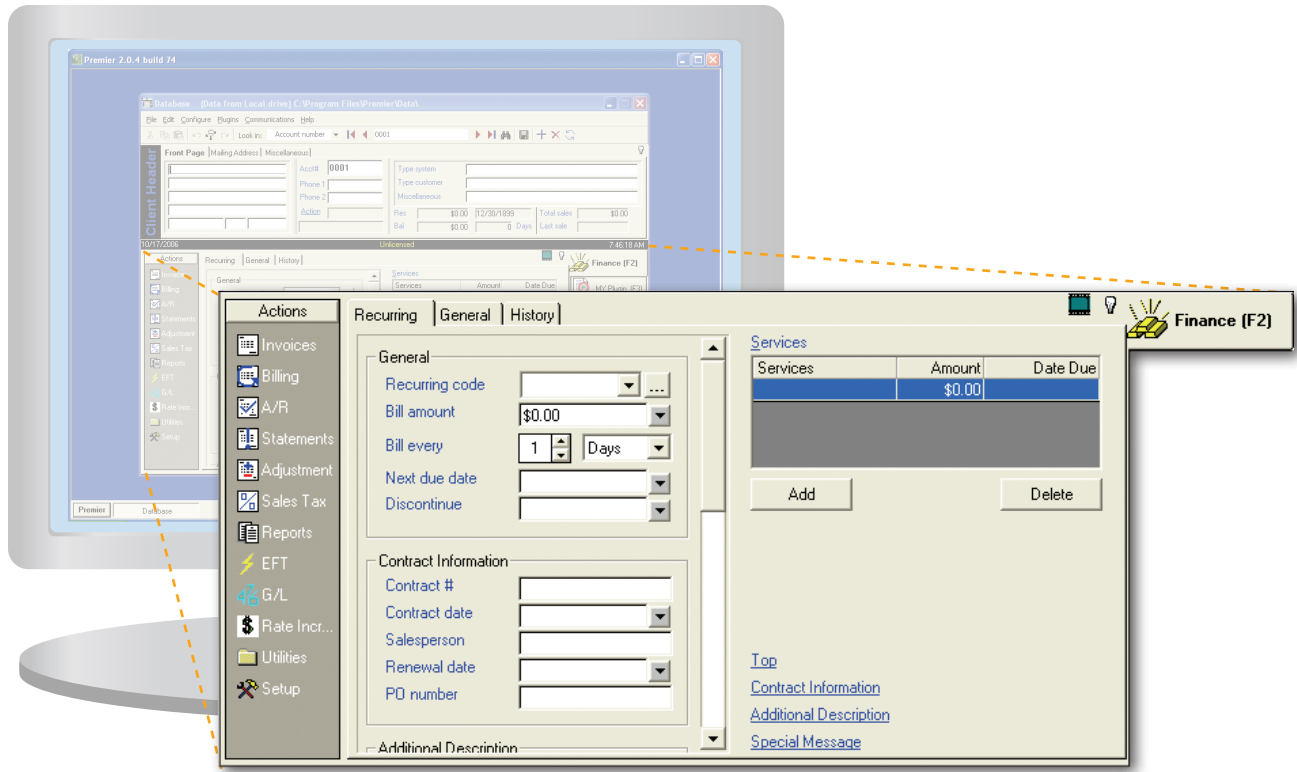


FINANCE PLUGIN



ADD THE FINANCE PLUGIN TO YOUR PROGRAM TO MANAGE ALL CLIENT FINANCIAL INFORMATION AND FUNCTIONS.

The Finance Plugin is the perfect tool to manage all of your client finance needs from invoice to receivables to collections, the Finance Plugin can help you stay on top of the single most important part of your business – Finance.

FINANCE PLUGIN

- Easy to use
- Recurring billing
- Credit cards
- ACH
- Offsite bill printing

FINANCE PLUGIN

FINANCE

The Recurring tab on the Finance Plugin holds detailed information about your client's recurring services. Easily bill your client's for daily, weekly, monthly, bi-monthly, quarterly, semi-annually or annual services. The system can pro-rate the first and last months of their service. The Standard and Professional editions can bill for multiple recurring services per client.

The General tab holds additional client information including salesperson, terms, tax structure, banking information, and more.

Multiple recurring services (requires standard or professional edition) are shown in this box. Click on any one to see details.

Your client's recurring service charges are held in this area. The "Bill Every" selection allows for a wide variety of billing frequencies.

The Credit tab holds all credit related information for your client including credit history, bankruptcy and collection information.

The screenshot shows the 'Recurring' tab interface with the following components:

- Left Sidebar (Actions):** Invoices, Billing, A/R, Statements, Adjustment, Sales Tax, Reports, EFT, G/L, Rate Incr..., Utilities, Word, Collections, Setup.
- Top Tabs:** Recurring (selected), General, Credit, History.
- General Tab Content:**
 - General:** Recurring code (dropdown), Bill amount (\$0.00), Bill every (1 Days), Next due date (dropdown), Discontinue (dropdown).
 - Contract Information:** Contract # (text), Install Date (dropdown), Nothing (dropdown), Contract Exp. Date (dropdown), Contract PO (text).
 - Additional Description:** A large text area for detailed description.
 - Print on bill:** A checkbox.
- Services Table:**

Services	Amount	Date Due
	\$0.00	

Buttons: Add, Delete
- Bottom Links:** Top, Contract Information, Additional Description, Special Message.

Contract information and an additional detailed description can be added to your client's bill. (Standard or Professional addition are required.)

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The History tab on the Finance Plugin holds a detailed listing of all client financial history. The history clearly displays all invoices, payments, statements and collection efforts for any one client. Double clicking on any transaction will recall and display the document which can then be easily edited, re-printed, emailed, etc.

Each invoice can display a brief summary of the contents of the invoice

Each payment displays the invoices to which the payment was applied

The status and aging of each invoice is color coded to help you more quickly and easily find delinquent invoices

Actions					
Invoices	Billing	A/R	Statements	Adjustment	Sales Tax
Reports	EFT	G/L	Rate Incr...	Utilities	Word
Collections	Setup				

Recurring General Credit History					
Style	All transactions	<input type="checkbox"/> Show Amount Owed	Print List	Find	
	Date Time	Description Details	Debit Days	Credit	Balance
138	10/05/2009 03:06 PM	PAYMENT by Check # 1758 Applied To 20262		\$205.96	\$882.46
139	10/05/2009 03:07 PM	PAYMENT by Check # 1745 Applied To 20375		\$408.80	\$473.66
140	10/12/2009 04:14 PM	INVOICE 20526 ORDER 18788, 50 SEC-6, 100 STAKES_UC_SILVER30	\$330.82 PAID		\$804.48
141	10/19/2009 01:10 PM	PAYMENT by Check # 1766 Applied To 20403		\$205.96	\$598.52
142	10/29/2009 03:50 PM	INVOICE 20598 ORDER 18854, 50 SEC-6, 100 STAKES_UC_SILVER30	\$330.82 PAID		\$929.34
143	11/10/2009 02:43 PM	INVOICE 20644 ORDER 18788, 250 SIGNS	\$455.32 PAID		\$1384.66
144	11/18/2009 04:00 PM	INVOICE 20705 ORDER 18954, 50 SEC-6	\$196.86 PAID		\$1581.52
145	12/04/2009 04:15 PM	STATEMENT with message 030 Balance of \$1581.52 for 95 Days	\$0.00 PAID		\$1581.52
146	01/04/2010 11:31 AM	PAYMENT by Check # 1951 Applied To 20705		\$196.86	\$1384.66

Collection calls show a summary of your conversation (requires the standard or professional edition)

Statements used to remind clients of unpaid invoices show the message used on the statement and other details.

FINANCE PLUGIN

	Intro	Std	Pro	QB	Other
	\$295	\$595	\$995		
TABS ON FINANCE Plugin					
RECURRING TAB Holds all client data related to recurring services.	X	X	X	n/a	
Contract information and additional notes and descriptions for each recurring service.		X	X	n/a	
GENERAL TAB Holds salesperson, terms, banking information and more.	X	X	X	n/a	
CREDIT TAB Holds credit history, bankruptcy & collection information.		X	X	n/a	
HISTORY TAB Shows a clear history of all client transactions.	X	X	X	n/a	
FEATURES ON FINANCE Plugin					
INVOICES Easily create single invoices for clients for new products and/or services.	X	X	X	X	
Easily create single invoices for clients for new products and/or services.	X	X	X	X	
Comprehensive sales tax calculations accommodate all possible sales tax requirements in all states and provinces. Sales taxes can be based on your client's location or your business location. Support for variable sales tax rates for each product or service you add to your invoice.	X	X	X		
Easily charge your client's invoice to their credit card.	X	X	X	X	
Email your client's invoice with the click of a button.	X	X	X	X	
RECURRING BILLING Process recurring bills quickly and easily. Bill daily, weekly, monthly, bi-monthly, quarterly, semi-annual or annually. The range of dates for which your client is being billed will automatically appear on your client's invoice.	X	X	X	X	
Automatically charge credit cards and checking accounts while billing.	X	X	X		
Automatically email invoices to clients instead of printing.	X	X	X		
Offsite printing service available.	X	X	X		
Indefinitely bills clients or bills clients until a user defined date.	X	X	X		
Pro-rates the first and last bill.	X	X	X		
Multiple location billing lets you combine recurring charges for multiple locations on a single bill. This invaluable feature is perfect when your customer has multiple locations and wants to receive a single invoice for all.	X	X	X		
Maximum number of recurring services itemized per bill.	1	4	12	1	
Additional client by client descriptions automatically added to bills.		X	X		
ACCOUNTS RECEIVABLE Used to post payments to client accounts.	X	X	X	X	
Optional check scanner automates check posting by scanning your client checks, automatically locating the client's account. An image of the front of the check is also captured and stored for future reference. The check scanner is \$765.00 and is purchased separately.		X	X		
STATEMENTS Easily print reminder statements for delinquent clients. Automatically adds late fees and time-sensitive reminder messages.	X	X	X	X	
COLLECTIONS Helps manage telephone collection efforts by providing an easy way to document your phone conversations. Schedules call-back times if the client does not pay when promised.		X	X		
RATE INCREASE WIZARD Used to increase prices for recurring services for some or all clients. Easily increase rates by a percentage rate or dollar amount.			X		