

## Sales Accounting Package

**AddVantage Sales Accounting Package** is loaded with features that will give you complete information about your customers or inventory as you bill. Whether it's selling merchandise or making sure you have enough product on the shelves, this package is for you.

Package contains all of the following programs:

- **Order Entry / Billing**
  - **Accounts Receivable**
  - **Customer Purchase History**
  - **Inventory Control**
- **Payroll**
  - **Purchase Orders**
  - **Accounts Payable**
  - **General Ledger**

### Order Entry / Billing

#### *Create Invoices / Picking Tickets*

With AddVantage, you have the choice of creating an invoice directly or creating a picking ticket and then converting it to an invoice automatically when the order is complete.

#### *Fax, Email or Print Invoices and Statements*

You can print invoices on paper, email, or fax them directly from the program. Faxing saves time and postage. When you enter an order into our Order Entry program, you can choose whether to print the invoice or picking ticket immediately or batch print at a later time.

### Other Features

- Bill Stock and Out-of-Stock Items
- Invoice or Picking Ticket on Demand
- Batch Print Invoice Option
- Maintain Customer Backorders
- Verify Credit Status
- Track Salesman Commissions

- Unlimited Ship-to Sites for Each Customer
- Custom Pricing by Item and Account
- On-Screen Purchase History
- Cross reference to customer's item number during billing
- Material Safety Data Information
- Search Inventory by Item, Description, or keyword in description
- Search Customer by Name, Phone, or Account Number

**Picking Ticket**

Work Order Number 10072

**SAMPLE COMPANY**  
123 MAIN STREET  
ANY TOWN, USA  
99923

Account # :BJC200

Order Date: 7/14/2000  
Reference: SDF  
Purchase Order: SDF

Bill to: **BERRYMAN ENTERPRISES**  
P.O. BOX 100  
1700 ALEXANDER DRIVE  
ATLANTA GA 37011

Customer Phone 404-225-9090

Ship To: TEST SHIP TO # 1  
9900 LEARNING LANE  
NORTH SHORES GA 37366

Ordered	Shipped	BackOrder	Item	Description	Weight	Net Each	Ext Price
1			VACVC210	VACUUM WIDE AREA 26" SWEEP		995.00	\$995.00
1	BOX		ACM405P	5 GAL GALVANIZED PAIL/WRINGER	10.00	9.00	\$9.00

**Sample Picking Ticket**

Received by \_\_\_\_\_

Sub-Total \$1,004.00  
Discount \_\_\_\_\_  
Freight \_\_\_\_\_  
Sales Tax \$67.77  
**Total \$1,071.77**



## Accounts Receivable

### *Manage Your Cash Flow*

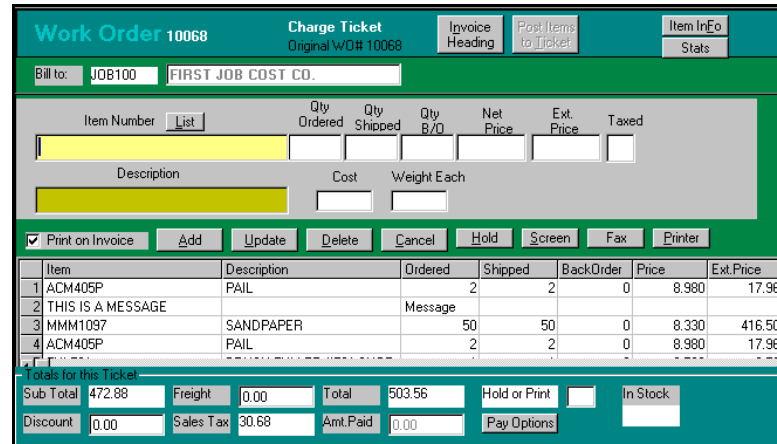
AddVantage Accounts Receivable will help you manage your company's cash flow by providing you with up-to-the minute aging and sales analysis reports. AddVantage will notify you when a customer's invoice is becoming delinquent, and provide you with dozens of sales reports to help you run your business more efficiently.

### *Track Commissions for Salesmen*

Salesmen commissions are tracked and maintained for your sales force. You can pay commissions based on gross sales or gross profit. Different percentages for different product groups are allowed.

### *Other Features*

- ◆ Post Payments Received by Invoice, or by Account
- ◆ Daily Sales Report showing detailed sales and payment information
- ◆ Monthly Statements can be printed or faxed based on customer preference
- ◆ Sales Tax Reports
- ◆ Aging Reports
- ◆ Department Sales Reports
- ◆ Shipping Labels and Mailing Labels
- ◆ Monthly Transaction Reports



Item	Description	Ordered	Shipped	Back Order	Price	Ext. Price
1	ACM405P PAIL	2	2	0	8.980	17.96
2	THIS IS A MESSAGE	Message				
3	MMM1097 SANDPAPER	50	50	0	8.330	416.50
4	ACM405P PAIL	2	2	0	8.980	17.96

Sub Total	472.88	Freight	0.00	Total	503.56	Hold or Print	<input type="checkbox"/>	In Stock	<input type="checkbox"/>
Discount	0.00	Sales Tax	30.68	Amt.Paid	0.00	Pay Options			

## Inventory Control

### *Manage Your Inventory*

AddVantage helps you manage your inventory with sales analyst reports, suggested orders, and much more.

### *Expanded Item Numbers and Descriptions*

Item number can be as long as 25 alphanumeric characters. Descriptions can be up to 180 characters.

### *Twelve Month Sales Totals*

Each item tracks sell for each of the past 12 months, plus accumulated sales by quarter, year and previous year.

### *Automatic Price Changes*

Prices can be calculated base on a percentage of any given cost. Calculations can be based on either gross profit, markup, or discounted down.

### *Automatic Kit Creation*

Create completed kits from individual inventory items. Key in the components and the quantity to product kits on the fly or pre-make.

### *Other Features*

- ◆ Print Custom Price Sheets for your customers.
- ◆ Set min/max for automatic reorder.

- ◆ History Reports show who is buying products.
- ◆ Ability to mark items as non-commission.
- ◆ Allows items to be marked as never taxed, always taxed, or based on customer tax status.

### ***Order Entry Screen***



## **Purchase Orders**

### ***Track Items Ordered***

Use this program to create both manual and automated purchase orders. Items on order can be searched by vendor, item number, purchase order number, or expected delivery date.

### ***Automated Order Creation***

You can set each inventory item with a minimum and maximum quantity to stock. Based on this information, automatic purchase orders can be created. After the order is created, you can modify and change as needed.

### ***Order Non-stock Items***

Purchase orders can consist of both stock items, and special order non-stock items. When the order is received, AddVantage flags all non-stock items for easy identification, and adds normal stock items to inventory.

### ***Automatic Posting to Inventory***

When your orders are delivered, tell AddVantage what items you didn't receive, and the program will then automatically add the shipped items to inventory, print you a receiving report, and hold backordered items for later receiving.

### ***Create Purchase Orders As You Invoice***

As you are creating work orders or invoices, special order items can be entered on a purchase order. Key in the item you need,

and with the press of one key, add it to a purchase order.

### ***Cross Reference Feature***

If you have items that you order from different vendors, and each vendor has a different catalog number, this feature will automatically cross reference your number to their number. When the purchase order is printed, their number will be printed on the purchase order.

### ***Convert Order Quantity***

Many items that you sell individually are ordered from your suppliers in case quantities. AddVantage will recognize those items and convert them to your vendors case quantities automatically on your orders.

### ***Other Features and Reports***

- ◆ Print, email or Fax Purchase Orders
- ◆ View Items on Order Report
- ◆ Items on Backorder Report
- ◆ Vendor Lists



## **Accounts Payable**

AddVantage Accounts Payable allows you to quickly and easily enter your invoices for payment. It will allow you to quickly view which discounts are available and what your cash requirements are.

### ***Eliminates Costly Errors***

AddVantage quickly verifies each invoice entered and alerts you if the invoice has been previously entered for payment. When invoices are selected for payment, earned



discounts are deducted and invoices are added accurately.

### ***Accounts Payable Aging Report***

This report can be printed at any time to list invoices that have not been paid. Report can include all invoices or only invoices that are past due. Report provides detailed information on invoices and sub-totals for all vendors, including discounts available.

### ***Cash Requirements Report***

This report provides you with a list of all invoices due by a specific date. Report can be sub-totaled by dates or by vendor. All discounts are shown for each invoice. Use this report for managing your cash flow. This is a valuable report for knowing “How much cash do we need by the 10<sup>th</sup>”?

### ***Check Register Report***

Each check written is printed on your check register report. This report provides you with the check number, payee, invoices paid, and check totals. Convenient for balancing your account.

### ***Saves Valuable Time Processing Checks***

Handwriting or typing checks can be very time consuming. With our program, checks are printed while you do other work. Check stub lists all invoices and discounts taken. Mailing information is printed right on check to eliminate addressing envelopes. Insert check in a standard window envelope and the mailing address is displayed.

### ***Hand-Written Checks Allowed***

If you need to take your checkbook with you and hand write a check, you can easily enter

it into the systems for capturing your expenses.

### ***One Time Check Posting***

If you need to print a check for a vendor that you will not be using again, Addvantage allows you to quickly enter the check information without having to set-up a vendor record.

### ***Running Check Balance***

Addvantage constantly tracks your bank balance. All checks printed are subtracted from your current balance immediately and all deposits are added from posting your payments in Receivables.

### ***Payment History Report***

Each time that you print a check, Addvantage will store the check and the invoices paid in a special history file. If you need a quick look at all the invoices paid during a specific time period, Addvantage will quickly display all invoices paid, the check number, and all amounts.

### ***Auto Approve Payments***

You can approve invoices to pay by invoice date, due date, or discount dates. Eliminates invoice by invoice approval.

### ***Other Features and Reports***

- ◆ **Mailing Labels** – Prints mailing labels for vendors.
- ◆ **Check Remittance Report** – A listing of all checks with invoices paid on check.
- ◆ **Check Preview Report** – Verify what invoices have been approved for payment.



- ◆ **Auto Post Feature** – Automatically posts repetitive monthly payments by due date, such as auto or rent payments.
- ◆ **Consolidated Monthly/Yearly reports.**

## Bank Reconciliation

Balancing your bank statement can be a nightmare. Advantage has a built-in program to help make this monthly procedure painless. Each check is displayed in numeric order and all you have to do is flag it as cleared or not. Advantage will then print you a report showing all outstanding checks, deposits, and how your current bank balance relates to what the bank statement shows.



### General Ledger

Advantage General Ledger brings all of your accounting information together in one place for easy viewing. Information from the Accounts Receivable, Accounts Payable are collected here to provide you with detail income and expense reports.

### *Auto Post Fixed Monthly Postings*

If you have repetitive postings each month, you can enter them one time and then each month thereafter, Advantage will automatically post them for you.

### *Detailed Transaction Reports*

There are several different ways to print your posting transactions.

- ◆ **General Ledger Summary** – This report lists all postings in account number order providing an easy way to see detailed postings by type.
- ◆ **Journal Posting Summary** – This report lists all postings in the order they were entered, allowing you to view your audit trail.
  
- ◆ **General Ledger History** – View or print postings from several months back or even years.
- ◆ **Chart of Accounts List** – Provides a hard copy of your account numbers, descriptions, and type of account.
- ◆ **Trial Balance** – Shows last month closing totals, current months changes, and how the new totals will appear on your profit/loss statement.
- ◆ **Balance Sheet** – A Complete listing of all assets, liabilities, and equity accounts.
- ◆ **Profit / Loss Statement** – This report will provide you with a snapshot of how your business is performing for the current month or year. Each account is printed with sub-totals and totals that you can define.

### *Password Protection*

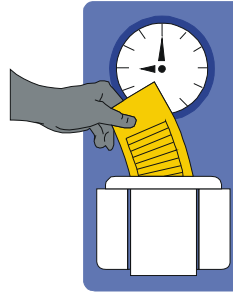
Because the program has been developed for a networked environment, you can assign each user a password and custom designed access to the program and it's features.



## ***Help Screens and Manual Built In***

Need help? Just press the Help Key or click

on the Help menu. You can find help by topic, contents, or search. No manuals to hunt down. Help screens stay up-to-date with each program upgrade.



## **Payroll**

With Addvantage, you can do your own in-house payroll. With built-in tax tables, all you have to do is post the number of hours and Addvantage does the rest. With instant, automatic calculations, you can spend less time on payroll and minimize tax filing errors. Enter your employee information once, and Addvantage uses the information each payday to automatically calculate deductions and prepare paychecks.

### ***Pay Types***

Addvantage allows you to track expenses by pay types such as regular, overtime, sick and vacation. You also have the ability to setup your own pay types for your particular needs. Hours and amounts are tracked by employee.

### ***Deductions***

You can have as many deductions as you need for insurance, loans, garnishments, local taxes or retirement plans. Program also keeps up with any matching employer contributions.

### ***Federal and State Taxes Withheld***

Addvantage will calculate the correct amount of state and federal payroll taxes based on the employees tax status. Social Security and Medicare deductions are subtracted and tracked along with employers matching contributions.

### ***Payroll Checks***

Once hours are posted, checks can be printed for each employee listing their pay and all deductions. Employees will appreciate the complete listing of all deductions and pay on their pay stub.

### ***Password Protected***

Only the person or persons you authorize can access the payroll program. Your sensitive employee information is protected from unauthorized viewing.

### ***Contract Employees***

If you employ contract employees, you can issue paychecks without having taxes deducted and then issue a 1099 at the end of the year.

### ***Instant General Ledger Updates***

Once you finish your payroll cycle, all totals are updated to your General Ledger program. Deductions and expenses are posted to the proper accounts for real time accounting.

### ***Reports Generated***

- ◆ SUTA and FUTA Tax Report
- ◆ Detailed pay reports for each pay period
- ◆ Monthly and Quarterly 941 Liability Reports
- ◆ Payroll Checks
- ◆ Payroll Check Register
- ◆ Workman Compensation
- ◆ W2 and 1099 Tax Forms





**Track 33 Software Systems**

(423) 933-1433 - Ooltewah, TN 37363

sales@track33.com

***Price List***

**AddVantage Business Software Package** **\$1995.00**

Includes the following programs:

- Billing - Order Entry
- Accounts Receivable
- Inventory Control
- Purchase Orders
- Customer History
- Material Safety Data Sheets

**AddVantage Back Office Package** **\$795.00**

Includes the following programs:

- Accounts Payable
- Bank Reconciliation
- General Ledger
- Payroll

**Visit us on the web at [WWW.TRACK33.COM](http://WWW.TRACK33.COM)**

Program Requirements: Windows 98,XP, NT. Programs will run on networked computers.

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_

**Circle Programs Ordered**

Addvantage Business Package	<b>\$1995.00</b>
Back Office Package	<b>\$795.00</b>
Save more! Both of the above packages for 1 low price!	<b>\$2595.00</b>
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**60 DAY GUARANTEE**

If for any reason you are not completely satisfied with this product, return it within sixty days of purchase and receive a full refund of the purchase price.