



Accounts Payable

Vertical Market Software's Comprehensive Accounts Payable module is an integral part of the Contractor and Services Information Systems. With a single entry of an invoice this powerful tool updates, automatically, Job Cost, subcontractor information, and accounts in the General Ledger. This flexible management tool provides up-to-date information on your company's current cash position. In addition to check writing, the Accounts Payable module provides complete vendor history and analysis, and the ability to change discount due dates.

Some of the benefits of the Accounts Payable module are:

- Capability to view reports on the monitor in addition to printing.
- Cash Requirement and Aged Trial Balance reports available to aid in selection of invoices to pay, allowing management of cash and discounts
- Numerous invoice payment selections including option for partial payments, deferrals and manually prepared checks.
- Ability to control the level of detail that is posted to General Ledger accounts.
- Produces checks automatically for vendors and produces a check register report.
- Ability, by vendor, to select printing of one check per job, one check per invoice, one invoice per job, or multiple invoices and jobs per check.
- If invoice detail exceeds size of check stub you have options to void the check and print remaining detail on another check stub, or print all detail on a separate attachment sheet.
- Vendor inquiry on month-to-date and year-to-date summary figures, open items only, or history of invoices and payments.
- No limitation on the length of time vendor history is stored, with options by vendor, job, and date range for purging history.
- Vendor analysis report providing total dollars billed, total invoices, percent total vendor billings, and average invoice amount which aids in discount negotiation.
- 1099 reporting for vendors or subs.
- Subcontract tracking includes original contract, change order, draw requests and retainage, back charges, payments and balance to complete.
- Unlimited number of vendors with the ability to use numbers and letters.
- Ability to set up a unique contract for each job awarded to a subcontractor.
- Workman's compensation expiration date tracking and deduction reporting for subcontractors.
- Straight forward entry of normal and prepaid invoices as well as debit memos, back charges and voided checks.
- Alert of duplicate invoice numbers, and over-billings by subcontractors.
- Ability to establish recurring invoices, eliminating entry of common invoices that are the same each month.
- Ability to establish terms given by vendors to aid in automatic calculation of invoice due date, discount date and discount amount.
- Invoice distribution to as many jobs, phases, and general ledger accounts as desired.
- Automatic calculation of retainage for subs.
- Ability to establish notes associated with vendors and vendor invoices.
- User-defined sales and use tax rates for multiple tax jurisdictions.
- Ability to print "on demand" checks immediately after entering an invoice.
- ODBC compliant