

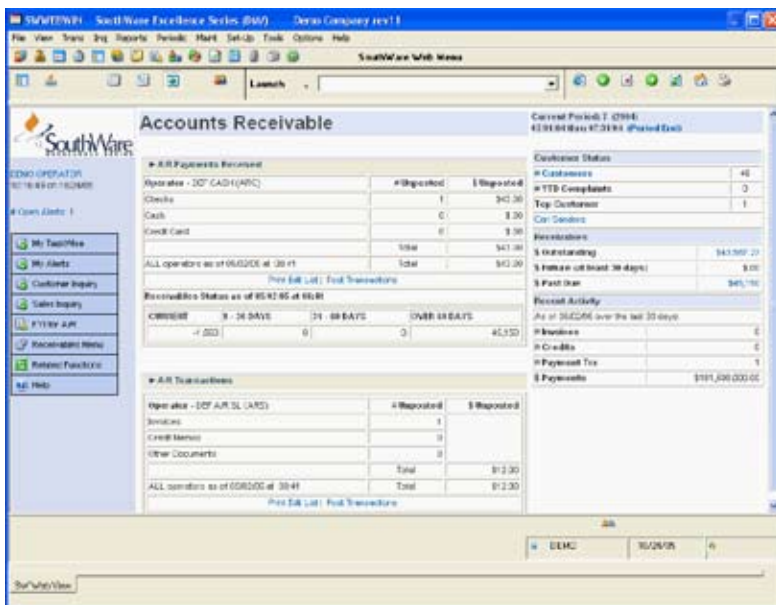
# Accounts Receivable

Your receivables are one of your most valuable assets. Managed right, they encourage higher sales with minimal cost. Managed wrong, they could put you out of business. A great way to manage your receivables right is with SouthWare's Accounts Receivable.

S O U T H W A R E   E X C E L L E N C E   S E R I E S   >

## BENEFITS

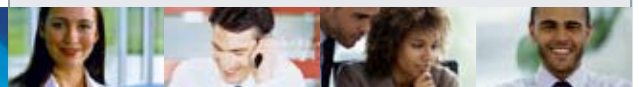
## FINANCIAL MANAGEMENT



Smart WebView Menu Portal

- Know which customers owe you money and when it's due
- Regularly remind your customers that you're watching their accounts closely
- Encourage timely payments
- Instantly answer a question about a customer's current or past activity
- Keep accurate commission records for your sales people
- Reduce the time you spend on sales tax reporting
- Know the aging status of each receivable type, customer, and invoice
- Evaluate each customer's sales and payment performance
- Spend less time entering data and more time managing your customer relationships

SouthWare's Accounts Receivable is a complete system for promoting and tracking sales, payments, and other activity with your customers. You get efficient recordkeeping, accurate records, and the tools to help you get paid on time. You also get instant answers to the questions you or your customers ask about customer accounts.



## Features & Functionality

### Customer Database

- Extensive standard data
- Credit terms, credit limit, credit rating
- Multiple ship-to and bill-to addresses
- Excellence history per period for 5 years
- Notes and optional Extended Data™

### Sales Transactions

- Invoices, credits, debits, from SouthWare Invoicing or entered in A/R
- Entry features customized per operator

### Customer Payments

- Apply as Open item or Balance Forward
- Allowances and discounts
- Cash, check, credit card
- Entry and reapply of open credits
- Review mode for fast entry

### Commissions

- Commissions based on sales or profit
- Option to pay on paid items only
- Split among multiple salespersons
- Option for sophisticated commission schemes on Inventory/Sales invoices

### Sales Tax

- Summary/detail reporting per tax locality
- Automatic or override tax calculations
- Line item tax cutoff or maximum tax per invoice if using SouthWare Invoicing

The screenshot shows the 'A/R Customer Maintenance' window for customer 'Carl Sanders'. The form is divided into several sections:

- Customer Information:** Customer # 1, Name Carl Sanders, Address 1 123 Magnolia Avenue, City Auburn, State AL, Zip Code 36830, Phone 334-821-2342, Salesperson BTR, Balance Method Open Item.
- 13. Invoicing:** Pricing 1, Disc % 0, Req PO#? N, Ship Via P (Customer Pickup), Tax Code 1, Ship To, Bill To.
- 13. Type:** G, 20. Group #, 21. Tax #, 22. A/R #.
- 13. Terms Code:** 2, 1/10 Net 30, Rating, 13. Credit Limit, 14. Avg Days to Pay 25, Add Late Fee? Y, 15. Current Balance 1,462.38, 16. Past Due Amt 1,488.58, 17. High Balance 12,093.75.
- 23. User:** [Empty fields]
- 24. History:** Sales PTD 00, Sales YTD 00.

Buttons for 'Open Item', 'Statement', and 'Monthly' are visible. The bottom of the window shows 'Customer [ ]', 'OK', 'Cancel', and a status bar with 'DEMO', '10/24/05', and '92'.

Accounts Receivable Customer Maintenance Record

### Statements and Late Fees

- Statements on demand, for past due only, or based on scheduled frequency
- Option to print invoice detail
- Late fees can be calculated per invoice

### Reporting

- Inquiry and numerous aging, sales analysis, and other management reports

### Other Special Features

- Option to reprint invoices
- Cash basis accounting option
- Track Vendor Refunds



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