

AP Inbox Assist

Transforming the AP Inbox Into a Productivity Engine

FlexTrap's AP Inbox Assist closes the gap between vendor communication and workflow execution by bringing intelligence and automation to the AP email inbox.



AP teams are overwhelmed by unstructured email communication, which keeps them stuck in reactive mode.



High Email Volume

Inboxes fill up daily with invoices, statements, inquiries, and banking updates, which slows processing, causes delays, and burns out teams.



Payment Errors

Overloaded teams miss credits and allow duplicate payments to slip through.



Manual Processes

Teams manually read, classify, and forward every message, creating inefficiencies and increasing the risk of errors.

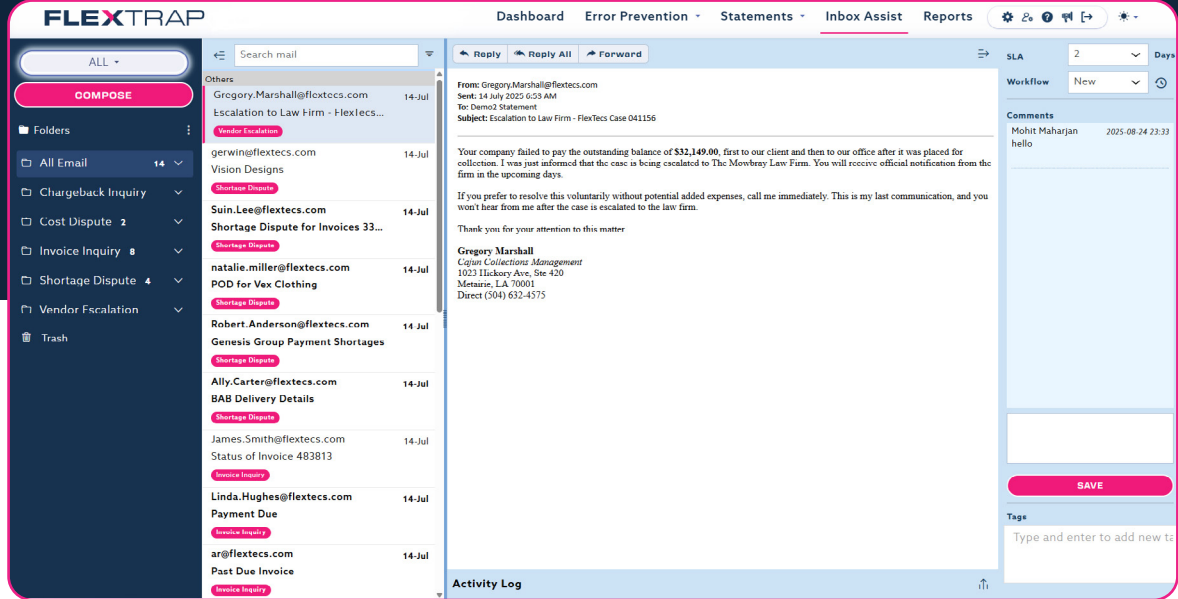


Communication Gaps

Critical vendor inquiries and invoices often get buried or lost, which damages relationships, delays reconciliations, and creates audit exposure.

That's Why We Created AP Inbox Assist

AP Inbox Assist transforms the AP inbox from a pain point into a productivity engine. It applies AI to every vendor message, automatically routing invoices, reconciling statements, drafting replies, and flagging risks. Now AP teams can move from manual grind to operating with speed, accuracy, and control.



AI-Powered Email Classification

Instantly identifies the type of vendor message — invoice, statement, inquiry, or bank change — and routes it to the correct process or team member.



Automated Workflow Routing

Routes incoming invoices and statements to existing AP workflows such as payment automation or FlexTrap's Statement Reconciliation module.



Smart Reply Assistance

Drafts professional, accurate responses to vendor invoice inquiries using contextual information from invoices, payments, and vendor records.



Prioritization and Alerts

Flags urgent or high-risk messages (e.g., potential fraud, duplicate requests, or missing documentation) to prevent costly mistakes.



Reporting and Dashboards

Delivers visibility across inbox activity, SLAs, and team workloads, creating audit-ready insights and stronger performance oversight.



Advanced Search and Insights

Makes it easy for AP teams to find relevant message history, documents, and vendor context in seconds.

With AP Inbox Assist, AP Teams Can Now



Reduce Workload

Eliminate manual sorting, routing, and responding so the AP team can focus on exceptions and analysis.



Strengthen Supplier Relationships

Maintain responsive, professional communication that builds trust and partnerships.



Improve SLA Response Times

Automate triage and use smart replies to ensure vendors receive faster, more consistent communication.



Enhance Accuracy and Control

Reduce risk of missed invoices or fraudulent requests through intelligent prioritization and alerts.

Ready to Rein In Your Inbox?

Automating the daily flood of vendor emails enables AP professionals to focus on strategic initiatives that drive real business value. The result? Errors eliminated, AP elevated. Request a demo today to see how it works.

Book a Tour

