



# A smarter way to manage recurring expenses





# Moving Your Company's USD Spend Over to Float

**Float is introducing a new way to manage expenses with virtual cards set up for every vendor in both CAD and USD.**

With the introduction of Float's new USD card, you can now issue unlimited virtual cards for software, advertising and subscriptions that charge in USD. By connecting your USD bank account to Float, you can eliminate foreign transaction fees on both spend and payment.

## What is a Virtual Card?

Virtual cards act in the same way as a normal credit card, except they don't have a physical counterpart. With a virtual card, you receive your card number right away, allowing you to use it instantly. They are great for making online purchases and can be used anywhere that accepts VISA and Mastercard.

For software subscriptions, digital advertising, or recurring operating expenses, setting up a card for vendors can:

- 🚫 Eliminate foreign transaction fees on USD software and subscriptions
- 🚫 Limit fraud as you don't have to rely on one card for multiple transactions
- ✅ Ensure campaigns are not paused or shut down if card is cancelled or compromised
- 🚀 Allow for increased control while enabling teams to spend easier



# How to move recurring payments to your Float USD cards

Here's how you can increase oversight and control over company spending, while allowing Float's spend software to do all the work.

- 1 Identify USD vendors and cardholders (pg. 4)**
- 2 Create a virtual cards by vendor (pg. 5)**
- 3 Change billing details (pg. 6)**
- 4 Review transactions in real time (pg. 8)**




# Identify USD vendors and cardholders

## Step 1: Identify USD vendors and cardholders 📝

To see which vendors charging in US currency on Float, head to the “Transactions” page and filter by currency. Make a list of vendors and identify the cardholder who will be issued the new USD card. We recommend that the employee responsible for the vendor be the primary cardholder. This will allow them to keep track of usage and better budget costs over time. Float admins, however, will always have access and oversight into all company spending.

Apply Filters

Clear Filters

GL Code	<div>Search for a Transaction C...</div>
Tax Code	CAD
Spender	USD
Team	EUR
Policy	GBP
Receipt	
Compliance	
Transaction Curre...	



# Create a virtual cards by vendor

## Step 2: Create a virtual cards by vendor

Log into Float and instantly create a virtual card for each of your vendors in CAD or USD. Simply go to “Cards”, then click “Create Card” and assign the cardholder, currency, card limit, and submission policy details. Spenders and managers can also request to create cards in either currency at any time.


### Card Information

Will this card be used just once, or should it have a recurring limit? ⓘ

☐ Single use

☒ Recurring

\* Limit


 USD

\$ 1,000

per

Month

\* Card Owner



Ruslan Nikolaev - Administrator

Team

Ops

\* What do you want to name this card?

1Password

**Pro tip:** check the currency of the vendor before creating your Float card. Large merchants support multiple currencies (often determined by business, billing, or IP address), while others may default to USD.



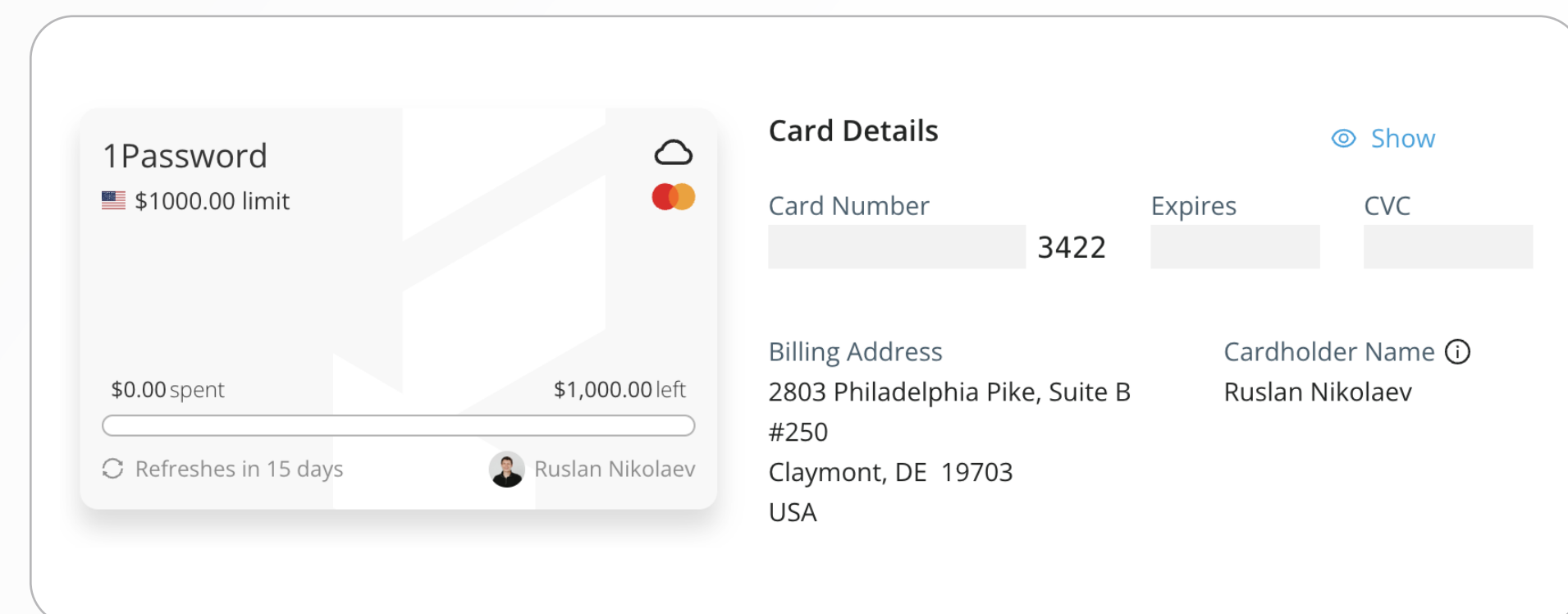


# Change billing details

## Step 3: Change billing details 🧑

Your cardholder will be notified when the card is created and ready to use. From there, they can begin logging into the company's online accounts and review and change the virtual card details.

On the card details page, you can copy and paste the card number, expiry date, and CVC directly into your vendor's billing details page. Spenders can use the cardholder name as the billing name and the company address as the billing address.

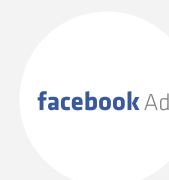


**Pro tip:** Float provides a virtual US billing address to improve acceptance rates with vendors. If you would like to use your own US address, let us know by contacting Support.



# Common vendor billing changes

Easily change your company billing details to Float cards. Below is a list of the most common vendors that bill in USD. Click the links below to be directed to the billing pages to update your card details. Pay zero foreign transaction fees by matching Float's card currency to the billing currency of the merchant.

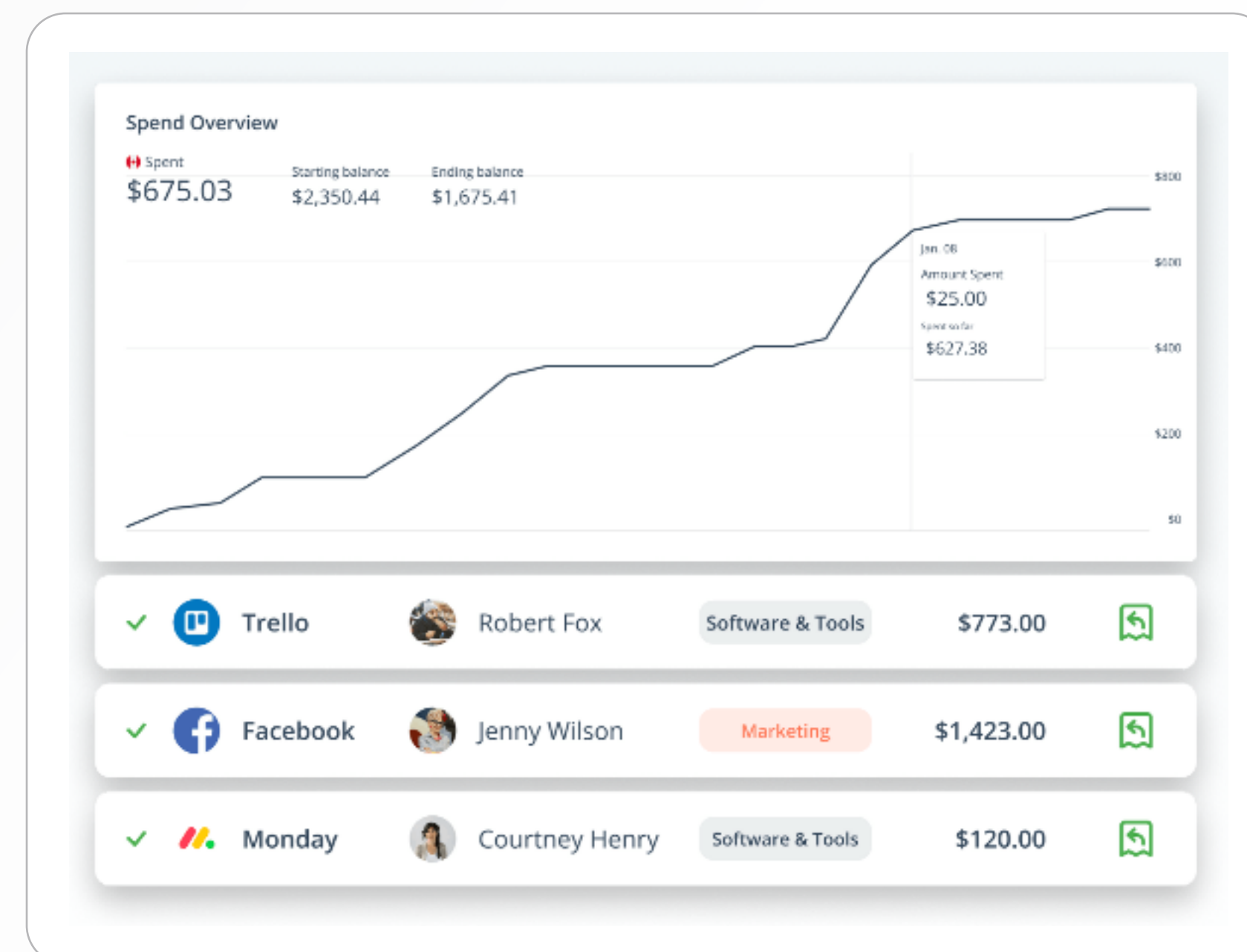
[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)[Update Billing Here](#)



# Review transactions in real time

## Step 4: Review transactions in real time 🏆

With Float, you can review transactions as they happen and track spending by team, vendor, or individual to identify big-ticket spends or questionable charges. Float admins can log into Float at their own convenience and review all of their company spending in real time. To get a full picture of company spending, go to the “Overview” page and then “Transactions” to filter by vendor, spender, or GL code. You can also view each card individually with the respective transactions.







# Company Spend Checklist

## For software expenses

We know that software expenses can creep up and Float is here to help you manage them.

Vendor	Cardholder	Team	Renewal	Card Limit	Currency	Submission Policy	Virtual Card Created	Date Created
Amazon Web Services	Lily Smith	Engineering	Monthly	\$1000	CAD	Company Software	Yes	20/07/2022
<a href="#">Amazon Web Services</a> ↗								
<a href="#">Google Cloud</a> ↗								
<a href="#">Google Workspace</a> ↗								
<a href="#">Salesforce</a> ↗								
<a href="#">Zendesk</a> ↗								
<a href="#">Shopify</a> ↗								
<a href="#">Zoom</a> ↗								
<a href="#">Slack</a> ↗								
<a href="#">Deel</a> ↗								
<a href="#">Hubspot</a> ↗								



# Company Spend Checklist

## For Advertising Expenses

We provide greater flexibility for your marketing team while giving your finance team full control.

Vendor	Cardholder	Team	Renewal	Card Limit	Currency	Submission Policy	Virtual Card Created	Date Created
Facebook Ads	Luke Riley	Marketing	Monthly	\$1000	CAD	Marketing Expenses	Yes	20/07/2022
Facebook Ads <a href="#">↗</a>								
Google Ads <a href="#">↗</a>								
TikTok Ads <a href="#">↗</a>								
Reddit Ads <a href="#">↗</a>								
LinkedIn Ads <a href="#">↗</a>								
LinkedIn <a href="#">↗</a> Subscriptions								
Indeed <a href="#">↗</a>								



# Company Spend Checklist

## For Operating Expenses

We enable you to have greater oversight and control over larger expenses with real-time data.

Vendor	Cardholder	Team	Renewal	Card Limit	Currency	Submission Policy	Virtual Card Created	Date Created
Canada Post	Paula Lee	Operations	Daily	\$1000	CAD	Shipping Expenses	Yes	20/07/2022
<a href="#">Canada Post</a> ↗								
<a href="#">FedEx</a> ↗								
<a href="#">goLance</a> ↗								
<a href="#">UpWork</a> ↗								
<a href="#">Paypal</a> ↗								
<a href="#">1Password</a> ↗								



# That's it!

Moving your company spend over to Float is the smartest way you can increase oversight and control over team spending while automating tedious admin tasks. Need help transitioning your spend over to Float? Reach out to [our team](#) - we're here to help simplify your business spend.

**Ready to get started? Log in to start creating your Float cards today.**