



# Corpay<sup>^</sup>

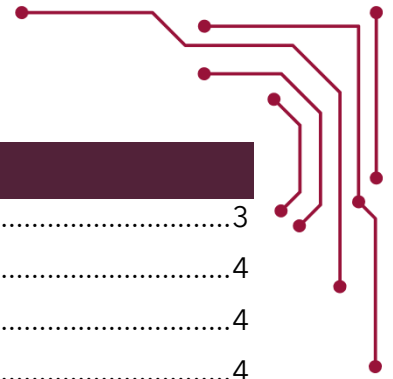
Upcoming Releases  
Scheduled for Deployment on  
01.22.2026

*All items and release schedules are subject to change at the discretion of the business without prior notice. Availability, specifications, and timing may be adjusted based on operational needs and other business considerations.*

*The visibility of the improvements depends on your enabled modules and Company configuration. Consequently, some of the improvements may not be visible to you.*

# Table of Contents

Release Note Highlights.....	3
Cards on Corpay Complete.....	4
Completed Bug Fixes.....	4
Additional Training and Support Resources.....	4
Expenses on Corpay Complete .....	5
Completed Work Stories.....	5
Additional Training and Support Resources.....	7
Mobile on Corpay Complete.....	8
Completed Work Stories.....	8
Completed Bug Fixes.....	9
Additional Training and Support Resources.....	9
Payment Automation on Corpay Complete .....	10
Completed Bug Fixes.....	10
Additional Training and Support Resources.....	10



## Release Note Highlights

[Adding Description to Add Receipt Module on Expense Grid View](#)

[Update Tool Tip for Require a Receipt for Card Transactions](#)

[Repositioning Fields to Respect Form Configuration](#)

---

## Cards on Corpay Complete

### Completed Bug Fixes

Description
<p><b>Program not found error when bulk uploading fleet IDs</b></p> <p>This fix resolves an issue that caused a “Program not found” error when users attempted to bulk upload fleet IDs. Users should now be able to complete bulk uploads successfully without the process failing unexpectedly. This improves reliability for admins performing high-volume updates. If you previously encountered this behavior, it should no longer occur after this release.</p>

### Additional Training and Support Resources

Location	Description
Client Facing	Visit the <a href="#">Cards Module</a> support page.

# Expenses on Corpay Complete

## Completed Work Stories




### Description

#### Repositioning Fields to Respect Form Configuration

The Expense team has introduced the Field Positioning Hierarchy enhancement for the Create and Edit Expense Item pages. Currently in beta, this feature can be enabled through your account manager. This update modernizes expense form rendering to align with **Form Configuration** improvements in **Corpay Complete**, allowing fields to dynamically reflect client-defined templates, prioritization, and dependencies. It replaces the previous static layout (standard fields followed by metadata) with a flexible, template-driven experience

#### Key Enhancements

- **Template Flexibility:** Clients can configure one or multiple coding templates.
- **Automatic Field Display:** Forms automatically display fields from the selected template; if only one template exists, it is applied by default.
- **Template Selection:** When multiple templates are active, users can select from available options.
- **Dynamic Field Ordering:** Fields render according to template-defined positioning and dependencies.
- **Default Field Behavior:** Unpositioned standard fields appear first, followed by metadata fields.
- **Split Expense Update:** Split expenses now use a vertical layout to support consistent, template-driven field positioning.

Corpay<sup>^</sup> Expense 2 Demos Zana Admin   

- Dashboard
- Approvals
- Vendors
- Purchase Orders
- Accruals
- your request
- Invoices
- Credit Memo
- Expenses
- Payments
- Receiving
- Cards
- Budgets
- Subsidiaries
- Reports
- Documents
- Users
- Administration

### Expense Allocation Split Expense

Coding Template  
ZT Location Template

Project: -- Search/Select Project --    Category: -- Select Category --

GL Account: -- Select Account --    Department: -- Select Department --

Country: Select one    Region: Select one

Location: -- Select Location --

Distribution Type:

Location Type:

+ Add Expense Item    Cancel    Save Draft    Create A New Expense Item

### Split Coding ✕

Expense Amount <b>\$2,000.00</b>	Number of Splits <b>1</b>	Remaining Amount <b>\$0.00 (0.00)%</b>
-------------------------------------	------------------------------	---

Split 1	Expense Item Amount	Percentage
	\$ 2,000.00	100.00 %

Coding Template  
ZT Location Template

Project: Search project...    Category:    GL Account:

Department: -- Select --    Country: Select one    Region: Select one

Location: -- Select Location --

Distribution Type:

Cancel    Save

Description	
<p><b>Expense Transaction Detail Report Standard Fields and Expense Item Splitting</b></p> <p>This update standardizes the exported CSV format for the Expense Transaction Detail Report. Users will see more consistent field formatting when exporting and reviewing transaction details. This improves reporting clarity and reduces confusion when using the export for downstream analysis or reconciliation.</p>	
<p><b>Adding Description to Add Receipt Module on Expense Grid View</b></p> <p>This enhancement adds a Description field to the receipt upload experience in the expense grid view. Users can now add context or supporting details at the time they attach a receipt. This improves documentation quality and reduces the need for follow-up edits later.</p>	
<p><b>Update Tool Tip for Require a Receipt for Card Transactions</b></p> <p>This change updates the tooltip text for the “Require a Receipt for Card Transactions” setting under Company Defaults. Administrators will now see clearer guidance on what the setting does when configuring receipt requirements. This improves usability and helps reduce misconfiguration.</p>	
<p><b>Add Setting on User Page to Exclude from Auto Lock Workflow</b></p> <p>This enhancement adds a user-level setting that allows administrators to exclude specific users from the auto-lock workflow. This gives admins more control over how auto-lock is applied across different user roles or scenarios. This improves operational flexibility while supporting exception-based workflows.</p>	

**Additional Training and Support Resources** 

Location	Description
Client Facing	Visit the <a href="#">Expenses Module</a> support page.

# Mobile on Corpay Complete

## Completed Work Stories

Description
<p><b>Align Edit Expense Item View with Create Page Fields</b></p> <p>This update improves the mobile edit expense item experience by aligning it more closely with the create expense workflow. Users editing an expense will now see a more consistent set of fields and layout. This makes the mobile workflow easier to understand and reduces confusion when making updates.</p>
<p><b>Prompt user to add a note after attaching a receipt</b></p> <p>This enhancement adds a prompt encouraging users to add a note after attaching a receipt in the mobile app. Users can provide helpful context immediately after uploading documentation. This improves clarity for reviewers and reduces back-and-forth when validating expenses.</p>
<p><b>Align Edit Expense Item on ER Detail View with Create Page Fields</b></p> <p>This update aligns the Edit Expense Item experience from the Expense Report (ER) detail view with the create expense fields and layout. Users should now see more consistent behavior when updating expense items from within an ER. This makes the mobile workflow more consistent and easier to complete.</p>
<p><b>Card Detail Page prompt user to add a note after attaching a receipt</b></p> <p>This enhancement adds a prompt on the Card Detail page to encourage users to add a note after attaching a receipt. Users can now add context while the transaction is top-of-mind during receipt attachment. This improves documentation quality and supports smoother review and approval.</p>

## Completed Bug Fixes ✂

Description
<p><b>Custom Expense Codes not showing on Edit Expense Item</b></p> <p>This fix resolves an issue where Custom Expense Codes were not appearing when editing an expense item in the mobile app. Users should now be able to view and select the correct custom codes during edits. This improves accuracy and reduces the need to correct expenses later. If you previously encountered this behavior, it should no longer occur after this release.</p>

## Additional Training and Support Resources 📖

Location	Description
Client Facing	Visit the <a href="#">Cards Module</a> support page.
Client Facing	Visit the <a href="#">Expenses Module</a> support page.

## Payment Automation on Corpay Complete

### Completed Bug Fixes

Description
<p><b>Bulk Ops 2.0 - "Mapping Failed" error displayed for extended time</b></p> <p>This fix addresses an issue where Bulk Ops 2.0 uploads could display a "Mapping Failed" error for an extended period when the upload took too long. Users should now see more accurate handling and messaging when uploads exceed expected processing time. This improves reliability and reduces confusion during bulk processing. If you previously encountered this behavior, it should no longer occur after this release.</p>
<p><b>Submitted Amount doesn't equal Payment Amount for linked invoices</b></p> <p>This fix resolves an issue where the submitted amount did not match the payment amount for invoices that were originally linked to another payment file. Users should now see correct amounts reflected when processing these invoices. This improves payment accuracy and reduces the need for manual reconciliation. If you previously encountered this behavior, it should no longer occur after this release.</p>

### Additional Training and Support Resources

Location	Description
Client Facing	Visit the <a href="#">Payments Module</a> support page.