

# Inventory Control

Inventory is one of your most important and valuable assets. Business Controller provides quick controlled processes for recording the movement (transactions) of your merchandise inventory: Sales, Returns, Receiving, Transfers, Shrinkage, etc...

Business Controller is designed to automate these inventory processes to reduce labor input resources and increase the volume of throughput resulting in greater efficiency. Automation is a powerful tool to increase production with minimal resources. These controlled processes are structured to reduce errors resulting in more accurate information.

Accurate and timely information enables you to make the best decisions regarding the management of limited resources. Slow moving or unpopular inventory may result in Losses. Business Controller gives you information to “invest” in the proper Inventory Merchandise.

- √ **Quality Controls**
- √ **Save Time**
- √ **Reduce Errors**
- √ **Increase Volume**
- √ **Accurate & Timely Information**
- √ **Maximize Cash & Inventory**



## Item Information

You will have the ability to track specific information about each individual product you sell.

<More Info>	<Inventory>	<Vendors>	<Units>	>>> Items <<<
Item Number:	C100	UPC/Barcode:	0923430455	
Description:	Coca Cola 12 oz Can	Desc.2:	Classic Coke	
Item Type:	Inventory	Last Cost:	0.550	
Active?	Y	Average Cost:	0.553	
		Taxable:	Y	
Department:	Grocery	Price 1:	1.00	
Category:	DRINK	Price 2:	0.90	
Sub Category:	SOFTD	Price 3:	0.75	
Season:		List Price:	1.25	
Account Code:	DFLT	Excise Tax:	N	
Manufacturer:	COKE	Price Code:		
Use FoodStamps?:	Y			
On Hand:	27.000	Minimum Quantity:	2	Maximum Quantity: 10
Notes:				
< Confirm > < cancel >				

### Barcodes

You may assign a unique barcode to each item to enable “Barcode Scanning” throughout the software. Use a Barcode Scanner to scan the code immediately identifying the correct item. Use the manufacturer’s code or create your own. Scanning eliminates handwriting or typing information and increases speed and accuracy of the transaction. You may assign different barcodes on the different packaging (alternate units) of the same product (Can, Case,...)

Barcodes can be scanned to increase speed and accuracy for: Receiving Items from Vendors, Physically Counting Inventory, Selling Inventory, and Transferring Inventory to another location.

- √ Increase Speed & Accuracy of Sales
- √ Save Time & Control Inventory

### Departmental Classifications

There are four separate classifications on each product: Department, Category, Sub Category, and Season. Use these classifications to group similar products together for pricing strategies and inventory analysis. You can use these classifications to determine consumer sales trends and optimal products. For example, you may realize that a certain group or category of products maintain a medium profitability and high selling quantities, which may indicate a greater demand for these types of products and an opportunity for price increase for higher gross profit.

- √ Pricing Strategies
- √ Analyze Inventory Trends
- √ Maximize Profit

## Accounting Controls

You can determine General Ledger Accounting controls for each item. This will eventually translate to your accountant and/or your financial statements. These accounting controls may be used to identify consumer sales trends and profitability trends on your financial statements.

✓ **Financial Analysis**

✓ **Easier Accounting**

## Cost Tracking

Business Controller will track various costs associated with your inventory. Obviously, the cost of each product may vary for each receiving based on the vendor or current market prices.

**FIFO Tracking** (First In First Out)

**Average Cost** constantly be updated for each receiving.

**Serial Number Costing** to track the specific cost of each serial number for serialized products

These costs are used to track the Profitability and Valuation of your merchandise.

**Vendor Costs** to track each receiving and to compare the costs from different vendors.

Vendors for item - C100: Press Enter			
Vendor	Last Order Date	Last Cost	Vendor Name
ABC-CORP	10/19/2002	0.550	A.B.C. Corporation
XYZ-INC	09/27/2002	0.570	XYZ Distribution Inc.
BIG BUY INC	10/25/2002	0.600	Big Buy Incorp Distributors
BEVCORP	10/25/2002	0.540	Beverage Corp Distributors

✓ **Accurate Value of Inventory**

✓ **Information for Cost Comparisons**

## Tax Controls

Set Tax controls for each product. This will allow for automatic and accurate calculation of sales tax at the Point of Sale. This will keep the selling process quick and keep accurate Sales Tax information.

✓ **Accurate Sales Tax Controls**

## Food Stamp Controls

Each product can be designated for accepting Food Stamps as payment from consumers. This will prevent cashiers from accepting Food Stamps as payment for ineligible products.

## Inventory Warehouse Tracking

Accurately knowing your inventory levels may save needless expenditures for more inventory. Have you ever purchased product from your vendor only to discover that you already have the item in stock in a “hidden” location? That purchase could have been invested in more profitable stock.

You will have the ability to keep track of inventory that you may store off premises or at other locations or when you go to trade shows. Warehouse storage may be less expensive than “Showroom” storage of products. Also, each product should be able to have ample “real estate” in your showroom store front. Cluttering the showroom may prevent your customers from discovering or locating profitable products. By tracking inventory in other locations you will be able to optimize your selling floor.

√ **Track Inventory in Multiple Locations**

√ **Optimize Your Selling Floor**

Inventory for Item - C100: Press Enter						
Warehouse	On hand	Committed	Average Cost	Last Cost	Last Order Date	Firs
MAIN	78.000	2.000	2.66	0.55	10/18/2002	/
NYC	20.000	0.000	0.55	0.55	/ / /	/

## Stock Level Controls

Maintaining optimal levels of inventory are crucial to take advantage of consumer demand. If your customer needs a product and you do not have it in stock; he/she may resort to your competition to fulfill the need. In contrast, you do not want to have too much inventory tying up your assets. You are able to set **Minimum and Maximum levels of stock for each product**. This will ensure that you have ideal stock levels.

√ **Optimum Stock Levels**

## Active Controls

Occasionally, some products you offer your consumers become discontinued. You will have the ability to set these items as inactive. Business Controller will separate you active products from your inactive products.

## Pricing Controls

Effective pricing strategies are important for “turning over” product. The right price for the right customer will result in a sale. The wrong price on a product may result in lost sales of other products.

**3 Price Levels** are available to assign the right price to the right type of consumer. You may automatically assign a different selling price for an item based on the type of customer.

**Alternate Unit Pricing , Quantity Break Pricing, Automatic Mark Up % or Automatic Discounts %** can be assigned to each product to ensure a set level of profitably while maintaining pricing integrity.

>>> Stock Unit 2 <<<		>>> Stock Unit 3 <<<	
Unit:	6PK	Unit:	CASE
Break Quan:	6	Break Quan:	24
Description:	6 Pack Coke cans	Description:	Case of Coke Cans
Price 1:	6.00	Price 1:	20.00
Price 2:	5.00	Price 2:	18.00
Price 3:	4.00	Price 3:	16.00
List Price:	6.00	List Price:	0.00
Price Code:		Price Code:	
Barcode:	17829179030	Barcode:	90820339

**Sale Prices** that are **Date and Time Sensitive** will allow you to set special discounts or pricing and specific items or groups of items for certain time periods. This will enable you to take advantage of “slow” periods throughout the day, week, month, or year.

**Mass Price Changes** will allow you to change the selling price for a range of products to take advantage of industry supply and demand trends immediately.

>>> Mass Price Changes <<<	
<b>Prices</b>	<b>Units</b>
<input checked="" type="checkbox"/> Price 1	<input checked="" type="checkbox"/> Each
<input type="checkbox"/> Price 2	<input type="checkbox"/> Unit 2
<input type="checkbox"/> Price 3	<input type="checkbox"/> Unit 3
<input type="checkbox"/> List Price	
<b>Price Change</b>	
By Percentage of Price:	0.0000
By Percentage of Last Cost:	0.0000
By Dollar Amount:	0.00
To Dollar Amount:	0.00
No Filter Set	
<input type="button" value="Filter"/> <input type="button" value="Proceed"/> <input type="button" value="Done"/>	

√ Effective Pricing Strategies

√ Rapid Reaction to Pricing Trends

# Inventory Transactions

## Receiving Information

Receiver Number: 13	Vendor:
PO Number: 13	ABC-CORP
Order Date: 10/19/2002	A.B.C. Corporation
Delivery Date: 10/25/2002	1173 Green Street
Warehouse: MAIN	Iselin NJ 08839-
Terms: NET 60	
Open: N	
Freight: 10.00	
Charges: 1.50	
Purchase Total: 33.50	
Notes: Part of Shipment was Damaged . Need to Contact Steve at ABC Corp for replacment.	
<input type="button" value="Confirm"/> <input type="button" value="Cancel"/> <input type="button" value="Details"/> <input type="button" value="Receive More"/>	

Keep track of important information regarding a Vendor's shipment and receiving.

Order: 3	Description	Cost	Quantity	Amount
1 C100	Coca Cola 12 oz Can	0.55	40.00	22.00
2 C100	6 Pack Coke cans	3.30	3.00	9.90
3 C100	Case of Coke Cans	13.20	2.00	26.40
Total:----->				58.30

Order: Order number

Scan barcodes , Enter Items Numbers or use Quick Searches to Receive products into your warehouse. Alternate Unit Barcodes are identified when scanning products in various packaging. Item Cost information is automatically updated from the Receiving Transactions.

Vendor	Last Order Date	Last Cost	Vendor Name
ABC-CORP	10/19/2002	0.550	A.B.C. Corporation
XYZ-INC	09/27/2002	0.570	XYZ Distribution Inc.
BIG BUY INC	10/25/2002	0.600	Big Buy Incorp Distributors
BEVOCORP	10/25/2002	0.540	Beverage Corp Distributors

## Receiving Serial Numbers

When receiving a serialized item, you will automatically be prompted for the serial numbers. Often manufactures will print label serialized products with a barcoded serial number. This means that you scan scan in the serial numbers during receiving.

```
Enter SERIAL NUMBER
-----
Last Serial Entered: 100035
Enter Serial Number: 100036_
-----
< OK >  < Cancel >  < Show Serials >
```

```
3 Received. 4 serials entered. adjust received?
-----
< Yes >  < No >
```

Error control is built in to identify and prevent serial number receiving discrepancies.

- √ Increase Receiving Efficiency
- √ Increase Inventory Accuracy
- √ Error Prevention Control

## Receiving Documents

Barcode Labels , Laser Printer Labels, or Dot Matrix Printer Labels can automatically produce labels for all products from the receiving. Labels are used as another check point for receiving for Inventory Control.

```
Receiver Number: 6
PO Number: 6
Order Date: 10/19/2002
Delivery Date: 10/19/2002
Vendor: ABCCORP
A.B.C. Distributing Corp.
-----
>>> Print Labels <<<
-----
Do you wish to print labels ?
-----
< Yes >  < No >
-----
< Confirm >  < cancel >  < Details >  < Receive More >
```

Also , a Receiving Form can be printed as a tracking document for this receiving. These Receiving controls assist in tracking the accuracy of the product inventory and controls to pay Vendors for only what you have received.

- √ Verify Vendor Shipments Prior To Payment

## **Physical Counts**

Business Controller has functionality to conduct Physical Counts to and report discrepancies between actual quantity counted and quantity in the system. You may realize that the items with Physical Count discrepancies are all located in the same section of your warehouse or store. This may indicate a “blind spot”.

## **Adjustments**

Record transactions to adjust inventory levels up or down, independent of Sales or Receivings. You can pre-define a list of adjustment codes to identify the cause of the change in inventory. You can keep track of products that were Damaged, Donated, Stolen, Used for Demonstration etc...

## **Transfers**

Record product movement between warehouses and multiple locations.

- ✓ **Maintain Accurate Inventory**
- ✓ **Control & Analyze Shrinkage**
- ✓ **Track Damaged Merchandise**

## Commissions

- ◆ Create incentives to sell merchandise.
- ◆ Increase Sales from Your Sales Team
- ◆ Track Sales Rep Performance

>>> Commission Rule Setup <<<

Commission Rule: <b>FOOD</b>		Description: <b>FOOD PRODUCTS COMMISSIONS</b>	
Based on:			
<b>Sales Selection</b>		<b>Commission Details</b>	
<input checked="" type="radio"/> Sales Person		Commission Basis: <input checked="" type="radio"/> Percent	
<input type="radio"/> Sales Category		<input type="radio"/> Dollar Amount	
		Commission Percent: <b>2.00%</b>	
		Commission Amount: <b>0.00</b>	
<b>Item Selection</b>		Price #: <input checked="" type="checkbox"/> Price 1	
<input type="radio"/> Item		<input type="checkbox"/> Price 2	
<input checked="" type="radio"/> Category		<input type="checkbox"/> Price 3	
<input type="radio"/> Sub-Category			
<input type="radio"/> Department		Minimum Quantity: <b>1.00</b>	
<b>CANDY</b>			

- ◆ Commission Rules Based on Individual Sales Reps
- ◆ Commission Rules Based on a Group of Sales Reps
- ◆ Commission Percentage Based on Price Levels
- ◆ Commission Dollar Amounts - Spiffs
- ◆ Commission Rules Based on Individual Items
- ◆ Commission Rules Based on Groups of Items

# Inventory Reports

Reporting accurate and timely information is a key benefit of using Business Controller for automating business transactions. You will use this information to make key decisions in managing your assets.

## Adjustment Report

- √ Identify inventory changed for “unusual” reasons
- √ Identify Shrinkage or Product Damage.

Item	Description	Warehouse	Qty	Cost	ExtCost	Date	Reason
10012	MARLBORO 85 BX	MAIN	5.00	\$4.00	\$20.00	1/20/03	Adjustment
10012	MARLBORO 85 BX	MAIN	7.00	\$4.00	\$28.00	1/20/03	Adjustment
10022	AMER SPIRIT ORANGE/RED	MAIN	40.00	\$3.00	\$120.00	1/20/03	Adjustment
10513	CAMEL 100 LT	MAIN	46.00	\$3.00	\$138.00	1/20/03	Adjustment
10	KOOL KS \$7.50 OFF	MAIN	3.00	\$0.00	\$0.00	1/21/03	Adjustment
TEST	test	MAIN	3.00	\$0.00	\$0.00	1/21/03	Adjustment
10024	AMERICAN SPIRIT LT MEN	MAIN	77.00	\$3.00	\$231.00	1/21/03	Adjustment
10012	MARLBORO 85 BX	MAIN	44.00	\$4.00	\$176.00	1/21/03	Adjustment
10012	MARLBORO 85 BX	MAIN	13.00	\$4.00	\$52.00	1/21/03	Adjustment
10021	AMERICAN SPIRIT ULTRA	MAIN	5.00	\$0.00	\$0.00	1/23/03	Adjustment
C100	Coca Cola 12 oz Can	MAIN	-2.00	\$0.00	\$0.00	1/17/03	Received Damaged
P102	Pepsi 12 oz Can	MAIN	-3.00	\$0.00	\$0.00	1/17/03	Damage On Floor
COLE100	Coleman 2 Person Tent	MAIN	-1.00	\$0.00	\$0.00	1/23/03	Charity
COLE102	Coleman Flashlight	MAIN	-5.00	\$0.00	\$0.00	1/23/03	Charity
C100	Coca Cola 12 oz Can	MAIN	-5.00	\$0.00	\$0.00	2/4/03	Received Damaged
P102	Pepsi 12 oz Can	MAIN	-7.00	\$0.00	\$0.00	2/4/03	Shrinkage

End of Report

1/1/00 to 2/4/03

### ADJUSTMENT REPORT

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2/4/03

## Price List / Item List

Print hard copy price lists for your Customers, or Sales Reps...

### PRICE LIST

Item	Product Description	UNIT	Category	SubCateg	Mfg	Price
10	KOOL KS \$7.50 OFF	K180 KOOL SIP	EACH	CIGS	KING	272.00 \$25.00
10012	MARLBORO 85 BX		EACH	CIGS	KING	282.00 \$25.00
10021	AMERICAN SPIRIT ULTRA		EACH	CIGS	DELUX	479.95 \$25.00
10023	AMERICAN SPIRIT MENTH		EACH	CIGS	DELUX	479.95 \$25.00
10024	AMERICAN SPIRIT LT MEN		EACH	CIGS	DELUX	479.95 \$25.00
10028	AMERICAN SPIRIT YELLOW		EACH	CIGS	DELUX	479.95 \$25.00
10035	AMERICAN BLEU BX		EACH	CIGS	DELUX	479.95 \$25.00
10038	AMERICAN YELLOW BX		EACH	CIGS	DELUX	479.95 \$25.00
10040	PARLIAMENT 85 LT		EACH	CIGS	KING	282.00 \$25.00
10050	PARLIAMENT 85 BX LT		EACH	CIGS	KING	282.00 \$25.00
10070	B&H 85 BX		EACH	CIGS	DELUX	282.00 \$25.00
10080	SARATOGA 120 BX		EACH	CIGS	100	282.00 \$25.00
10090	PHILIP MORRIS COMMANDER		EACH	CIGS	100	282.00 \$25.00
101	MARLBORO UL BX B9G2F	MARL B9G2F 200	EACH	CIGS	KING	282.00 \$25.00
10106	PH.MORRIS REG.		EACH	CIGS	KING	282.00 \$25.00
10113	CAMEL 70 NF		EACH	CIGS	KING	123.00 \$25.00
10130	SARATOGA M 120 BX		EACH	CIGS	100	282.00 \$25.00
10180	MARLBORO 100 LT		EACH	CIGS	100	282.00 \$25.00
10190	MARLBORO 100 BX LT		EACH	CIGS	100	282.00 \$25.00
102	MARLBORO MEN FF BX B1G1F	MARL B1G1F 200	EACH	CIGS	KING	282.00 \$25.00
10213	CAMEL FILTER S		EACH	CIGS	KING	123.00 \$25.00

## Reorder Report

Report identifies products that fall below the Minimum ideal stock levels. This report can be used to ensure that you have sufficient inventory levels for each product.

1/22/03

### REORDER REPORT

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Ideal Qty =MIN

Item	Mfg	Description	Qty To Order	Whse	Ideal Level	Onhand
10180	28200	MARLBORO 100 LT	29.00	MAIN	50.00	1.00
10012	28200	MARLBORO 85 BX	30.00	MAIN	30.00	0.00
10	27200	KOOL KS \$7.50 OFF	145.00	MAIN	1,500.00	1,355.00

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### REORDER REPORT

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Ideal Qty =MAX

Item	Mfg	Description	Qty To Order	Whse	Ideal Level	Onhand
10180	28200	MARLBORO 100 LT	99.00	MAIN	100.00	1.00
10012	28200	MARLBORO 85 BX	50.00	MAIN	50.00	0.00
10	27200	KOOL KS \$7.50 OFF	1,645.00	MAIN	3,000.00	1,355.00

## Stock Status Report

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### STOCK STATUS REPORT

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Item	Description	Category	Whse	Min	Max	Onhand	Commbid	Available	LastDat
10180	MARLBORO 100 LT	CIGS	MAIN	50.00	100.00	1.00	0.00	1.00	1/22/03
10012	MARLBORO 85 BX	CIGS	MAIN	30.00	50.00	0.00	35.00	-33.00	1/22/03
10022	AMER.SPIRIT ORANGE/RED	FIRE	MAIN	0.00	0.00	40.00	0.00	40.00	12/30/99
10513	CAMEL 100 LT	CIGS	MAIN	0.00	0.00	46.00	0.00	46.00	12/30/99
10	KOOL KS \$7.50 OFF	CIGS	MAIN	1,500.00	3,000.00	1,355.00	1.00	1,354.00	1/22/03
TEST	test		MAIN	10.00	20.00	105.00	0.00	105.00	1/24/03
10024	AMERICAN SPIRIT LT MEN	CIGS	MAIN	0.00	0.00	920.00	0.00	920.00	1/22/03
10012	MARLBORO 85 BX	CIGS	BACK	30.00	50.00	888.00	0.00	888.00	12/30/99
10035	AMERICAN BLEU BX	CIGS	MAIN	0.00	0.00	234.00	0.00	234.00	1/22/03
10021	AMERICAN SPIRIT ULTRA	CIGS	MAIN	0.00	0.00	5.00	0.00	5.00	12/30/99
C100	Coca Cola 12 oz Can	DRINK	MAIN	0.00	0.00	115.00	0.00	115.00	1/22/03
P102	Pepsi 12 oz Can	DRINK	MAIN	0.00	0.00	190.00	0.00	190.00	1/17/03
COLE100	Coleman 2 Person Tent	CAMP	MAIN	0.00	0.00	9.00	0.00	9.00	1/17/03
COLE102	Coleman Flashlight	CAMP	MAIN	0.00	0.00	25.00	0.00	25.00	1/17/03

## Valuation Report

- ✓ Determine the Cost and Retail Value of inventory.
- ✓ Controlled Checkpoint for your Financial Statements.

1/22/03

### VALUATION REPORT

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Item	Description	Category	AcctCode	Mfg	Whse	Onhand	ArgCost	Value
10180	MARLBORO 100 LT	CIGS	DFLT	28200	MAIN	1.00	\$20.16	\$20.16
10012	MARLBORO 85 BX	CIGS	DFLT	28200	MAIN	0.00	\$28.03	\$0.00
10022	AMER.SPIRIT ORANGE/RED	FIRE	DFLT	47995	MAIN	40.00	\$3.00	\$120.00
10513	CAMEL 100 LT	CIGS	DFLT	12300	MAIN	46.00	\$3.00	\$138.00
10	KOOLKS \$7.50 OFF	CIGS	DFLT	27200	MAIN	1,356.00	\$29.94	\$40,560.70
TEST	test		DFLT		MAIN	105.00	\$0.00	\$0.00
10024	AMERICAN SPIRIT LT MEN	CIGS	DFLT	47995	MAIN	920.00	\$3.00	\$2,760.00
10012	MARLBORO 85 BX	CIGS	DFLT	28200	BACK	888.00	\$4.00	\$3,552.00
10035	AMERICAN BLEU BX	CIGS	DFLT	47995	MAIN	234.00	\$0.00	\$0.00
10021	AMERICAN SPIRIT ULTRA	CIGS	DFLT	47995	MAIN	5.00	\$0.00	\$0.00
C100	Coca Cola 12 oz Can	DRINK	DFLT	COKE	MAIN	115.00	\$0.55	\$63.25
P102	Pepsi 12 oz Can	DRINK	DFLT	PEPSI	MAIN	190.00	\$0.48	\$91.20
COLE100	Coleman 2 Person Tent	CAMP	DFLT	COLE	MAIN	9.00	\$50.00	\$450.00
COLE102	Coleman Flashlight	CAMP	DFLT	COLE	MAIN	25.00	\$2.00	\$50.00
<b>GRAND TOTAL</b>						<b>3,933.00</b>		<b>\$47,013.31</b>

## Inventory History Report

- ✓ Detail of Each Transaction for a Specific Item or Group of items.
- ✓ Select various options for the specific information you are seeking.

```

>>> Inventory Transactions History Report <<<
-----
Sort Order:  (<=>) Warehouse/Item
              (<=>) Item/Warehouse

Report Type:  (<=>) summary
              (<=>) detail

Destination:  (<=>) printer1
              (<=>) printer2
              (<=>) printer3
              (<=>) screen
              (<=>) file

Breaks and Totals Selection:
[ ] Sales
[ ] Returns
[ ] Trades
[ ] Receipts
[ ] Adjustments Up
[ ] Adjustments Down

Date Range:
From: 10/19/2002
To: 10/19/2002

No Filter Set

[Filter] [Proceed] [Done]
    
```

### S U M M A R Y

Dates: 01/01/2002 to 10/18/2002  
By: 123

Item	Description	Date	Type	Doc. No	Quantity
C100	6 Pack Coke cans	09/27/2002	RECV	5	1.00
C100	Case of Coke Cans	09/27/2002	RECV	5	1.00
C100	Coca Cola 12 oz Can	09/27/2002	ADJD	Adjustment	-3.00
			ADJU	Adjustment	4.00
			RECV	3	10.00
			SALE	2	1.00
				3	12.00
				4	2.00
				5	2.00
		10/18/2002	RECV	11	50.00
				12	1.00
-----					
SALE:	17.00	TRAD:	0.00	ADJU:	4.00
RETN:	0.00	RECV:	63.00	ADJD:	-3.00
-----					

## Days of Supply

This report will show you how long your inventory will last based on product movement from Sales History. This will be a powerful tool in deciding what inventory needs to be purchased.

1/22/03

### DAYS OF SUPPLY

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Based on Sales from 1/22/03 thru 1/22/03

<u>Item</u>	<u>Description</u>	<u>Sales Per Day</u>	<u>To Last 60.00 Days</u>	<u>Onhand</u>	<u>Needed</u>
10	KOOL KS \$7.50 OFF	3.00	180.00	1,355.00	-1,175.00
10024	AMERICAN SPIRIT LT MEN	1.00	60.00	920.00	-860.00
10035	AMERICAN BLEU BX	234.00	14,040.00	234.00	13,806.00

## Replenishment

This report will display the inventory that should be purchased to replenish your stock levels based on actual sales history.

1/22/03

### REPLENISHMENT

Based on Sales from 1/1/03 to 1/31/03: 100.00% of Sales

<u>Item</u>	<u>Description</u>	<u>Replenish Qty</u>	<u>Onhand</u>
10	KOOL KS \$7.50 OFF	40.00	1,355.00
10012	MARLBORO 85 BX	40.00	444.00
10024	AMERICAN SPIRIT LT MEN	1.00	920.00
10035	AMERICAN BLEU BX	234.00	234.00
10180	MARLBORO 100 LT	40.00	1.00
C100	Coca Cola 12 oz Can	18.00	115.00
TEST	test	1,398.00	105.00

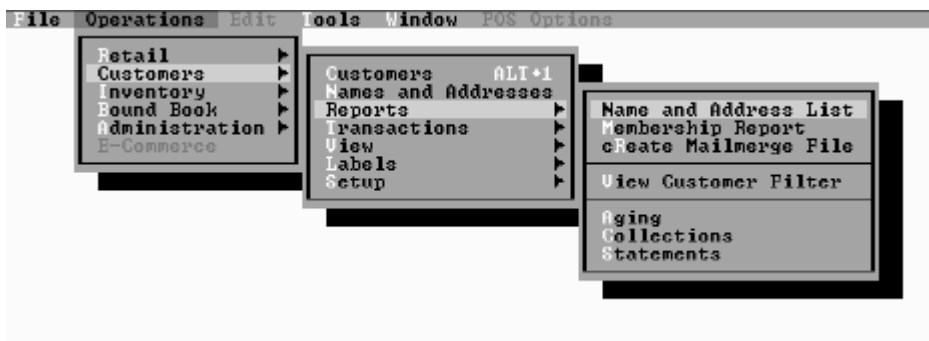
# Customers

Customers are one of your most valuable assets. Although, Customers do not appear on your financial statements, they have a great impact on Sales and Costs. A satisfied customer is the most powerful form of marketing you could hope for. Conversely, a dissatisfied customer can be a liability.

While simplifying the point of sale process; valuable Customer information and sales data is being tracked. This information will become valuable in making daily decisions that result in building customer relationships that will translate to greater revenues. One of the key advantages of smaller businesses to large corporations is the ability to remain flexible in an constant changing environment. For example, a customer wants to return an item several days beyond your standard “Return Policy”. If this is a good “repeat” customer; it will be worth the long term relationship and revenues to allow the return. Conversely, you would want to see if the customer is returning merchandise frequently.

Business Controller will present tools to analyze your customer base and make better decisions for marketing expenses. Business Controller will also offer you tools to facilitate the marketing process. This will be a benefit resulting from your standard daily processes in the software.

- √ **Automatic Customer Sales Tracking**
- √ **Analyze Your Customer Base**
- √ **Easy Tools For Marketing**



# Customer Information

Track contact and delivery information on your customers.

```
<More Info> <Contacts> <Permit> ==>>> Customers Information <<<
Sales Total: 700.00
Account ID: SMITHJ
Account Name: Smith John
First Name: John Last: Smith
Phone: (732) 283-1300 Ext:
Address 1: 1173 Green Street
Address 2: 2nd Floor
City, St Zip: Iselin NJ 08830-
Date Added: 09/27/2002
Account Type: R/R Tax Code: NJ
Category: 02 Tax Exempt #:
Active? Y Excise Tax Exempt: N
Notes:
< Confirm > < Cancel >
```

## Contact Information

- ✓ Track Contact Information for Marketing
- ✓ Information for Delivery Confirmation
- ✓ Information to Solicit Customer Feedback
- ✓ Multiple Contacts for the Same Customer

```
Account ID: SMITHJ
Account Name: Smith John
Contact No: 2
First Name: Mary Last: Smith
Address 1: 1173 Green Street
Address 2: 1st Floor
City, St, Zip: Iselin NJ 08830-
Phone 1: (732) 283-1301 Extension:
Phone 2: ( ) - Extension:
Fax Number: ( ) -
Cell Phone: ( ) -
EMail Address:
Notes:
```

## Tax Controls

- ✓ Assign Tax Percent Levels to Specific Customers.
- ✓ Accurate Sales Tax Controls
- ✓ Reduce Tax Errors

## Activity Information

- ✓ Track Sales Revenue and History for each Customer
- ✓ Increased Customer Satisfaction & Relationships
- ✓ Information for Decisions for Customer Satisfaction
- ✓ Impact “Repeat” Business

## Customer Classification Categories

You will have the ability to **classify your customers with similar characteristics into groups**. Classifying your customers will enable you to better analyze your marketing campaign and even make better inventory buying decisions. For example, if you see that most of your customers are “Law Enforcement” or “Contractors”, you may want to carry inventory desirable for this type of customer.

Also, you can define pricing strategies to accommodate a group of customers. You can assign automatic discounts, markups, or price levels to groups of customers.

- √ **Analyze Customer Groups**
- √ **Different Pricing for Different Customers**

## Accounts Receivable (Optional)

Certain customers that purchase from you on an on going basis will require your ability to release merchandise and accept payment at a later date (Accounts Receivable). Not offering these terms of business may result in the customer seeking out your competition which will result in lost revenue and a strengthened competitor.

You will have the ability to offer these terms of business to certain customers while maintaining important levels of control. Obviously, not all of your customers should be entitled to A/R Terms. You are able to **specify which customers should and should not have these privileges**. If you decide the customer is not entitled to A/R terms, security controls ensure that there is no way to issue these terms at the point of sale.

Sales Total: 700.00

Account ID: SMITHJ  
Account Name: Smith John

First Name: John Last: Smith  
Phone: (732) 283-1300 Ext:  
Address 1: 1173 Green Street  
Address 2: 2nd Floor  
City, St Zip: Iselin NJ 08830-  
Date Added: 09/27/2002  
Tax Code: NJ

Account Type: A/R  
Category: Select Customer Type  
Active: A/R Accounts Receivable  
Notes: CASH Cash

<Forward> <Enter> to select <Order> <Exit>

You will also be able to set limits and controls to these terms for each individual customer.

Sales Person: 123 Terms: NET 30  
Credit Card: 5555555555555555 Credit Limit: 100  
Expiration Date: 01/03 On Credit Hold: N  
Checks Allowed: Y

- √ **Customer Credit Tracking**
- √ **Customer Specific Credit Controls**

## Memberships

Organizing memberships for your customers may allow you to identify these customers for special privileges or activities. You may offer special services for members of the group or organize special interest activities for the group.

```
Membership: Monthly
Expiration Date: 01/05/2002
Ship to:
```

```
>>> POS Entry <<<
Register: 1 Drawer: 1 Ticket: Type: Sale Sales Rep: 123
LR Item Description Price Quantity Amount
>>> Information Window <<<
Membership for this customer
Monthly
expired on 01/05/2002
[OK]
1123 Green Street Stock Unit: Tax: 0.00
Iselin NJ 08830 Total: 0.00
```

Informational controls will also flag you regarding membership expiration at the point of sale.

- ✓ **Track Membership Information.**
- ✓ **Control Memberships & Expirations**



## Batch of Check Controls

- ✓ Receive Multiple checks for Payments from Various customers
- ✓ Batch controls for receiving payment on A/R invoices.
- ✓ Checkpoint to ensure total quantity & value of checks accounted for.
- ✓ Minimize errors with valuable incoming cash and check payments.

Batch Number: 1			
Checks in batch . . . . :	5	Checks entered . . . . :	4
Amount of batch . . . . :	12482.25	Amount entered . . . . :	11358.88
Payment Information			

## Debit or Credit Memo

- ✓ Debit / Credit Memos to a customer account
- ✓ Assess Late Payment fees or NSF (bounced check) charges.
- ✓ Encourage Customer Timely Payment of accounts receivable.
- ✓ Tools to enforce your terms of business.

Memo Information		
Customer #:	JONES1	Jones Ton
Memo #:		
Date:	10/25/2002	
Credit/Debit:	Debit Memo	
Reference:	Late Payment Fee	
Adjustment Amount:	5.88	
Amount Applied:	8.88	
Account Code:	7979	

## Aging Reports

Aging reports are crucial tools for maintaining control over accounts receivable. This report will indicate customers the age of customer invoices from the time the merchandise was released to the customer. Failure to monitor the aging of your assets will result in Bad Debt Expense.

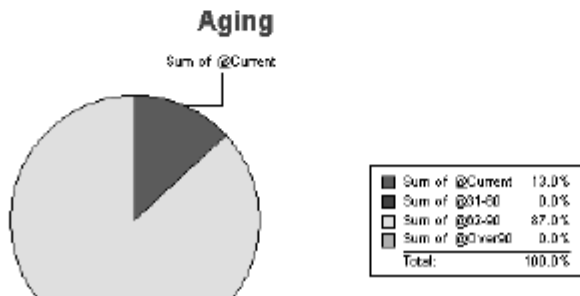
- ✓ **Control Accounts Receivable**
- ✓ **Track Age of Customer Invoices**
- ✓ **Increase Collections**
- ✓ **Reduce Bad Debt Expense**

### Aging Report

T2			<u>Current</u>	<u>31 - 60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>
Jones & Associates	\$ 3,000.00	\$3,263.74	\$424.00	\$0.00	\$2,839.74	\$0.00
Tex Tool	NET 60					
Phone :123-345-4657 Ext 65	3/3/03					

Apply To	Document Type	Trx Date	Amount	Due Date	Check/Reference Number	Age	Due Age
80	Invoice	1/3/03	\$2,474.04	3/4/03		78.00	18.00
81	Invoice	1/3/03	\$395.70	3/4/03		78.00	18.00
82	Invoice	3/3/03	\$424.00	5/2/03		19.00	-41.00

<b>GRAND TOTALS</b>	<b>Current</b>	<b>31 - 60 Days</b>	<b>61-90 Days</b>	<b>Over 90 Days</b>
	\$424.00	\$0.00	\$2,839.74	\$0.00



## Collection Report

The collection report can be used as a tool to highlight and contact customers with older invoices to collect payment. This tool will minimize your Bad Debt or Write Off Expense.

3/22/03 1:30:03PM

Page 1 of 1

### Collection Report Overdue Invoices

			<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>Over 90 Days</u>
T2						
Jones & Associates	\$ 3,000.00	\$2,839.74	\$0.00	\$0.00	\$2,839.74	\$0.00
John Jones	NET 60					
Phone 1 :123-345-4657 Ext 65	3603					
Phone 2:732-283-1300 Ext						
Cell :732-555-3344						

<u>Apply To</u>	<u>Document Type</u>	<u>Trx Date</u>	<u>Amount</u>	<u>Due Date</u>	<u>Age</u>	<u>Due Age</u>
80	Invoice	1/3/03	\$2,474.04	3/4/03	78 00	18 00
81	Invoice	1/3/03	\$365.70	3/4/03	78 00	18 00

#### GRAND TOTALS OVERDUE

<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>Over 90 Days</u>
\$0.00	\$0.00	\$2,839.74	\$0.00

## Customer Statements

- ✓ Send Statements to Customers summarizing receivables
- ✓ Improve the process of Collecting Cash
- ✓ Remind customers about outstanding invoices.
- ✓ Reduce Lost Payment from Lost Invoices

BCSC 980  
1173 Green St  
Iselin, NJ 08833-08833

Phone: 732-283-1300 Fax: 732-283-1192

<u>ACCOUNT NUMBER</u>	<u>STATEMENT DATE</u>	<u>PAGE</u>
T2	3/22/03	Page 1 of 1

John Jones  
Jones & Associates  
15 Apple Street

Amount Enclosed \_\_\_\_\_

Phone 1 :123-345-4657 Ext 65

<u>Document Type</u>	<u>Apply To</u>	<u>Trx Date</u>	<u>Due Date</u>	<u>Reference</u>	<u>Amount</u>
Invoice	80	1/3/03	3/4/03		\$2,474.04
Invoice	81	1/3/03	3/4/03		\$365.70

**BALANCE DUE** \$2,839.74

# Customer Tracking

A result of your standard point of sale operations you will be able to access sales history information easily and quickly. This information is important in making timely decisions regarding transactions with your customers. You will see details of invoice and ticket history for each individual customer. Identifying patterns will allow you to build better relationships with your customers which will lead to greater revenue from repeat customers.

✓ **Identify Customer Buying Patterns**

✓ **Access Customer History**

Ticket	Total	Tax	Salesman	Drawer	Date	Time	Payment Typ
21	31.80	1.80	123	1	08/06/2002	10:35:20	Cash
23	60.42	3.42	123	1	08/14/2002	10:35:40	Cash
24	37.10	2.10	123	1	08/29/2002	10:35:54	Cash
25	106.00	6.00	123	1	09/06/2002	10:36:17	Cash
26	3.18	0.18	123	1	09/23/2002	10:36:35	Cash
27	222.60	12.60	123	1	10/25/2002	10:36:55	Cash

# Customer Reports

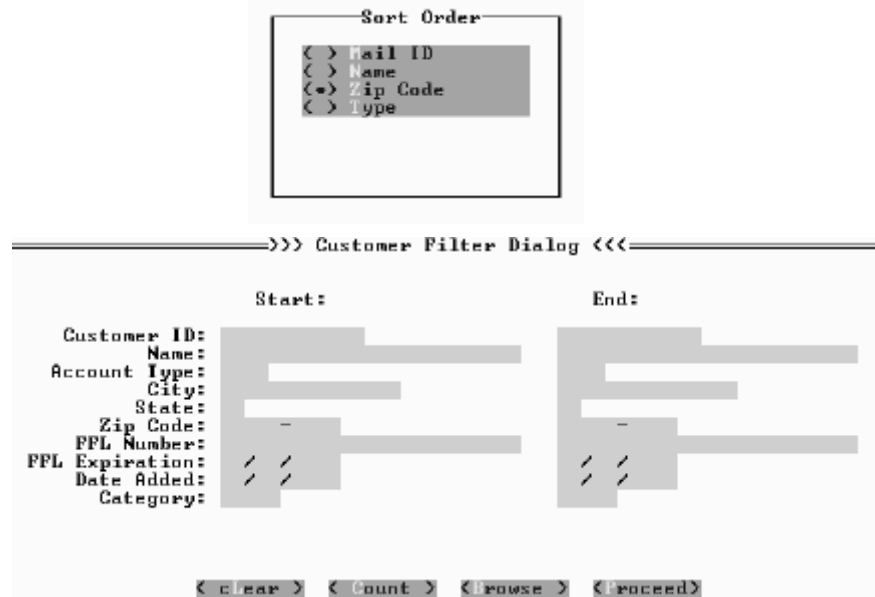
You can utilize your customer's information to focus your marketing efforts on the most valuable prospective revenue; your current customers.

## Name & Address List

Customer Number	Contact Information	Additional Information
1/22/03	<b>Name &amp; Address List</b>	
QM100	Quick Market Quick Market Convenience Stores 140 15th Street Brooklyn NY, 11533 D.L. FFL	Date Added: 1/15/03 Last Update: 1/3/03 Category: Type: AVR Tax Code: EXEM Phone 1: 718-555-1212 Ext Phone 2: -- Ext Cell Phone: -- Fax: --
QM100	Quick Market-BRONX Bronx Store Quick Market Convenience Stores 140 15th Street Brooklyn NY, 11533 D.L. FFL	Date Added: 1/15/03 Last Update: 1/3/03 Category: Type: AVR Tax Code: EXEM Phone 1: 718-345-4555 Ext Phone 2: -- Ext Cell Phone: -- Fax: --
QM101	Quick Market Broadway Quick Market Broadway Store 104 Broadway New York NY, 123454 D.L. FFL	Date Added: 1/15/03 Last Update: 1/3/03 Category: Type: AVR Tax Code: EXEM Phone 1: 212-444-4444 Ext Phone 2: -- Ext Cell Phone: -- Fax: --

## Customer Mail Merge & Labels

You will have the ability to produce your customer list into a mail merge file. This file can be emailed or put on a disk and sent to your marketing company or advertising agency to produce mailers for marketing. You can choose to sort and filter the information to target your audience for marketing.



√ Use with Excel or Word to Create Mailings & Form Letters.

	A	B	C	D	E	F	G	H	I	J
1	WALK-IN		Walk-In	Walk-In						
2	MOUSEM		Mouse Mickey	Mouse	100 Disney Street		Orlando	FL	29333	
3	SMITHJ		Smith John	Smith	1173 Green Street	2nd Floor	Iselin	NJ	8830	
4	GUNRUS		Guns -R- Us	Rus	400 West Ave		New York	NY	12134	
5	JONEST		Jones Tom	Jones	1173 Green Avenue		Hollywood	CA	90210	

## Direct Labels

√ Produce Barcode & Mailing Labels on your own printer.



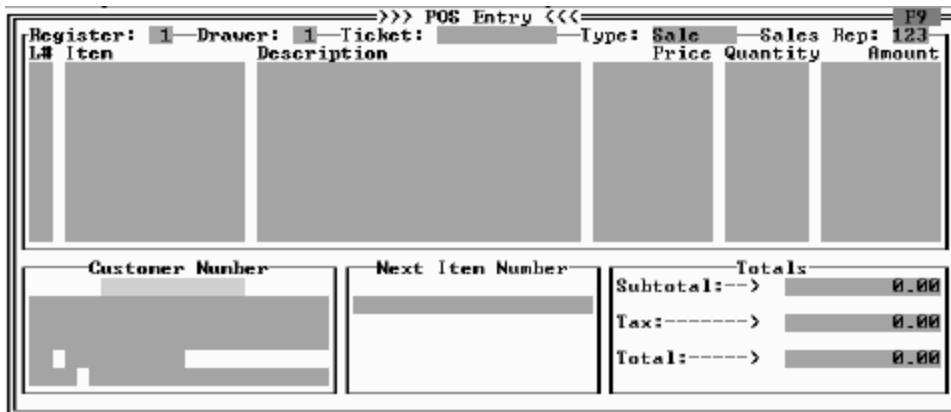
# Point of Sale

The Point of Sale is where products and services are exchanged in sales transactions between you and your customer. A variety of controlled activities must occur at this point to complete a transaction. In the most basic scenario you must record: incoming payments, incoming and outgoing inventory, sales tax liabilities, gross profits, cost of goods, customer history, and provide a your customer with document receipt for the transaction.

Business Controller will provide the tools to accomplish this in an efficient and quick fashion. It is to your benefit to create an environment where the sales transactions can occur quickly to provide a level service to your customers. Your customers need your products in a timely manner. Long lines at the register may discourage potential sales and encourage your customer to seek your competition.

In addition to providing a service to your customers, you will be increasing your company's thrupt capacity. You will be able to create more sales transactions in the same time frame. For example, currently you can process an average of 20 sales per hour. Using software automation tools you may be able to process 50-60 sales per hour effectively tripling your thrupt capacity.

- √ Quick & Efficient Point of Sale Transactions
- √ Increased Customer Service
- √ Increase Capacity & Volume of Sales



## Fast & Simple Transactions

Business Controller is designed to make the point of sale process as fast and simple as possible. Fast because it is designed to require fewer keystrokes (labor actions) to complete a sale.

- ✓ Reduce Labor Effort for Sales
- ✓ Simple To Learn for New Employees

The screenshot displays a point-of-sale system interface. At the top, it shows transaction details: Register: 1, Drawer: 1, Ticket: 16, Type: Sale, Sales Rep: 123. Below this is a table of items:

L#	Item	Description	Price	Quantity	Amount
1	C100	Coca Cola 12 oz Can	1.00	1.00	1.00
2	C100	6 Pack Coke cans	6.00	1.00	6.00

Below the item list, there are three sections: Customer Number (WALK-IN), Next Item Number (empty), and Totals. The Totals section shows: Subtotal: 7.00, Tax: 0.42, and Total: 7.42.

### Customer Selection

You can set the software to default a “Walk In” customer to eliminate customer selection for a majority of your transactions. Quick buttons to search for your existing customers or to add new customers. The ability to print customer barcode labels enables you to scan these labels to select the customer for the sale.

- ✓ Simple & Fast Customer Selection

### Product Selection

Barcode scanning virtually eliminates product selection at the point of sale. Alternate unit barcode identification allows the system to distinguish between multiple units of measure (e.g. CASE or 6 Pack) for quantity and price control.

Automatic quantity update when scanning the same product for multiple occurrences. Therefore, if you scan the same product at 3 different points of the transaction, the software will update the quantity on the first item. This keeps the product list simple and minimizes receipt paper.

- ✓ Rapid Item Selection for Sales
- ✓ Automatic Quantity Identification
- ✓ Quick Search & Add Items

### Total & Tax Calculation

The total sale amount is clearly visible and updated real-time each time a product is selected. Sales tax is automatically calculated and clearly displayed on the screen.

## Payments

- ✓ **Common Payment Method for Faster Transactions**
- ✓ **Easy Selection to Allow of Multiple Methods of Payment.**
- ✓ **Automatic Payment & Change Due Calculation**

Type	Number	Exp	Amount
Cash		/	5.00
Master Card	5553539237373	01/05	2.00
Check		/	0.42
		/	0.00
		/	0.00
		/	0.00
		/	0.00
		/	0.00

Total Due: 7.42  
Total Paid: 7.42  
Change Due: 0.00

< OK > <Cancel>

## Special Functions

### Special Tax Controls

- ✓ **Control Taxable Status of products on each Sale to a Customer.**
- ✓ **Ability to Exempt specific items on a specific invoice from sales tax.**
- ✓ **Ability to set a specific invoice to non taxable.**

### Quick Product Information Inquiries

Quickly check Inventory Quantity levels or Item Prices for customer informational inquiries.

Next Item Number  
Invent  
C100  
Quantity: 228

Next Item Number  
QUOTE  
C100  
CASE  
29.00

### Pay In Pay Out Tracking

- ✓ **Record & Track Cash from a Drawer for Miscellaneous expenses**

*Example, lunch for your crew or store supplies light bulbs.*

Enter amount removed from cash drawer: 15.00  
Enter amount added to cash drawer: 0.00

Notes  
Pizza to celebrate excellent sales month\_

<OK>

## Discounts

- √ Discount a specific product on a specific invoice for a dollar amount.
- √ Discount a specific product on a specific invoice for a percentage.
- √ Discount the entire invoice for a dollar amount
- √ Discount the entire invoice for a percentage.
- √ Assign an entire package price for the entire invoice

```
Next Item Number
C100
Disc%: 10
Quantity: 2
```

```
>>> Ticket Discount <<<
Ticket Amount . . . . . : 36.90
Discount Ticket in % . . . : 10.00
Discounted Ticket Amount. : 33.21
<< Ok >> < Cancel >
```

```
>>> Ticket Discount <<<
Ticket Amount . . . . . : 36.90
Package Price . . . . . : 35.00
<< Ok >> < Cancel >
```

```
>>> Ticket Discount <<<
Ticket Amount . . . . . : 36.90
Discount Ticket in $ . . . : 2.00
Discounted Ticket Amount. : 34.90
<< Ok >> < Cancel >
```

## Returns Exchanges & Store Credits

- √ **Accept item returns.**
- √ **Sales, Returns, and Exchanges on the same invoice.**
- √ **Correct sales tax calculation for exchanges.**
- √ **Minimizes the labor and documents necessary .**

Allowing customers to return merchandise reduces the feelings of risk for the customer and can lead to more sales with less buyer's remorse. However, the ability to issue and track store credits for these returns will allow you to offer your customer and yourself less risk for the transaction. Store credits also increase cash flow and cash control by eliminating outgoing cash from the point of sale.

## Gift Certificates

- √ **Sell and Control Gift Certificates for your store.**
- √ **Identify Counterfeit Gift Certificates**

## Layaways

Layaways are used to create a method for customers to buy more products than their current cash flow allows resulting in sales revenue that would have not been realized. You still possess the merchandise for display which may lead to other sales of the same product to other customers.

Uncontrolled layaways result in cash flow burdens and lost sales opportunities. If a customer has begun to make layaway payments and you do not control the on going payments; you will freeze the inventory asset which could have been sold to another customer. Also, remember that layaway items are also occupying valuable "real estate" in your store or warehouse.

Layaways	
Days to next Payment:	7
Initial Payment %:	10.00
Minimum Payment Amount:	5.00
Periodic Payment %:	25.00
Forfeiture Option:	Forfeit
Received Account:	2410-000
Forfeiture Account:	4010-000

- √ **Allow Customers To Buy More**
- √ **Control Minimum Payment Requirements**
- √ **Control Payment Intervals**
- √ **Control Payment Refunds or Forfeiture**

## Holds or Ticket "Freezing"

- √ **Hold or "Freeze" a Sale for later completion**
- √ **Allows the Customer to Browse for more purchases**
- √ **Keep Other Customers Sales Transactions Flowing**
- √ **Added Customer Service.**

## Orders

- √ Create Orders to Commit Inventory to your Customers
- √ Create Orders for Delivery or Shipment
- √ Track Deposits for the Committed Merchandise.
- √ Modify Orders at any time before releasing them.
- √ Committed inventory indicated in your stock level reports.

Untracked, committed inventory may misrepresent stock levels and inventory needs. Committed inventory is visibly part of your stock and may mistakenly be considered available for sale. For example, if you have a product that is in high demand and you need to place your reorder, you may underestimate your supplies. This can cause lost sales opportunity for demand and customer dissatisfaction due to over commitment of your supplies.

## Payment & Cash Controls

- √ Track Cash for Change at the Beginning of the day
- √ Account for all Cashes and Payments resulting at the End of the day.
- √ Automatic Currency Calculation to Save Time & Errors at Close
- √ Control Valuable Cash & Payments
- √ Eliminate Theft

```
>>> Close Cash Drawer <<<
Drawer: 1 Warehouse: MAIN Status: Closed
-----
Coins
Pennies: 80
Nickels: 10
Dimes: 50
Quarters: 45
Half dollars: 0
Dollar Coins: 0
-----
Bills
1 Dollar: 50
5 Dollar: 40
10 Dollar: 70
20 Dollar: 85
50 Dollar: 50
100 Dollar: 4
-----
Other Cash: 0.00
-----
Other
Check
Master Card
Visa
American Express
Discover Card
A/R
Store Credit
Gift
Food Stamps
-----
Total Cash: 5567.55
Total Other: 0.00
Total: 5567.55
-----
< Confirm > < cancel >
```



# Sales Reports

## Audit Report

- ✓ Details for Each Point of Sale Transaction
- ✓ Gross Profits Per Invoice.

1/22/03

### AUDIT REPORT

Page 3 of 3

From 1/22/03 to 1/22/03

From Register 1 to Register 222

Ticket Number: <b>83</b>	Customer Number: WALK-IN	Gross Profit: \$ 8.10												
Date Time: 1/22/03 13:03:51	Walk-In	45.00 %												
Drvr: 1 Reg: 1		Sales Amount: \$ 18.00												
Cost Amount: \$ 9.90		Taxable Amount: \$ 18.00												
User: 123		Tax Amount: \$ 1.08												
Sales Rep:		Total Amount: \$ 19.08												
<table border="1"> <thead> <tr> <th>Item Number</th> <th>Description</th> <th>Price</th> <th>Qty</th> <th>Ext Price</th> <th>Ext Cost</th> </tr> </thead> <tbody> <tr> <td>C100</td> <td>Coca Cola 12 oz Can</td> <td>\$1.00</td> <td>18.00</td> <td>\$18.00</td> <td>\$9.90</td> </tr> </tbody> </table>			Item Number	Description	Price	Qty	Ext Price	Ext Cost	C100	Coca Cola 12 oz Can	\$1.00	18.00	\$18.00	\$9.90
Item Number	Description	Price	Qty	Ext Price	Ext Cost									
C100	Coca Cola 12 oz Can	\$1.00	18.00	\$18.00	\$9.90									
<b>Cash</b>	\$ 19.08													

Ticket Number: <b>84</b>	Customer Number: T2	Gross Profit: \$ 1,989.00
Date Time: 1/22/03 13:36:47	Jones & Associates	99.45 %
Drvr: 1 Reg: 1		Sales Amount: \$ 2,000.00
Cost Amount: \$ 11.00		Taxable Amount: \$ 2,000.00
User: 123		Tax Amount: \$ 120.00
Sales Rep:		Total Amount: \$ 2,120.00

## Exceptions & Non Sale Reports

- ✓ Identify Irregular Transactions Returns and Voided tickets.

## Sales Tax Report

- ✓ Quick & Accurate Tracking of Sales Tax Collected for any Dates
- ✓ Determine liability to government agencies for sales tax.
- ✓ Eliminating Labor Efforts to collect sales tax data.
- ✓ Remove Inaccurate Tax Information can result in financial penalties.

1/22/03

### SALES TAX REPORT

Page 1 of 1

From 1/22/03 to 1/22/03

<b>EXEMP</b>				
<u>Date</u>	<u>Customer Number</u>	<u>Name</u>	<u>Ticket</u>	<u>Tax</u>
1/22/03	QM100	Quick Market Convenience Stores	16	\$0.00
1/22/03	QM100	Quick Market Convenience Stores	17	\$0.00
1/22/03	QM100	Quick Market Convenience Stores	20	\$0.00
			<b>EXEMP</b>	<b>\$0.00</b>
<b>NJ</b>				
<u>Date</u>	<u>Customer Number</u>	<u>Name</u>	<u>Ticket</u>	<u>Tax</u>
1/22/03	WALK-IN	Walk-In	16	\$42.12
1/22/03	WALK-IN	Walk-In	19	\$3.30
1/22/03	WALK-IN	Walk-In	22	\$3.30
1/22/03	WALK-IN	Walk-In	85	\$1.08
1/22/03	T2	Jones & Associates	04	\$120.00
			<b>NJ</b>	<b>\$95.56</b>
			<b>GRAND TOTAL</b>	<b>\$95.56</b>

## Layaway Reports

- ✓ Control Inventory Committed to Customers Layaways
- ✓ Control Payments Due from Customers Layaways
- ✓ Reduce lost sales opportunities for committed inventory
- ✓ Increase control over cash flow from customer layaway payments.

## Order Report

- ✓ Ensure Pickup or Delivery of Committed Inventory for Customers.
- ✓ Timely Order Fullfillment for Timely Payments
- ✓ Timely Order Fullfillment for Customer Satisfaction.

## Gift Certificate & Store Credit Reports

- ✓ Identify Oustanding Gift Certificates & Store Credits
- ✓ Control of Gift Certificate & Store Credit Liabilities.

## Sales Summary

- ✓ Sales Volume & Profitability of Product Groups
- ✓ Tremendous Information at a Single Glance
- ✓ Tool for Product Positioning Decisions
- ✓ Maximize Product Profitability.
- ✓ Recognize Profitable Product Groups
- ✓ Identify Less Profitable Groups
- ✓ Identify Product Group Demand Trends for Buying Inventory.

The report has many options for summarizing information.

```

>>> Sales Summary Report
-----
Selection Criteria
[ ] department
[*] Cat/subcat
[ ] department only

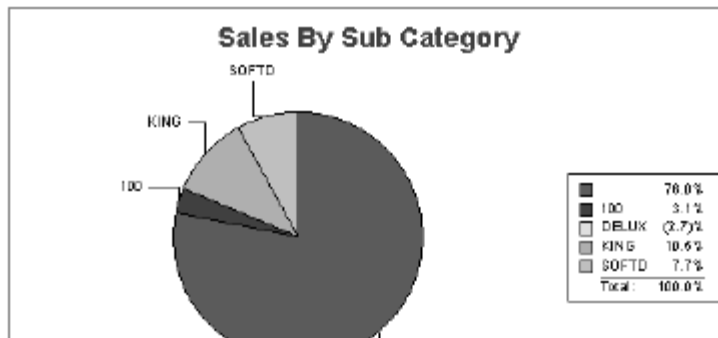
[X] Category
[ ] sub-category
[ ] season
[ ] manufacturer

From. : 10/25/2002
To.   : 10/25/2002
    
```

**SALES SUMMARY** Page 3 of 4  
Based on 1/1/03 to 3/22/03

**SUB CATEGORY SUMMARY**

<u>SUB</u>	<u>SALES</u>	<u>COST</u>	<u>PROFIT\$</u>	<u>PROFIT%</u>
	\$19,845.98	\$0.00	\$19,845.98	100.00
100	\$800.00	\$0.00	\$800.00	100.00
DELUX	-696.00	\$3.00	-6701.00	0.00
KING	\$2,735.00	\$86.00	\$2,639.00	96.49
SOFTD	\$2,018.00	\$20.90	\$1,997.10	98.96



# Sales By Category

1/22/03

## GROUP SALES REPORT

Page 1 of

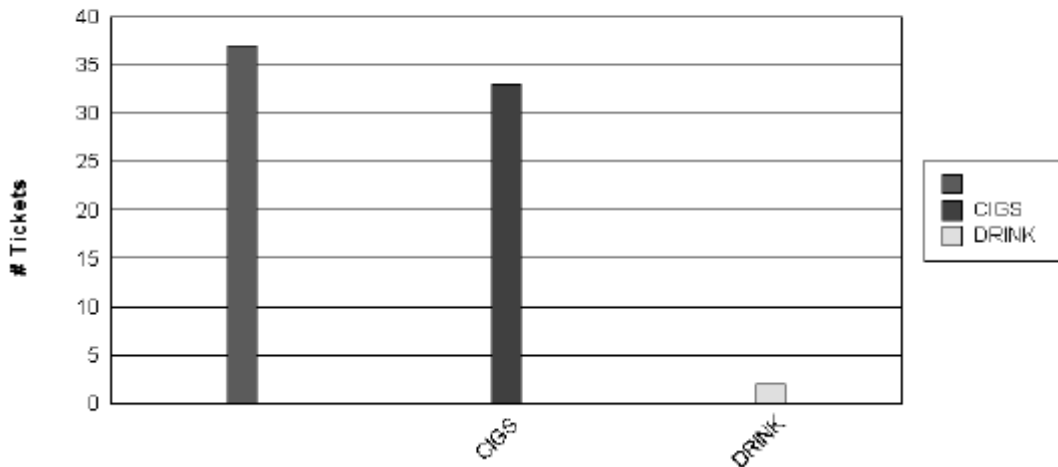
From 1/1/03 to 3/22/03

ITEM	SALES	QTY	COST	PROFIT	TICKETS
<b>Category</b>					
1	\$10,151.00	23.00	\$0.00	\$10,151.00	23
TEST	\$9,632.98	1,398.00	\$0.00	\$9,632.98	14
	<b>\$19,783.98</b>	<b>\$1,421.00</b>	<b>\$0.00</b>	<b>\$19,783.98</b>	<b>37</b>

Category	CIGS
10	\$2,640.00 48.00 \$0.00 \$2,640.00 26
10012	\$85.00 24.00 \$96.00 -\$1.00 2
10024	\$4.00 1.00 \$3.00 \$1.00 1
10035	-\$702.00 234.00 \$0.00 -\$702.00 1
10180	\$800.00 40.00 \$0.00 \$800.00 3
<b>CIGS</b>	<b>\$2,837.00 \$317.00 \$90.00 \$2,736.00 33</b>

Category	DRINK
C100	\$2,018.00 38.00 \$20.90 \$1,997.10 2
<b>DRINK</b>	<b>\$2,018.00 \$38.00 \$20.90 \$1,997.10 2</b>

### Tickets



# Accounting

- ✓ Automatic Accounting Reports for your Accountant
- ✓ Reduce Labor Necessary for Accurate Financial Statements.

1/22/03

## LEDGER REPORT

Page 1 of 2

From 1/22/03 to 1/22/03

<u>Account</u>	<u>Description</u>	<u>Date</u>	<u>Debit</u>	<u>Credit</u>	<u>Ticket No</u>	<u>Reference</u>
1000-000	Cash on hand	1/22/03	\$105.00	\$0.00	16	Payment
1000-000	Cash on hand	1/22/03	\$4.00	\$0.00	17	Payment
1000-000	Cash on hand	1/22/03	\$744.12	\$0.00	18	Payment
1000-000	Cash on hand	1/22/03	\$58.30	\$0.00	19	Payment
1000-000	Cash on hand	1/22/03	\$85.00	\$0.00	20	Payment
1000-000	Cash on hand	1/22/03	\$38.30	\$0.00	22	Payment
1000-000	Cash on hand	1/22/03	\$19.08	\$0.00	83	Payment
1000-000	Cash on hand	1/22/03	\$2,120.00	\$0.00	84	Payment
<b>1000-000</b>	<b>Cash on hand</b>		<b>\$1,625.56</b>	<b>\$0.00</b>		<b>Account Total</b>

**Import Accounting Information into standard General Ledger software to produce your own financial statements.**

# Tobacco Reporting Option

## Inventory Control

### Specialized Cigarette Tracking

Item Number: 10	UPC/Barcode: 2720000010
Description 1: KOOL KS \$7.50 OFF	Desc.2: K180 KOOL S1P
Weight: 0.000	Volume: 0.000
Units/Sticks: 200	Premium: P
Promotion: N	Promotion Description: K180 KOOL S1P
Size Description:	Size:

- ✓ Track Sticks Per Carton
- ✓ Control Specialized Cigarette Inventory
- ✓ Identify Promotional Cigarettes
- ✓ Identify Premium Cigarettes

### PM Stars Reporting

- ✓ Generate Cigarette Reports for PM Stars
- ✓ Create the File for PM Stars
- ✓ Financial Benefits from Reporting

```
>>> Create PM File <<<
>>> Information Window <<<
Completed file creation
Total Carton Count is 279
Total Returns are 234
<OK>
```

# U.S. Tobacco Reporting



- ✓ Generate Cigarette Reports for US Tobacco
- ✓ Create the File for US Tobacco
- ✓ Financial Benefits from Reporting

## Manufacturer Analysis Reports

1/22/03

<b>BCSC 980</b>		
Tax Id: <b>10993-383737</b>		Cig. Id: <b>17623376</b>

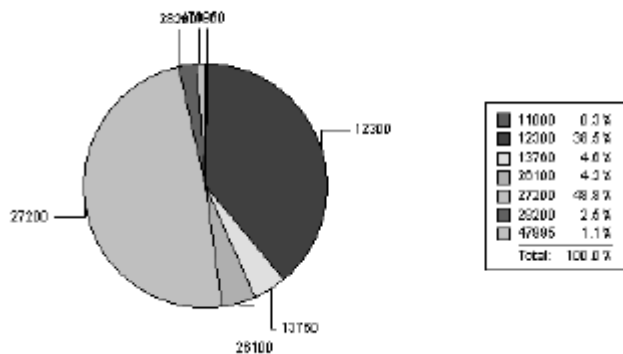
Page 1 of 1

### MANUFACTURER REPORT

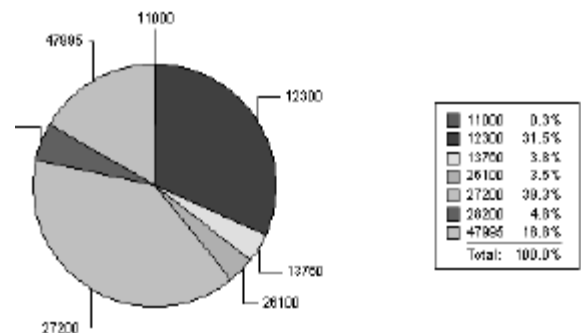
For Category CIGS From 1/1/03 to 3/22/03

Manufacturer	Qty	Qty %	Sales	Sales %
11000 Benson & Hedqes	400	0.25%	\$180.00	0.31
12300 US Tobacco	498.00	31.54%	\$22,410.00	38.45
13760 Reynolds Corp	60.00	3.80%	\$2,700.00	4.63
26100 British Tobacco	55.00	3.48%	\$2,475.00	4.25
27200 Americn Tobacco	621.00	39.33%	\$29,425.00	48.78
28200 Philip Morris	75.00	4.81%	\$1,435.00	2.46
47995 Virginia Tobacco Company	265.00	16.78%	\$652.00	1.12

**Sales \$ By Manufacturer**



**Sales Qty By Manufacturer**



# Point of Sale

## On Screen Carton Counts

- ✓ Carton Count of Displayed On Screen for Each Sale
- ✓ Total Cartons Printed on Invoices

>>> POS Entry <<< F9									
Register:	1	Drawer:	2	Ticket:	85	Type:	Sale	Sales Rep:	123
L#	Item	Description	Price	Quantity	Amount				
1	10	KOOL RS 57.50 OPP	45.00	3.00	135.00				
2	10180	MARLBORO 100 LI	45.00	5.00	225.00				
Customer Number		Next Item Number		Totals					
QM101				Subtotal:-->		360.00			
Quick Market Broadway Sto				Tax:----->		0.00			
104 Broadway				Total:----->		360.00			
New York									
NY 123454									
						Cartons: 8			

# Firearm Tracking Option

## Inventory Control

### Firearm Tracking Controls

Item Number:	BER228319	UPC/Barcode:	BER228319
Description:	BERETTA 92FS CUSTOM CARRY	Desc.2:	
Item Type:	Inventory	Last Cost:	200.000
Active?	Y	Average Cost:	200.000
Serial:	Y	Taxable:	Y
Permit Required:	Y	Price 1:	615.00
Department:	03	Price 2:	615.00
Category:	FIRE	Price 3:	615.00
Sub Category:	HANDG	List Price:	0.00
Season:		Excise Tax:	N
Account Code:	DFLT	Price Code:	PD
Manufacturer:	BERET	Use FoodStamps?	N
On Hand:	5.000	Minimum Quantity:	0
		Maximum Quantity:	0
Notes:			

Item Number:	BER228319	UPC/Barcode:	BER228319
Description 1:	BERETTA 92FS CUSTOM CARRY	Desc.2:	
Weight:	0.000		
Volume:	0.000		
Action:	BA		
Model:	CUSTOM CARRY		
Caliber:	22		

- ✓ Control Firearm Inventory with Serialized Tracking
- ✓ Unique Price for Individual Serial Numbers
- ✓ Require Permits for Firearms
- ✓ Bound Book Action Tracking
- ✓ Bound Book Model Tracking
- ✓ Bound Book Caliber Tracking
- ✓ Automatic Acquisition in Bound Book from Receiving

## Customer Firearm Tracking

FFL #:		Expires:	/ /
Government Agency:	N		
Other ID:			
Driver's license:	B9123898283498284	Expires:	07/01/2006
Birth Date:	07/05/1945		

- ✓ FFL Tracking
- ✓ Government Agency Tracking
- ✓ Driver's License Tracking
- ✓ Other Identification Tracking
- ✓ Faster Sales Transactions for Repeat Customers

# Point of Sale Firearm Control

## Waiting Period Controls

Permits  
Waiting Period: 3

Waiting period required. Item can not be sold  
<OK>

- ✓ Define Waiting Period Requirement for Firearm Sales
- ✓ Prevent Errors at the Point of Sale

## Permit Prompts

>>> Permit Data <<<

Department <Y/->: N	FFL #: / / FFL Exp. Date: / /
Approve/delay/Deny: A NICS: 12345678901 Last Purchase: 03/03/2003 Skip Wait Period:	Driver's License: B9123890283490284 D/L Exp. Date: 07/01/2006 CPU/Other Id:

NICS Approved  
<OK>

- ✓ Prompted for Permit Information for Firearm Sales
- ✓ Track National Instant Check (NIC)
- ✓ Trail Approvals, Delays, & Denials
- ✓ Automatic Customer Permit Information
- ✓ Automatic Creation of Disposition in Bound Book

>>> Edit Bound Book Entries <<< F9

Item Number: BER050971 Description 1: BERETTA 92FS 9MM Description 2:	Manufacturer: BERET Model: 92 FS CA/CA: 9MM	SubCat: HANDG Action: BA
Serial #: 100003 New/Used: N Importer:	Transaction#: 1 Warehouse: MAIN Country:	Log #: 3
<b>Acquisition</b> Date: 01/01/2003 Type: RECU Ref: 1 Cost: 0.00 Vendor: ABC Loc: 0 Name: ABC Distributors Addr: 5 Crescent Drive City: Los Angeles State: CA Zip: 98739-8 Track #: 3 Price: 0.00		<b>Disposition</b> Date: 01/22/2003 Type: SALE Price: 539.95 Invoice #: 42 Cust #: 732-506-9033 Loc: 0 Name: Brown Jack Addr: 11 Blue Street City: Woodbridge State: NJ Zip: 07344- DL/Ex: B9123890283490284 07/01/2006 4473: 26 NICS: 12345678901 FFL/Ex: / /

<Forward> <Back> <Edit> <Delete> <Confirm> <Cancel> <Undelete> <Search> <Order> <Exit>  
Order: Serial Number

Approve/Delay/Deny: E NICS: NICS Delayed Last Purchase: 02/10/2003 Skip Wait Period:	Driver's License: S281378927349434 D/L Exp. Date: 06/02/2005 CPM/Other Id:
---	--

NICS Delay, converting to Order

OK

>>> Information Window <<<

Delayed Permit, Item can not be sold until approved.  
Ticket is being converted to an order.

- ✓ Delayed NICs Controls
- ✓ Automatic Conversion of Delayed NIC to an Order
- ✓ Ability to Accept Deposit Payments for Delayed NIC
- ✓ Commit Specific Firearm for Delayed Customers

>>> POS Entry <<<					
Register: 1	Drawer: 1	Ticket: 38	Type: Order	Sales Rep: 123	
L#	Item	Description	Price	Quantity	Amount
1	BER228319	BERETTA 92FS CUSTOM CARRY	615.00	1.00	615.00

Customer Number 732-540-0098 Smith John 1533 St Marx Place Edison NJ 088200 NICS NICS Delayed	Next Item Number	Totals Subtotal: → 615.00 Tax: → 36.90 Total: → 651.90
---	------------------	---

>>> Enter Payments <<<			
Type	Number	Exp	Amount
Cash		/	300.00
		/	0.00
		/	0.00
		/	0.00
		/	0.00
		/	0.00
		/	0.00
		/	0.00
Amount Remaining: 351.90		Total Due: 651.90	Total Paid: 300.00
		Change Due: 0.00	
		/	0.00
OK Cancel			
Order: 38			

✓ Accept & Control Trade Ins from Point of Sale

✓ Acquisition from Trade Automatically Added in Bound Book

```

>>> POS Entry <<<
Register: 1-Drawer: 1-Ticket: 48-Type: Sale-Sales Rep: 123
L# Item Description Price Quantity Amount
-----
Customer Number: 732-548-8898
Smith John
1533 St Marx Place
Edison
NJ 088700
Next Item Number: TRADE
BER250620
Price: 100
Totals:
Subtotal:--> 0.00
Tax:-----> 0.00
Total:-----> 0.00
  
```

```

>>> POS Entry <<<
Register: 1-Drawer: 1-Ticket: 48-Type: Sale-Sales Rep: 123
L# Item Description Price Quantity Amount
-----
1 BER250620 BERETTA 96 9MM -100.00 1.00 -100.00
2 BER228319 BERETTA 92FS CUSTOM CARRY 615.00 1.00 615.00
Customer Number: 732-548-8898
Smith John
1533 St Marx Place
Edison
NJ 088700
NICS 12091
Next Item Number:
Totals:
Subtotal:--> 515.00
Tax:-----> 36.98
Total:-----> 551.98
  
```

```

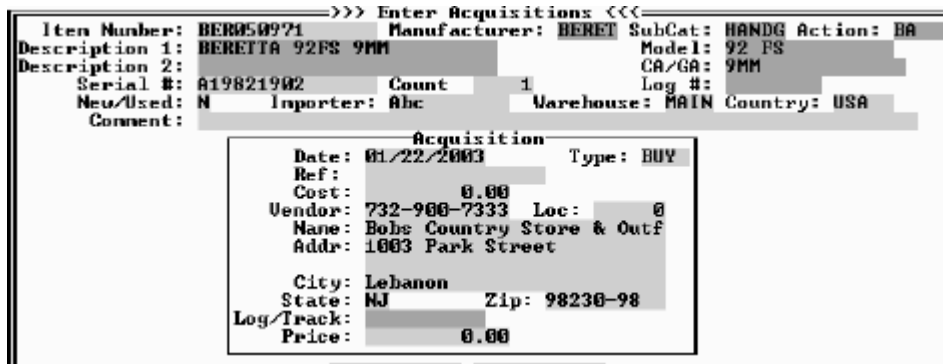
>>> Edit Bound Book Entries <<<
Item Number: BER250620 Manufacturer: BERET SubCat: HANDG Action: BA
Description 1: BERETTA 96 9MM Model: 96
Description 2: CA/GA: 9MM
Serial #: 012323 Transaction#: 1 Log #: 48
New/Used: U Importer: Warehouse: Country:
Comment:
Acquisition:
Date: 01/22/2003 Type: TRADE
Ref: 48
Cost: 100.00
Vendor: 732-548-8898 Loc:
Name: Smith John
Addr: 1533 St Marx Place
City: Edison
State: NJ Zip: 08870-0
Track #: 48
Price: 0.00
Disposition:
Date: / / Type:
Price: / / Invoice #:
Cust #: / /
Name: / /
Addr: / /
City: / /
State: / / Zip: / /
DL/Ex: 4473: 22 NICS: / /
PFL/Ex: / /
< Confirm > < cancel >
< Forward > < Back > < Edit > < Delete > < Undelete > < Search > < Order > < Exit >
Order: Serial Number
  
```

# Bound Book

## √ Fully Functional ATF Firearm Record Keeping

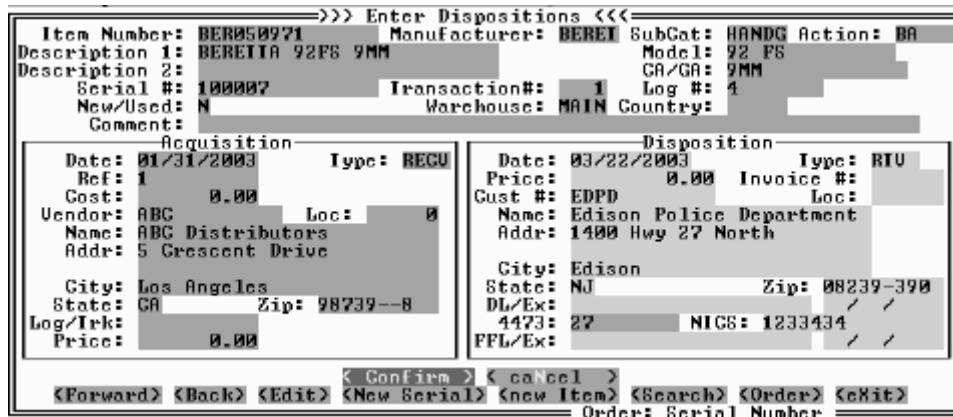


### Acquisitions



- √ Acquisitions Automatically Created from Receiving or Trades
- √ Ability to Directly Enter Acquisitions
- √ Track ATF Required Information

### Dispositions



- √ Dispositions Automatically Created from Sales
- √ Ability to Directly Enter Dispositions
- √ Track ATF Required Information
- √ Fast Easy Serial Searches

## Bound Book Audit Report

### √ Identify Unusual Firearm Transactions

## ATF Bound Book Report

### √ ATF Compliant Bound Book Report

### √ Variety of Reporting Options

>>> Bound Book Report <<<

<p style="text-align: center;"><b>Sort Order</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> item Number</li> <li><input type="checkbox"/> receipt Date</li> <li><input type="checkbox"/> Received From</li> <li><input type="checkbox"/> Acquisition Type</li> <li><input type="checkbox"/> Reference</li> <li><input type="checkbox"/> sold Date</li> <li><input type="checkbox"/> Sold To</li> <li><input type="checkbox"/> disposition Type</li> <li><input type="checkbox"/> invoice #</li> <li><input type="checkbox"/> FFL #</li> <li><input type="checkbox"/> log Number</li> </ul>	<p style="text-align: center;"><b>Destination</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> printer</li> <li><input type="checkbox"/> printer2</li> <li><input type="checkbox"/> printer3</li> <li><input checked="" type="checkbox"/> screen</li> <li><input type="checkbox"/> file</li> </ul>
<p style="text-align: center;"><b>Report Type</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> standard report</li> <li><input type="checkbox"/> wide Summary Report</li> </ul>	
<p>No Filter Set</p> <p style="text-align: center;"> <input type="button" value="filter"/> <input type="button" value="Proceed"/> <input type="button" value="Done"/> </p>	

Printed on: 1/22/03

BCSC 900 FFL# 1234567890

### FIREARMS ACQUISITION & DISPOSITION

DESCRIPTION OF FIREARM			RECEIPT		
MFG / Importer	Model	Serial Number	From Who Received	Name	Address or License #
Type of Action	Cal/Ga	Country	Name & Address or Name & License #	Name	Address or License #
Description		Log Number	Date	Date	
BERET	92 FS	100001	1/31/03	ABC Distributors	1/22/03
BA	9MM		5 Crescent Drive	Brown Jack	11 Blue Street
BERETTA 92FS 9mm		1	Los Angeles, CA 98739-8	Woodbridge, NJ 07	831.238.902834902
BERET	92 FS	100003	1/1/03	ABC Distributors	1/22/03
BA	9MM		5 Crescent Drive	Brown Jack	11 Blue Street
BERETTA 92FS 9mm		3	Los Angeles, CA 98739-8	Woodbridge, NJ 07	831.238.902834902

## Firearms In Stock Report

- ✓ Simple Report of Firearms in your Inventory
- ✓ Summary and Detail Available

1/22/03

### Firearms In Stock Report

Make	Model	Manufacturer	Cal Gauge	Type of Action	In On Hand
BER050971	92 FS	BERET	9MM	BA	4
	Serial Number: 100001	Reference: 1			
	Serial Number: 100002	Reference: 1			
	Serial Number: 100003	Reference: 1			
	Serial Number: 100007	Reference: 1			
	Serial Number: 16545F	Reference: 5			
	Serial Number: 14346F	Reference: 5			
	Serial Number: 12443F	Reference: 5			

## Firearms Sales Count Report

- ✓ Quick Listing of Sold Firearms

1/22/03

### Firearms Sales Count Report

Make	Model	Manufacturer	Cal Gauge	Sale Date	Type	Qty
BER050971	92 FS	BERET	9MM	12/60/99		6
BER050971	92 FS	BERET	9MM	2/10/03	SALE	1
BER196325	92 FS	BERET	9MM	2/10/03	SALE	1
BER227828	92F INOX 99	BERET	22	12/60/99		5
BER228319	CUSTOM CARRY	BERET	22	12/60/99		6
BER228319	CUSTOM CARRY	BERET	22	3/30/03	SALE	1
BER232850	92FS	BERET	9MM	12/60/99		3
BER232850	92FS	BERET	9MM	2/11/03	SALE	4
BER245875	92FS	BERET	9MM	12/60/99		2
BER245875	92FS	BERET	9MM	2/12/03	SALE	1
BER254304	92 FS LASERLIGH	BERET	9MM	2/11/03	SALE	2
BER269535	94 40 SW	BERET	22	12/60/99		3
BER266046	92 LIMITED	BERET	9MM	2/11/03	SALE	3
BER268853	92FS ARMY	BERET	9MM	2/12/03	SALE	2
BER291427Z	92FS	BERET	9MM	12/60/99		2
BER92F	92F SS FNS	BERET	9MM	2/11/03	SALE	2
<b>TOTAL QTY</b>						<b>47</b>

## Serial Sales Report

1/22/03

### Serial Sales Report

Page 1 of 1

<u>Make</u>	<u>Model</u>	<u>Serial Number</u>	<u>Cal Gauge</u>	<u>Sell Price</u>	<u>List Price</u>	<u>Ticket Number</u>
BER050971	92 FS	100002	9MM	\$539.95	\$699.00	2
BER050971	92 FS	100002	9MM	\$539.95	\$699.00	2
BER050971	92 FS	100002	9MM	\$539.95	\$699.00	2
BER196325	92 FS	356076	9MM	\$429.00	\$0.00	4
BER196325	92 FS	356076	9MM	\$429.00	\$0.00	4
BER196325	92 FS	459866	9MM	\$429.00	\$0.00	3
BER196325	92 FS	459866	9MM	\$429.00	\$0.00	3
BER196325	92 FS	5986778	9MM	\$429.00	\$0.00	4
BER196325	92 FS	5986778	9MM	\$429.00	\$0.00	4
BER196325	92 FS	28973892	9MM	\$429.00	\$0.00	4
BER196325	92 FS	28973892	9MM	\$429.00	\$0.00	4
BER228319	CUSTOM CARRY	358	22	\$2.00	\$0.00	33
BER228319	CUSTOM CARRY	358	22	-\$2.00	\$0.00	33
BER228319	CUSTOM CARRY	358	22	\$615.00	\$0.00	33
BER232850	92FS	232945	9MM	\$505.00	\$0.00	6
BER245875	92FS	4578	9MM	\$429.00	\$0.00	8

## Used Firearm Report

1/22/03

### Used Firearms Acquired Report

Page 1 of 1

<u>Make</u>	<u>Serial Number</u>	<u>Acquire Date</u>	<u>Manufacturer</u>	<u>Importer</u>	<u>Model</u>	<u>Cal Gauge</u>
BER050971	100002	1/31/03	BERET		92 FS	9MM
BER196325	356076	1/31/03	BERET		92 FS	9MM
BER196325	459866	1/31/03	BERET		92 FS	9MM
BER196325	5986778	1/31/03	BERET		92 FS	9MM
BER196325	28973892	1/31/03	BERET		92 FS	9MM
BER228319	358	1/31/03	BERET		CUSTOM CARRY	22
BER232850	232945	1/31/03	BERET		92FS	9MM
BER245875	4578	1/31/03	BERET		92FS	9MM
BER254304	1309X23	1/31/03	BERET		92 FS LASERLIGH	9MM
BER254304	18280X45	1/31/03	BERET		92 FS LASERLIGH	9MM
BER286046	4095	1/31/03	BERET		92 LIMITED	9MM
BER286046	657865	1/31/03	BERET		92 LIMITED	9MM
BER286046	640-56	1/31/03	BERET		92 LIMITED	9MM
BER288053	0001X	1/31/03	BERET		92FS ARMY	9MM
BER288053	00234X63	1/31/03	BERET		92FS ARMY	9MM
BER92F	6T735	1/31/03	BERET		92F SS FNS	9MM
BER92F	6T3768	1/31/03	BERET		92F SS FNS	9MM
BER232850	10003	2/8/03	BERET		92FS	9MM