlobalExpense's European Audit Centre.

BCF Technology now enjoys complete peace of mind for Income Tax and VAT compliance, and will work with GlobalExpense to drive up the amount of VAT that can be recovered thanks to the detailed reporting and management information available. Claimants are able to submit and track their claim at any time, supported by a dedicated Helpdesk service. BCF Technology is looking forward to working closely with its Account Manager to generate further returns on investment in the months and years ahead.

### CLIENT QUOTE



**Jeremy Clarke,  
Finance Manager, BCF  
Technology, said:**

***“I’m delighted to be working with GlobalExpense. The guarantees for Income Tax and VAT compliance remove significant risk from the business, and the service quickly pays for itself.”***

***GlobalExpense – Europe’s number one end to end expense management solution. Take control and cut costs with GlobalExpense!***