

BusinessWorks Gold

Specifications

- Maximum number of customers 100,000
- Maximum number of standard items 500,000
- Maximum customer balance \$99,999,999.99
- Number of characters (alpha-numeric) in customer ID 12
- Number of custom fields 5
- Maximum number of current invoices per customer 3000
- Maximum number of recurring invoices per customer 100
- Number of payment terms 99
- Number of cash accounts 9
- Maximum number of sales representatives 250
- Maximum number of sales accounts 250
- Maximum standard item price \$999,999.99
- Maximum number of sales tax jurisdictions 10,000
- Maximum amount per invoice \$9,999,999.99
- Maximum number of line items per invoice 99
- Maximum number of sales accounts per invoice 16
- Maximum number of sales tax jurisdictions per invoice 3
- Number of digits in invoice number 6
- Number of characters in invoice description 20
- Number of characters in an invoice line item description 1,024
- Number of characters in a standard item description (3 lines, 28 characters each) 84
- Number of characters in receipts reference field 20
- Maximum number of months to keep history 60



The BusinessWorks Gold Accounts Receivable module provides an efficient and reliable means of managing your entire receivables process. From credit management to sales analysis, this powerful module provides your organization with extensive information and reporting features to make quicker business decisions.

The Accounts Receivable module also provides an effective and organized system for maintaining customer information, and, in turn, can lead to improved customer service and profitability. The easy-to-use, yet comprehensive customer maintenance features allow you to maintain your customers' e-mail addresses, bill-to and ship-to addresses, month and year-to-date totals, current balance, open credits, deposits and last payment information. You will also be able to automatically prepare customer statements on demand. Plus, with a series of additional time-saving features and reporting options, the Accounts Receivables module streamlines your entire receivables process.

In addition to working in conjunction with the General Ledger module, the BusinessWorks Gold Accounts Receivable module integrates with the Order Entry, Job Cost, Custom Office and Cash Management modules. This module makes the accounting process efficient, saving your company time and money.

See reverse side for list of features

Reports and Forms

- Aging Report
- Bank Deposit Report
- Business Graphics
- Cash Flow Report
- Credit Limit Report
- Credit Memo
- Customer Deposit Report
- Customer History Report
- Customer List
- Customer Name List
- Customer Statement (plain paper)
- Customer Statement (preprinted form)
- Customer Worksheet
- Debit Memo
- Delinquent Accounts Report
- Detail Report
- Finance Charge Calculation Report
- Flash Report
- Invoice — plain paper and preprinted
- List of Recurring Invoices
- Monthly Activity Report
- Open Credit Report
- Open Invoice Report
- Payment Analysis Report
- Sales Account List
- Sales Analysis Report by Customer
- Sales Analysis Report by Sales Account
- Sales Analysis Report by Sales Rep
- Sales Rep List
- Sales Tax List

FEATURES

General Features

- Easily locates a customer based on an invoice number alone. This is particularly beneficial when you receive a payment and the check does not match the customer's account name.
- Saves valuable data entry time by importing customer information, standard items and invoices from a text file.
- Allows exports of accounts receivable information for analysis, forecasting, presentations, reports, and more. Exportable formats include recent versions of HTML, Word, Excel, RTF, TXT, CSV, tab-delimited, DIF, SYLK and clipboard.
- Optionally posts to the Job Cost module on a transaction-by-transaction basis, providing better management of the billing process.

Maintenance Features

- Maintains complete customer information, including e-mail address, bill-to and ship-to addresses, month and year-to-date totals, 24-month sales history, current balance, highest balance, open credits, deposits and last payment.
- Tracks customers' open credits and deposits.
- Model customer enables fast creation of default information for new customer records.
- Allows global changes to multiple customer records simultaneously expediting the record updating process.
- Customer categories permit classification of customers for more precise reporting.
- Customize your customer records to track more information and meet your unique needs with five user-definable fields.
- Lets you place customers on immediate credit hold until all outstanding issues are resolved.
- Tracks cash sales and one-time customers.
- Allows quick location of customers, standard items, and general ledger accounts with flexible search features.
- Tracks invoice discount dates, discount amounts and due dates.
- Tracks sales by customer, sales representative and sales account for detailed revenue reporting.
- Lets you add new customers "on the fly" during invoice and transaction entry to minimize interruptions during data entry.
- Alerts you when a customer exceeds a credit limit to help you control the customer's liability to you.
- Alerts you when you try to delete a customer who has an open quote or order in Order Entry.
- Optionally provides warning of duplicate invoice numbers for each customer.
- Lets you assign flexible finance charge rates on a customer-by-customer basis or globally.

Form Features

- Prints invoices, credit memos, debit memos and statements on plain paper or preprinted forms.
- Supports several invoice formats. You choose the format, and if needed, customize it to personalize it for your business.
- Lets you disable specific invoice fields to customize and simplify invoice entry.



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