

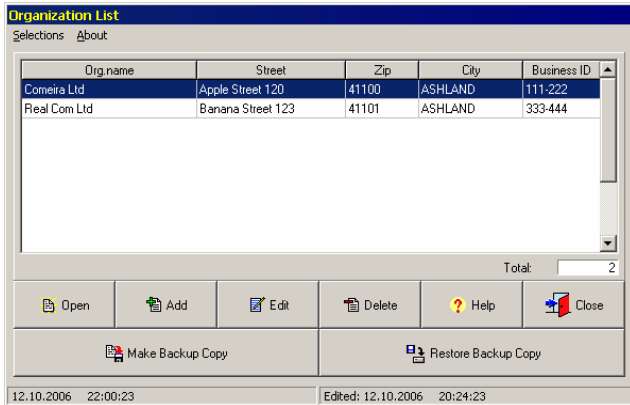
BILLMATE

BILLING PROGRAM

BillMate Billing Program is not only meant for printing out bills, but can also be used for managing, among other things, all the following subareas.

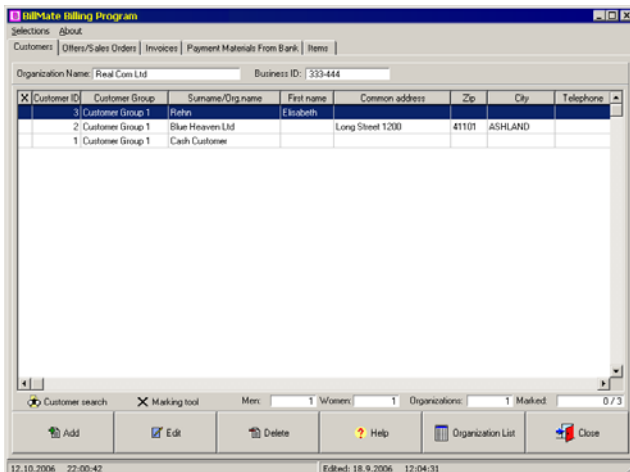
Companies

In the BillMate Billing Program, it is possible to enter an unlimited number of various companies and the data of each company is managed as an entirety of its own. When necessary, the data of each company can be protected by a password.



Customer Register

An unlimited number of customers can be entered into each company, and the user is free to create different customer groups. From the program, you can print reports, e.g. for all customers or for customers belonging to a selected group. These reports could be customer cards, customer lists and address labels. From the program, you can also send e-mail to customers by mass mail.



Offers/Sales Orders

If you want, you can also enter offers and sales orders into the program. Based on these, it is possible to print different reports such as Offers, Order Confirmations, Delivery Notes and Pick Slips. Bills can be created automatically based on the offers or

sales orders that have been entered into the system.

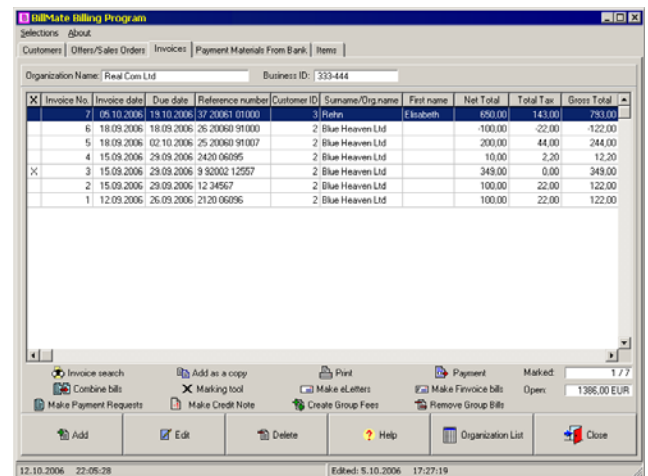
Billing

Creating bills is really easy. A new bill is generated with a few keystrokes as the program automatically computes all the basic information into the bills; and also creates reference numbers and bar codes.

The program also features a function for grouped billing, which enables the creation of similar bills to a large group at the same time. Products can be added to the bill/receipt also by a bar code scanner.

The program can also generate credit invoices and payment reminders. If wanted, the system can automatically calculate interests and late payment charges for the reminders.

With this program, you can bill customers in different currencies as a default currency to be used in bills can be defined for the customers. When necessary, the currency can be changed for a specific bill.



Electronic Bills

Requested bills can be generated as electronic bills (MS Word, XML) and can be forwarded in electronic format to the receivers.

Ledger

Monitoring the payment status of bills is made with ease. The program is capable of reading the source data files of the bank, and can automatically position the payment from the data on the corresponding invoices. You can also manually mark bills as paid or unpaid. From the program, it is possible to print out a report of paid or unpaid bills at a desired interval.

Transfer date	Transfer time	Quantity of payments	Sum of payments	Quantity of Corrections	Sum of Corrections	Faulty (quantity)
18.09.2006	15:28:33	3	797.00	0	0.00	0
18.09.2006	17:17:54	3	797.00	0	0.00	0

Payment date	Booking date	Directed	Sum	Bank	Account number	Reference number
22.12.2002	21.12.2002	No	348.00	NORDEA	206120-4025365	101000212551
17.12.2002	16.12.2002	No	349.00	NORDEA	206120-4025365	99000212557
14.12.2002	13.12.2002	No	99.00	NORDEA	206120-4025365	99000212555

Product Register

An unlimited number of different products can be entered into the system and they can conveniently be added to bills. When generating bills, the program is able to automatically reduce goods from the warehouse.

Sales information can be stored for the products. In addition, you can store information regarding the purchase of the products. The program can also be used to perform profitability calculation.

You can also define bar codes for all products, and when products are purchased, they can be added to the warehouse using a bar code scanner.

From the system, you can print out reports that can be used for monitoring, among other things, the warehouse status. In addition, product-specific reports can be printed out from the program, and be used for following up the consumption of a product at a given interval.

Item ID	Item Group	Item	Quantity of Items	Unit of alarm	Tax %	Unit Net Price	Unit Tax	Unit Gross Price
2	Item Group 1	Halt	22.00	5.00	22.00	50.00	11.00	61.00
1	Item Group 1	Football	88.00	100.00	22.00	100.00	22.00	122.00

Reminders

Customer-specific reminders can be entered into the program. Every time the program is started, the system checks if someone has stored any reminders due on the current date or earlier dates. A message is returned if there are reminders found. This is a useful feature, e.g. for marketing.

Customer info

Customer info | Customer addresses | Invoicing | Additional Data | **Reminder**

Reminder info

Reminder date: 12/12/06

Subject of reminder: Remember to call this customer because CEO has a birthday.

Save Cancel

Reports

The program features a printout menu facilitating the printing of different reports. For most of the reports it is possible to choose whether they shall cover all customers, customers of selected groups or an individual customer. You can also choose whether the reports shall be printed to MS Word, to preview mode or directly on paper. The logotype of the company can be inserted in bills.

Printing menu

Choose the report you want to print:

Cards

- Customer Card
- Plastic Customership Cards

Lists

- Customer list
- Itemlist
- Stock value

Offers/Sales Orders

- Offers/Sales Orders (not invoiced)

Invoices

- Sales Report
- Sales of Sellers
- Billing Diary
- Paid Invoices
- Unpaid Invoices

Stickers

- Mailing Labels

Choose Print Style:

- MS Word
- Preview
- Printer

Do you want to print list from all customers or selected groups?

- All customers
- Selected groups: Customer Group 1

Do you want to print report from all customers or customers whose customership is valid/not valid?

- Customership valid
- Customership not valid
- All customers

Sort argument: Customer group, Customer name

Print Help Close

The system is a result of many years of development involving numerous companies from a variety of industries. Comeira Ltd is responsible for the development of the program. More information about the BillMate Billing Program is found at http://www.billmate.fi/Index_Eng.html.