

## Logic Tools Clients & Accounts Receivable – Overview

This segment of the program provides for the management of accounts receivables. Including the calculation of finance charges and account statement preparation.

This segment provides features and functionality to;

**Cash Receipts** – Allows the user to input cash receipts and apply them to open invoices in a single step. Overpayments are allowed for.

**Miscellaneous Cash Receipts** – Cash received not intended as payments on account.

**Prepayments and Deposits** – Cash received as prepayments for products and services intended for future delivery.

**Account Reconciliation** – Allows the user to cleanup customer accounts for invoices, credit memos, overpayments and deposits and designating the documents as paid in full and cleared as open items.

**Invoice adjustments** – Provides the user the ability to alter previous invoices where these alterations do not effect, or interfere, with basic accounting principles. Due dates, credited sales rep and terms based payment discount amounts can be modified.

**Finance Charges** – Provides the user with the tools to apply and manage the application of finance charges. Finance charges can be variable per customer.

**Statements** – Customer statements can be prepared for any period of time. Optional features allow the user to include the exact application of cash receipts, outstanding over payments and deposits and voided documents.

**Write Offs & Write Downs** – Provides the user with the tools to write off all, or any portion, of an outstanding customer debt.

**Void Invoices & Payments** – Provides the user the ability to void existing invoices and/or payments. In the case of payments provides for processing fees to be added to the customer account.

**Reports** – A full range of reports are included including aging, past due accounts, customer activity and other tracking tools.

**Credit App / Tax certificates** – Customer accounts allow for maintaining the current status of tax certificates and their expiration periods. Current status of credit applications are also maintained.

**Mailing Labels** – Traditional mailing labels can be generated in 8 ½ x 11 laser format.

**CRM – Activities** – (Customer relationship management) features are built into the system. From appointment scheduling, follow up needs, etc. Events can be assigned to any user and that user is notified on their desktop.

**PDF Tracking** – PDF images are automatically generated by the system. Other documents can be scanned and attached to the customer's account for easy reference.

**Reverse Sales Tax** – The process of refunding a customer's account where sales tax was inadvertently applied is included, Sales Tax calculations are also amended appropriately.

**Customer Refunds** – The process of refunding an overpayment or deposit is included. Refunds are then automatically processed in the next accounts payable run.

**Customer Query** – A key to the system. An easy to use single form where users can instantly determine the status of any account. Immediate access to past purchases, financial status, account aging, etc.

**Credit Evaluation** – An easy to use process displaying the purchase history and payment history generally required when evaluating an account for credit worthiness.

**Account Consolidation** – provides the user the ability to combine 2 customer accounts into one without losing the historically, or financial performance identity of either.