* Other Documents: Should not be a mandatory field (All fields except Other Documents should be a mandatory field)  
  A white background with a black and white flag

  Description automatically generated with medium confidence
* Please add a red Astrick against all value names to denote mandatory fields in all three forms.
* Add a view for all employees to view their submitted form (Cost Center or Expense or Vendor)  
    
  Submitted Vendor Form not visible in Action Center
* After Submitting any form add Toaster notification and redirect to landing page.
* Landing page to have the Rize Stacked Logo along with the following description

Welcome to the Employee Vendor & Expense Portal!

🌟 Your one-stop destination for all financial management needs!

Features:

Vendor Management:

Add New Vendors: Simplify your tasks by adding vendors directly through our intuitive form. Keep all vendor details organized and accessible.

Edit & Update: Made an error or need to update vendor details? No worries! Edit with ease and keep your vendor list up-to-date.

Expense Requests:

Seamless Submissions: Submit your expense requests with just a few clicks. Attach bills, provide necessary details, and keep track of approvals.

History & Tracking: Review past expense submissions, check the status of pending requests, and get real-time updates.

Cost Center Management:

Add & Allocate: Introduce new cost centers or allocate expenses to existing ones to ensure accurate financial reporting.

Insights & Reports: Monitor spending, get insights on cost centers' performance, and make data-driven decisions.

Benefits:

Efficiency: Reduce paperwork, save time, and enhance productivity with our easy-to-use portal.

Transparency: Monitor and manage financial details with complete transparency.

Accessibility: Access the portal anytime, anywhere, ensuring you’re always in control.

Getting Started:

Log In with your employee credentials.

Navigate to the desired section: 'Vendor Management', 'Expense Requests', or 'Cost Center Management'.

Start managing your tasks seamlessly!

🛠 Support & Assistance:

Facing an issue or need help? Reach out to our dedicated support team through the 'Help & Support' tab or email us at support@rizemtg.com.

Elevate your financial management experience with the Employee Vendor & Expense Portal. Dive in and simplify your workflow today!

* Status to be removed from all forms and should be submitted with initial form
* Based on user name (User Avatar)
  + A blue circle with a white person in it

    Description automatically generated
* Add toaster notification for all post actions
* A screenshot of a computer

  Description automatically generated  
  Amount cannot be null in CostCenterExpense table, it is a mandatory field
* Same for EmployeeExpense table, Amount cannot be null, it is a mandatory field
* Please make sure "Created By", Modified By, Created, Modified are working and available to all tables. Additionally I can see only your name in Media table as created even though I have created attachments. Please correct that.