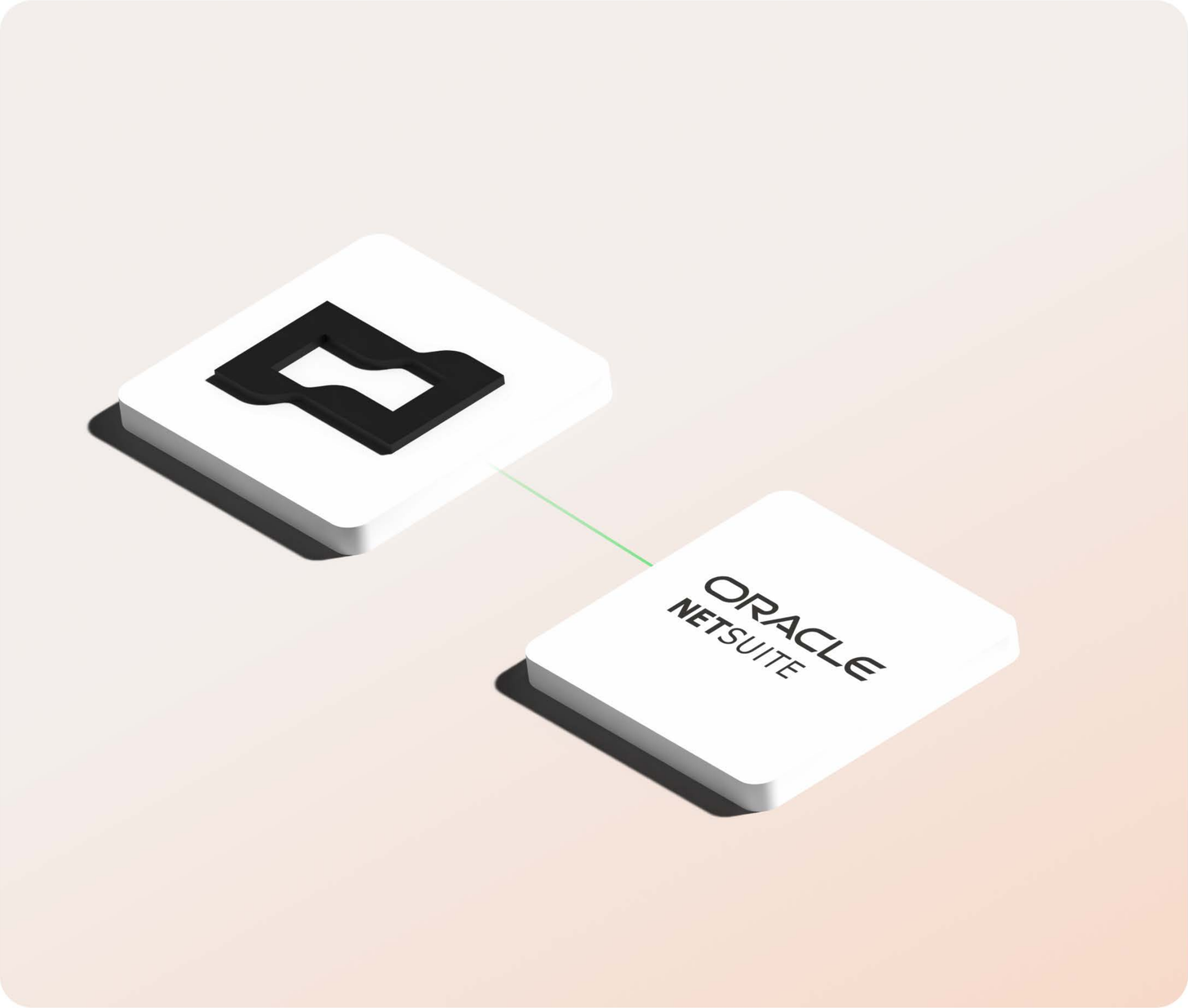


Brex

NetSuite integration technical guide

For admins

Version 1.1 March 2023

Let’s get started.

Dive deeper into the technical details of setting up your NetSuite integration and learn how each feature works.

Integration details

Integration details

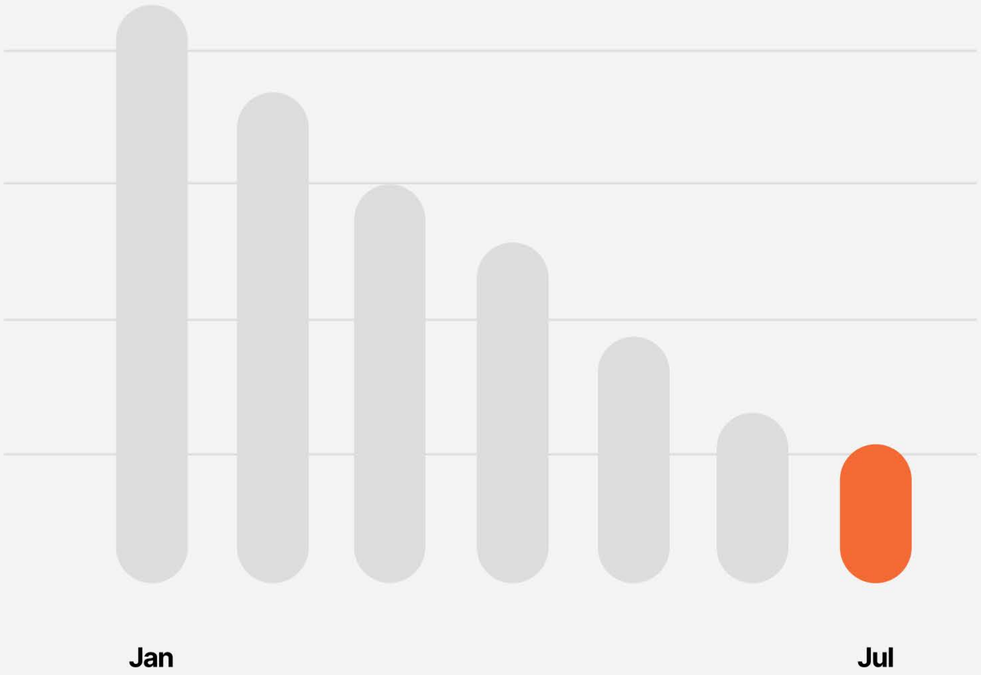
How does the integration work?

Our NetSuite integration operates as a bundle downloaded from SuiteBundler and connects with Brex Empower through token-based authentication. In most cases, you won't need any custom development. The integration is designed to make workflows easier and close the books faster with your transaction data in one place.

Field mapping
Once the bundle is deployed and connected, your chart of accounts, departments, locations, vendors, classes, and more will be available in your Brex dashboard for mapping. Field mapping takes as little as 15 minutes, depending on your level of customization and the complexity of your NetSuite configuration.

Custom rules
Brex offers custom rules that can be set up to manage your edge cases and custom workflows, helping reduce the overall amount of manual review required and dynamically route your transactions to the correct fields in NetSuite.

Days spent closing the books

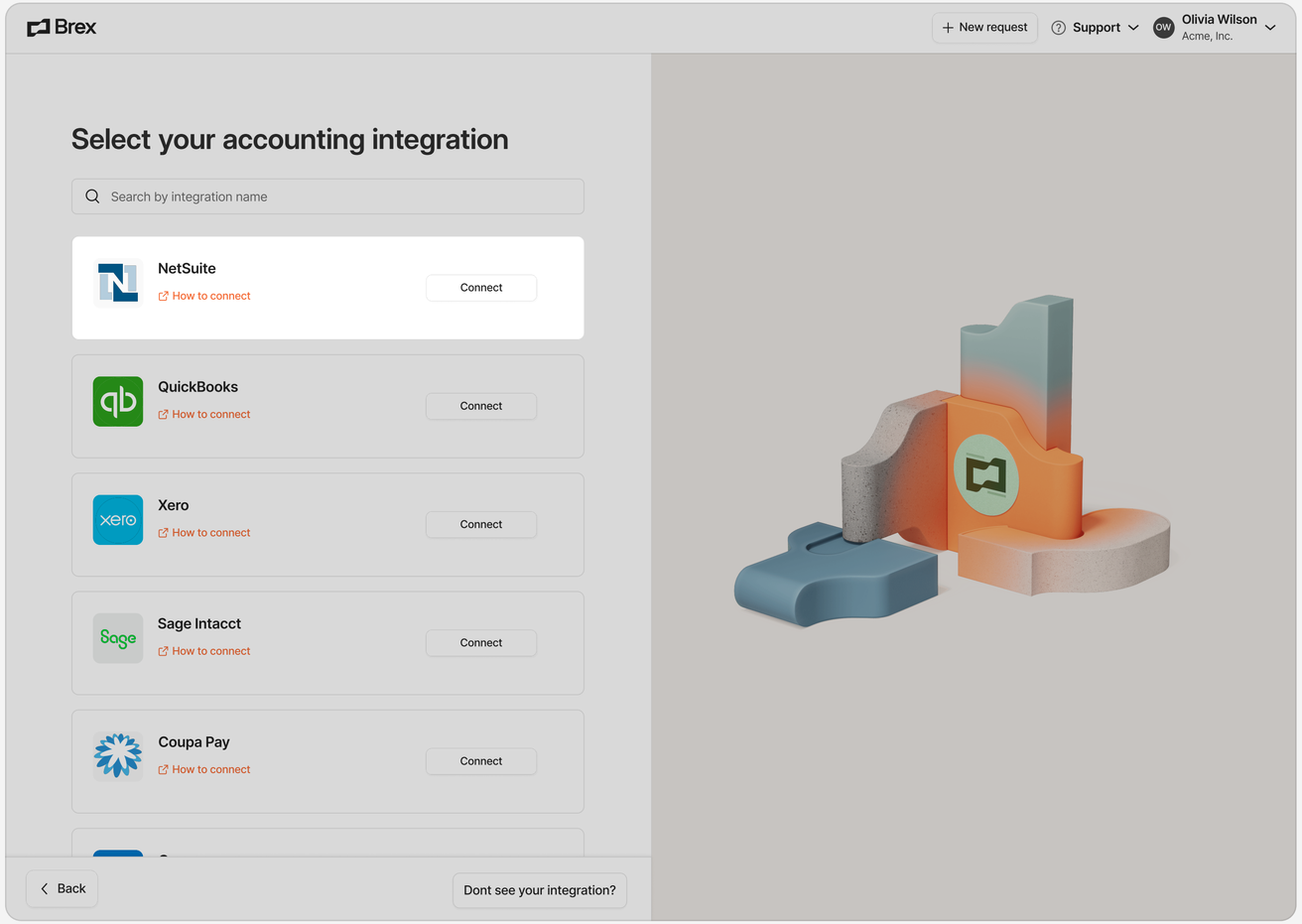


Integration details

How is the integration set up?

Setup instructions can be found in our Help Center:

How do I set up the NetSuite integration?



Integration details

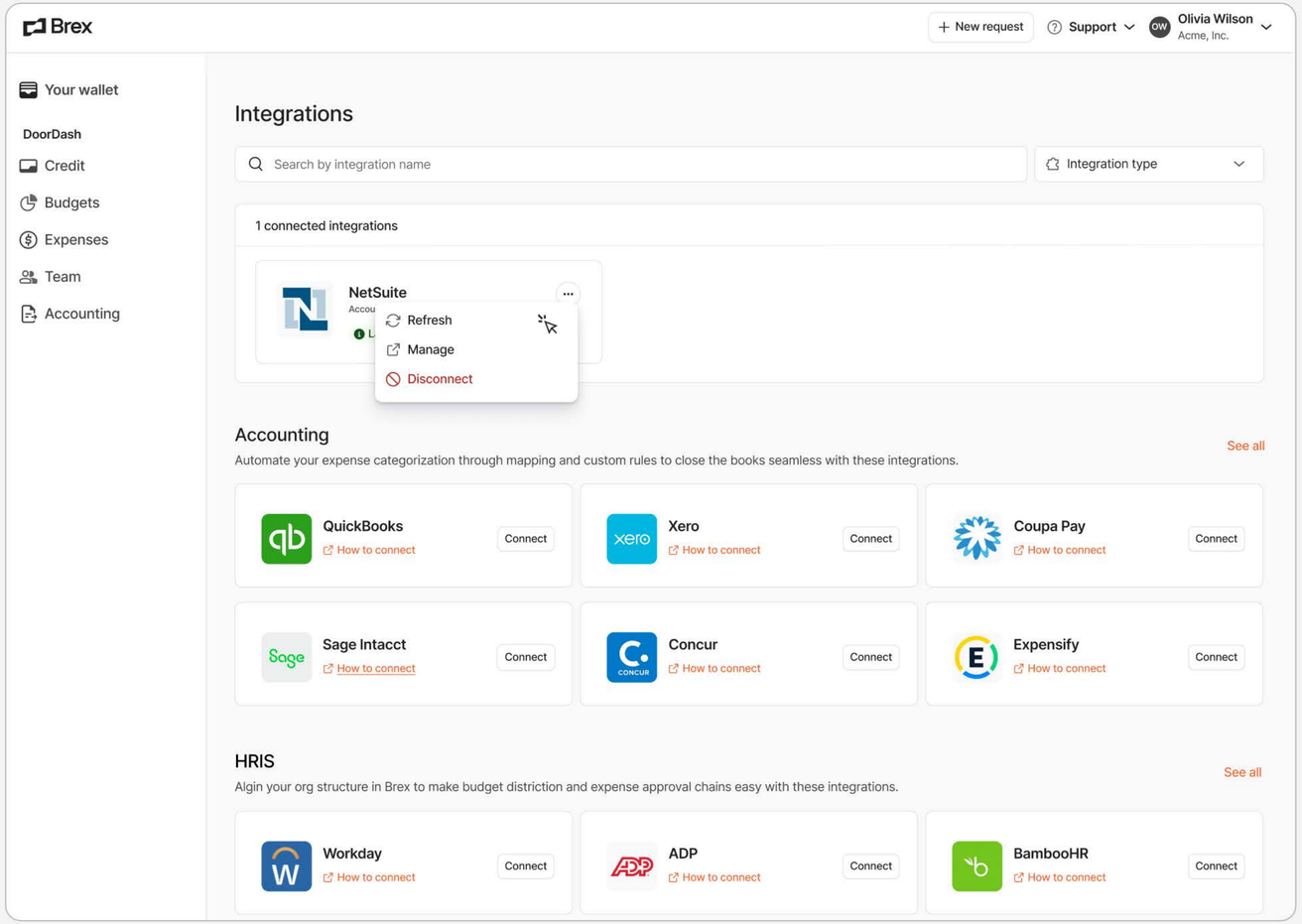
How is data updated?

When you first connect to NetSuite, Brex pulls in the chart of accounts including subsidiaries, GL accounts, departments, classes, locations, and vendors.

You can also resync the chart of accounts via the *Refresh* button in the Brex dashboard at any time. During configuration, you can map this data to the fields you use in the Empower dashboard to manage your expenses, ensuring that Brex data will map cleanly into NetSuite.

Push accounting data to your ERP by managing your expenses in Brex, and then export journal entries or card transactions directly from the Brex accounting journal. This allows you to review how your transactions will appear in your chart of accounts to ensure accuracy.

Brex Support can enable an **automated push system** once you are confident your system is configured to meet your needs.

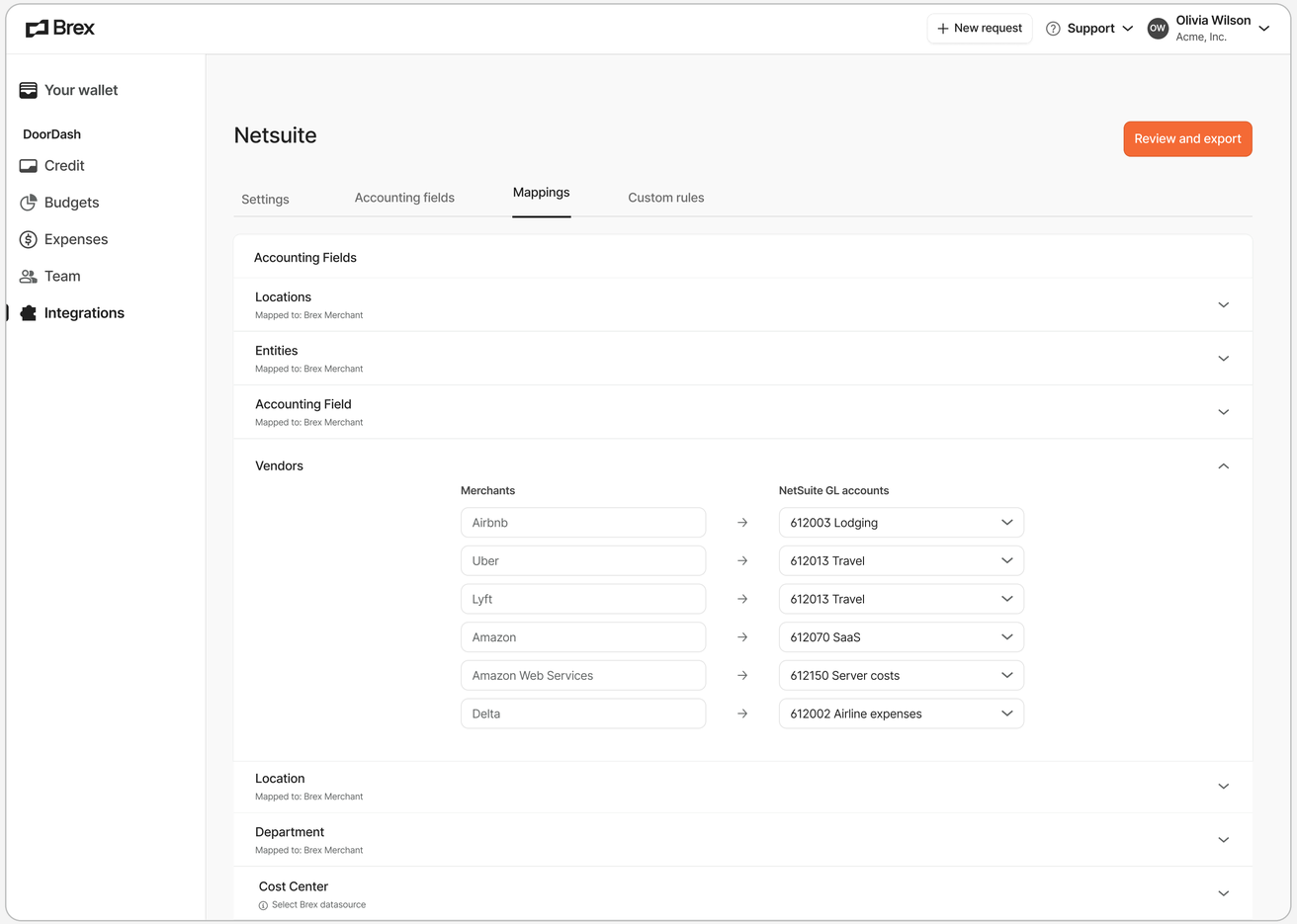


Integration details

How do I set up mapping capabilities?

Mapping rules can be created within the Brex dashboard to automate accounting categorization of transactions — saving hours of time each month and reducing errors.

Setup instructions can be found in our Help Center: How do I set up mapping rules to auto-categorize my transactions?



Glossary: Brex terms

Please use this glossary to help you navigate through the new terms you may see while using Brex integrations.

Accounting fields

- Accounting fields are unique custom fields that you can create within your Brex dashboard. They work in tandem with fields brought over from your existing ERP integration like GL account.

- Use custom fields to categorize expenses across Brex with greater flexibility. Custom fields can be edited later, but they can only be exported via CSV. They will not be synced with your ERP.

Category/category mapping

Category mapping is the matching of Brex's default 48 categories with a corresponding general ledger (GL) account in your accounting software. Brex automatically categorizes your transactions, however, you can customize the mapping by going to *Integrations* > *Manage* > *Categories* in your Brex dashboard. Learn more in our Help Center.

Collections

These are regular payments toward your Brex card.

Cost center

Cost centers are a type of classification that can be assigned to user profiles within your Brex account. These cost centers can be exported along with transaction data to your ERP system with Brex Empower.

Department

Create departments from the *Team* tab of your dashboard and map them to your accounting software. Departments allow you to assign cardholders within your Brex account.

Employee/card repayments

Occasionally, one of your employees may use their Brex card in error for a personal expense. If this occurs, you'll have the option of using our employee repayments feature to prompt that employee to submit a repayment for their expense. Brex does not set your expense policy, so if an employee declines a repayment request or has not repaid a particular expense that you believe should be repaid, that's a discussion that would not be facilitated by the Brex platform.

Locations

Map Brex locations to your ERP's locations with this integration field.

Merchants

Map merchants to your accounting software. Any mappings handled here will override the category mappings.

Integration details

Glossary: NetSuite terms

Please use this glossary to help you navigate through the terms you'll see while using the NetSuite integration.

Accounts
General ledger accounts are defined as *GL accounts* in Brex.

Class
Departments and classes are categories that NetSuite users with an admin role can create to identify, categorize, and track records such as financials, transactions, and employees. There is no limit to the number of departments or classes you can create.

Custom field
Custom fields are those created manually by users based on their businesses requirements.

Custom segment
When you create a custom segment, you can choose a label for the segment, define its values, and configure other settings. Of the available fields, only Label is required for the segment to be saved.

Customer
Customer references a value in a user-defined list at *Setup > Users/Roles > Manage Roles*. This value sets the role assigned to this customer.

Department
This is a 1-to-1 match-up to Brex terminology so you can set up departments to match across platforms.

Location
Location is a NetSuite category used to identify, categorize and track records across different locations.

NetSuite bundle
Bundle is the technical term for applications developed within NetSuite. These SuiteApps are hosted by NetSuite. They're stored in the same database and on the same servers as your company data, right in your own NetSuite account.

Project
A category to help track information about projects you are working on for customers, including time, contacts, and transactions.

Subsidiaries
Subsidiaries are called accounting entities in Brex, referring to different entities or subsidiaries within your accounting software.

SuiteApps
SuiteApps are applications that extend NetSuite for your industry and business needs.

Vendor
NetSuite validates the transaction amounts on purchase orders and vendor bills against the global credit limit specified in the *Credit limit* field.

Integration details

Glossary term linking

Brex terms might be different than those in NetSuite, or they may correspond directly. Here are some common correlations between terms.

Brex terms	NetSuite terms
Accounting entities	Subsidiaries
General ledger / GL account	Accounts
Cost center	Cost centre
Department	Department
Locations	Locations
Merchants	Vendors

Capabilities

Capabilities

Supported transactions and fields

Transactions supported

Brex currently aligns with these transaction types:

- Card expenses
- Reimbursements
- Bills
  (can be enabled for Brex Empower if it is a mandatory requirement)
- Rewards
- Cash
- Collections
  (regular payments toward the Brex card)

Brex fields supported

Brex currently offers support with these NetSuite fields:

- Receipts
- Memos
- Link back to Brex

NetSuite fields supported

NetSuite currently offers support with these Brex fields:

- GL accounts
- Departments
- Classes
- Vendors
- Locations
- Customers
- Projects
- Custom fields

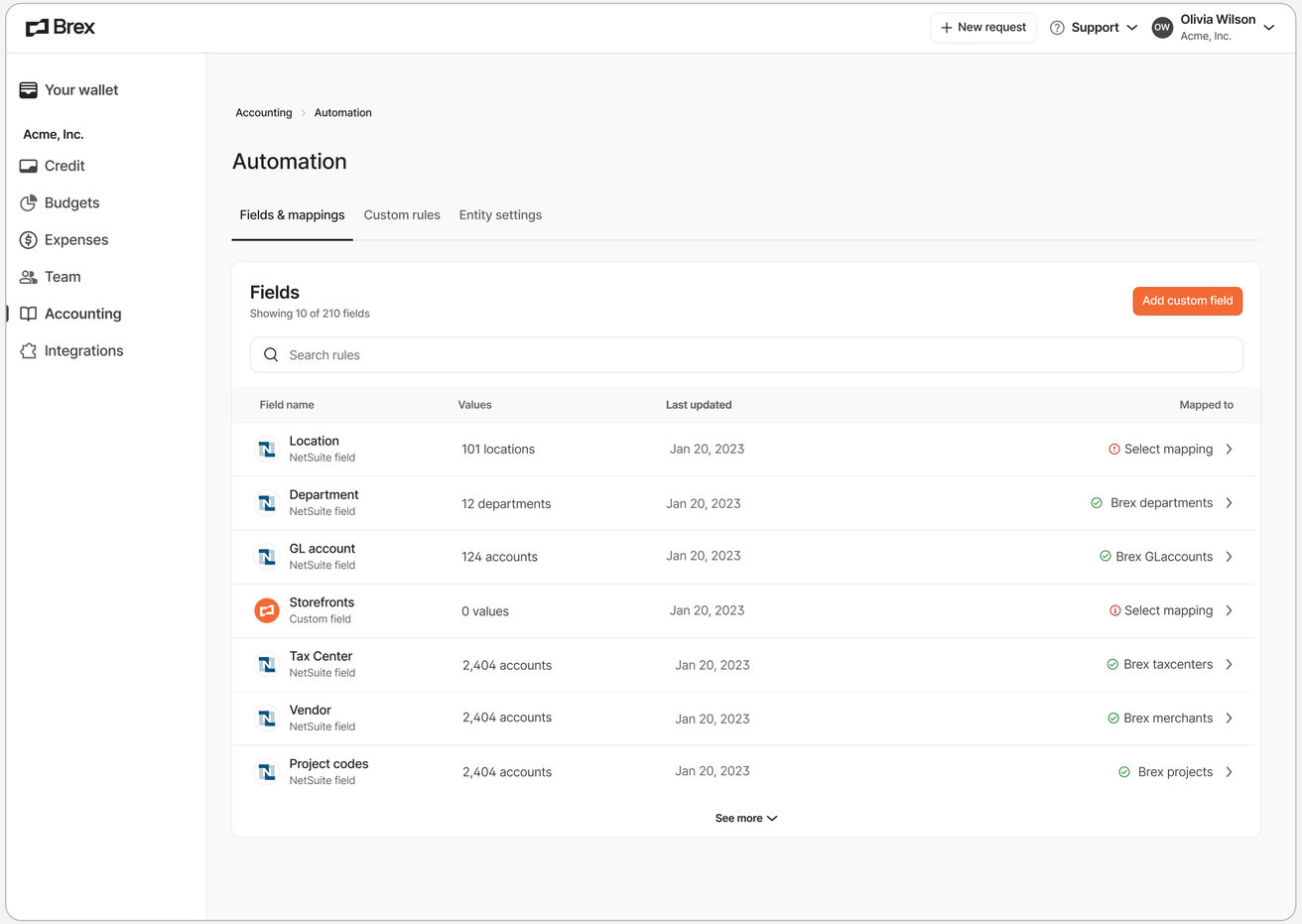
Capabilities

Supported custom fields

Custom fields and segments are also supported with our NetSuite integration. Brex admins and bookkeepers can now map to custom fields in NetSuite from the Brex dashboard.

To enable custom fields, please contact your dedicated relationship manager or email integrations@brex.com to confirm eligibility.

Once your **custom fields** or **segments** have been imported into Brex, they can be mapped to the Brex fields of your choice in the *Mapping* section of your NetSuite integration page. Exporting expenses to NetSuite directly will code the selected values on the journal entry. If exporting as a CSV, the custom segments will also show up as a column with the corresponding value.

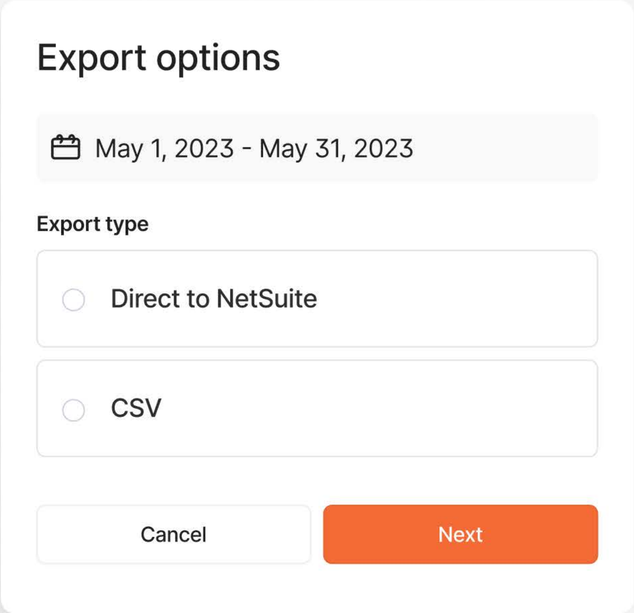


Capabilities

Exporting expenses & reimbursements

With Brex's NetSuite integration, you can export expenses via:

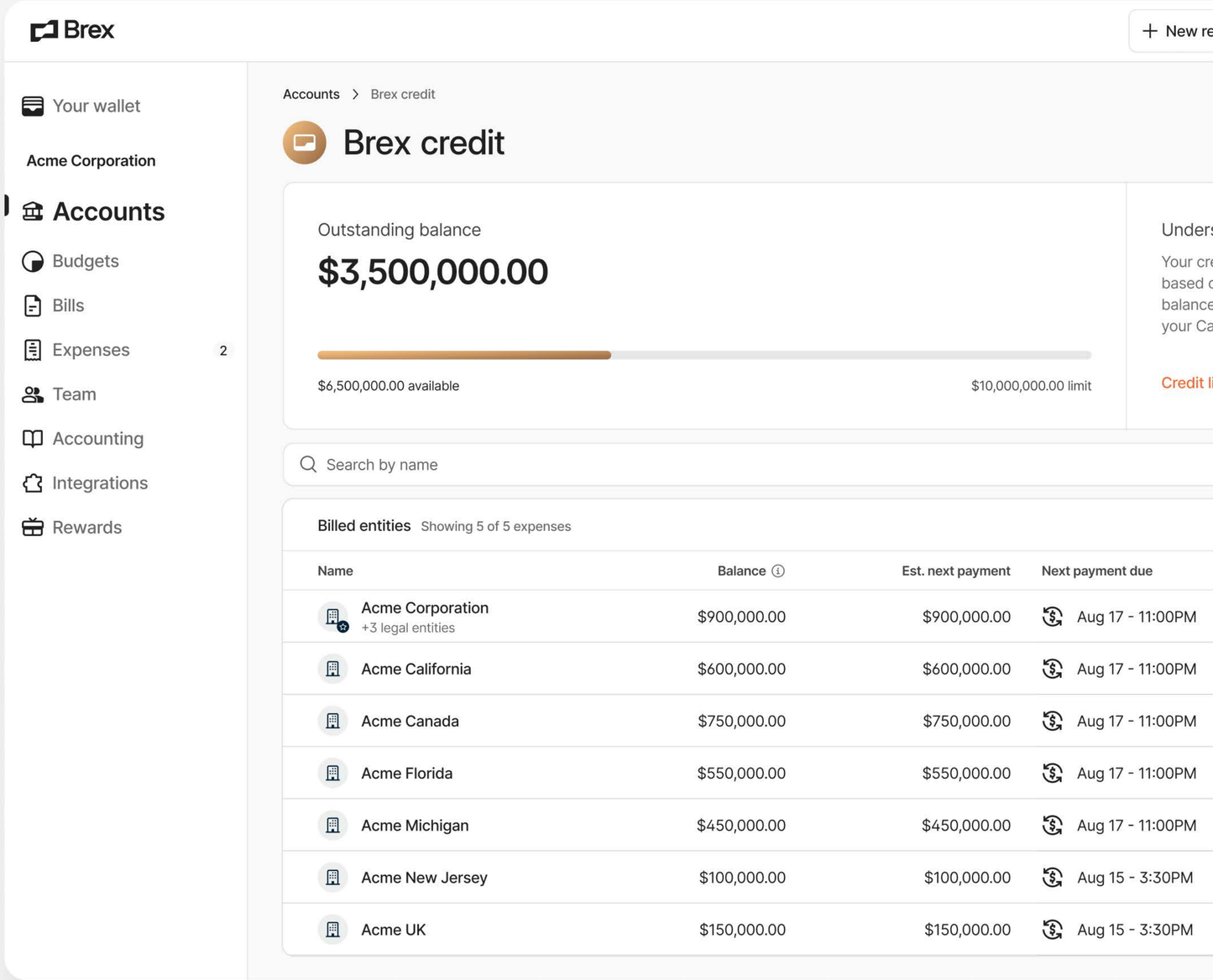
- General CSV
- Direct sync
  - In the form of journal entries or credit card transactions



Capabilities

Multi-entity enablement

Subsidiary enablement and support
You can choose one subsidiary when connecting the integration, or you can enable multiple subsidiaries. We'll import accounts, classes, departments, locations, vendors, and other supported fields belonging to your chosen subsidiaries and export journal entries to them. For transactions across multiple subsidiaries, we take on the work of automatically generating intercompany journal entries for you.



Capabilities

Other features

Check out these other features that the Brex integration with NetSuite enables.

Accrual accounting
Accrual accounting helps enterprises build a more accurate picture of financial health. Brex creates Journal entries using accrual accounting methods.

Audit receipt support
To make audits easier, receipts uploaded to Brex are passed directly into NetSuite when you export your transaction data. In NetSuite, you'll see a URL that links to the receipt image, with no sign-in required.

Created from link
In addition to the receipt URL, Brex will also generate a *Created from* link that will take you back to the transaction in the Brex dashboard.

Duplicate entry prevention
To prevent duplicate entries, Brex won't allow you to re-export a successfully exported transaction. Once you export transactions from the *Accounting* tab (whether directly to NetSuite or via CSV), you can't export them again. You can, however, export transaction data from the *Expenses* tab to CSV, PDF, HTML, TXT, or XLSX as often as you'd like.

Reimbursement accounting
Journey entry support to log reimbursement activity and bulk pull payouts.

Export types
- Journal entries
  - Card transactions, reimbursements, payments, and repayments are exported by default in the form of journal entries or advanced intercompany journal entries.
- Credit card transactions
  - You can also choose to export Brex card transactions to NetSuite as credit card transactions. To learn more about this option, please email integrations@brex.com.

Memo customization
When exporting to NetSuite, Brex pushes the memo and a descriptor that shows the merchant name to NetSuite's memo field to ensure that even if a NetSuite vendor isn't mapped, you won't lose any details. We can also enable other details including cardholder name, last four digits of the card, and posted date.

Multi-currency support
Brex supports tracking expenses and issuing/paying bills in non-USD currencies. Currently only available for companies based in the US, with subsidiaries in different countries.

Multi-entity support
Multi-entity support pulls in NetSuite subsidiaries and exports transactions directly to those subsidiaries. Brex will automatically generate the intercompany journal entries for you.

FAQs

FAQs

Here are answers to the most common questions Brex Empower users ask.

Can I pay with an external bank account vs using Brex Cash?
Paying with external bank accounts is available but a Cash account is currently a prerequisite requirement even if your company does not use it to pay.

Is there a way to test out this integration to ensure we properly understand the details required to set this integration up?
Yes, you can connect your Brex account to your NetSuite sandbox for testing purposes. Setup instructions can be found in our help article How do I set up the NetSuite integration?. If you export transactions for testing and need to export to production after, please reach out to integrations@brex.com for further support.

Does Brex support mandatory fields in NetSuite?
Yes! Default values for department, class, location, and others can be set by following the instructions in How do I set up NetSuite default fields?.

Why are my transactions not exporting to NetSuite?
Refer to our help article: I need help troubleshooting my NetSuite integration.

Who can access and/or make changes to my NetSuite integration with Brex?
Only your employees who are assigned admin and bookkeeper role types in Brex can access or make changes to your NetSuite integration.

Can employees see the NetSuite fields?
By default, employees will not see the NetSuite fields in Empower. If you're interested in surfacing all NetSuite fields to your employees, please reach out to integrations@brex.com for further support.

Note: It's currently only possible to display all NetSuite fields or none at all.

We're here to help.

If you have any questions, please visit our Help Center, chat with us, or email support@brex.com.