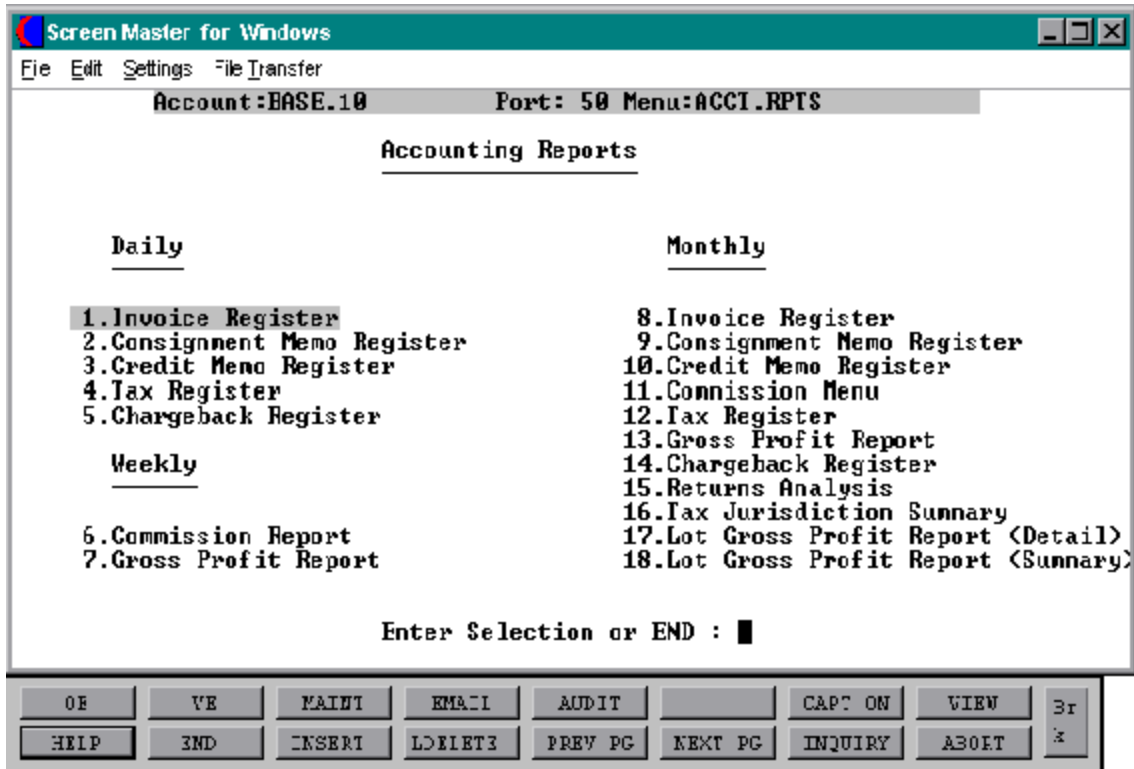**THE SYSTEMS HOUSE**
MASTER DISTRIBUTION DOCUMENTATION

T A B L E OF C O N T E N T S

ACCOUNTING REPORTS MENU

ACCOUNTING REPORTS OVERVIEW

To complete the accounting audit trail requirements of the system, a series of registers are provided on a daily and monthly basis. General ledger postings are automatically generated during the accounts receivable end of month jobstream based on the information contained in these reports.

INVOICE REGISTER
The invoice register lists each invoice and invoice void processed for a particular day (DAILY VERSION), or for the fiscal period (MONTHLY VERSION).

This classical sales journal represents total sales for the day or month.

CONSIGNMENT INVOICE REGISTER
This report lists all invoices entered on consignment for a particular day or fiscal period.

CREDIT MEMO REGISTER
The credit memo register lists each credit memo and credit memo void processed for a particular day (DAILY VERSION), or for the fiscal month (MONTHLY VERSION).

TAX REGISTER
The tax register is an automatic byproduct of the invoicing and credit memo process and details by invoice the amount of tax charged the customer.

The report is prepared in taxing jurisdiction sequence and reports the invoice gross and net amounts, taxable and non-taxable amounts, tax percent and tax amount collected. This report would be used to prepare state sales tax returns.

A summary report by tax jurisdiction is also provided.

CHARGEBACK REGISTER
The chargeback register prints all chargebacks created during cash receipts. The reports can be run for a specific day or fiscal period.

A summary analysis by company and warehouse is provided.

ACCOUNTING REPORTS OVERVIEW

COMMISSION REPORT
The commission report, produced in sales sequence, is intended to serve as a basis of commission payments. The report includes all invoices and credits prepared for the period (weekly and monthly), and shows sale amount, commission amount, commission percent, and optionally gross profit information.

GROSS PROFIT REPORT
The purpose of the gross profit report is to provide management with an analysis of the profitability of each salesman. Prepared in salesman sequence, the report analyzes the sales, cost, gross profit, and commission statistics associated with each salesman for the fiscal period.

RETURNS ANALYSIS
The returns analysis report provides a recap of all credit memos issued during the month by reason code (i.e., defective merchandise, product return, etc).

LOT GROSS PROFIT REPORTS (DETAIL AND SUMMARY)
The lot gross profit report provides management with an analysis of the profitability of each salesman. Designed specifically for customers utilizing lot inventory control, it is prepared in salesman sequence, and analyzes the sales, cost, and gross profit associated with each sale.

Both a detail and summary version are provided.

DAILY INVOICE REGISTER

PROK NAME   ARPROC PD.INV.REG
PROGRAM NAME   ARPROG D.INV.REG
SELECTION   MENU-3
SELECTION NUMBER   1
FILES ACCESSED   INVOICE
                                   COMPANY
                                   REPORT.PARAM
                                   CUST.MAST
                                   DICT.INVOICE

OVERVIEW
This report will print the invoice register for a specific date. Both invoice and invoice voids will be printed.

This report is also generated during the end of day jobstream.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

DAILY INVOICE REGISTER
HIT <RTN> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER INVOICE DATE (MM/DD/YY) OR 'END'

The date to be processed is selected by the entry of the invoice date. 'END' will return the program to the selector.

INVOICE FILE NOW SORTING

DAILY INVOICE REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

DAILY INVOICE REGISTER

CUST# CUST NAME	INV#	DATE	INV TOTAL	SLS	SALE AMT	TAX AMT	FRT AMT	MISC AMT	COST AMT	GP AMT	GP%	WHS
IDEAL	122321	7/12	525.00	001	500.00	10.00	15.00		300.00	200.00	35.0	001
100013 IDEAL DISTRIBUTION												
TSH	100212	8/15	752.00	002	713.00	27.00	10.00		250.00	437.00	100.0	002
100112 THE SYSTEMS HOUSE												
UMC	130561	9/30	850.00	001	850.00	0.00	0.00		425.00	425.00	50.0	002
100001 UNIVERSITY MEDICAL CENTER												
TOTAL COMPANY:01 THE SYSTEMS HSE			2127.00	001	2063.00	37.00	25.00		975.00	1062.00	61.2	001
GRAND TOTAL			2127.00		2063.00	37.00	25.00		975.00	1062.00		

DAILY CONSIGNMENT MEMO REGISTER

PROK NAME   ARPROC PD.CON.INV.REG
PROGRAM NAME   ARPROG D.CON.INV.REG
                             MDS.BP SET.HOLD.BANNER EOD
SELECTION   MENU-3
SELECTION NUMBER   2
FILES ACCESSED   C.INVOICE
                             CUST.MAST
                             COMPANY
                             PARAMETER

OVERVIEW
This report lists all invoices entered as a consignment for a particular day.

OPERATING INSTRUCTIONS

> **DAILY CONSIGNMENT MEMO TRANSACTION REPORT**
> **HIT <RTN> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

> **ENTER CONSIGNMENT INVOICE DATE (MM/DD/YY) OR 'END'**

The date to be processed is selected by the entry of the invoice date. 'END' will return the program to the selector.

> **CONSIGNMENT INVOICE FILE NOW SORTING**

> **DAILY CONSIGNMENT REPORT NOW SPOOLING**

NOTE: The reports are printed on stock paper.

DAILY CONSIGNMENT MEMO REGISTER

CUST#	CUST NAME	INV#	DATE	INV TOT	SLS	SLE AMT	TAX AMT	FRT AMT	MIS AMT	COST AMT	GP AMT	GP
IDEAL 100013	IDEAL DISTR.	01122542	07/15	2500.00	001	2375.00	100.00	25.00	0.00	1400.00	975.00	75
UMC 100102	UNITED, INC.	01103521	08/01	1025.00	002	900.00	75.0	20.00	25.00	400.00	500.00	99
AJAX 100028	AJAX SUPPLY	01121320	08/05	1200.00	001	1100.00	100.00			600.00	500.00	99
TOTAL COMPANY				4725.00		4375.00	275.00	45.00	25.00	2400.00	1975.00	
GRAND TOTAL				4725.00		4375.00	275.00	45.00	25.00	2400.00	1975.00	

3 records listed.

DAILY CREDIT MEMO REGISTER

PROK NAME   ARPROC PD.CM.REG
PROGRAM NAME   ARPROG D.CM.REG
SELECTION   MENU-3
SELECTION NUMBER   3
FILES ACCESSED   INVOICE
                                   DICT.INVOICE
                                   COMPANY
                                   REPORT.PARAM
                                   CUST.MAST

OVERVIEW
The credit memo register lists each credit memo and credit memo void processed for a particular day.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

DAILY CREDIT MEMO REGISTER
HIT <RTN> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

ENTER INVOICE DATE (MM/DD/YY) OR 'END'

The date to be processed is selected by the entry of the invoice date. 'END' will return the program to the selector.

INVOICE FILE NOW SORTING

DAILY CREDIT MEMO REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

DAILY CREDIT MEMO REGISTER

CO 01   THE SYSTEMS HOUSE   DAILY CREDIT MEMO REGISTER   ENTRY DATE 09/16/97   DATE 12/15/97
                                                                                          TIME 13:41:42

CUST	CUST NAME	C/M#	DATE	INV	C/M TOTAL	SLS	SALE AMT	FRT.AMT	MISC AMT	COST AMT	GP AMT
TSH										
100937	THE SYSTEMS HSE	130308	09/16		-135.00	001	-135.00	-20.00	-22.50	-112.50	-22.50
IDEAL	IDEAL DIST.	145200	09/16		-520.00	002	-520.00	-37.50	-22.00	-95.00	-435.00
100235										
AJAX	AJAX,INC.	124220	09/16		-325.50	000	-325.50	-26.00	-15.00	-52.00	-325.50
100561										
TOTAL COMPANY: 01		'RETURNS'			-980.50		-980.50	-83.50	-37.00	-147.00	-980.50
		NON RETURNS'			0.00		0.00	0.00	0.00	0.00	0.00
		'TOTAL'	-980.50		-980.50			-83.50	-37.00	-147.00	-980.50

DAILY TAX REGISTER

PROK NAME	ARPROC PD.TAX.REG
PROGRAM NAME	ARPROG D.TAX.REG
SELECTION	MENU-3
SELECTION NUMBER	4
FILES ACCESSED	INVOICE
	COMPANY
	TAX.RATE
	REPORT.PARAM

OVERVIEW

The tax register is an automatic byproduct of the invoicing and credit memo process and details by invoice, the amount of tax charged the customer.

The report is prepared in taxing jurisdiction sequence and reports the invoice gross and net amounts, taxable and non-taxable amounts, tax percent and tax amount collected. This report would be used to prepare state sales tax returns.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

**DAILY TAX REGISTER HIT
<RTN> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

ENTER INVOICE DATE (MM/DD/YY) OR 'END'

The date to be processed is selected by the entry of the invoice date. 'END' will return the program to the selector.

INVOICE FILE NOW SORTING

DAILY TAX REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

DAILY TAX REGISTER

CUST#	CUSTOMER NAME	TNX	INV#	C/M NO	INV TOTAL	SALE AMT	TAX	NON-TAX	TAX%	COST.DOL	GP AMT	GP
IDEAL												
100013	IDEAL DISTRIB.	INV	12250		159.00	150.00	9.00	150.00	6.25	75.00	75.00	50
UMC												
100102	UNIVERSITY MED.	INV	11501		200.00	200.00	0.00	200.00		100.00	100.00	99
AJAX												
120001	AJAX SUPPLY	INV	11232		150.00	135.00	15.00	135.00	7.25	100.00	35.00	37
TOTAL TAX JURISDICTION: 1			NEW JERSEY		509.00	485.00	24.00	509.00		275.00	210.00	

3 records listed.

DAILY CHARGEBACK REGISTER

PROK NAME   ARPROC DLY.CB.REG
SELECTION   MENU-3
SELECTION NUMBER   5
FILES ACCESSED   CHARGEBACK
                               WAREHOUSE
                               COMPANY
                               CUST.MAST

OVERVIEW

The chargeback register prints all chargebacks created during cash receipts. The reports can be run for a specific day or fiscal period.

OPERATING INSTRUCTIONS

**DAILY CHARGEBACK REGISTER HIT
<RTN> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

ENTER INVOICE DATE (MM/DD/YY) OR 'END'

The date to be processed is selected by the entry of the invoice date. 'END' will return the program to the selector.

DAILY CHARGEBACK REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

DAILY CHARGEBACK REGISTER

COMPANY:

CB #	A.CUST.NO	CUST.NAME	CB.AMT	CHARGEBACK DESC	INVOICE#	REF.DATA	BATCH#	DATE...	CHECK#
132023	IDEAL	IDEAL DISTRIBUTION	15.00	UNAUTHORIZED DEDUCTION	120111	PO569	000012	10/30/97	1022
100211	AJAX	AJAX INDUSTRIAL	7.00	MISC DEDUCTION	100012	POM231	000111	11/12/97	563
102220	UMC	UNIVERSITY MEDICAL	14.00	TAX DEDUCTION	120077	POBN526	000503	12/01/97	4530
110001	ALCO	ALCO SUPPLY	20.50	UNAUTHORIZED DEDUCTION	100108		000421	12/15/97	823

```
                                  ----------
            TOTAL                     56.50

            GRAND TOTAL           ----------
                                      56.50
```

2 records listed.

WEEKLY COMMISSION REGISTER

PROK NAME   ARPROC PW.COMM.REG
PROGRAM NAME   ARPROG W.COMM.REG
                             ARPROG W.COMM.UPD
SELECTION   MENU-3
SELECTION NUMBER   6
FILES ACCESSED   INVOICE
                             DICT.INVOICE
                             COMPANY
                             SALESMAN
                             REPORT.PARAM
                             CUST.MAST
                             CUST.DET

OVERVIEW
The commission report, produced in sales sequence, is intended to serve as a basis of commission payments. The report includes all invoices and credits prepared for the period (weekly and monthly), and shows sale amount, commission amount, commission percent, and optionally gross profit information.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

The commission report and gross profit reports are designed to print weekly rather than daily. Therefore, in order to select the appropriate records for processing, a flag is maintained in the Invoice file, and updated during the commission report process.

Thus both reports will reflect all activity since the last running of the update program. Since only one flag is maintained, the update program should not be initiated until both weekly reports have been printed.

OPERATING INSTRUCTIONS

> **WEEKLY COMMISSION REGISTER**
> **HIT <RTN> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

WEEKLY COMMISSION REGISTER

OPERATING INSTRUCTIONS (Continued)

INVOICE FILE NOW SORTING

WEEKLY COMMISSION REPORT NOW SPOOLING

At the conclusion of the report, the following message will appear:

********************* CAUTION ******************************
IF YOU ANSWER 'Y' TO THE FOLLOWING QUESTION
THE INVOICE FILE WILL BE UPDATED
****

DID THE WEEKLY COMMISSION REGISTER PRINT OK ? (Y/N):

'Y***'Will cause the print flag in the Invoice file to be updated.

'N'   Will then allow the operator to request rerunning of the report, or a return to the selector.

WEEKLY COMMISSION REGISTER

SALESMAN 002 EUGENE FORREST

CUST	CUSTOMER NAME	TNX	INV#	C/M NO	DATE	INV TOT	SALE AMT	COM%	COM AMT	CST$	GP AMT	GP%	OS	WHS
100011	UMC	INV	122321		11/23	108.75	100.00	5.0	5.43	48.00	52.00	50.0	01	001
100012	IDEAL	INV	100541		11/25	225.00	150.00	5.0	7.23	75.00	150.00	75.0	03	001
	TSH	C/M	132001		12/31	57.00	50.00	5.0	3.25	17.00	40.00	45.0	02	002
TOTAL SALESMAN:	002 EUGENE FORREST					390.75	300.00		15.91	140.00	242.00	56.2		
TOTAL COMPANY	01					390.75	300.00		15.91	140.00	242.00	56.2		
GRAND TOTAL						390.75	300.00		15.91	140.00	242.00	56.2		

WEEKLY GROSS PROFIT REGISTER

PROK NAME   ARPROC PW.GP.REG
PROGRAM NAME   ARPROG W.GP.REG
                             ARPROG W.GP.UPD

SELECTION   MENU-3
SELECTION NUMBER   7
FILES ACCESSED   INVOICE
                             DICT.INVOICE
                             COMPANY
                             SALESMAN
                             REPORT.PARAM
                             CUST.MAST

OVERVIEW

The purpose of the gross profit report is to provide management with an analysis of the profitability of each salesman. Prepared in salesman sequence, the report analyzes the sales, cost, gross profit, and commission statistics associated with each salesman for the fiscal period.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

The commission report and gross profit reports are designed to print weekly rather than daily. Therefore, in order to select the appropriate records for processing, a flag is maintained in the Invoice file, and updated during the commission report process.

Thus both reports will reflect all activity since the last running of the update program. Since only one flag is maintained, the update program should not be initiated until both weekly reports have been printed.

OPERATING INSTRUCTIONS

WEEKLY GROSS PROFIT REGISTER
HIT <RTN> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

WEEKLY GROSS PROFIT REPORT NOW SPOOLING

WEEKLY GROSS PROFIT REGISTER

OPERATING INSTRUCTIONS (Continued)

At the conclusion of the report, the following message will appear:

********************* CAUTION ******************************
IF YOU ANSWER 'Y' TO THE FOLLOWING QUESTION
THE INVOICE FILE WILL BE UPDATED
****

DID THE WEEKLY GROSS PROFIT REGISTER PRINT OK ? (Y/N):

'Y***'Will cause the print flag in the Invoice file to be updated.

'N'   Will then allow the operator to request rerunning of the report, or a return to the
        selector.

WEEKLY GROSS PROFIT REGISTER

CUST	CUSTOMER NAME	TNX	INV#	C/M NO	DATE	INV TOT	SALE AMT	COM%	COM AMT	CST$	GP AMT	GP%	OS	WHS
100011	UMC	INV	122321		11/23	108.75	100.00	5.0	5.43	48.00	52.00	50.0	01	001
100012	IDEAL	INV	100541		11/25	225.00	150.00	5.0	7.23	75.00	150.00	75.0	03	001
	TSH	C/M	132001		12/31	57.00	50.00	5.0	3.25	17.00	40.00	45.0	02	002

```
TOTAL SALESMAN:    02      EUGENE FORREST              390.75    300.00          15.91           140.00   242.00   56.2

TOTAL COMPANY      01                                  390.75    300.00          15.91   140.00   242.00   56.2


GRAND TOTAL                                            390.75    300.00          15.91   140.00   242.00   56.2
```

MONTHLY INVOICE REGISTER

PROK NAME	ARPROC PM.INV.REG004
PROGRAM NAME	ARPROG M.INV.REG004
SELECTION	MENU-3
SELECTION NUMBER	8
FILES ACCESSED	INVOICE
	DICT.INVOICE
	COMPANY
	CUST.MAST
	REPORT.PARAM

OVERVIEW

The invoice register lists each invoice and invoice void processed for the fiscal period. This classical sales journal represents total sales for the day or month and is part of the accounts receivable month end jobstream.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

> **MONTHLY INVOICE REGISTER**
> **HIT <RTN> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

> **ENTER MONTH END DATE OR 'END' (MM/DD/YY)**

Enter the date for the report or 'END' to return to the menu.

> **ENTER FISCAL MONTH AS (YYMM) OR 'END'**

Enter the fiscal period or 'END' to return to the menu. All transactions for the period will be selected for the report.

> **INVOICE FILE NOW SORTING**

> **MONTHLY INVOICE REGISTER NOW SPOOLING**

MONTHLY INVOICE REGISTER

CUST#	CUSTOMER NAME	INV #	DATE	INV TOTAL	SLS	SLE AMT	TAX AMT	FRT.AMT	MISC AMT	COST AMT	GP AMT	GP %	W H
AJAX													
100015	AJAX INDUSTRIAL	000044	06/27	200.00	001	200.00	0.00	0.00	0.00	0.00	200.00	100	0 0 1
UNITED													
100014	UNITED SUPPLY	012312	06/19	50.66	001	45.00	2.21	3.45	0.00	0.00	45.00	100	0 0 1
IDEAL													
100013	IDEAL DIST.CO	120900	06/30	100.00	001	100.00	0.00	0.00	0.00	50.00	50.00	50	0 0 1
TOTAL COMPANY: 01 THE SYSTEMS HOUSE				350.66		345.00	2.21	3.45	0.00	50.00	295.00	83	0 0 1
GRAND TOTAL				350.66		345.00	2.21	3.45	0.00	50.00	295.00	83	0 0 1

MONTHLY CONSIGNMENT MEMO REGISTER

PROK NAME   ARPROC PM.CON.INV.REG
PROGRAM NAME   ARPROG M.CON.INV.REG
SELECTION   MENU-3
SELECTION NUMBER   9
FILES ACCESSED   C.INVOICE
                                   COMPANY
                                   CUST.MAST
                                   PARAMETER

OVERVIEW
This report lists all invoices entered on consignment for a particular fiscal period.

OPERATING INSTRUCTIONS

MONTHLY CONSIGNMENT MEMO TRANSACTION REPORT
HIT <RTN> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER FISCAL MONTH AS (YYMM) OR 'END'

Enter the fiscal period or 'END' to return to menu.

CONSIGNMENT INVOICE NOW SORTING

MONTHLY CONSIGNMENT REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY CONSIGNMENT MEMO REGISTER

MONTHLY CONSIGNMENT MEMO REGISTER FOR SHIPMENTS   DATE 12/17/97

CO 01   THE SYSTEMS HOUSE   TIME 13:24:36

CUST#	CUST NAME	INV#	DATE	INV TOTAL	SLS	SALE AMT	TAX AMT	FRT AMT	MISC AMT	COST AMT	GP AMT	GP
IDEAL												
100013	IDEAL DIST.	01122523	07/15	2500.00	001	2350.00	75.00	25.00	50.00	1500.00	850.00	45
TSH												
100102	THE SYSTEMS HSE	01122529	07/31	1550.00	000	1550.00				1000.00	550.00	50
AJAX												
100320	AJAX SUPPLY	01110210	08/02	7860.00	001	7420.00	395.00	45.00		5200.00	2220.0	35
TOTAL COMPANY	01 THE SYSTEMS HOUSE			11910.00		11320.00	470.00	70.00	50.00	7700.00	3620.0	43
GRAND TOTAL				11910.00		11320.00	470.00	70.00	50.00	7700.00	3620.0	43

3 records listed

MONTHLY CREDIT MEMO REGISTER

PROK NAME   ARPROC PM.CM.REG004
PROGRAM NAME   ARPROG M.CM.REG004
SELECTION   MENU-3
SELECTION NUMBER   10
FILES ACCESSED   INVOICE
                             DICT.INVOICE
                             COMPANY
                             REPORT.PARAM
                             CUST.MAST

OVERVIEW

The credit memo register lists each credit memo and credit memo voids processed for the fiscal month. This report is also part of the month end jobstream for accounts receivable.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

> **MONTHLY CREDIT MEMO REGISTER HIT**
> **<NL> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

> **ENTER MONTH END DATE OR 'END' (MM/DD/YY)**

Enter the date for the report or 'END' to return to the menu.

> **ENTER FISCAL MONTH AS (YYMM) OR END**

Enter the fiscal period or 'END' to return to the menu.

All transactions for the period will be selected for the report.

> **INVOICE FILE NOW SORTING**

> **MONTHLY CREDIT MEMO REPORT NOW SPOOLING**

MONTHLY CREDIT MEMO REGISTER

```
CUST#  CUSTOMER NAME         C/M#        DATE    INV# C/M TOTAL    SLS   SALE AMT   FRT.AMT   MISC.AMT    COST AMT   GP AMT   G.P%

AJAX
100105 AJAX INDUSTRIAL       0100067     07/01        -525.00     001   -500.00    -25.00                 -262.50   -262.50   5
                                                                                                                              0

IDEAL
100003 IDEAL DIST.           0100065     07/15        -630.00     000   -595.00    -35.00                 -160.00   -270.00   5
                                                                                                                              5

TSH
100011 THE SHEIGER CO.       0100112     07/28        -253.00     002   -202.00              -51.00       -101.00   -101.00   5
                                                                                                                              0

UMC
UNIVERSITY MEDICAL CTR       0100201     07/30        -150.00     000   -135.00    -15.00                 - 60.00   - 75.00   9
                                                                                                                              9


TOTAL COMPANY:01 THE SYSTEMS HOUSE       'RETURNS'   -1558.00          -1432.00    -75.00    -51.00       -583.50   -708.50   6
                                                                                                                              3

                                   'NON RETURNS'        0.00              0.00      0.00      0.00           0.00      0.00

GRAND TOTAL                                          -1558.00          -1432.00    -75.00    -51.00       -583.50   -708.50   6
                                                                                                                              3
```

MONTHLY COMMISSION REGISTER

PROK NAME   ARPROC PM.COMM.REG004
PROGRAM NAME   ARPROG M.COMM.REG004
SELECTION   MENU-3.11
SELECTION NUMBER   1
FILES ACCESSED   INVOICE
                             COMPANY
                             SALESMAN
                             REPORT.PARAM
                             CUST.MAST

OVERVIEW

The commission report, produced in sales sequence, is intended to serve as a basis of commission payments. The report included all invoices and credits prepared for the period (weekly and monthly), and shows sale amount, commission amount, commission percent, and optionally gross profit information.

This report is also part of the accounts receivable month end jobstream.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

MONTHLY COMMISSION REGISTER

OPERATING INSTRUCTIONS

> **MONTHLY STANDARD COMMISSION REGISTER**
> **HIT <NL>TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

> **ENTER MONTH END DATE OR 'END' (MM/DD/YY)**

Enter the date for the report or 'END' to return to the menu.

> **ENTER FISCAL PERIOD YOU ARE CLOSING (YYMM) OR 'END'**

Enter the fiscal period or 'END' to return to the menu.

All transactions for the period will be selected for the report.

> **INVOICE FILE NOW SORTING**

> **MONTHLY COMMISSION REPORT NOW SPOOLING**

NOTE: The reports are printed on stock paper.

MONTHLY COMMISSION REGISTER

SLS 001 JIM BRANCA

CUST #	CUSTOMER NAME	TNX	INV#	C/M NO	DATE	INV TOTAL	SALE AMT	COM%	COMM AMT	COST DOL.	GP.AMT	GP %	OS	WH
AJAX														
100015	AJAX INDUSTRIAL	INV	120902		07/97	400.00	400.00	5.00	20.00	250.00	150.00	7.0	01	001
IDEAL														
100013	DEAL DIST.	INV	120905		07/01	200.00	200.00	2.00	10.00	100.00	100.00	50.0	01	001
ALCO														
100000	ALCO SUPPLY CO.	INV	120913		07/15	214.00	200.00	0.00	10.00	107.00	93.00	25.0	01	001

TOTAL SALESMAN: 001 JIM BRANCA   814.00   800.00   7.00   40.00   457.00   343.00   20.6   01 001

TOTAL COMPANY: 01   THE SYSTEMS HOUSE   814.00   800.00   7.00   40.00   457.00   343.00   20.6   01 001

OPEN COMMISSION FILE MAINTENANCE

PROGRAM NAME   SSS.BP GEN.MASTER
                            OPEN.COMM.MAINT010
SELECTION   MENU-3.11
SELECTION NUMBER   2
FILES ACCESSED   INVOICE
                            COMPANY
                            SALESMAN
                            REPORT.PARAM
                            CUST.MAST

OVERVIEW

The open commission file maintenance program allows changes to be made to the salesman and the commission percent fields.

OPERATING INSTRUCTIONS

TNX:

Enter the transaction (i.e., INV, C/M, etc.)

CO#/INV#:

Enter the company number and the accounts receivable number (i.e., INV#, C/M#, etc.).

The program will display the customer information, ship-to information, item numbers, item descriptions, quantity of items, cost, sale and commission percent.

ENTER LINE # TO CHANGE, DELETE TO DELETE, O TO ACCEPT:

Enter the line number to change, delete to delete or 0 to accept. You can only make changes to salesman or commission percent fields.

PAID A/R CALCULATION PROGRAM

PROK NAME   AR PROC PPAID.AR.CALC
PROGRAM NAME   ARPROG COMM.LOCK010
                             ARPROG PAID.AR.CALC010
SELECTION   MENU-3.11
SELECTION NUMBER   3
FILES ACCESSED   AR
                             OPEN.COMMISSION
                             PAY.COMMISSION

OVERVIEW
This program checks the Accounts Receivable record for invoices paid with a zero balance
and moves the open commissions to Pay.Commission file.

OPERATING INSTRUCTIONS

**PAID ACCOUNTS RECEIVABLE CALCULATION PROGRAM
HIT <NL> TO CONTINUE OR 'END'**

ENTER BEGINNING COMPANY (2N), 'A' FOR ALL OR 'END'

Enter the beginning company number or 'A' for all companies.

ENTER THE ENDING COMPANY (2N) OR 'END'

Enter the ending company number or 'END' to return to the menu.

NOW SELECTING OPEN.COMMISSION FILE - - PLEASE WAIT

NOW UPDATING TO PAY.COMMISSION FILE

MONTHLY TAX REGISTER

PROK NAME	ARPROC PM.TAX.REG009
PROGRAM NAME	ARPROG M.TAX.REG009
SELECTION	MENU-3
SELECTION NUMBER	12
FILES ACCESSED	INVOICE
	COMPANY
	TAX.RATE
	REPORT.PARAM
	CUST.MAST

OVERVIEW

The tax register is an automatic byproduct of the invoicing and credit memo process and details by invoice, the amount of tax charged the customer.

The report is prepared in taxing jurisdiction sequence and reports the invoice gross and net amounts, taxable and non-taxable amounts, tax percent and tax amount collected. This report would be used to prepare state sales tax returns. A summary report by tax jurisdiction is also provided. This report is also part of the accounts receivable month end jobstream. The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

OPERATING INSTRUCTIONS

MONTHLY TAX REGISTER
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER MONTH END DATE OR 'END' (MM/DD/YY)

Enter the date for the report or 'END' to return to the menu.

ENTER FISCAL MONTH AS (YYMM) OR 'END'

Enter the fiscal period or 'END' to return to the menu. All transactions for the period will be selected for the report.

MONTHLY TAX REGISTER

OPERATING INSTRUCTIONS (Continued)

INVOICE FILE NOW SORTING

MONTHLY TAX REGISTER NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY TAX REGISTER

CUST # CUSTOMER NAME	TNX INV#	C/M NO	DATE	INV TOTAL	SALE AMT	TAXABLE	NON-TAX	TAX%	COST	DOL.	GP.AMT	G.P%
IDEAL												
100013 IDEAL DISTRIBUTION	INV 100154		06/15	250.00	250.00	0.00	0.00	0.00	0.00		2 5 0 . 0 0	
											100.0	
UNITED												
100014 UNITED SUPPLY	INV 012312		06/19	50.66	45.00	2.21	0.00	0.00	0.00		4 5 . 0 0	
											100.0	
AJAX												
100015 AJAX industrial	INV 000778		06/27	305.00	250.00	55.00	0.00	0.00	0.00		2 5 0 . 0 0	
											100.0	
TOTAL TAX JURISDICTION: 1	NEW JERSEY			605.66	545.00	57.21	0.00	0.00	0.00		5 4 5 . 0 0	
											100.0	

MONTHLY GROSS PROFIT REPORT

PROK NAME   ARPROC PM.GP.REG004
PROGRAM NAME   ARPROG M.GP.REG004
SELECTION   MENU-3
SELECTION NUMBER   13
FILES ACCESSED   INVOICE
                                 COMPANY
                                 SALESMAN
                                 REPORT.PARAM
                                 CUST.MAST

OVERVIEW

The purpose of the gross profit report is to provide management with an analysis of the profitability of each salesman. Prepared in salesman sequence, the report analyzes the sales, cost, gross profit, and commission statistics associated with each salesman for the fiscal period.

The invoice number, customer number and customer name will print on the invoice register. The columns such as tax amount and gross profit can be determined by the customer using the report parameter maintenance.

This report is not run during the end of month jobstream. The register can be run for any fiscal period as long as the invoices have not been purged

OPERATING INSTRUCTIONS

MONTHLY GROSS PROFIT REGISTER
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER MONTH END DATE OR 'END'

Enter the date for the report or 'END' to return to the menu.

ENTER FISCAL MONTH AS (YYMM) OR 'END'

Enter the fiscal period or 'END' to return to the menu.

MONTHLY GROSS PROFIT REPORT

OPERATING INSTRUCTIONS (Continued)

INVOICE FILE NOW SORTING

MONTHLY GROSS PROFIT REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY GROSS PROFIT REPORT

SLS 001 JIM BRANCA

CUST # CUSTOMER NAME	TNX INV#	C/M NO	DATE	INV TOTAL	SALE AMT	COM%	COMM AMT	COST DOL.	GP.AMT	GP %	OS	WH
ALCO												
100000 ALCO SUPPLY CO.	INV 120912		07/15	1070.00	998.00	5.00	45.0	450.00	448.00	48.0	01	001
IDEAL												
100013 IDEAL DIST.	INV 100154		06/15	250.00	350.00	5.00	12.5	250.00	100.00	75.0	01	001
UNITED												
100014 UNITED SUPPLY	INV 012312		06/19	50.66	45.00	5.00	2.25	45.00	100.00	55.0	01	001
TOTAL SALESMAN: 001 JIM BRANCA				1370.66	1393.00	5.00	59.75	745.00	648.00	92.2	01	001
TOTAL COMPANY: 01 THE SYSTEMS HOUSE				1370.66	1393.00	5.00	59.75	745.00	648.00	92.2	01	001

MONTHLY CHARGEBACK REGISTER

PROK NAME   ARPROC MON.CB.REG
PROGRAM NAME   ARPROG MON.CB.REG
SELECTION   MENU-3
SELECTION NUMBER   14
FILES ACCESSED   CHARGEBACK
                                 COMPANY
                                 CUST.MAST
                                 WAREHOUSE

OVERVIEW

The chargeback register prints all chargebacks created during cash receipts.

A summary analysis by company and warehouse is provided.

This report is also generated during the accounts receivable month end jobstream. After the month has been closed, this report is no longer available for that period.

OPERATING INSTRUCTIONS

> **MONTHLY CHARGEBACK REGISTER**
> **HIT <NL> TO CONTINUE OR 'END'**

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

> **CHARGEBACK FILE NOW SORTING**

> **MONTHLY CHARGEBACK REPORT NOW SPOOLING**

NOTE: The reports are printed on stock paper.

MONTHLY CHARGEBACK REGISTER

```
      PAGE    1          ***** MONTHLY CHARGE BACK REGISTER ******            DATE 12:58:20pm  17 Jul 1997

COMPANY: 01

CB #                     A.CUST.NO   CUST.NAME        CB.AMT. CHARGEBACK DESC   INVOICE# REF.DATA      BATCH#   DATE.. CHECK#

01132021 IDEAL           IDEAL DISTRIBUTION CO         29.66 UNAUTHORIZED       01200007              100382 06/30/97  177
                                                             DEDUCTION
01132022 AJAX            AJAX INDUSTRIAL SUPPLY        50.00 UNAUTHORIZED       01120909              100396 06/15/97  234
                                                             DEDUCTION
                                                       -------
***                                                     79.66

                                                        79.66


2 records listed.
```

MONTHLY RETURN ANALYSIS

PROK NAME   ARPROC PRET.ANALYSIS
PROGRAM NAME   ARPROG RET.ANALYSIS
SELECTION   MENU-3
SELECTION NUMBER   15
FILES ACCESSED   INVOICE
                                   COMPANY
                                   CUST.MAST
                                   REASON.CODE

OVERVIEW
The returns analysis report provides a recap of all credit memos issued during the month by reason code (i.e., defective merchandise, product return, etc.).

OPERATING INSTRUCTIONS

RETURNS ANALYSIS
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER FISCAL MONTH AS (YYMM) OR 'END'

Enter the fiscal period or 'END' to return to the menu.

INVOICE FILE NOW SORTING

MONTHLY RETURNS ANALYSIS REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY RETURN ANALYSIS

<pre>
                              RETURNS ANALYSIS   DATE 07/17/97   PAGE   1
CO   01 THE SYSTEMS HOUSE   TIME 13:15:19

CUST#   CUSTOMER NAME   R/C REASON   CREDIT $ C/M NO   DATE

AJAX
100015   AJAX INDUSTRIAL SUPPLY   -100.00   130294   06/30/97
AJAX
100015   AJAX INDUSTRIAL SUPPLY   -400.00   130297   06/30/97

TOTAL R/C   -500.00

TOTAL CUSTOMER 100015   -500.00

IDEAL
100013   IDEAL DISTRIBUTION CO   -112.50   130296   06/30/97
IDEAL
100013   IDEAL DISTRIBUTION CO   -212.50   130298   07/09/97

TOTAL R/C   -325.00

TOTAL CUSTOMER 100013   -325.00

TOTAL COMPANY 01   -825.00

GRAND TOTAL   -1825.00
</pre>

MONTHLY TAX JURISDICTION SUMMARY

PROK NAME   ARPROC PM.TAX.REG.SUMM
SELECTION   MENU-3
SELECTION NUMBER   16
FILES ACCESSED   INVOICE

OVERVIEW

The tax register is an automatic byproduct of the invoicing and credit memo process and details by invoice the amount of tax charged the customer.

The report is prepared in taxing jurisdiction sequence and reports the invoice gross and net amounts, taxable and non-taxable amounts, tax percent and tax amount collected. This report would be used to prepare state sales tax returns.

OPERATING INSTRUCTIONS

MONTHLY TAX JURISDICTION SUMMARY
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' or 'E' will return to the accounting reports menu.

ENTER MONTH END DATE OR 'END' (MM/DD/YY)

Enter the date for the report or 'END' to return to the menu.

ENTER FISCAL MONTH AS (YYMM) OR 'END'

Enter the fiscal period or 'END' to return to the menu.

All transactions for the period will be selected for the report.

INVOICE FILE NOW SORTING

MONTHLY TAX JURISDICTION REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY TAX JURISDICTION SUMMARY

TAX.JUR.DESC.............	INV.AMT.....	SALE.AMT..	TAX.BASE.	NON.TAX..	TAX.AMT..	FRT.AMT..
	0.00	0.00	0.00	0.00	0.00	0.00
1 NEW JERSEY	7,531.16	7461.00	8261.00	-800.00	73.21	-3.05
2 NEW YORK CITY	0.00	0.00	0.00	0.00	0.00	0.00
104 ROCKLAND COUNTY NY	2,204.00	2204.00	2204.00	0.00	0.00	0.00
01 THE SY	9,735.16	9665.00	10465.00	-800.00	73.21	-3.05
	9,735.16	9665.00	10465.00	-800.00	73.21	-3.05

33 records listed.

MONTHLY LOT GROSS PROFIT REPORT (DETAIL)

PROK NAME   PROK LOT.GP-RPT008
PROGRAM NAME   MDS.BP LOT.GP-RPT008
SELECTION   MENU-3
SELECTION NUMBER   17
FILES ACCESSED   COMPANY
                                   RELEASE
                                   SALESMAN
                                   PROD.MAST

OVERVIEW

The lot gross profit report provides management with an analysis of the profitability of
each salesman. Designed specifically for customers utilizing lot inventory control,
prepared in salesman sequence, the report analyzes the sales, cost, and gross profit
associated with each sale.

Both a detail and summary version are provided.

OPERATING INSTRUCTIONS

LOT GROSS PROFIT REPORT
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER STARTING INVOICE DATE (MM/DD/YY)

Enter the beginning invoice date or 'END' to return to the menu.

ENTER ENDING INVOICE DATE (MM/DD/YY)

Enter the ending invoice date or 'END' to return to the menu.

INVOICE FILE NOW SORTING

MONTHLY LOT GROSS PROFIT REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY LOT GROSS PROFIT REPORT (DETAIL)

```
DATE: 18 MAR 1990                    LOT  GROSS  PROFIT  REPORT                 PAGE:    1
                                         01 THE SYSTEMS HOUSE


SALESMAN: 001 JIM BRANCA


INVOICE#    TNX    INV DTE    CUST#       CUSTOMER NAME


120994      INV   10/13/97    ALCO        ALCO SUPPLY COMPANY


PRODUCT#    PROD DESCRIPTION        LOT#/LOC      QTY SHIPPED   COST EXT COST    PRICE    GP%    GP AMT    VAL


101         RED FELT                A102/45            2               1.00      4.70     100     2.70     4.70
102         GREEN FELT              B235/58            4               1.00      4.70     100     2.70     4.70
                                                  ===========     ===========    ====   =======   =====
INVOICE TOTALS                                         6               2.00      9.40     100     5.40     9.40

INVOICE#    TNX    INV DTE    CUST#       CUSTOMER NAME


122100      INV   10/15/97    IDEAL       IDEAL DISTRIBUTION


PRODUCT     PROD DESCRIPTION        LOT#/LOC      QTY SHIPPED   COST EXT COST    PRICE    GP%    GP AMT    VAL


25FK        3" SHRINK WRAP          12-2/56            5               1.50     13.75      40     7.75    13.75
8FL-120     1" SHRINK WRAP          12-3/56            7               1.30     19.25      45    10.15    19.25
                                                  ===========     ===========    ===    ======   ======
INVOICE TOTALS                                        13               2.80     33.00      47    17.90    33.00



PRODUCT TOTALS                                    ===========     ===========    ===    ======   =======
                                                     13               2.80     33.00      47    17.90    33.00


INVOICE TOTALS                                    ===========     ===========    ===    ======   =======
                                                     13               2.80     33.00      47    17.90    33.00


COMPANY TOTALS                                    ===========     ===========    ===    ======   =======
                                                     13               2.80     33.00      47    17.90    33.00


GRAND TOTALS                                      ===========     ===========    ===    ======   =======
```

```
                              13              2.80    33.00  47    17.90      33.00
```

MONTHLY LOT GROSS PROFIT REPORT (SUMMARY)

PROK NAME   PROK LOT.GP.INV-SUM008
PROGRAM NAME   MDS.BP LOT.GP.INV-SUM008
SELECTION   MENU-3
SELECTION NUMBER   18
FILES ACCESSED   INVOICE
                              RELEASE
                              SALESMAN
                              PROD.MAST

OVERVIEW

The lot gross profit report provides management with an analysis of the profitability of each salesman. Designed specifically for customers utilizing lot inventory control, prepared in salesman sequence, the report analyzes the sales, cost, and gross profit associated with each sale.

OPERATING INSTRUCTIONS

LOT GROSS PROFIT REPORT (SUMMARY BY INVOICE)
HIT <NL> TO CONTINUE OR 'END'

'RETURN' will initiate the process, 'END' will return to the accounting reports menu.

ENTER STARTING INVOICE DATE (MM/DD/YY)

Enter the beginning invoice date or 'END' to return to the menu.

ENTER ENDING INVOICE DATE (MM/DD/YY)

Enter the ending invoice date or 'END' to return to the menu.

RELEASE FILE NOW SORTING

MONTHLY LOT GROSS PROFIT SUMMARY REPORT NOW SPOOLING

NOTE: The reports are printed on stock paper.

MONTHLY LOT GROSS PROFIT REPORT (SUMMARY BY INVOICE)

```
DATE DEC 18 1997                    LOT GROSS PROFIT REPORT (SUMMARY BY INVOICE)                          PAGE 1
                                          01 THE SYSTEMS HOUSE



SALESMAN:   001 JIM BRANCA


INVOICE#    TNX   INV DATE    CUST#      CUSTOMER NAME          QTY SHIPPED      EXT COST      GP%      GP AMT      VALUE

120994      INV   10/13/97    ALCO       ALCO SUPPLY                 2              3.00      100        3.00       6.00
121001      INV   10/15/97    AJAX       AJAX INDUSTRIAL             5             10.00       50        5.00      15.00
121009      INV   10/20/97    IDEAL      IDEAL DISTRIBUTION          5             25.00      100       25.00      50.00
122005      INV   10/31/97    UMC        UNIVERSITY MEDICAL CTR      7             20.00       50       10.00      30.00

SALESMAN TOTALS:                                                    ===          =======     ====      ======     = = = =
                                                                                                                      ==
                                                                    19            58.00      100       43.00      1 0 1 .
                                                                                                                      00

COMPANY TOTALS:                                                    ===          =======     ====      ======     = = = =
                                                                                                                      ==
                                                                    19            58.00      100       43.00      1 0 1 .
                                                                                                                      00

GRAND TOTALS:                                                     ===          =======     ====      ======     = = = =
                                                                                                                      ==
                                                                    19            58.00      100       43.00      1 0 1 .
                                                                                                                      00


4 records listed.
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I N D E X

THE SYSTEMS HOUSE
MASTER DISTRIBUTION DOCUMENTATION

I N D E X