## **Club Data Newsletter for October, 2006**

#### This newsletter is sent every month to Club Office users to:

- Remind you if there is a new software update on the Clubdata.Com website
- Provide tidbits, helpful hints, and instructions that you may find interesting

#### Software Updates:

Club Office software is being updated continuously, either to add new features or to correct situations that has been identified. It is our intention that all users on support will take the time to update their software once a month, on the first or after, so that everyone is on the "latest and greatest" version of code and can take advantage of the latest features. Every quarter, you are reminded of the need to update on the 15th of the month of the new quarter. Updating now will remove that message if you update in advance of the 15th.

#### New system update:

• Some database maintenance issues were addressed that are important. You should not notice changes, however, as a result of the update but you should update.

#### **Attachments included:**

- Modifying Check Formats (Accounts Payable and Payroll)
- Custom Report Writer Templates (G/L and A/R)
- Table Management (for users with SQLPos)

Should you have difficulties downloading the information, please contact me.

Bill Hallberg Club Data Sales 952-941-0855 The appearances of checks being written and sent by clubs provide an image of the club that you want to be favorable (or not unfavorable.) Club Office provides the capability for users to very quickly adjust the location of data and the actual fields that are printed on either payroll or accounts payable checks to modify the appearance according to your needs.

If you are using the same check stock for both Payroll and Accounts Payable, you will need to make check adjustments in both A/P and in Payroll. (In accounts payable, there are two types of checks -manual checks and check run checks, each with their own settings.) This procedure shows how to modify the location of fields, the size of the font, and determine if you even want to print a field.

For example, many checks come with the signature line(s) pre-printed and you would not want to duplicate them. If they are not pre-printed, you may want one or two signature lines. You have an option to turn one or both lines off or on.

If your checks have the preprinted check number, you would not want to have the number reprinted. (**Hint:** Many clubs find that they have more flexibility on reprinting checks if the check number is not preprinted and elect to have Club Office print the check number on the check.)

Admin @ Accour	nts Payable		
			Exit
	Vendors	Create or change vendor accounts, look up unpaid and paid invoices by vendor, checks by vendor, 1099's, vendor labels, etc.	
	Invoices	Enter new or change existing open invoices, allocate payables to G/L accounts, select invoices to pay, issue manual checks, print reports, etc.	
	<u>R</u> ecurring Invoices	Create automatic invoice generation for recurring payments, such as equipment rentals, leases, service contracts, installment payments, etc.	
	Check <u>b</u> ook	Issue or void A/P checks, balance A/P checkbook, A/P cash requirements forecast, basic checkbook listings, etc.	
	Check Formatter	Modify the layout of both manual checks issued through the Invoice module and full check runs issued through the Checkbook.	
	_		МЕМО

AP Check Formatter:

Modifying Check Formats.doc - 1 -5/30/2007 For each field, modify as needed, the horizontal and vertical position and the font size.

- Horizontal measurements are from the left edge of the paper.
- Vertical measurements are either from the top of the form or from the line above.
- For font size, larger is bigger.
- To remove a field from the check, make the font size "0".
- To adjust the starting check position, modify the top line, the X/Y Page Offset Adjustment.

A/P Check Formatter - 06.08.31a			X		
Help Load Manual Check Default	АРСНК	APCHK02.LOF			
Transmission Contractions	Horizontal	Vertical	Font Size		
X/Y Page Offset Adjustment	25	30	8		
Check number	7.25	0.625	14		
The word, 'Date'	5.5	0.9375	8		
Printed date in YYYYMMDD format	5.3125	1.125	10		
'To the order of' (payee name)	1.5	1.375	12		
Check \$\$ amount	7.125	1.375	12		
Check amount in words	1.5	1.75	12		
The word, 'Account #.'	2.25	2	8		
Our account number with the vendor	3	2	8		
Payee's Name (address line 1)	1.25	2.25	10		
Payee's Address line 2	1.25	2.4	10		
Payee's Address line 3	1.25	2.55	10		
Payee's City, State, Zip	1.25	2.7	10		
Check # in MICR code	1.75	3.21	12		
Bank routing # in MICR code	2.875	3.21	12		
Signature line 1	5.5	2.4	8		
Signature line 2	5.5	2.7	8		

Hint: When modified and saved, use the Test Print button on blank paper to print a copy of the check's layout. Hold the blank paper up to the light with a "real check" behind it to see where the printing will fall. Printing to blank paper will save checks while you experiment. Use the Help Button to get more specific information about the process.

ch Info K Formatter Contents W ge Offset Adjust tal setting setting re int a field nt sfault ule provides a w ocations of A/P contion (top th	vay to fine-tune	
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		ess you
1.75	3.21	12
2.875	3.21	12
5.5	2.4	8
	3 of the check rinters, once the 1.75 2.875	2.875 3.21

To remove a field, make the font size zero.

A/P Chec	k Formatter - 06.08.31a			Σ		
<u>H</u> elp <u>T</u> est Print	Load Manual Check Default	АРСНК	APCHK02.LOF			
		Horizontal	Vertical	Font Size		
X	Y Page Offset Adjustment	25	30	8		
	Check number	7.25	0.625	14		
	The word, 'Date'	5.5	0.9375	8		
Printe	ed date in YYYYMMDD format	5.3125	1.125	10		
'To	the order of' (payee name)	1.5	1.375	12		
	Check \$\$ amount	7.125	1.375 Ĭ	12		
	Check amount in words	1.5	1.75	12		
	The word, 'Account #:'	2.25	2	8		
Oura	ccount number with the vendor	3	2	8		
Pa	yee's Name (address line 1)	1.25	2.25	10		
	Payee's Address line 2	1.25	2.4	10		
	Payee's Address line 3	1.25	2.55	10		
	Payee's City, State, Zip	1.25	2.7	10		
	Check # in MICR code	1.75	3.21	12		
Ba	ink routing # in MICR code	2.875	3.21	12		
	Signature line 1	5.5	2.4	0		
	Signature line 2	5.5	2.7	q		

In AP, go through this procedure for both the manual and the check run checks, even if the checks are identical.

> Note that there are two formats available for A/P checks: one controls manual check printing and the other controls full check runs when printed from the A/P checkbook. Be sure to set BOTH layout formats to fit your printing preferences.

A/P Check Formatter - 06.08.31a			X
Help	АРСНК	2.LOF	<u>S</u> ave
Test Print Load Check Run Default	Horizontal	Vertical	Font Size
X/Y Page Offset Adjustment	25	30	8
Check number	7.25	0.625	14
The word, 'Date'	5.5	0.9375	8

In Payroll, again, review the on line help since there are many details that you need to consider.

					Lub Data Help Search Info				e Payroll Che	ck	E <u>x</u> it
					roll Manager He				1.62	for this employ	
T	Employee #	Lastnam		Empl ===:				-	Job code	1 2	vee av rate
	1	Anderson		Con	tents:				501		15.00
	2	Kendrick			ocessing payrol	ll (general p	rocedure)		301	\$	10.00
	3	Rogers			ying Payroll nus Mode				201	\$	23.00
+		Merkle		* Aft	ter Keying Payr				201		
		Hallberg			Iculate the Pay int Checks	roll					
Tot	al payroll issu	ued this se	ssion:	* Dii * Fir * Vo * Re	ution: Print in I rect Print Optio nal Process (fin iding a payroll -Issue/Reprint	n ish the payı check a Payroll C	roll)		Persona	l <u>N</u> ote	0 <u>K</u>
T	PayDate	ł	Emp #		anging a Check hishing the Qua				Vac Hrs	Sick Hrs	Gross
	20060916	6	1	501	L. State and				0	0	\$300.00
	20060916	6	1	301	\$10.00	10	0	0	0	0	\$100.00
	20060916	5	1	201	\$23.00	20	0	0	0	0	\$460.00
_	20060916	6	1	301	\$10.00	10	0	0	0	0	\$100.00
		· ·	0	401	#1E.00	C	0	0	0	0	¢150.00

In Payroll, use the File/Printer Set up, the File/Adjust Margins, and the File/Change Direct Print Check Layout lines to modify the printer.

ile Payroll Procedure Reports Info H	telp	
Printer setup Adjust Print Margins		Clear Workspo
Change Direct Print Check Layout		
TimeClock Import	Em	iployees
the second se		First name
<ul> <li>Key by Employee ID (default)</li> </ul>		Tommy
Key by Alphabetical Last Name		Kyle
Key by Selective Department		Donald
Bonus Mode		0.00000000
Re-issue payroll check		Sonny Bill
Void payroll check		
Change a check number Reconcile Payroll Checks		
Clear Payroll Workspace	160921	Regular hrs
Exit	92454015749	
Employee #	1.00	Regular O/

Printer Setup:

Changing the default printer

To change your default printer, click File -Printer setup. If you have multiple printers that you use, you can select them as well as change their settings via the printer control module. Be careful that you don't accidentally print a report on top of your payroll checks, and be sure to select the correct printer when you print your payroll checks. Of course, it helps to make certain that the proper paper is loaded into the selected printer, as well!

> Modifying Check Formats.doc - 7 -5/30/2007

#### Adjust the Print Margins:

Payroll Procedure R	eports Info Helj	2				
		Clear Workspace	Reconcile Payroll Checks	Reis	ssue Payroll Check	E <u>s</u> it
S	et Printer Mar	gins	_ N 🛛 🔁 📃		Jobs for t	nis employee
Employee # La	You may	adjust both the TOP and	LEFT printing margins for		Job code	Pay rate
🕨 1 Ar		ice reports. Moving the m the Cryprint module. Clic			501	\$15.00
2 Ke	that use	the Cryprint module. Clic	K UK to begin.		301	\$10.00
3 Rd		ОК		-	201	\$23.00

### Change Direct Print Check Layout:

				o Help		1	and the second second			
					Clear Workspace	Reconcile Payr	oll Checks	Reissue Payroll (	Check	E <u>x</u> it
				Er	nployees			Jo	bs for this empl	oyee
	Employee #	Last na	ame		First name	Status		Job code		<sup>o</sup> ay rate
•		Anders Kendrid			ll Check Formatter	- 06.08.31a				20 10
-	3	Rogers	3	Info	Ъ					00
	2	Merkle	S	<u>H</u> elp	<u>I</u> est Print	Load Default			<u>S</u> ave	
	6	Hallber	g				Horizontal	Vertical	Font Size	
		Date	20060		X/Y Page Offset Adju:	stment	25	30	8	
Employee #			Check number			0.625	14			
Bar and Servers Pay rate					The word, 'Date'		5.5	0.9375	8	
				P	rinted date in YYYYMM[	OD format	5.3125	1.125	10	
					'To the order of' (payee name)			1.375	12	
10	tai payroli issu	ieu triis	session.		Check \$\$ amoun	it	7.125	1.375	12	OK
			_		Check amount in w	ords	1.5	1.75	12	
	PayDate		Emp		Payee's Name (address	s line 1)	1.25	2.25	10	Gross
	20060916		1		Payee's Address lin	e 2	1.25	2.4	10	\$300.00
	20060916		1		Payee's Address lin	e3	1.25	2.55	10	\$100.00 \$460.00
-	20060916		1		Payee's City, State,	Zip	1.25	2.7	10	\$460.00
-	20000310	1 - A	-		Check # in MICR c	ode	1.75	3.21	12	\$100.00 #1E0.00
					Bank routing # in MICF	R code	2.875	3.21	12	ľ
					Signature Line 1		5.5	2.4	8	
							5.5	2.7		

Modifying Check Formats.doc - 8 -5/30/2007 • Example where the "Check Amount in Words" font is 12 and 2 signature lines are printed.

		000000
	Date: YYYYMMDD	
Payee's Name		\$100 CD
** Zero dollars and 00/100 dollars ** «ን		
Payee's Name Addr line 1 Addr line 2 City State Zip		DidpΩseeWoid DidpΩseeWoid
00000		

Changed font size for the check amount in words to 20 and eliminated the 2 signature lines by changing the font size to 0.

🖴 Payroll Check Formatter - 06.08.31a 🛛 🛛 🔀								
Info								
Help <u>T</u> est Print Load Default			<u>S</u> ave					
	Horizontal	Vertical	Font Size					
X/Y Page Offset Adjustment	25	30	8					
Check number	7.25	0.625	14					
The word, 'Date'	5.5	0.9375	8					
Printed date in YYYYMMDD format	5.3125	1.125	10					
'To the order of' (payee name)	1.5	1.375	12					
Check \$\$ amount	7.125	1.375	12					
Check amount in words	1.5	1.75	20					
Payee's Name (address line 1) 서	1.25	2.25	10					
Payee's Address line 2	1.25	2.4	10					
Payee's Address line 3	1.25	2.55	10					
Payee's City, State, Zip	1.25	2.7	10					
Check # in MICR code	1.75	3.21	12					
Bank routing # in MICR code	2.875	3.21	12					
Signature Line 1	5.5	2.4	0					
Signature Line 2	5.5	2.7	0					

Modifying Check Formats.doc - 9 – 5/30/2007

# Modifying Check Formats.doc



	000000	
	Date:	
	YYYYMMDD	
Payee's Name	\$@D <b>U</b> D	
** Zero dollars and	00/100 dollars **	
Payee's Name	Void-Direct/Didp2bsect/oid	
Addr line 1 Addr line 2 City State Zip	Void-Direct/DidgCtsact/coid	
000000	<i>ং</i> শ্য	

Modifying Check Formats.doc - 10 -5/30/2007

The Club Office General Ledger and the Accounts Receivable Modules contain a custom report writer that can used to select a report writer template preformatted to provide different columns and looks. The user will then select the accounts that should appear on the report.

#### **Custom Reports Introduction**

Sample Templates from <u>both</u> the GL Custom Report Writer and the AR Custom Report Writer are included. You can have up to 999 different custom reports in GL and in AR. The source of the data is posted transactions in GL or accepted transactions in AR – no workspace entries are included.

- Sample Templates from <u>both</u> the GL Custom Report Writer and the AR Custom Report Writer are included.
- Select the template with the column headings and information that is appropriate for your use.
- Some templates do not have column headings.
  - This is to make it easier to send the report to another format such as Excel and be able to use the data without extra editing.
- You can have up to 999 different custom reports in GL and in AR.
- Cloning a report table allows you to easily use and save the same account data to different templates.
- The source of the data is accepted transactions in AR (no workspace entries are included) or posted G/L entries.
- When displaying totals on a report, be sure to include all of the accounts that make up displayed totals – or use report specific totallers based upon accounts selected. In these examples, we did not attempt to foot.
  - You normally want report values to foot.
  - Some reports will display "wrong" or unintended values if the input accounts are incorrect or incomplete.
- Reports with an L in the name are landscape and a P is portrait.
- Most reports with an X in the template do not display the account number.
- Should you have a need for another template, contact Club Data and we will discuss your request and see if a new template is possible. We will try to accommodate requests.
  - Many of the templates shown here are a result of requests from our clients.
- Use report titles that clearly identify the contents of the report.

Accounts Receivable Custom Report Writer Templates

**Report Table for example A/R Reports:** Accounts from the right can be moved into the table and can then be moved up or down to match the desired sequence for reports 3, 4, 5, or 6. All reports in A/R have a date range selection feature.

Report #	Your repor	t title (max=40 characters)		Report Format	Forma	t Choic			
the second se	ARC06P.RPT ARC06P.RPT OUO - Golf memberships OUO - Tennis memberships OUO - Social memberships OUO - Social memberships OUO - Late Fees OUO - Minimum Fees OUO - Special Assessment OUO - Greens fees OUO - Golf car fees OUO - Golf car fees OUO - Golf car fees OUO - Member dining			ARC06P.RPT	ARC06P	0.000.00			
210.000 - Golf memberships		Clear Report		General Ledger					
		Period:	glacctnum	glacotname	Туре	LvI	1		
260.000 - Social membership			2403.000	Gift Certificates Payable	L	1			
450.000 - Late Fees			2990.000	******	L	3			
460.000 - Minimum rees 445.000 - Special Assessme			2999.000	Total Liabilities & Equity	L	4			
120.000 - Greens fees 122.000 - Golf car fees		Move UP	3000.000	INCOME	l	0	-		
030.000 - Member dining			3010.000	DINING ROOM	- E	1			
		Move DOWN	3020.000	Food sales	E.	1			
5.000 - Misc ALC Beverage 4.000 - 11 - Golf Cart Program		3030.000	Member dining	1	1	-			
		<	<	<			-		

Note: Even though it appears that accounts above level one can be used, they are really not used.

**ARCP01P-Rpt**. All selected accounts are listed vertically but in numerical sequence, not input sequence. A date range is input.

RC01P.RPT 060101 - 20060920						Report # 001		Page 1
Acct	Description	Туре/	Level	Covers	Base	s/C	Тах	Total
3030.0	0 Member dining	1	1	6	713.00	106.96	53.30	873.26
3046.0	10 Misc ALC Beverage	1	1		629.64	94.39	65.70	789.73
3120.0	10 Greens fees	1	1		175.00		11.39	186.39
3122.0	10 Golf car fees	1	1		290.00		18.85	308.85
3124.0	10 Golf Cart Program	Ţ	1		360.00			360.00
3210.0	0 Golf memberships	1	1		9,000.00		585.36	9,585.36
3220.0	0 Tennis memberships	Î	1		360.00		23.40	383.40
3240.0	0 Non-resident memberships	1	1		415.00		20.52	435.52
3260.0	0 Social memberships	1	1		900.00		58.50	958.50
3445.0	0 Special Assessment	1	1		800.00			800.008
3450.0	10 Late Fees	i	1		4,326.54			4,326.54
3460.0	10 Minimum Fees		1		455.00			455.00
		Grand to	otals:	<u> </u>	18,424.18	201.35	837.02	19,462.55

**ARCP02P-Rpt**. All selected accounts are listed vertically but in numerical sequence, not input sequence. Date range input.

C02P.RPT 160920 - 20060920					Report # 001		Page 1
Acct# Description	Type/Level	Today	-Covers	YTD	Today	— Sales — MTD	YTD
3030.000 Member dining	l 1 20060920	6	6	6	290.00	290.00	713.00
3046.000 Misc ALC Beverage	I 1 20060920					66.79	629,64

**ARCO3P-Rpt**. Columns are created and sequenced based upon account selection order. 12 account columns are displayed. If an account has no values for the time period, the column is not displayed. Date range selection.

RC03P.RPT 0060101 - 20060930								Report # 00	D1		Pa	ige 1
Acct# Last, First		Tennis Non-resident erships memberships m	Social emberships	Late Fees	Minimum Fees	Special Assessment	Greens fees	Golf car fees	Member dining	Misc ALC Beverage	Golf Cart Program	Total
0.10 Cash Sale, Tender							95.00	12.00		49.25		156.2
0.15 Check Sale, Tender										99.00		99.0
0.20 Msa, Tender										5.50		5.5
109.00 Carlson, Bob	1,125.00			428.19								1,553.1
155.00 Davis, Lee		415.00		91.78								506.7
207.00 Anderson, Bob	1,125.00			153.65	210.00	100.00			100.00		180.00	1,868.6
207.01 Anderson, Mary				7.59		100.00						107.5
240.00 Fish, Charlie	1,125.00			379.89		100.00	80.00	266.00	463.00	224.39	180.00	2,818.2
249.00 Carlson, Mark	1,125.00			414.45		100.00				56.00		1,695.4
259.00 Emerson, Jim				126.01								126.0
274.00 Barnett, Charles	1,125.00			378.62		100.00				19.50		1,623.1
312.00 Anderson, Gary			900.00	345.07	245.00					48.00		1,538.0
355.00 Duck, Don M				54.88						19.25		74.1
356.00 Ripley, Gordon				44.77								44.7
429.00 Gack, Bob	1,125.00			276.02		100.00				51.00		1,552.0
443.00 Sands, Lee	1,125.00			402.79		100.00						1,627.7
512.00 Hallberg, Bill	1,125.00			487.12		100.00		12.00	150.00	57.75		1,931.8
1014.00 Malloy, Ken		360.00		217.80								577.8
1034.00 Fenton, Steve				85.21								85.2
1400.00 Johnson, Dave				227.89								227.8
5172.00 Dobbs, Jimmy				256.55								256.5

**ARC04P-Rpt**. Columns are created and sequenced based upon account selection order. 12 account columns are displayed. If an account has no values for the time period, the column is not displayed. Date range selection.

RC04P.RPT 0060101 - 20060930								Report # 0	01		Ра	ige 1
Acot# Last, First	Golf memberships me	Non-resident memberships me	Social mberships	Late Fees	Minimum Fees	Special Assessment	Greens fees	Golf car fees	Member dining	Misc ALC Beverage	Golf Cart Program	Total
0.10 Cash Sale, Tender	I I					1 1	95.00	12.00	1	49.25	1	156.25
0.15 Check Sale, Tender		 				1				99.00		99.00
0.20 Msa, Tender						1				5.50		5.5
109.00 Carlson, Bob	1,125.00			428.19		1						1,553.1
155.00 Davis, Lee		415.00		91.78		1						506.7
207.00 Anderson, Bob	1,125.00			153.65	210.00	100.00			100.00		180.00	1,868.6
207.01 Anderson, Mary				7.59		100.00						107.5
240.00 Fish, Charlie	1,125.00			379.89		100.00	80.00	266.00	463.00	224.39	180.00	2,818.2
249.00 Carlson, Mark	1,125.00			414.45		100.00				56.00		1,695.4
259.00 Emerson, Jim				126.01		1						126.0
274.00 Barnett, Charles	1,125.00			378.62		100.00				19.50		1,623.1
312.00 Anderson, Gary			900.000	345.07	245.00	1				48.00		1,538.0
355.00 Duck, Don M		 		54.88		1.				19.25		74.1

#### ARC05P-Rpt

ARC05P.RPT 20060101 - 20060920									Report # 0	01		Pa	age 1
Acct# Last, First	Golf memberships		Non-resident memberships	Social memberships	Late Fees	Minimum Fees	Special Assessment	Greens fees	Golf car fees	Member dining	Misc ALC Beverage	Golf Cart Program	Total
0.10 Cash Sale, Tender		la contra					[	95.00	12.00		49.25	1	156.25
0.15 Check Sale, Tender	1	1	1				1				99.00		99.00
0.20 Visa, Tender											5.50		5.50
109.00 Carlson, Bob	1125.00				420.93								1545.93
0 Class code total: 0	1125.00	1			420.93			95.00	12.00		153.75		1806.68
207.00 Anderson, Bob	1125.00	1	1	1 1	150.76	210.00	100.00	1	1	100.00	1 E	180.00	1865.76
207.01 Anderson, Mary		1	1		4.52		100.00						104.52
240.00 Fish, Charlie	1125.00	1			375.46		100.00	80.00	266.00	463.00	224.39	180.00	2813.85
249.00 Carlson, Mark	1125.00				411.25		100.00				56.00		1692.25
274.00 Barnett, Charles	1125.00				375.42		100.00				19.50		1619.92
429.00 Gack, Bob	1125.00	1			273.01		100.00				51.00		1549.01
443.00 Sands, Lee	1125.00	1		8	399.55	2	100.00					( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	1624.55
512.00 Hallberg, Bill	1125.00				483.90	1	100.00		12.00	150.00	57.75		1928.65
G Class code total: 0	7875.00	1			2473.87	210.00	800.00	80.00	278.00	713.00	408.64	360.00	13198.51
259.00 Emerson, Jim			1		125.38		6 6	1	1		1	S 50	125.38
355.00 Duck, Don M		1	1		54.11		1				19.25		73.36
356.00 Ripley, Gordon		1			43.65		1						43.65
1034.00 Fenton, Steve					85.21								85.21
H Class code total: H			1000000000		308.35					120000000	19.25		327.60

#### ARC06P-Rpt

ARC06F 20060101	P.RPT - 20060930				Number o	of months in re	port: 9			Report # 0	01		Pa	ge 1
Acct#	Last, First		Golf memberships me	Non-resident nemberships n	Social nemberships	Late Fees	Minimum Fees	Special Assessment	Greens fees	Golf car fees	Member dining	Misc ALC Beverage	Golf Cart Program	Total
0.10	Cash Sale, Tender	Average:							95.00 10.56	12.00 1.33		49.25 5.47		156.25 17.36
0.15	Check Sale, Tender	Average:										99.00 11.00		99.00 11.00
0.20	Msa, Tender	Average:										5.50 0.61		5.50 0.61
109.00	Carlson, Bob	Average:	1125.00 125.00			428.19 47.58								1553.19 172.58
	Class code total:	0 Average:	1125.00 125.00			428.19 47.58			95.00 10.56	12.00 1.33		153.75 17.08		1813.94 201.55
207.00	Anderson, Bob	Average:	1125.00 125.00			153.65 17.07	210.00 23.33	100.00	1		100.00		180.00	1868.65 207.63
207.01	Anderson, Mary	Average:			5.000.000.0	7.59 0.84		100.00 11.11						107.59 11.95
240.00	Fish, Charlie	Average:	1125.00 125.00			379.89 42.21		100.00 11.11	80.00 8.89	266.00 29.56	463.00 51.44	224.39 24.93	180.00 20.00	2818.28 313.14
249.00	Carlson, Mark	Average:	1125.00 125.00			414.45 46.05		100.00 11.11				56.00 6.22		1695.45 188.38
274.00	Barnett, Charles	Average:	1125.00 125.00			378.62 42.07		100.00 11.11				19.50 2.17		1623.12 180.35
429.00	Gack, Bob	Average:	1125.00 125.00			276.02 30.67		100.00 11.11				51.00 5.67		1552.02 172.45
443.00	Sands, Lee	Average:	1125.00 125.00			402.79 44.75		100.00 11.11						1627.79 180.87
512.00	Hallberg, Bill	Average:	1125.00 125.00			487.12 54.12		100.00 11.11		12.00 1.33	150.00 16.67	57.75 6.42		1931.87 214.65
	Class code total:	G Average:	7875.00 875.00			2500.13 277.79	210.00 23.33	00.008 88.89	00.08 98.8	278.00 30.89	713.00 79.22	408.64 45.40	360.00 40.00	13224.77 1469.42

#### **ARC07L-Rpt.** Same as ARCP02P with additional columns.

ARC07L.RPT 20060920 - 20060920							Report # 001			ige 1
Acct# Description	Type/Level	Today	-Covers	YTD	Today	MTD	YTD	Awg Sales/C Today	over MTD	YTD
3030.000 Member dining	l 1 20060920	6	6	6	290.00	290.00	713.00	48.33	48.33	118.83
3046.000 Misc ALC Beverage	I 1 20060920					66.79	629.64			
3120.000 Greens fees	I 1 20060920						175.00			
3122.000 Golf car fees	I 1 20060920						290.00			
3210.000 Golf memberships	I 1 20060920						9,000.00			

#### **General Ledger Report Writer Report Templates**

**Report Table for example G/L Reports:** Accounts from the right can be moved into the table and can then be moved up or down to match the desired sequence. Be careful when selecting account levels to insure that you are requesting the information you need.

Report #	Your report title (max=40 cl	haracters)		Report Format	Forma	t Choic	es
BSR03.RPT				BSR03.RPT			
3030.000 - Member dining	Cle	ear Report		General Ledger			
3046.000 - Misc ALC Beverage 3090.000 - Total beverage sales	Per	riod:	glacctnum	glacctname	Туре	LvI	
3099.000 - Total food & beverage sales			2999.000	Total Liabilities & Equity	L	4	1
3120.000 - Greens fees	Sel	lect Period	3000.000	INCOME	1	0	-
3122.000 - Golf car fees 3124.000 - Golf Cart Program			3010.000	DINING BOOM	E.	1	
3125.000 - Total greens fees/cars 3210.000 - Golf memberships	E M	Nove UP	3020.000	Food sales	1	1	-
3220.000 - Tennis memberships			3030.000	Member dining	1.1	1	
3240.000 - Non-resident memberships 3260.000 - Social memberships	Mo	ive DOWN	3040.000	Non-member dining	I.	1	-
3270.000 - Total membership sales 3310.000 - Locker room			3042.000	Misc Food	1	1	-
3320.000 - Tree program		<	3044.000	Misc N/A Beverage	1	1	
3330.000 - Golf handicaps		>	3046.000	Misc ALC Beverage	1	1	-
3335.000 - Bag Storage 3340.000 - Tennis operations			0.000	Misc Other			-
3490.000 - Total other member income						E.	
3499.000 - Total All member income	~		3050.000	Total food sales		2	

Select the period of the current year as the basis of the report.

#### **GLC01L-Rpt.** Landscape, account number shown.

LC01L.RPT					Report date:	20060926 Pa
period: 9		This year	Budget	Variance +/-	Variance %	Last Yea
3030.000 Member dining	E.	-423.00		-423.00		-6000.0
3046.000 Misc ALC Beverage	1	-652.64		-652.64		-183.0
3090.000 Total beverage sales	T.	-300.00		-300.00		
3099.000 Total food & beverage sales	î.	115390.38		115390.38		-208.3
3120.000 Greens fees	1	-150.00		-150.00		-5698.0
3122.000 Golf car fees	E .	-290.00		-290.00		-19.0
3124.000 Golf Cart Program	E .	-360.00		-360.00		
3125.000 Total greens fees/cars	E	-800.00		-800.00		-5717.0
3210.000 Golf memberships	1	-9000.00		-9000.00		-1000.0
3220.000 Tennis memberships	1	-360.00		-360.00		-40.0
3240.000 Non-resident memberships	E .	-415.00		-415.00		-35.0
3260.000 Social memberships	E .	-900.00		-900.00		-100.0
3270.000 Total membership sales	E .	-11905.00		-11905.00		-1335.0
3310.000 Locker room	E.	-750.00		-750.00		
3320.000 Tree program	1.	-30.00		-30.00		-5.0
3330.000 Golf handicaps	Ť.	-540.00		-540.00		-90.0
3335.000 Bag Storage	i i	-1150.00		-1150.00		
3340.000 Tennis operations	i i	-600.00		-600.00		-60.0
3490.000 Total other member income	î.	-10835.77		-10835.77		-802.4
3499.000 Total All member income	T.	-22740.77		-22740.77		-2137.4
3440.000 Service Charge Income	Ē	-657.49		-657.49		-34.5
3445.000 Special Assessment	1	-800.00		-800.00		
3450.000 Late Fees	E .	-4378.28		-4378.28		-169.8
3460.000 Minimum Fees	1	-465.00		-455.00		-383.5
3490.000 Total other member income	1	-10835.77		-10835.77		-802.4
3499.000 Total All member income	i.	-22740.77		-22740.77		-2137.4
	10	13,320.89	0.00	13320.89	.00	-26958.1

LC01LX.RPT					Report date:	20060926 Pag
r period: 9		This year	Budget	Variance +/-	Variance %	Last Year
Member dining	1	-423.00		-423.00		-6000.00
Misc ALC Beverage	1	-652.64		-652.64		-183.00
Total beverage sales	1	-300.00		-300.00		
Total food & beverage sales	1	115390.38		115390.38		-208.30
Greens fees	1	-150.00		-150.00		-5698.00
Golf car fees	1	-290.00		-290.00		-19.00
Golf Cart Program	i i	-360.00		-360.00		
Total greens fees/cars	1	-800.00		-800.00		-5717.00
Golf memberships	1	-9000.00		-9000.00		-1000.00
Tennis memberships	1	-360.00		-360.00		-40.00
Non-resident memberships	1	-415.00		-415.00		-35.00
Social memberships	1	-900.00		-900.00		-100.00
Total membership sales	1	-11905.00		-11905.00		-1335.00
Locker room	1	-750.00		-750.00		
Tree program	Ĩ.	-30.00		-30.00		-5.00
Golf handicaps	1	-540.00		-540.00		-90.00
Bag Storage	1	-1150.00		-1150.00		
Tennis operations	1	-600.00		-600.00		-60.00
Total other member income	1	-10835.77		-10835.77		-802.46
Total Al member income	1	-22740.77		-22740.77		-2137.46
Service Charge Income	1	-657.49		-657.49		-34.58
Special Assessment	1	-800.00		-800.00		
Late Fees	1	-4378.28		-4378.28		-169.88
Minimum Fees	1	-455.00		-455.00		-383.50
Total other member income	1	-10835.77		-10835.77		-802.46
Total Al member income	î	-22740.77		-22740.77		-2137.46
	33 <u></u>	13,320.89	0.00	13320.89	.00	-26958.10

#### **GLC01LX-Rpt**. Landscape, no account numbers included.

#### **GLC01P-Rpt**. Portrait.

C01P.RPT				Rep	ort date: 20060921	7 Page	
3030.000 Member dining	IS.	1	-423.00				
3046.000 Misc ALC Beverage	i	i	-652.64				
3090.000 Total beverage sales		2	20 C # 100 C # 2	-300.00			
3099.000 Total food & beverage sales	i i i	3			115,390.38		
3120.000 Greens fees		1	-150.00		0.011010000		
3122.000 Golf car fees	i.	1	-290.00				
3124.000 Golf Cart Program	i .	1	-360.00				
3125.000 Total greens fees/cars	i i	2		-800.00			
3210.000 Golf memberships	1	1	-9,000.00				
3220.000 Tennis memberships	1.1	1	-360.00				
3240.000 Non-resident memberships	1	1	-415.00				
3260.000 Social memberships	Ŭ.	1	-900.00				
3270.000 Total membership sales	E.	2		-11,905.00			
3310.000 Locker room	Ĩ.	1	-750.00				
3320.000 Tree program	L	1	-30.00				
3330.000 Golf handicaps	L.	1	-540.00				
3335.000 Bag Storage	L	1	-1,150.00				
3340.000 Tennis operations	1	1	-600.00				
3490.000 Total other member income	L.	2		-10,835.77			
3499.000 Total Al member income	1	3			-22,740.77		
3440.000 Service Charge Income	I.	1	-657.49				
3445.000 Special Assessment	1	1	-800.00				
3450.000 Late Fees	1	1	-4,378.28				
3460.000 Minimum Fees	L.	1	-455.00				
3490.000 Total other member income	E.	2		-10,835.77			
3499.000 Total All member income	1	3			-22,740.77		

### **GLC01PX-Rpt**. Portrait, no account number.

GLC01PX.RPT					Report date:	20060926	Page	1
		-						
Member dining	1	1	(423.00)	(423.00)				
Misc ALC Beverage	1	1	(652.64)	(652.64)				
Total beverage sales	1	2	(300.00)		(300.00)			
Total food & beverage sales	1	3	115,390.38			115,390.38		
Greens fees	1	1	(150.00)	(150.00)				
Golf car fees	1	1	(290.00)	(290.00)				
Golf Cart Program	1	1	(360.00)	(360.00)				
Total greens fees/cars	1	2	(800.00)		(800.00)			
Golf memberships	1	1	(9,000.00)	(9,000.00)				
Tennis memberships		1	(360.00)	(360.00)				
Non-resident memberships	1	1	(415.00)	(415.00)				
Social memberships	1	1	(900.00)	(900.00)				
Total membership sales	1	2	(11,905.00)	10 N	(11,905.00)			
Locker room	1	1	(750.00)	(750.00)	000 - 00 - 00 - 00 - 00 - 00 - 00 - 00			
Tree program	1	1	(30.00)	(30.00)				
Golf handicaps	1	1	(540.00)	(540.00)				
Bag Storage	1	1	(1,150.00)	(1,150.00)				
Tennis operations	1	1	(600.00)	(600.00)				
Total other member income	i i	2	(10,835.77)	(000.00)	(10,835.77)			
Total Al member income	i i	3	(22,740.77)		(	(22,740.77)		
Service Charge Income	i i	1	(657.49)	(657.49)				
Special Assessment	i i	1	(800.00)	(800.00)				
Late Fees	i i	1	(4,378.28)	(4,378.28)				
Minimum Fees	1	1	(455.00)	(455.00)				
Total other member income	i i	2	(10,835.77)	()	(10,835.77)			
Total All member income		3	(22,740.77)		(10,000.11)	(22,740.77)		
	54	000	(22,140.11)			(22,170,11)		
			13,320.89	-21911.41	-34676.54	69908.84		

#### GLC02L-Rpt. Landscape.

C02L.RPT						Report date:	20060926
	2		201201000				
3030.000 Member dining		1	(423.00)				
3046.000 Misc ALC Beverage		1	(652.64)	032333376			
3090.000 Total beverage sales	1	2		(300.00)			
3099.000 Total food & beverage sales		3	056370253		115,390.38		
3120.000 Greens fees		1	(150.00)				
3122.000 Golf car fees	1	1	(290.00)				
3124.000 Golf Cart Program		1	(360.00)				
3125.000 Total greens fees/cars		2		(800.008)			
3210.000 Golf memberships		1	(9,000.00)				
3220.000 Tennis memberships	1	1	(360.00)				
3240.000 Non-resident memberships	1. E	1	(415.00)				
3260.000 Social memberships	1	1	(900.00)				
3270.000 Total membership sales	L.	2		(11,905.00)			
3310.000 Locker room	1 S	1	(750.00)				
3320.000 Tree program		1	(30.00)				
3330.000 Golf handicaps	L	1	(540.00)				
3335.000 Bag Storage	1	1	(1,150.00)				
3340.000 Tennis operations	Í.	1	(600.00)				
3490.000 Total other member income	1 - E	2		(10,835.77)			
3499.000 Total All member income	1	3			(22,740.77)		
3440.000 Service Charge Income	i i i	1	(657.49)				
3445.000 Special Assessment	E	1	(800.00)				
3450.000 Late Fees	1	1	(4,378.28)				
3460.000 Minimum Fees	Ŭ.	1	(455.00)				
3490.000 Total other member income	1	2		(10,835.77)			
3499.000 Total All member income	1	3		2000.0000000000	(22,740.77)		

### GLC02LX-Rpt. Landscape, no account number.

GLC02LX.RPT						Report date:	20060926
Member dining	1	1	(423.00)				
Misc ALC Beverage	E	1	(652.64)				
Total beverage sales	- E	2		(300.00)			
Total food & beverage sales	E.	3			115,390.38		
Greens fees	1	1	(150.00)				
Golf car fees	E.	1	(290.00)				
Golf Cart Program	Î.	1	(360.00)				
Total greens fees/cars	1.	2		(800.00)			
Golf memberships	1	1	(9,000.00)				
Tennis memberships	1	1	(360.00)				
Non-resident memberships	E	1	(415.00)				
Social memberships	1	1	(900.00)				
Total membership sales	1.	2		(11,905.00)			
Locker room	E	1	(750.00)				
Tree program	E	1	(30.00)				
Golf handicaps	1 E	1	(540.00)				
Bag Storage	E	1	(1,150.00)				
Tennis operations	E	1	(600.00)				
Total other member income	Ĭ.	2		(10,835.77)			
Total All member income	10	3			(22,740.77)		
Service Charge Income	E.	1	(657.49)				
Special Assessment	î.	1	(800.00)				
Late Fees	1	1	(4,378.28)				
Minimum Fees	1	1	(455.00)				
Total other member income	1	2		(10,835.77)			
Total All member income	E	3			(22,740.77)		

#### GLC02P-Rpt. Protrait.

C02P.RPT				Report date:	20060926	Page	
3030.000 Member dining	r	ា	(423.00)				
3046.000 Misc ALC Beverage	Ť.	1	(652.64)				
3090.000 Total beverage sales	Ť.	2		(300.00)			
3099.000 Total food & beverage sales	Ĩ.	3		×/	115,390.38		
3120.000 Greens fees	1	1	(150.00)				
3122.000 Golf car fees	1	1	(290.00)				
3124.000 Golf Cart Program	Ĩ	1	(360.00)				
3125.000 Total greens fees/cars	1	2		(800.00)			
3210.000 Golf memberships	I.	1	(9,000.00)	N 250			
3220.000 Tennis memberships	T.	1	(360.00)				
3240.000 Non-resident memberships	1	1	(415.00)				
3260.000 Social memberships	1	1	(900.00)				
3270.000 Total membership sales	E.	2		(11,905.00)			
3310.000 Locker room	E	1	(750.00)				
3320.000 Tree program	1	1	(30.00)				
3330.000 Golf handicaps	E	1	(540.00)				
3335.000 Bag Storage	- I	1	(1,150.00)				
3340.000 Tennis operations	1	1	(600.00)				
3490.000 Total other member income	1	2		(10,835.77)			
3499.000 Total All member income	1	3			(22,740.77)		
3440.000 Service Charge Income	1	1	(657.49)				
3445.000 Special Assessment	1	1	(800.00)				
3450.000 Late Fees	1	1	(4,378.28)				
3460.000 Minimum Fees	I.	1	(455.00)				
3490.000 Total other member income	1	2		(10,835.77)			
3499.000 Total All member income	E.	3			(22,740.77)		

### GLC02PX-Rpt. Portrait, no account number.

GLC02PX.RPT				Report date:	20060926	Page	1
Member dining	ſ	1	(423.00)				
Misc ALC Beverage	i i	1	(652.64)				
Total beverage sales		2		(300.00)			
Total food & beverage sales	i i	3			115,390.38		
Greens fees	l.	1	(150.00)		121 1 1 • 1 1 1 • 1 1 1 1 • 1 • 1		
Golf car fees	i.	1	(290.00)				
Golf Cart Program	1	1	(360.00)				
Total greens fees/cars	1	2		(800.00)			
Golf memberships	I	1	(9,000.00)				
Tennis memberships		1	(360.00)				
Non-resident memberships	i i	1	(415.00)				
Social memberships	1	1	(900.00)				
Total membership sales	1	2		(11,905.00)			
Locker room		1	(750.00)				
Tree program	i i	1	(30.00)				
Golf handicaps	1	1	(540.00)				
Bag Storage	i i	1	(1,150.00)				
Tennis operations	i i	1	(600.00)				
Total other member income	1	2	1. A.	(10,835.77)			
Total All member income	1	3			(22,740.77)		
Service Charge Income	1	1	(657.49)		2020/01/22/22/22/22		
Special Assessment	1	1	(800.00)				
Late Fees	L.	1	(4,378.28)				
Minimum Fees	1	1	(455.00)				
Total other member income		2	100000000000	(10,835.77)			
Total Al member income		3		101	(22,740.77)		

#### GLC03P-Rpt. Portrait.

_C03P.RPT		Report	date: 200609	26 Page	
	Actual		Budget		
3030.000 Member dining	(423.00)	-3.2 %	(15.40)	0.0 %	
3046.000 Misc ALC Beverage	(652.64)	-4.9 %	(497.90)	1.3 %	
3090.000 Total beverage sales	(300.00)	-2.3 %	(,		
3099.000 Total food & beverage sales	115390.38	866.2 %	6836.42	-17.5 %	
3120.000 Greens fees	(150.00)	-1.1 %	(183.70)	0.5 %	
3122.000 Golf car fees	(290.00)	-2.2 %	(211.20)	0.5 %	
3124.000 Golf Cart Program	(360.00)	-2.7 %	100000000000		
3125.000 Total greens fees/cars	(800.00)	-6.0 %	(394.90)	1.0 %	
3210.000 Golf memberships	(9000.00)	-67.6 %	(5500.00)	14.1 %	
3220.000 Tennis memberships	(360.00)	-2.7 %	(220.00)	0.6 %	
3240.000 Non-resident memberships	(415.00)	-3.1 %	(192.50)	0.5 %	
3260.000 Social memberships	(900.00)	-6.8 %	(550.00)	1.4 %	
3270.000 Total membership sales	(11905.00)	-89.4 %	(7342.50)	18.8 %	
3310.000 Locker room	(750.00)	-5.6 %			
3320.000 Tree program	(30.00)	-0.2 %	(22.00)	D.1 %	
3330.000 Golf handicaps	(540.00)	-4.1 %	(396.00)	1.0 %	
3335.000 Bag Storage	(1150.00)	-8.6 %			
3340.000 Tennis operations	(600.00)	-4.5 %	(396.00)	1.0 %	
3490.000 Total other member income	(10835.77)	-81.3 %	(3301.44)	8.5 %	
3499.000 Total All member income	(22740.77)	-170.7 %	(10643.94)	27.3 %	
3440.000 Service Charge Income	(657.49)	-4.9 %	(48.90)	D.1 %	
3445.000 Special Assessment	(800.00)	-6.0 %			
3450.000 Late Fees	(4378.28)	-32.9 %	(287.54)	0.7 %	
3460.000 Minimum Fees	(455.00)	-3.4 %	(1740.71)	4.5 %	
3490.000 Total other member income	(10835.77)	-81.3 %	(3301.44)	8.5 %	
3499.000 Total All member income	(22740.77)	-170.7 %	(10643.94)	27.3 %	
	13320.89	32 <u>—</u>	(39053.59)		

### **GLC03PX-Rpt**. Portrait, no account numbers.

.C03PX.RPT		Report	date: 200609	126 Page	1
	Actual		Budget		
Member dining	(423.00)	-3.2 %	(15.40)	0.0 %	
Misc ALC Beverage	(652.64)	-4.9 %	(497.90)	1.3 %	
Total beverage sales	(300.00)	-2.3 %	(101.00)	1.0 6	
Total food & beverage sales	115390.38	866.2 %	6836.42	-17.5 %	
Greens fees	(150.00)	-1.1 %	(183.70)	0.5 %	
Golf car fees	(290.00)	-2.2 %	(211.20)	0.5 %	
Golf Cart Program	(360.00)	-2.7 %	· · · · · · · · · · · · · · · · · · ·		
Total greens fees/cars	(00.008)	-6.0 %	(394.90)	1.0 %	
Golf memberships	(9000.00)	-67.6 %	(5500.00)	14.1 %	
Tennis memberships	(360.00)	-2.7 %	(220.00)	0.6 %	
Non-resident memberships	(415.00)	-3.1 %	(192.50)	0.5 %	
Social memberships	(000.00)	-6.8 %	(550.00)	1.4 %	
Total membership sales	(11905.00)	-89.4 %	(7342.50)	18.8 %	
Locker room	(750.00)	-5.6 %			
Tree program	(30.00)	-0.2 %	(22.00)	0.1 %	
Golf handicaps	(540.00)	-4.1 %	(396.00)	1.0 %	
Bag Storage	(1150.00)	-8.6 %			
Tennis operations	(600.00)	-4.5 %	(396.00)	1.0 %	
Total other member income	(10835.77)	-81.3 %	(3301.44)	8.5 %	
Total All member income	(22740.77)	-170.7 %	(10643.94)	27.3 %	
Service Charge Income	(657.49)	-4.9 %	(48.90)	0.1 %	
Special Assessment	(800.00)	-6.0 %			
Late Fees	(4378.28)	-32.9 %	(287.54)	0.7 %	
Minimum Fees	(455.00)	-3.4 %	(1740.71)	4.5 %	
Total other member income	(10835.77)	-81.3 %	(3301.44)	8.5 %	
Total All member income	(22740.77)	-170.7 %	(10643.94)	27.3 %	
	13320.89	(i) <del></del>	(39053.59)		

#### GLC11L-Rpt. Landscape.

.C11L.RPT period: 9					Report date:	20060926 Pa
1.19574 NBM		This year	Budget	Variance +/-	Variance %	Last Yea
3030.000 Member dining	а	(423.00)	-15.40	-407.60	2646.75	-6014.0
3046.000 Misc ALC Beverage	1	(652.64)	-497.90	-154.74	31.07	-635.6
3090.000 Total beverage sales	1	(300.00)		-300.00		
3099.000 Total food & beverage sales	1	115390.38	6836.42	108553.96	1587.87	6006.6
3120.000 Greens fees	1	(150.00)	-183.70	33.70	-18.34	-5865.0
3122.000 Golf car fees	1	(290.00)	-211.20	-78.80	37.31	-211.0
3124.000 Golf Cart Program	1	(360.00)		-360.00		
3125.000 Total greens fees/cars	1	(800.00)	-394.90	-405.10	102.58	-6076.0
3210.000 Golf memberships	1	(9000.00)	-5500.00	-3500.00	63.63	-6000.0
3220.000 Tennis memberships	1	(360.00)	-220.00	-140.00	63.63	-240.0
3240.000 Non-resident memberships	1	(415.00)	-192.50	-222.50	115.58	-210.0
3260.000 Social memberships	1	(900.00)	-550.00	-350.00	63.63	-600.0
3270.000 Total membership sales	1	(11905.00)	-7342.50	-4562.50	62.13	-8010.0
3310.000 Locker room	0	(750.00)		-750.00		
3320.000 Tree program	1	(30.00)	-22.00	-8.00	36.36	-25.0
3330.000 Golf handicaps		(540.00)	-396.00	-144.00	36.36	-450.0
3335.000 Bag Storage	1	(1150.00)		-1150.00		
3340.000 Tennis operations	1	(600.00)	-396.00	-204.00	51.51	-420.0
3490.000 Total other member income	1	(10835.77)	-3301.44	-7534.33	228.21	-3803.7
3499.000 Total All member income	1	(22740.77)	-10643.94	-12096.83	113.64	-11813.7
3440.000 Service Charge Income	1	(657.49)	-48.90	-608.60	1244.69	-79.0
3445.000 Special Assessment	1	(800.00)		-800.00		
3450.000 Late Fees	1	(4378.28)	-287.54	-4090.74	1422.66	-431.2
3460.000 Minimum Fees	1	(455.00)	-1740.71	1285.71	-73.86	-1965.9
3490.000 Total other member income	1	(10835.77)	-3301.44	-7534.33	228.21	-3803.7
3499.000 Total Al member income	1	(22740.77)	-10643.94	-12096.83	113.64	-11813.7
	1 <u></u>	13320.89	-39053.59	52374.48	8157.36	-62461.3

### **GLC11LX-Rpt**. Landscape, no account numbers.

C11LX.RPT					Report date:	20060926 Page
period: 9		This year	Budget	Variance +/-	Variance %	Last Year
70 B 701	- 25		-15.40	-407.60	2646.75	-6014.00
Member dining		(423.00)				
Misc ALC Beverage	1	(652.64)	-497.90	-154.74 -300.00	31.07	-635.64
Total beverage sales	1	(300.00)			4503.03	2000 00
Total food & beverage sales		115390.38	6836.42	108553.96	1587.87	6006.63
Greens fees		(150.00)	-183.70	33.70	-18.34	-5865.DD
Golf car fees	1	(290.00)	-211.20	-78.80	37.31	-211.00
Golf Cart Program		(360.00)	00200220	-360.00	100000	100200200
Total greens fees/cars	1	(00.008)	-394.90	-405.10	102.58	-6076.00
Golf memberships		(9000.00)	-5500.00	-3500.00	63.63	-6000.00
Tennis memberships	1	(360.00)	-220.00	-140.00	63.63	-240.00
Non-resident memberships	1	(415.00)	-192.50	-222.50	115.58	-210.00
Social memberships	1	(900.00)	-550.00	-350.00	63.63	-600.00
Total membership sales	1	(11905.00)	-7342.50	-4562.50	62.13	-8010.00
Locker room	1	(750.00)		-750.00		
Tree program	1	(30.00)	-22.00	-8.00	36.36	-25.00
Golf handicaps	1	(540.00)	-396.00	-144.00	36.36	-450.00
Bag Storage	1	(1150.00)		-1150.00		
Tennis operations	1	(600.00)	-396.00	-204.00	51.51	-420.00
Total other member income	1	(10835.77)	-3301.44	-7534.33	228.21	-3803.77
Total All member income	1	(22740.77)	-10643.94	-12096.83	113.64	-11813.77
Service Charge Income	1	(657.49)	-48.90	-608.60	1244.69	-79.03
Special Assessment	î.	(800.00)		-800.00		
Late Fees	1	(4378.28)	-287.54	-4090.74	1422.66	-431.28
Minimum Fees	1	(455.00)	-1740.71	1285.71	-73.86	-1965.96
Total other member income	1	(10835.77)	-3301.44	-7534.33	228.21	-3803.77
Total Al member income	1	(22740.77)	-10643.94	-12096.83	113.64	-11813.77
	(i <del>)</del>	13320.89	-39053.59	52374.48	8157.36	-62461.36

#### GLCBCOM1-Rpt. 12 month report

LCBC	OM1.RPT						7	The ABC Clu	b		09	-26-2006	Page 3
G/L #	Acct name				Level								
	1	2	3	4	5	6	7	8	9	10	11	12	Total
3440.00	0 Service Char				1								
Current	-31.10	29.36		-339.89	-139.44	-121.61	-40.58	-1.23	-13.00				-657.4
Budget							-25.38	-23.52					-48.9
Last Yr							-23.07	-21.38	-34.58	-23.21		-75.58	-177.8
3445.00	0 Special Asse	ssment		I.	1								
Current							-800.00						-800.0
Budget													
Last Yr										-2,000.00			-2,000.0
3450.00	0 Late Fees			1	1								
Current	-597.83	-690.84		-366.64	-440.05	-516.06	-1,081.46	-633.66	-51.74				-4,378.2
Budget							-24.06	-263.48					-287.5
Last Yr							-21.87	-239.53	-169.88	-198.42		-1,091.64	-1,721.3
3460.00	0 Minimum Fe	es		ĩ	1								
Current		-70.00		-70.00	-70.00	-35.00	-140.00	-70.00					-455.0
Budget							-419.77	-1,320.94					-1,740.7
Last Yr							-381.61	-1,200.85	-383.50			-35.00	-2,000.9
3490.00	0 Total other n	nember incom	e	L.	2								
Current	-688.43	-985.98		-2,515.03	-1,378.99	-1,432.17	-2,781.04	-989.39	-64.74				-10,835.7
Budget							-853.66	-2,447.79					-3,301.4
Last Yr							-776.05	-2,225.26	-802.46	-2,376.13		-1,611.22	-7,791.1
Current	-688.43	-985.98		-2,515.03	-1,378.99	-1,432.17	-2,781.04	-989.39	-64.74				-10,835.7
Budget							-853.66	-2,447.79					-3,301.4
Last Yr							-776.05	-2,225.26	-802.46	-2,376.13		-1,611.22	-7,791.1
3499.00	0 Total All mer	nber income		Ĩ.	3								
Current	-2,023.43	-3,655.98		-3,850.03	-2,713.99	-2,867.17	-5,311.04	-2,254.39	-64.74				-22,740.7
Budget							-3,790.66	-6,853.29					-10,643.9
Last Yr							-3,446.05	-6,230.26	-2,137.46	-3,711.13		-4,281.22	-19,806.1
Current	-2.023.43	-3.655.98		-3.850.03	-2.713.99	-2.867.17	-5,311.04	-2.254.39	-64.74				-22,740.7

#### GLCT01L-RPT. Landscape.

.CT01L.RPT		Report date:	20060926	Page
3030.000 Member dining	-\$423.00			
3046.000 Misc ALC Beverage	-\$652.64			
3090.000 Total beverage sales	-\$300.00			
3099.000 Total food & beverage sales	\$115,390.38			
3120.000 Greens fees	-\$150.00			
3122.000 Golf car fees	-\$290.00			
3124.000 Golf Cart Program	-\$360.00			
3125.000 Total greens fees/cars	-\$800.00			
3210.000 Golf memberships	-\$9,000.00			
3220.000 Tennis memberships	-\$360.00			
3240.000 Non-resident memberships	-\$415.00			
3260.000 Social memberships	-\$900.00			
3270.000 Total membership sales	-\$11,905.00			
3310.000 Locker room	-\$750.00			
3320.000 Tree program	-\$30.00			
3330.000 Golf handicaps	-\$540.00			
3335.000 Bag Storage	-\$1,150.00			
3340.000 Tennis operations	-\$600.00			
3490.000 Total other member income	-\$10,835.77			
3499.000 Total All member income	-\$22,740.77			
3440.000 Service Charge Income	-\$657.49			
3445.000 Special Assessment	-\$800.00			
3450.000 Late Fees	-\$4,378.28			
3460.000 Minimum Fees	-\$455.00			
3490.000 Total other member income	-\$10,835.77			
3499.000 Total All member income	-\$22,740.77			

#### **GLCT01PX-Rpt**. Portrait, no account numbers.

GLC	T01PX.RPT		Report date:	20060926	Page	1
	Member dining	-\$423.00				
	Misc ALC Beverage	-\$652.64				
	Total beverage sales	-\$300.00				
	Total food & beverage sales	\$115,390.38				
	Greens fees	-\$150.00				
	Golf car fees	-\$290.00				
	Golf Cart Program	-\$360.00				
	Total greens fees/cars	-\$800.00				
	Golf memberships	-\$9,000.00				
	Tennis memberships	-\$360.00				
	Non-resident memberships	-\$415.00				
	Social memberships	-\$900.00				
	Total membership sales	-\$11,905.00				
	Locker room	-\$750.00				
	Tree program	-\$30.00				
	Golf handicaps	-\$540.00				
	Bag Storage	-\$1,150.00				
	Tennis operations	-\$600.00				
	Total other member income	-\$10,835.77				
	Total All member income	-\$22,740.77				
	Service Charge Income	-\$657.49				
	Special Assessment	-\$800.00				
	Late Fees	-\$4,378.28				
	Minimum Fees	-\$455.00				
	Total other member income	-\$10,835.77				
	Total All member income	-\$22,740.77				

### GLCTCAP-Rpt

GLCTCAP.RPT									F	Report Da	te: 200	60926			Page	1
Custom All Periods			Period	9												
Description	Acot #	Туре	Prior	Jan. Period 1	Feb. Period 2	March Period 3	April Period 4	May Period 5	June Period 6	July Period 7	Aug. Period 8	Sept. Period 9	Oct. Period 10	Nov. Period 11	Dec. Period 12	Tota
Member dining	3030.000	1		-23				-400								-42
Misc ALC Beverage	3046.000	1		-59	-29		-167	-14	-251	-59	-8	-67				-65
Total beverage sales	3090.000	1.						-300								-30
Total food & beverage sales	3099.000	T		13,203	13,255	13,316	11,980	12,165	12,568	12,938	13,082	12,884				115,39
Greens fees	3120.000	T		-95			-80		25							-15
Golf car fees	3122.000	1		-24			-42		-112	-12	-100					-29
Golf Cart Program	3124.000	1					-60	-60	-60	-120	-60					-36
Total greens fees/cars	3125.000	1		-119			-182	-60	-147	-132	-160					-80
Golf memberships	3210.000	1		-1,000	-2,000		-1,000	-1,000	-1,000	-2,000	-1,000					-9,00
Tennis memberships	3220.000	L		-40	-80		-40	-40	-40	-80	-40					-36
Non-resident memberships	3240.000	L		-35	-70		-35	-35	-135	-70	-35					-41
Social memberships	3260.000	L		-100	-200		-100	-100	-100	-200	-100					-90
Total membership sales	3270.000	T		-1,335	-2,670		-1,335	-1,335	-1,435	-2,530	-1,265					-11,90

#### GLCTXXR-Rpt

GLCTXXR.RPT		-				9	Report date:	20060926		Page
Custom Operating P/L Comparison		Period	19	200201-00						
Description	Acct #	+	Actual T/Y	This Month	Actual L/Y	Actual T/Y	Fiscal YTD Budget T/Y	Actual L/Y	YTD Budget	mpared to: YTD Last Yr
Description	HOOT W	Туре	Actual 171	Budget T/Y	Hotuar D T	Actual 171	Budget 171	Actual D 1	TTD Budget	TTO Last Tr
Member dining	3030.000				-\$8,000	-\$423	-\$15	-\$6,014	-\$408	\$5,591
Misc ALC Beverage	3046.000	1	-\$67		-\$183	-\$853	-\$498	-\$636	-\$155	-\$17
Total beverage sales	3090.000	1				-\$300			-\$300	-\$300
Total food & beverage sales	3099.000	1	\$12,884		-\$208	\$115,390	\$6,836	\$6,007	\$108,554	\$109,384
Greens fees	3120.000	1			-\$5,698	-\$150	-\$184	-\$5,865	\$34	\$5,715
Golf car fees	3122.000	1			-\$19	-\$290	-\$211	-\$211	-\$79	-\$79
Golf Cart Program	3124.000	1				-\$360			-\$360	-\$360
Total greens fees/cars	3125.000	1			-\$5,717	-\$800	-\$395	-\$6,076	-\$405	\$5,276
Golf memberships	3210.000	1			-\$1,000	-\$9,000	-\$5,500	-\$6,000	-\$3,500	-\$3,000
Tennis memberships	3220.000	1			-\$40	-\$360	-\$220	-\$240	-\$140	-\$120
Non-resident memberships	3240.000	1			-\$35	-\$415	-\$193	-\$210	-\$223	-\$205
Social memberships	3260.000	1			-\$100	-\$900	-\$550	-\$600	-\$350	-\$300
Total membership sales	3270.000	1			-\$1,335	-\$11.905	-\$7,343	-\$8.010	-\$4,563	-\$3,895

#### GLCTXXX-Rpt

GLCTXXX.RPT Custom Operating P/L Comparison		Period	0				Report date:	20060926		Page
Custom Operating F/E Companson		renou	9	This Month			·····Fiscal YTD······		Actual cor	nnared to
Description	Acct #	Туре	Actual T/Y	Budget T/Y	Actual L/Y	Actual T/Y	Budget T/Y	Actual L/Y	YTD Budget	YTD Last Yr
Member dining	3030.000	I.			-6,000.00	-423.00	-15.40	-6,014.00	-407.60	5,591.00
Misc ALC Beverage	3046.000	1	-66.79		-183.00	-652.64	-497.90	-635.64	-154.74	-17.00
Total beverage sales	3090.000	- Î -				-300.00			-300.00	-300.00
Total food & beverage sales	3099.000	1	12,883.76		-208.30	115,390.38	6,836.42	6,006.63	108,553.96	109,383.76
Greens fees	3120.000	1			-5,698.00	-150.00	-183.70	-5,865.00	33.70	5,715.00
Golf car fees	3122.000	1			-19.00	-290.00	-211.20	-211.00	-78.80	-79.00
Golf Cart Program	3124.000	1				-360.00			-360.00	-360.00
Total greens fees/cars	3125.000	L			-5,717.00	-800.00	-394.90	-6,076.00	-405.10	5,276.00
Golf memberships	3210.000	1			-1,000.00	-9,000.00	-5,500.00	-6,000.00	-3,500.00	-3,000.00
Tennis memberships	3220.000	1			-40.00	-360.00	-220.00	-240.00	-140.00	-120.00
Non-resident memberships	3240.000	1			-35.00	-415.00	-192.50	-210.00	-222.50	-205.0
Social memberships	3260.000	1			-100.00	-900.00	-550.00	-600.00	-350.00	-300.00
Total membership sales	3270.000	1			-1.335.00	-11,905.00	-7.342.50	-8,010.00	-4.562.50	-3,895.00

#### GLCTXXXR-Rpt

ustom Operating P/L Comparison	Period 9						
	This Month			Fiscal YTD			
Description	Actual T/Y Budget T/Y	Actual L/Y	Actual T/Y	Budget T/Y	Actual L/Y	YTD Budget	YTD Last Yr
Member dining		-\$6,000	-\$423	-\$15	-\$8,014	-\$408	\$5,591
Misc ALC Beverage	-\$67	-\$183	-\$653	-\$498	-\$636	-\$155	-\$17
Total beverage sales			-\$300			-\$300	-\$300
Total food & beverage sales	\$12,884	-\$208	\$115,390	\$6,836	\$6,007	\$108,554	\$109,384
Greens fees		-\$5,698	-\$150	-\$184	-\$5,865	\$34	\$5,71
Golf car fees		-\$19	-\$290	-\$211	-\$211	-\$79	-\$71
Golf Cart Program			-\$360			-\$360	-\$361
Total greens fees/cars		-\$5,717	-\$800	-\$395	-\$6,076	-\$405	\$5,27
Golf memberships		-\$1,000	-\$9,000	-\$5,500	-\$6,000	-\$3,500	-\$3,000
Tennis memberships		-\$40	-\$360	-\$220	-\$240	-\$140	-\$120
Non-resident memberships	en e	-\$35	-\$415	-\$193	-\$210	-\$223	-\$20
Social memberships		-\$100	-\$900	-\$550	-\$600	-\$350	-\$300
Total membership sales		-\$1,335	-\$11,905	-\$7,343	-\$8,010	-\$4,563	-\$3,89
Locker room			-\$750			-\$750	-\$750
Tree program		-\$5	-\$30	-\$22	-\$25	-\$8	-\$2
Golf handicaps		-\$90	-\$540	-\$396	-\$450	-\$144	-\$91
Bag Storage			-\$1,150			-\$1,150	-\$1,15
Tennis operations		-\$60	-\$600	-\$396	-\$420	-\$204	-\$180
Total other member income	-\$65	-\$802	-\$10,836	-\$3,301	-\$3,804	-\$7,534	-\$7,032
Total All member income	-\$65	-\$2,137	-\$22,741	-\$10,644	-\$11,814	-\$12,097	-\$10,927

#### GLCTXXXX.Rpt

ustom Operating P/L Comparison	Period 9							
Description	Actual T/Y	This Month Budget T/Y	Actual L/Y	Actual T/Y	Fiscal YTD Budget T/Y	Actual L/Y	YTD Budget	mpared to: YTD Last Yr
Description	Hotdar ivi	Buuger 171	Actual Dif	Actual IV I	Buuget 171	Actual D1	TTD Budger	TTO Last TI
Member dining			-6,000.00	-423.00	-15.40	-6,014.00	-407.60	5,591.00
Misc ALC Beverage	-66.79		-183.00	-652.64	-497.90	-635.64	-154.74	-17.00
Total beverage sales				-300.00			-300.00	-300.00
Total food & beverage sales	12,883.76		-208.30	115,390.38	6,836.42	6,006.63	108,553.96	109,383.75
Greens fees			-5,698.00	-150.00	-183.70	-5,865.00	33.70	5,715.00
Golf car fees			-19.00	-290.00	-211.20	-211.00	-78.80	-79.00
Golf Cart Program				-360.00			-360.00	-360.00
Total greens fees/cars			-5,717.00	-800.008-	-394.90	-6,076.00	-405.10	5,276.00
Golf memberships	1000100000000000000000		-1,000.00	-9,000.00	-5,500.00	-6,000.00	-3,500.00	-3,000.0
Tennis memberships			-40.00	-360.00	-220.00	-240.00	-140.00	-120.0
Non-resident memberships	the second s		-35.00	-415.00	-192.50	-210.00	-222.50	-205.00
Social memberships			-100.00	-900.00	-550.00	-600.00	-350.00	-300.0
Total membership sales			-1,335.00	-11,905.00	-7,342.50	-8,010.00	-4,562.50	-3,895.0
Locker room				-750.00			-750.00	-750.0
Tree program			-5.00	-30.00	-22.00	-25.00	-8.00	-5.0
Golf handicaps			-90.00	-540.00	-396.00	-450.00	-144.00	-90.00
Bag Storage				-1,150.00			-1,150.00	-1,150.0
Tennis operations			-60.00	-600.00	-396.00	-420.00	-204.00	-180.0
Total other member income	-64.74		-802.46	-10,835.77	-3,301.44	-3,803.77	-7,534.33	-7,032.0
Total Al member income	-64.74		-2,137.46	-22,740.77	-10,643.94	-11,813.77	-12,096.83	-10,927.00
Service Charge Income	-13.00		-34.58	-657.49	-48.90	-79.03	-608.60	-578.4
Special Assessment				-800.008-			-800.00	-800.00
Late Fees	-51.74		-169.88	-4,378.28	-287.54	-431.28	-4,090.74	-3,947.0
Minimum Fees			-383.50	-455.00	-1,740.71	-1,965.96	1,285.71	1,510.9
Total other member income	-64.74		-802.46	-10,835.77	-3,301.44	-3,803.77	-7,534.33	-7,032.0
Total Al member income	-64.74		-2,137.46	-22,740.77	-10,643.94	-11,813.77	-12,096.83	-10,927.00

#### GLCXRXX-Rpt

CXRXX.RPT tom Operating P/L	Comparison - Per	riod 9			F	Report date:	20060926		Page
Actual T/Y Budget		Description	Acct # Typ	e	Actual T/Y	Fiscal YTD Budget T/Y	Actual L/Y	······Actual comp YTD Budget	oared to: YTD Last Yr
	6,000	Member dining	3030.000 1	Ú.	423	15	6,014	-408	5,591
67	183	Misc ALC Beverage	3046.000 I		653	498	636	-155	-17
		Total beverage sales	3090.000 I	1	300			-300	-300
-12,884	208	Total food & beverage sales	3099.000 I	i I	-115,390	-6,836	-6,007	108,554	109,384
	5,698	Greens fees	3120.000 I		150	184	5,865	34	5,715
	19	Golf car fees	3122.000 I	8	290	211	211	-79	-79
		Golf Cart Program	3124.000 I	0	360			-360	-360
	5,717	Total greens fees/cars	3125.000 I		800	395	6,076	-405	5,276
	1,000	Golf memberships	3210.000 I		9,000	5,500	6,000	-3,500	-3,000
	40	Tennis memberships	3220.000 I	E.	360	220	240	-140	-120
	35	Non-resident memberships	3240.000 I	i	415	193	210	-223	-205
	100	Social memberships	3260.000 1		900	550	600	-350	-300
	1,335	Total membership sales	3270.000 1	e	11,905	7,343	8,010	-4,563	-3,895

### GLCXXXB-Rpt

CXXXB. om Operati	AND THE REAL AND AND A REAL AND A	eriod 9 - with Next Year's Budget			Report date:	20060926	Page
Actual T/Y	-This Month Budget T/Y Actual L/		Acct # Type	Actual T/Y	Fiscal YTD Budget T/Y	Actual L/Y	Next Year's Budget Period YTD
	-6000.	0 Member dining	3030.000 1	-423.00	-15.40	-6014.00	-\$15
-66.79	-183.	0 Misc ALC Beverage	3046.000 1	-652.64	-497.90	-635.64	-\$497
		Total beverage sales	3090.000 1	-300.00			
12883.76	-208.	0 Total food & beverage sales	3099.000 1	115390.38	6836.42	6006.63	\$6836
	-5698.	Ú Greens fees	3120.000 I	-150.00	-183.70	-5865.00	-\$183
	-19.	Û Golfcarfees	3122.000 I	-290.00	-211.20	-211.00	-\$211
		Golf Cart Program	3124.000 1	-360.00			
	-5717.	0 Total greens fees/cars	3125.000 I	-800.00	-394.90	-6076.00	-\$394
	-1000.	0 Golf memberships	3210.000 1	-9000.00	-5500.00	-6000.00	-\$5500
	-40.	0 Tennis memberships	3220.000	-360.00	-220.00	-240.00	-\$220
	-35.	0 Non-resident memberships	3240.000 1	-415.00	-192.50	-210.00	-\$192
	-100.	0 Social memberships	3260.000 1	-900.00	-550.00	-600.00	-\$550
	-1335.	0 Total membership sales	3270.000 1	-11905.00	-7342.50	-8010.00	-\$7342
		Locker room	3310.000 1	-750.00			
	-5.	0 Tree program	3320.000 1	-30.00	-22.00	-25.00	-\$22
	-90.	0 Golf handicaps	3330.000 1	-540.00	-396.00	-450.00	-\$396
		Bag Storage	3335.00D I	-1150.00			
	-60.	0 Tennis operations	3340.000 I	-600.00	-396.00	-420.00	-\$396
-64.74	-802.	6 Total other member income	3490.000 1	-10835.77	-3301.44	-3803.77	-\$3301

# GLCXXX-Rpt

stom Operating P/L Co	mparison - Pei	riod 9						
Actual T/Y Budget T/Y		Description	Acct # Type	Actual T/Y	Fiscal YTD Budget T/Y	Actual L/Y	Actual cor YTD Budget	mpared to: YTD Last Yr
2012/05/02/11/2017/2017/2017/2017/2017/2017/201	-6000.00	Member dining	3030.000 1	-423.00	-15.40	-6014.00	-407.60	5591
-66.79	-183.00	Misc ALC Beverage	3046.000 1	-652.64	-497.90	-635.64	-154.74	-17
		Total beverage sales	3090.000 1	-300.00			-300.00	-300
12883.76	-208.30	Total food & beverage sales	3099.000 1	115390.38	6836.42	6006.63	108553.96	109383
	-5698.00	Greens fees	3120.000 I	-150.00	-183.70	-5865.00	33.70	6716
	-19.00	Golf car fees	3122.000 I	-290.00	-211.20	-211.00	-78.80	-79
		Golf Cart Program	3124.000 I	-360.00			-360.00	-360
	-5717.00	Total greens fees/cars	3125.000 1	-800.00	-394.90	-6076.00	-405.10	5276
	-1000.00	Golf memberships	3210.000 1	-9000.00	-5500.00	-6000.00	-3500.00	-3000
	-40.00	Tennis memberships	3220.000 1	-360.00	-220.00	-240.00	-140.00	-120
	-35.00	Non-resident memberships	3240.000 1	-415.00	-192.50	-210.00	-222.50	-205
	-100.00	Social memberships	3260.000 1	-900.00	-550.00	-600.00	-350.00	-300
	-1335.00	Total membership sales	3270.000 1	-11905.00	-7342.50	-8010.00	-4562.50	-3895
		Locker room	3310.000 I	-750.00			-750.00	-750
	-5.00	Tree program	3320.000 1	-30.00	-22.00	-25.00	-8.00	-5
	-90.00	Golf handicaps	3330.000 1	-540.00	-396.00	-450.00	-144.00	-90
		Bag Storage	3335.000 1	-1150.00			-1150.00	-1150
	-60.00	Tennis operations	3340.000 1	-600.00	-396.00	-420.00	-204.00	-180
-64.74	-802.46	Total other member income	3490.000 1	-10835.77	-3301.44	-3803.77	-7534.33	-7032

### BSR01-Rpt

R01.RPT				Repo	ort date:	20060927	Page	1
3030.000 Member dining	·····	1	-423.00					
3046.000 Misc ALC Beverage	1	1	-652.64					
3090.000 Total beverage sales	1	2		-300.00				
3099.000 Total food & beverage sales	1	3			115,390.	.38		
3120.000 Greens fees	1	1	-150.00					
3122.000 Golf car fees	1	1	-290.00					
3124.000 Golf Cart Program	1	1	-360.00					
3125.000 Total greens fees/cars	1	2		-800.00				
3210.000 Golf memberships		1	-9,000.00					
3220.000 Tennis memberships	1	1	-360.00					
3240.000 Non-resident memberships	1	1	-415.00					
3260.000 Social memberships	1	1	-900.00					
3270.000 Total membership sales	1	2		-11,905.00				
3310.000 Locker room	1	1	-750.00					
3320.000 Tree program	1	1	-30.00					
3330.000 Golf handicaps		1	-540.00					
3335.000 Bag Storage	1	1	-1,150.00					
3340.000 Tennis operations	1	1	-600.00					
3490.000 Total other member income	1	2		-10,835.77				
3499.000 Total All member income		3			-22,740.	.77		
3440.000 Service Charge Income	1	1	-657.49					
3445.000 Special Assessment	1	1	-800.00					
3450.000 Late Fees	1	1	-4,378.28					
3460.000 Minimum Fees	1	1	-455.00					
3490.000 Total other member income	1	2		-10,835.77				
3499.000 Total All member income	. 1	3			-22,740.	.77		

#### BSR02-Rpt

BSR02.RPT				Report date:	20060927	Page	1
Member dining	-423.00						
Misc ALC Beverage	-652.64						
Total beverage sales		-300.00					
Total food & beverage sales			115,390.38				
Greens fees	-150.00						
Golf car fees	-290.00						
Golf Cart Program	-360.00						
Total greens fees/cars		-800.00					

#### BSR03-Rpt

SR03.RPT				Report date:	20060927	Page	1
Member dining	-423.00						
Misc ALC Beverage	-652.64						
Total beverage sales		-300.00					
Total food & beverage sales			5,390.38				
Greens fees	-150.00						
Golf car fees	-290.00						
Golf Cart Program	-360.00						
Total greens fees/cars		-800.00					

## **Table Management**

Assigning tables for sales and having visibility of occupied tables is often a very convenient tool to have. To accomplish this, you could use a combination of functions 24, 37, and 60.

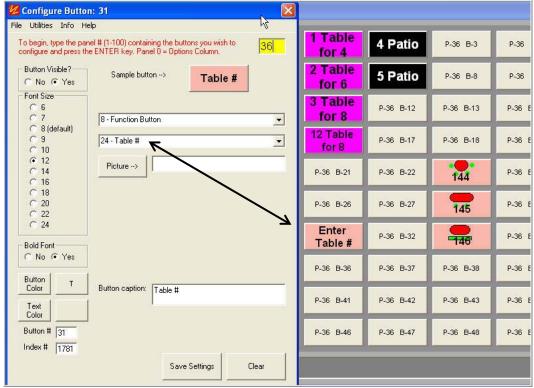
Function 37. Enter the table number as the first positions on the button.

Configure Butto File Utilities Info F		Open New Sale	1 Table		1	
	nel # (1-100) containing the buttons you wish to ne ENTER key. Panel 0 = Options Column.	36	for 4	4 Patio	P-36 B-3	P-36 B-
Button Visible?	Sample button> 2 Table	#	2 Table for 6	5 Patio	P-36 B-8	P-36 B-
Font Size	for 6	Split Ticket	3 Table for 8	P-36 B-12	P-36 B-13	P-36 B-1
C 7 C 8 (default) C 9	8 - Function Button 37 - Table Select	- Maye	12 Table for 8	P-36 B-17	P-36 B-18	P-36 B-1
C 10 C 12 © 14	Picture>	Move Up	P-36 B-21	P-36 B-22	144	P-36 B-3
C 16 C 18 C 20			P-36 B-26	P-36 B-27	145	P-36 B-
C 22 C 24		Remove Item	Enter Table #	P-36 B-32	-146	P-36 B-
Bold Font		Upen Hold Sale	P-36 B-36	P-36 B-37	P.36 B-38	P-36 B-
Button T	Button caption: 2 Table for 6	Clear Sale	P-36 B-41	P-36 B-42	P-36 B-43	P-36 B-
Text Color Button # 6		Tendei	P-36 B-46	P-36 B-47	P-36 B-48	P-36 B-
Index # 1756	Save Settings	Open Screen				

You could include a picture of the table seating arrangement. (Buttons for tables 144, 145, and 146.)

### **Table Management**

Use function 24 if you choose to enter the table number from an entry screen.



If you wish to have the system display the status of a table, use function 60 and place the table number at the front of the button.

After the table has been assigned to a customer and sales have been placed on hold, the color of the button changes from black (not assigned) to pink (has sales on hold in the system and is not available.) At that point, the sale can be recalled from hold for viewing and modification before it is either closed or placed on hold again.

Open New Sale	1 Table for 4	4 Patio	1 Recall Hold	p.	
Table #	2 Table for 6	5 Patio	2 Recall Hold	p	
Split Ticket	3 Table for 8	P-36 B-12	3 Recall Hold	Ρ.	
Move Lower	12 Table for 8	P-36 B-17	12 Recall Hold	p.	
Move Up	P-36 B-21	P-36 B-22	144	p.	
****	P-36 B-26	P-36 B-27	145	P	
lemove Item	Enter Table #	P-36 B-32	146	p.	
Open Hold Sale	Hold Sale - No Print	P-36 B-37	P-36 B-38	P	

Be sure that you can get to a button to either continue processing a sale or place it back on hold.

Table Management-01.doc - 3 -5/30/2007 For normal workstation buttons, the Table Viewer Mode is  $2^{\prime\prime}$ , recall the sale and make it active.

Main backcolor	11513775	Level 1 password	1	G/L · Credit Book	2402		
Sale window color	15724527	Level 2 password	2	G/L - Our Gift Card	1055		
Sale text color		Level 3 password	3	(unused)	1055		
Button panel color	9408399	Level 4 password	4	G/L - Coupon	1055		
Label totals color	2039583	CCard Acct ID		G/L · Srv Chgs	3440		
Tax S/C (Yes/No)	Y	CCard Acct Sub ID		Default screen (1-100)	001	Discount Calc	0
S/C Tax Percent	1	(unused)		Duplicate receipt?	0	Hold with tender	1
Use D or S tax	D	CC Preauth Rate %	0	Workspace mode	1	Server only recalls	0
Consolidate mode	u	Receipt format	1	Backup Drive A-Z	C	Change for checks	0
Company Name	ABC Country Club	Hold receipt format	2	Remove Item (0-4)	0	Change for gift cert	0
Address line 1	123 Main Street	Reg Flags	00101C0007777700010	Qty Warnings (0-9)	0	Photo Delay (sec)	3
Address line 2	P.O. Box 456	Non-inventory G/L	2100	Server Password	0	Live Xact Mode	0
City	HereAndThere	Local printer #	7	Remote printer #1	7	Enable G/L Alias	1
State	MN	Open Sale Mode	0	Remote printer #2	7	Alpha Charge	1
Zipcode	55344	Recall Hold Mode	3	Remote printer #3	7	AutoReset Session	0
Phone 1	952-941-0855	G/L - Cash	1020	Remote printer #4	7	Table Viewer Mode	2
Phone 2		G/L - Checks	1020	Remote printer #5	7	Use Original Date	0
Email	www.clubdata.com	G/L - Visa	1045	Prevent \$0 price	0	Reset Server #	0
Sales tax percent	0.065	G/L · MasterCard	1045	Local printer type	0	Enable Sea, #s	0
Store ID	A	G/L - Discover	1045	Remote printer type	0	Print tip Ine (#5)	0
Show name	0	G/L · AMEX	1045	Local printer port	1	Get Local First	0
Session or Date	0	G/L - Carte Blan.	1055		1	/	2
Emp Validate Type	1	G/L · Diner's Club	1055	Set Cash <u>D</u> rawer Bar	ık	- 10 AGA 40 - 10	<u>S</u> ave
Offline Mode	0	G/L - Gift Certif.	2403	Dive c	-/	Help —	Evit
New Employee	1	G/L · Prize/Sweep	2400	Print Configuration			E <u>x</u> it

If you choose to have a workstation at the check in area, you may choose to have both 37 and 60 buttons on one screen so the hostess / seater can see the status of a table and assign a table and place it on hold, waiting for the server to enter the order. If this is the case, at that workstation, you would probably want the Table Viewer Mode to be "1", view only so that the sale can be pulled up to help determine the status of the meal (ie, desert has been ordered.) This setting is on an individual work station mode.