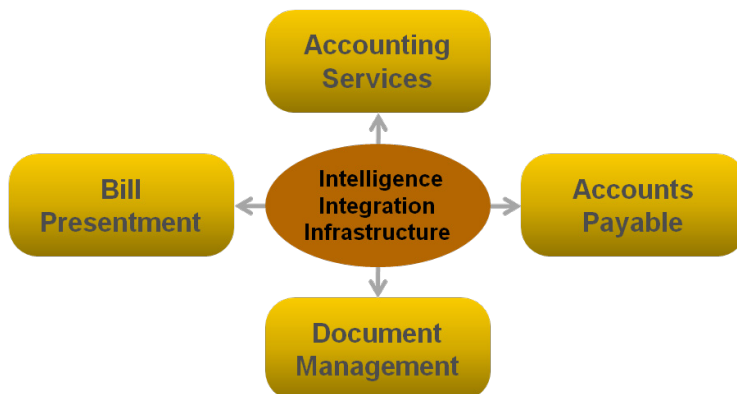


API Outsourcing — FAO Services

About API Outsourcing

API Outsourcing, Inc. is a leading Finance and Accounting Outsourcing (FAO) provider of innovative state-of-the-art document management, accounts payable, bill presentment and accounting services headquartered in St. Paul, MN. By transforming manual paper-dependent payables and billing processes through our imaging, bill delivery and workflow systems, customers minimize the labor intensive work associated with back office processing and can focus on their core business. Outsourcing benefits include improved cash flow, reduced processing costs up to 60%, increased business intelligence and improved customer/vendor relationships. API currently processes over one hundred million transactions annually, delivers world-class quality, provides exceptional customer satisfaction, utilizes Six Sigma practices and performs a SAS 70 Type II Audit annually.

API Solution Framework



Document Management: High speed document scanning and data capture, OCR technology, web based archive and integration to customer systems.

Accounts Payable: Comprehensive invoice workflow automation, with routing for coding and approval, 24 hour visibility, accrual reports and integration to customer systems.

Bill Presentment: High volume bill, statement and marketing printing, automated mail services, transpromo custom marketing, electronic billing options and integration to customer systems.

Accounting Services: Full accounting outsource services for both multi-unit franchise networks and enterprise/mid-market customers and broad integration to customer systems.

Why Outsource with API?

The Company

- Single partner for all your FAO needs
- State-of-the-art technology
- Business Continuity Plan & Services (BCP)
- SAS 70 Type II Audit
- Six Sigma practices

The Business Model

- No hardware or software costs
- Market leading pricing
- Eliminate IT resources & maintenance fees
- Option to start with specific process outsourcing & to upgrade to full outsourcing in multiple steps
- Quick to implement
- Convert fixed costs to variable costs

The Solution Framework

- Electronic matching of support documents
- Reduced:
 - Staffing requirements
 - Duplicate payments & late fees
 - Data entry errors
 - Processing & storage costs
 - DSO
 - Postage & material costs
- Capture of early payment discounts
- Extensive query & reporting capabilities
- Improved cash flows & controls
- Managed DPO

API Outsourcing FAO Services (cont'd)

Document Management

Scanning & Data Capture

- 100% web based retrieval
- Multiple source documents: paper, fax & electronic
- Optical Character Recognition (OCR) technology
- Centralized document repository
- Augment archive with additional data
- Link documents associated with each transaction

Archive Link Service

- Using Industry Standard SOAP Interface
- Retrieve/review archived documents

Accounts Payable

- Replace manual paper based processes
- Improved SOX compliance & control
- Invoice visibility within 24 hrs of receiving

Accounts Payable Starter (AP Starter)

- 100% paperless: mail prep, scan & data entry
- Capture invoice doc types: paper, fax, email, EDI & files
- Electronic archive & retrieval of all documents

Accounts Payable Workflow (AP Workflow)

Everything in AP Starter, plus...

- Electronic routing for approval
- GL coding, exception queues & voucher payment file
- PO line item matching
- Non PO processing
- Configurable rules based workflow
- Payment services: check printing, ACH & wire
- Vendor Portal: web access for invoice status
- Full reporting & business intelligence options
- Integrated archive for accessing other documents
- Pre-audit & payment services for utility bills, freight bills, telecom bills, employee expenses & P-cards

Bill Presentment

Print & Mail

- High volume invoice, statement, notice & check printing
- Automated attachment of support documents
- Dynamic messaging & spot color
- Maximum postage discounts through mail presorting

Transpromo

- Create personalized messages
- Cross-sell or up-sell new products or services
- Achieve greater ROI

Electronic Bill Presentment & Payment (EBPP)

- E-billing solutions for B2B & B2C processes
- Online payments: credit card & EFT

In-Plant Support Services

- Capture all support documents for web access
- Overflow – peakload printing

Accounting Services

Multi-Unit Solutions (Franchise Networks)

- Web based monthly accounting services
- Financial Statements, Digital Dashboards
- Accounts Payable, Bill Payment, Payroll Services
- Bank Reconciliation, Deposit Verification
- Sales Tax, 1099's, Fixed Asset Maintenance
- Integration – Accounting System, HRIS, Document Management & POS Above Store Reporting

Enterprise and Mid-Market Solutions

- Accounts Payable – GL coding, queue management, exception processing, vendor management, payment services, expense account audits & spend analysis
- Business Intelligence and Customized Solutions

What our Industry Says:

- Ranked as a "Rising Star" – 2009
IAOP (International Assoc. of Outsourcing Professionals)
- No.#1 AP Outsourcing – Innovation, Service & Scale – 2008
The Black Book of Outsourcing

What our Customers Say:

"This leading-edge solution was designed to be flexible yet sophisticated, and cost-effectively address our business needs."

Manager, Northwest Airlines

"Our partnership with API gives us the capability to simultaneously strengthen subscriber services, streamline internal processes & lower operating costs."

Vice President, Lee Enterprises