



## OSAS Accounts Receivable Offers Choices and Flexibility With These Key Features

- You can easily access customer credit information online with information windows. Also view customer comments and inventory item quantities and costs.
- Discount or mark up prices with price codes by inventory item, inventory category, or customer, using a flat dollar amount or percentage.
- Apply payments to customer accounts or reapply payments and credits to specific invoices by using cash receipts processing. Simply enter the amount and method of payment and then scroll through the open invoices to apply the payment.
- You'll have easy access to sales and payment information. View it online by invoice date or invoice number when you use the customer history inquiry.
- You'll benefit from online invoicing. It lets you print an invoice immediately after order verification and stores the next available invoice number for you.
- Answer the customer's questions quickly when they call. Use the Customer Inquiry Function to locate the customer by name, zip code, telephone number, sales representative, or state/city.
- You have the choice of paying commissions based on either booked sales or paid invoices using the sales commission calculation and reporting function.
- Multiple warehouses per order lets you sell items from any warehouse that has available inventory. Selecting the warehouse closest to the customer can save on shipping costs. Also, the customer will receive one invoice regardless of how many warehouses were used to fill the order. This saves time and paper.
- You can enter or edit invoices and credit memos and view invoices with transaction processing from a single menu.
- Analyze your sales over a two-year period with help from summary and detail history. Detail is kept until you purge the information.
- Transaction entry is easy and efficient with quick entry and defaults tables.
- You'll be able to manage your cash flow with an accurate aged trial balance. It is printed by the dates you select. You can view your aging online and print the information with any of three reports.
- Compound taxes for multiple localities such as state, county, and city. Canadian tax handling (GST/PST) is also supported.
- You can set up multiple finance charges and identify rates for customers in different states.
- You can choose to print additional descriptions on the Sales Journal and the Miscellaneous Credits Journal in two formats.
- E-mail and web site address fields in the Customer file help you make online contact with your customers.

### Accounts Receivable Reports

Sales Journal  
Miscellaneous Credits Journal  
Cash Receipts Journal  
Aged Trial Balance  
Detail History Report  
Accounts Receivable Analysis Report  
Sales Analysis Report  
Customer Activity Report  
Commissions Report  
Open Invoice Report  
Tax Report  
Customer Analysis Report

**Version 6.1**  
**OSSAR61**

06/01/00