

Newsletter for December, 2006 from Club Data

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 information 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.

The November month end software update is now on the web site ready to be downloaded from the Software Updates area. The update is for Club Office only. There are no changes for SQLPos.

Current Updates (be sure to scroll down the list for any new items!)

* [updatecdco.exe](#) - version 06.11.30a - November 30, 2006 [Download Now](#)

This release constitutes a complete release of all Club Office software modules, report templates and help files. After installation, when you try to start Club Office, you'll be taken to the database update utility. Run it and then start Club Office afterward. This update includes the proper PRINTW2 module for printing year-end W2s and creating the 2006 data file to upload to the SSA. This update DOES NOT INCLUDE an updated payroll module or tax tables because these are being readied for the 2007 payroll tax year. REMINDER: Be sure you have your PIN number from the SSA before you create the data file. They won't accept it without it.

If after installing this update you get an "automation error" when you try to run Accounts Receivable, you have a conflict with the MSCAL.OCX module. See the [Supplemental Modules](#) section further down on this page...

* [updatecdcoplus.exe](#)

For SQLPos users. There have been no changes to SQLPos since 06.10.30a (one month ago). The updatecdco.exe module above contains all the updates you need. If you have a SQLPos unit that is running an older version of SQLPos prior to 06.10.30a, go to the SQLPos downloads area to retrieve and install the 06.10.30a update.

Included in the 06.11.30a update are:

- The updated PRINTW2 module is included for users who wish to print their own 2006 W2 forms. The new module produces the resulting data file that you transmit to the government in the proper format for 2006 -- the feds change the format of something inside the file every year.
- Two new budget reports have been added to the G/L module that we think you'll like.
- In A/P, when you delete an invoice, the resulting G/L journal entries are made to the same period that the G/L is currently in.

If you intend them to be in a different period, you must change them inside the G/L journal area. This solves a problem that would periodically allow a deleted invoice to create journal entries into two G/L periods, thus throwing both periods out of balance.

- COOL NEW FEATURE: When in the member / financial / current charges screen, you can select an item in the "current charges" grid and press F-5 to view a representation of a POS ticket. This ticket can be easily printed or emailed to a member.

The ABC Club 123 Main St P.O. Box 456 Here and There MN 55555					

***** REPRINT *****					
Member #	207.00	Bob Anderson			
Ticket date:	20061111	Ticket #: 0001052A01			

			S/C	Tax	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Sam Adams	4.25	0.64	0.44	5.33	
1 Pastini's Shrimp	5.95	1.19	0.46	7.60	
1 Pastini's Shrimp	5.95	1.19	0.46	7.60	
1 Rueben	5.99	1.20	0.47	7.66	
1 Chicken Cordon Bleu	6.95	1.39	0.54	8.88	

Balance due:					\$69.05

- A new report #36 in the report generator's A/R section allows choosing any prior month and displaying a list of member balances at the start of that month. This is essentially the value of member receivables at that time.
- Minor cosmetic changes and some documentation updates.

View Your Club Data Statement On Line.

View Your Statement - OnLine

See My Statement

To access your statement, you need your Club Data member # (on your last statement) and the ID and PIN that you use to access this support web site. You can view any month for the current year. Click on the "See My Statement" button above.

On line statement viewing is a convenience for your members and your staff that you may want to consider. Contact Club Data Sales for more information.

Holiday hours: Our office will be closed on December 25th and December 26th.

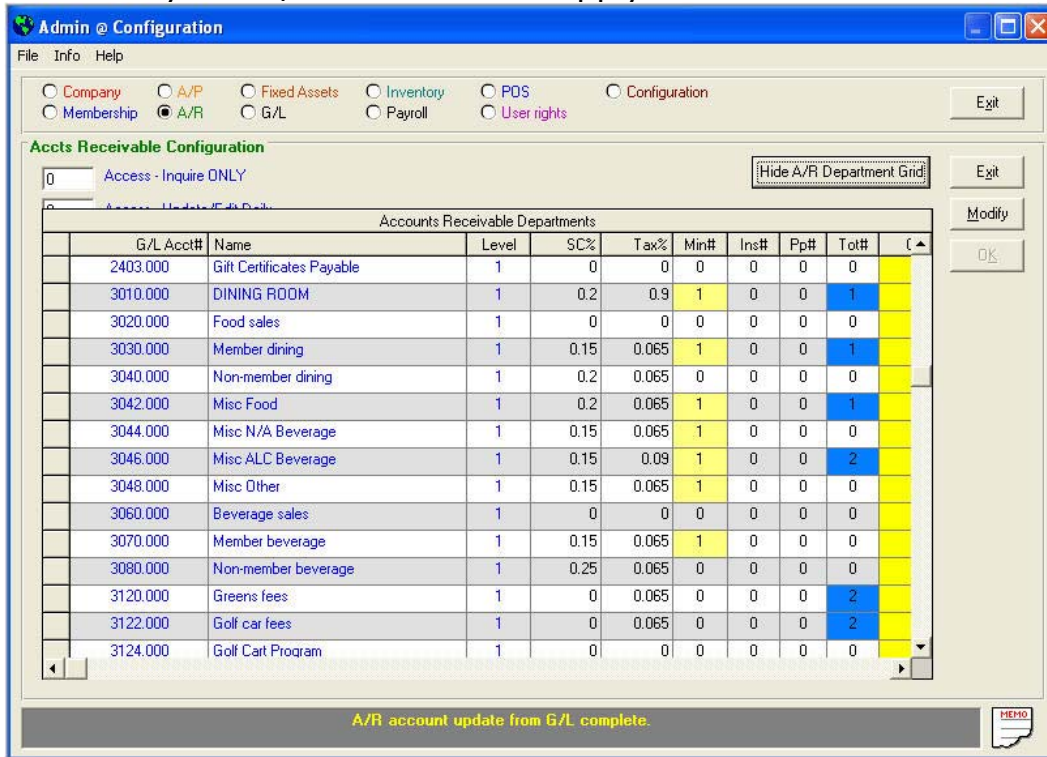
From the team at Club Data, have a tremendous holiday season.

Bill Hallberg
Club Data Sales and Support
952-941-0855

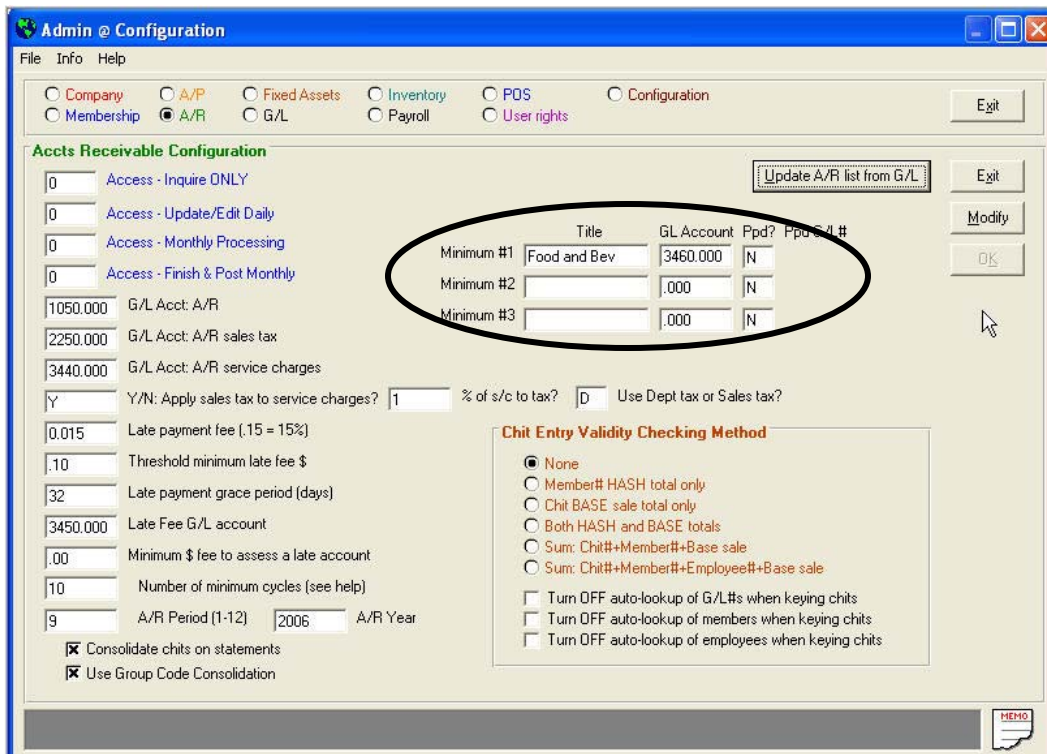
Quick Primer for Processing Minimums

A quick procedure for establishing and processing minimums-

1. Identify the G/L Accounts that apply to minimums.



2. Identify the G/L Account number for minimum revenue along with the title for the minimum.



Quick Primer for Processing Minimums

3. Establish the schedule by which minimums must be met. In this example, the members would need to spend \$100 per month.

Admin @ Configuration

File Info Help

Company A/P Fixed Assets Inventory POS Configuration
 Membership A/R G/L Payroll User rights

Membership Configuration

Classification Codes Billing Codes Special Interests Access Levels/other

billingcode	month1	month2	month3	month4	month5	month6	month7	month8	month9	month10
MTO	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
NR	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
P	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
PP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.00	\$15.00	\$0.00	\$0.00
RP	\$0.00	\$65.00	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
S	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
SL	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
T	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00
TEN	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$30.00	\$0.00
TRE	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00

Buttons: Add New, Modify, OK, Exit, Delete

4. For each member, establish the minimum time period.

Admin @ Financials for: # 512 - Bill Hallberg

File Info Help

Options Edit Options Save Options Lookup Sub Accounts Current Charges Cancel Exit

Balance Forward: 4534.82 Food and Bev: .00 Prepaid Bal 1: .00
 Current Charges: 81.24 (unused): .00 Prepaid Bal 2: .00
 1-30 days: 208.38 (unused): .00 Prepaid Bal 3: .00
 31-60 days: 318.25
 61-90 days: 358.73 Installment Bal 1: .00 YTD Total 1: .00
 91-120 days: 209.73 Installment Bal 2: .00 YTD Total 2: 49.50
 over 120 days: 3439.73 Installment Bal 3: .00 YTD Total 3: .00
 Total due: 4616.06 Payments received: .00 Frequency: 3

Account Options - System Cycle Setting: 10

No monthly minimum Trimester (Jan-Apr, May-Aug, Sep-Dec)
 Monthly minimum at month end 6-month cycle (Jan-Jun, Jul-Dec)
 Cycle A - 1st thru last day of month Seasonal cycle (Apr-Sep) Skip late fees on this account
 Cycle B - 15th thru 15th Annual cycle (Jan-Dec)
 Cycle C - 10th thru 10th 2-month cycle (Jan-Feb, Mar-Apr, etc.)
 Cycle D - 20th thru 20th User-defined
 Quarterly (Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec) Food and Bev (code1): 0 Cr
 Quarter +1 month (Feb-Apr, May-Jul, Aug-Oct, Nov-Jan) (code2): 0 Cr
 Quarter +2 months (Mar-May, Jun-Aug, Sep-Nov, Dec-Feb) (code3): 0 Cr

OK to change account options

Quick Primer for Processing Minimums

5. Enter the applicable billing schedule for the minimum processing cycle for each member.

The screenshot shows a software window titled "Admin @ Financials for: # 512 - Bill Hallberg". It has a menu bar with "File", "Info", and "Help". Below the menu bar are several buttons: "Options", "Edit Options", "Save Options", "Lookup", "Sub Accounts", "Current Charges", "Cancel", and "Exit".

The main area contains a table of account balances and charges:

Balance Forward	4534.82	Food and Bev	50.50	Due	Prepaid Bal 1	.00
Current Charges	81.24	(unused)	.00	OK	Prepaid Bal 2	.00
1-30 days	208.38	(unused)	.00	OK	Prepaid Bal 3	.00
31-60 days	318.25	Installment Bal 1	.00		YTD Total 1	.00
61-90 days	358.73	Installment Bal 2	.00		YTD Total 2	99.00
91-120 days	209.73	Installment Bal 3	.00		YTD Total 3	.00
over 120 days	3439.73	Payments received	.00		Frequency	3
Total due:	4616.06					

Below this table is the "Account Options - System Cycle Setting: 10" section. It contains several radio button options for billing cycles:

- No monthly minimum
- Monthly minimum at month end
- Cycle A - 1st thru last day of month
- Cycle B - 15th thru 15th
- Cycle C - 10th thru 10th
- Cycle D - 20th thru 20th
- Quarterly (Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec)
- Quarter +1 month (Feb-Apr, May-Jul, Aug-Oct, Nov-Jan)
- Quarter +2 months (Mar-May, Jun-Aug, Sep-Nov, Dec-Feb)
- Trimester (Jan-Apr, May-Aug, Sep-Dec)
- 6-month cycle (Jan-Jun, Jul-Dec)
- Seasonal cycle (Apr-Sep)
- Annual cycle (Jan-Dec)
- 2-month cycle (Jan-Feb, Mar-Apr, etc.)
- User-defined

There is also a checkbox "Skip late fees on this account" which is unchecked. To the right, there are three input fields for "Food and Bev" codes:

- Food and Bev (code1) [S] Cr
- (code2) [0] Cr
- (code3) [0] Cr

At the bottom of the window, there is a yellow button labeled "OK to change account options" and a "MEMO" icon.

The system will calculate and display the minimum remaining to be spent

6. Process minimums when you run the monthly A/R.

The screenshot shows a software window titled "Admin @ Accounts Receivable Month 9 - September 2006". It has a menu bar with "File", "Daily", "Monthly", "EOM Editor", "Info", and "Help".

The main area is titled "Monthly Transactions" and contains several checkboxes and buttons:

- use 16th to 15th
- Process Dues Yes
- Process Minimums Yes
- Process Prepays and Installments Yes
- Process Special Interest Fees Yes
- Process Late Fees Yes
- Misc. Other month-end charge No

There are buttons for "Go", "Exit", and "Redo". Below these are two checkboxes:

- Skip Suspended Members
- Skip Terminated Members

At the bottom, there is a "No" button and a checkbox "Process master accounts ONLY".

Quick Primer for Processing Minimums


7. Be aware of the minimums that have not been met.

The ABC Club
 123 Main St
 P.O. Box 456
 Here and There MN 55555
 952-941-0855 952-941-7514

Statement of Account
 09-16-2006
 Page 1
 Account # 512.00 G

Pay this amount
\$ 4,867.71

Amount Enclosed

Bill Hallberg
 5215 Candy Cove Trail
 Prior Lake, MN 55372


Please return top portion with payment

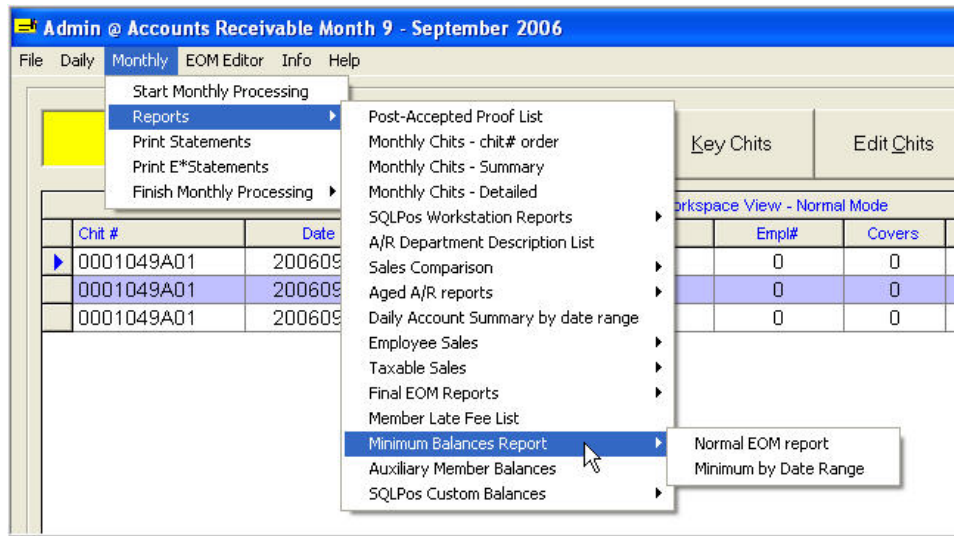
Date	Reference	Description	Amount	Srv Chg	Tax	Total
20060900	BALFWD	BALANCE FORWARD	4,534.82			4,534.82
20060906	0000927A01	Beverages	12.75	1.91	1.34	16.00
20060906	0001029A01	Beverages	5.50	0.82	0.58	6.90
20060907	0001022A01	Beverages	17.00	2.56	1.79	21.35
20060908	0001023A01	Food	14.95	2.99	1.17	19.11
20060908	0001023A01	Beverages	14.25	2.14	1.49	17.88
20060930	ClubCharge	Sailing memberships	125.00		8.13	133.13
20060930	ClubCharge	Minimum Fees	50.50			50.50
20060930	LATE FEE	Late Fees	68.02			68.02

8. Unspent minimums report from the Monthly A/R report area.

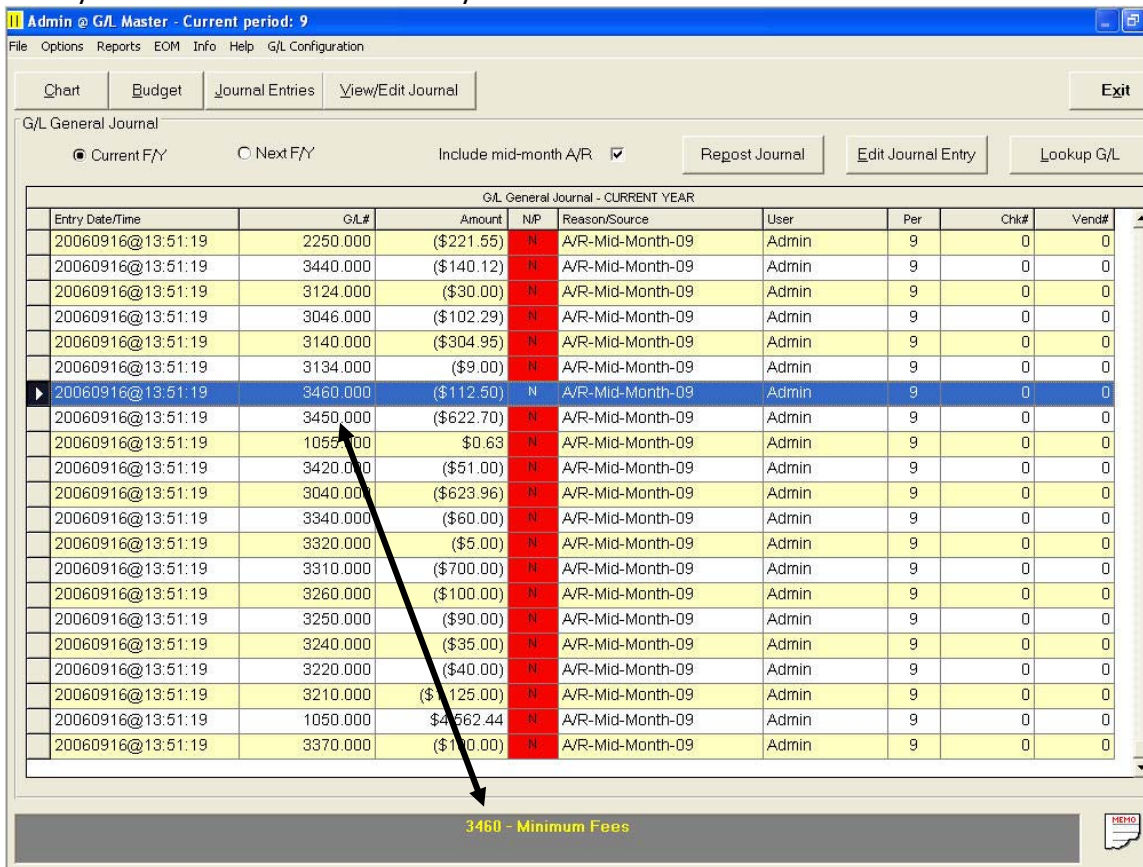
Unspent Minimums - Minimum #1 Report date: 20060916 Page # 1
 Current A/R month: 9/2006

Acct #	Name	Class	Required	Spent	Remaining
207.00	Anderson, Bob	SAI	35.00	8.00	27.00
312.00	Anderson, Gary	S	35.00		35.00
274.00	Barnett, Charles	G	50.00		50.00
109.00	Carlson, Bob	D	50.00		50.00
249.00	Carlson, Mark	G	50.00		50.00
5172.00	Dobbs, Jimmy	I	30.00		30.00
240.00	Fish, Charles	SAI	50.00		50.00
429.00	Gack, Bob	G	50.00		50.00
512.00	Hallberg, Bill	G	100.00	49.50	50.50
1400.00	Johnson, Dave	I	30.00		30.00
1014.00	Malloy, Ken	T	20.00		20.00
443.00	Sands, Lee	G	50.00		50.00

Quick Primer for Processing Minimums



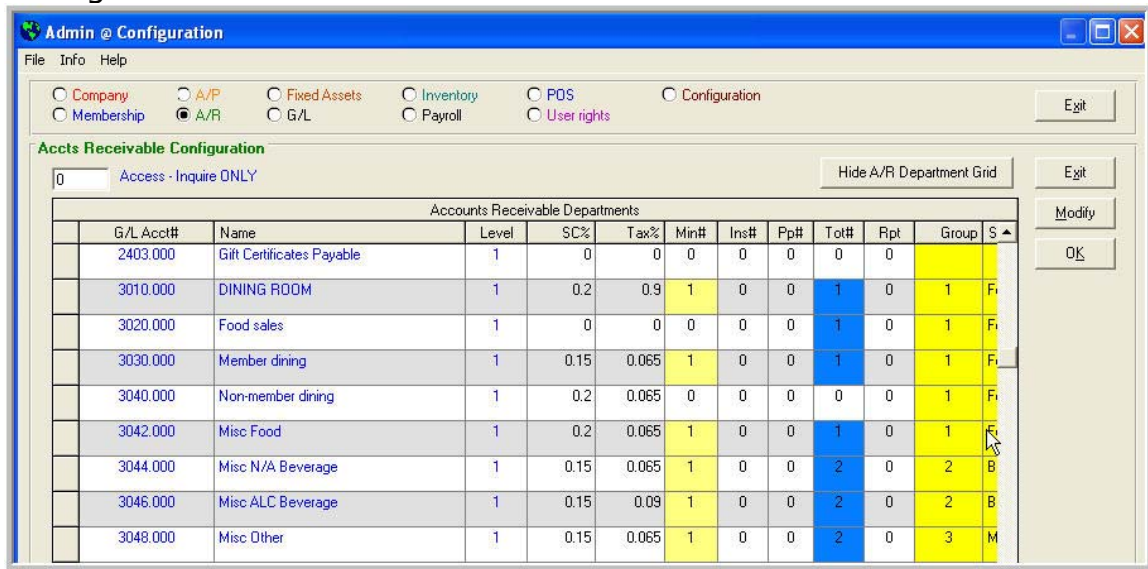
9. A/R transactions in the G/L.



Using Totalers

Objective: To be able to use the system to record and keep track of sales for certain products or services that can be used for business analysis or as the basis for implementing programs based upon member activity. Within Club Office, there are three independent totalers that can be used as needed.

1. Set up the Totalers for various account numbers in the A/R Configuration screen



2. Totalers are accumulated as sales are processed.



Using Totalers

3. Sales for certain account numbers from picture 1 add to the totals.

Chit #	Date	GL/Dept #	Member#	Empl#	Covers	Base Sale	SrvChg	Tax	Total
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3040	207	0	0	\$11.95	\$2.39	\$0.94	\$15.28
0001047A01	20061030	3040	207	0	0	\$13.95	\$2.79	\$1.09	\$17.83
0001047A01	20061030	3040	207	0	0	\$13.95	\$2.79	\$1.09	\$17.83
0001047A01	20061030	3040	207	0	0	\$9.95	\$1.99	\$0.78	\$12.72
0001047A01	20061030	3042	207	0	0	\$6.95	\$1.39	\$0.55	\$8.89
0001047A01	20061030	3042	207	0	0	\$6.95	\$1.39	\$0.55	\$8.89
0001047A01	20061030	3042	207	0	0	\$5.95	\$1.19	\$0.47	\$7.61
0001047A01	20061030	3046	207	0	0	\$4.00	\$0.60	\$0.41	\$5.01
0001047A01	20061030	3046	207	0	0	\$5.50	\$0.83	\$0.57	\$6.90
0001047A01	20061030	3046	207	0	0	\$5.50	\$0.83	\$0.57	\$6.90

4. The sales have to be accepted before they show in the totalers.

Chit #	Date	GL/Dept #	Member#	Empl#	Covers	Base Sale	SrvChg	Tax	Total
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3046	207	0	0	\$4.25	\$0.64	\$0.45	\$5.34
0001047A01	20061030	3040	207	0	0	\$11.95	\$2.39	\$0.94	\$15.28
0001047A01	20061030	3040	207	0	0	\$13.95	\$2.79	\$1.09	\$17.83
0001047A01	20061030	3040	207	0	0	\$13.95	\$2.79	\$1.09	\$17.83
0001047A01	20061030	3040	207	0	0	\$9.95	\$1.99	\$0.78	\$12.72
0001047A01	20061030	3042	207	0	0	\$6.95	\$1.39	\$0.55	\$8.89
0001047A01	20061030	3042	207	0	0	\$6.95	\$1.39	\$0.55	\$8.89
0001047A01	20061030	3042	207	0	0	\$5.95	\$1.19	\$0.47	\$7.61
0001047A01	20061030	3046	207	0	0	\$4.00	\$0.60	\$0.41	\$5.01
0001047A01	20061030	3046	207	0	0	\$5.50	\$0.83	\$0.57	\$6.90
0001047A01	20061030	3046	207	0	0	\$5.50	\$0.83	\$0.57	\$6.90

Using Totalers

5. Data feeding the totalers is shown in the TOT # field in the EOM Editor within A/R.

Admin @ EOM Editor

File Info Help

Current month mode: 10

Modify OK Cancel Exit

Make changes here, then click OK

A/R Acct # [] Covers [] Minimum code [] Total code []

Chit # [] Base [] Prepaid code [] Installment code []

Date [] Serv Chg [] Chit status [] Tender []

Member # [] Tax [] Memo []

Employee # [] Chit Total []

Monthly "Accepted" Chits													
A/R Dept	Chit#	Date	Member #	Emp #	Covers	Base	S/C	Tax	Total	Min#	Tot#	Ppd#	Inst#
1005.000	0001045A01	20061026	240.00	0	0	(\$6.90)	\$0.00	\$0.00	(\$6.90)	0	0	0	0
3046.000	0001045A01	20061026	240.00	0	0	\$2.75	\$0.41	\$0.29	\$3.45	1	2	0	0
3046.000	0001045A01	20061026	240.00	0	0	\$2.75	\$0.41	\$0.29	\$3.45	1	2	0	0
3046.000	0001039A01	20061026	240.00	0	0	\$4.00	\$0.60	\$0.41	\$5.01	1	2	0	0
3046.000	0001047A01	20061030	207.00	0	0	\$4.00	\$0.60	\$0.41	\$5.01	1	2	0	0
3046.000	0001047A01	20061030	207.00	0	0	\$4.25	\$0.64	\$0.45	\$5.34	1	2	0	0
3046.000	0001047A01	20061030	207.00	0	0	\$4.25	\$0.64	\$0.45	\$5.34	1	2	0	0
3040.000	0001047A01	20061030	207.00	0	0	\$11.95	\$2.39	\$0.94	\$15.28	0	0	0	0
3040.000	0001047A01	20061030	207.00	0	0	\$13.95	\$2.79	\$1.09	\$17.83	0	0	0	0
3040.000	0001047A01	20061030	207.00	0	0	\$13.95	\$2.79	\$1.09	\$17.83	0	0	0	0
3040.000	0001047A01	20061030	207.00	0	0	\$9.95	\$1.99	\$0.78	\$12.72	0	0	0	0
3042.000	0001047A01	20061030	207.00	0	0	\$6.95	\$1.39	\$0.55	\$8.89	1	1	0	0

6. Once accepted, the totalers have been updated and are visible on the member financial screen.

Admin @ Financials for: # 207 - Bob Anderson

File Info Help

Options Edit Options Save Options Lookup Sub Accounts Other Charges Current Charges Cancel Exit

Balance Forward 499.41 Food and Bev -65.00 OK Prepaid Bal 1 .00

Current Charges 170.96 (unused) .00 OK Prepaid Bal 2 .00

1-30 days 306.58 (unused) .00 OK Prepaid Bal 3 .00

31-60 days 192.83

61-90 days .00

91-120 days .00

over 120 days .00

Installation Bal 1 .00 YTD Total 1 .00

Installation Bal 2 .00 YTD Total 2 100.00

Installation Bal 3 .00 YTD Total 3 .00

Total due: 367.62 Payments received -302.75 Frequency 3

Account Options - System Cycle Setting: 10

No monthly minimum

Monthly minimum at month end

Cycle A - 1st thru last day of month

Cycle B - 15th thru 15th

Cycle C - 10th thru 10th

Cycle D - 20th thru 20th

Quarterly (Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec)

Quarter +1 month (Feb-Apr, May-Jul, Aug-Oct, Nov-Jan)

Quarter +2 months (Mar-May, Jun-Aug, Sep-Nov, Dec-Feb)

Trimester (Jan-Apr, May-Aug, Sep-Dec)

6-month cycle (Jan-Jun, Jul-Dec)

Seasonal cycle (Apr-Sep)

Annual cycle (Jan-Dec)

2-month cycle (Jan-Feb, Mar-Apr, etc.)

User-defined

Skip late fees on this account

Food and Bev (code1) MS0 Cr

(code2) 0 Cr

(code3) 0 Cr

Current charges complete. Payments & adjustments this month: {\$302.75}

Using Totalers

7. Of course, there are several reports that show the member spending by date range or category.

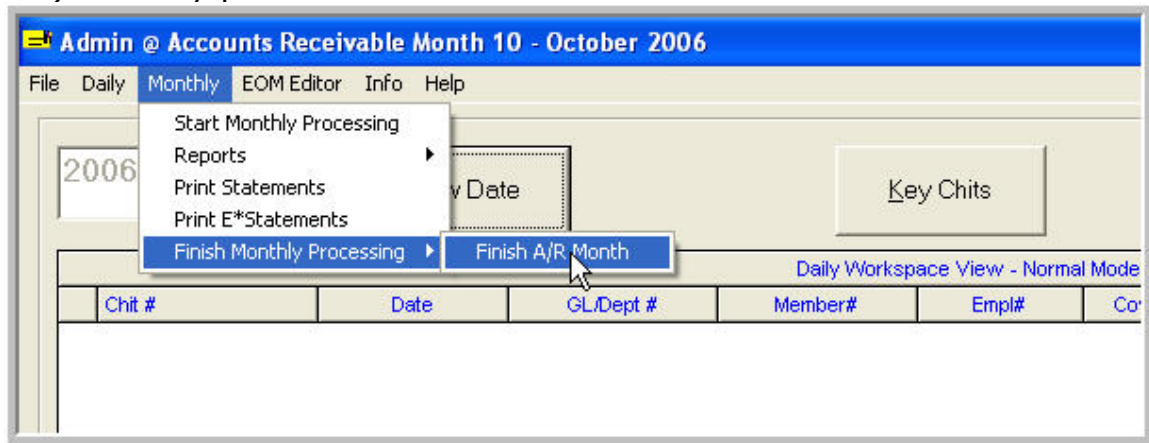
Member Spending Report									
Report date: 20061121 Page 1									
Member #	Last Name	First Name	Class	JoinDate	Covers	Base	S/C	Tax	Total
240.00	Fish	Charlie	G	20030923	2	6031.09	558.63	395.88	6965.95
443.00	Sands	Lee	G	0		2359.29		108.42	2467.71
512.00	Hallberg	Bill	G	0	2	2311.82	47.15	105.61	2464.58
207.00	Anderson	Bob	G	19990315	2	2174.88	29.92	117.74	2322.54
429.00	Gack	Bob	G	0		2194.02	8.55	106.15	2308.72
249.00	Carlson	Mark	G	0		2191.95	8.42	105.79	2306.16
109.00	Carlson	Bob	G	0		2179.69		108.42	2288.11
274.00	Barnett	Charles	G	0		2160.67	14.50	106.57	2281.74
312.00	Anderson	Gary	S	19840220		2055.87	17.78	74.11	2147.76
5172.00	Dobbs	Jimmy	I	0		1424.55		69.37	1493.92
1014.00	Malloy	Ken	T	0		1127.80	25.00	34.13	1186.93
1400.00	Johnson	Dave	I	0		885.89		42.73	928.62
155.00	Davis	Lee	NR	0		549.78	1.20	23.62	574.60
355.00	Duck	Don M	H	0		426.08	5.26	9.46	440.80
207.01	Anderson	Mary	G	0		182.59		4.87	187.46
259.00	Emerson	Jim	H	0		126.01			126.01
356.00	Ripley	Gordon	H	0		107.77		4.06	111.83
1034.00	Fenton	Steve	H	0		85.21			85.21

8. The Auxiliary Member Balances Report shows the updated totalers from the prior months month end processing but before the current months month end processing.

Print Report - Crypted Window Title rmembal1.rpt - rmembal1.rpt																	
Exit Options Help																	
Auxiliary Member Balances																	
Report date: 10-31-2006 Page 1																	
Acct #	Acct name (Last, First)	ClassCode	Min Codes			Minimum Balances			Installment Balances			Prepaid Balances			Tot #1	Totalers	
			Min1	Min2	Min3	Min1Bal	Min2Bal	Min3Bal	Inst #1	Inst #2	Inst #3	Ppd #1	Ppd #2	Ppd #3		Tot #2	Tot #3
2.00			0	0	0												
1023.00			0	0	0												
Counts/Totals			0														
0.10	Cash Sale,Tender		0	0	0												
0.15	Check Sale,Tender		0	0	0												
0.20	Visa,Tender		0	0	0												
0.25	MasterCard,Tender		0	0	0												
0.30	Discover,Tender		0	0	0												
0.35	American Express,Tender		0	0	0												
0.40	Carte Blanche,Tender		0	0	0												
0.45	Diner's Club,Tender		0	0	0												
0.50	Gift Certificate,Tender		0	0	0												
0.55	Prizemoney/Sweeps,Tender		0	0	0												
0.60	Credit Book,Tender		0	0	0												
0.65	Our Gift Card,Tender		0	0	0												
0.70	Natl Gift Card,Tender		0	0	0												
100.00	Monday Men's League,		0	0	0												
109.00	Carlson, Bob		0	MGO	0												
Counts/Totals			0	Prospective Member	15												
207.00	Anderson, Bob	G	MGO	0	0	100.00											

Using Totalers

9. When Month End is processed, the totalers (as well as minimums, etc) are fully processed.



10. The Totalers are displayed in the month end Auxiliary Balance Report based upon the activity during the month.

Auxiliary Member Balances Report date: 11-01-2006 Page 1

Acct #	Acct name (Last, First)	Class Code	Mn Codes			Minimum Balances			Installment Balances			Prepaid Balances			Totalers		
			Mn1	Mn2	Mn3	Min1Bal	Min2Bal	Min3Bal	Inst #1	Inst #2	Inst #3	Ppd #1	Ppd #2	Ppd #3	Tot #1	Tot #2	Tot #3
2.00			0	0	0												
1023.00			0	0	0												
Counts/Totals			0														
0.10	Cash Sale,Tender	0	0	0	0												55.22
0.15	Check Sale,Tender	0	0	0	0												127.20
0.20	Vsa,Tender	0	0	0	0												
0.25	MasterCard,Tender	0	0	0	0												
0.30	Discover,Tender	0	0	0	0												
0.35	American Express,Tender	0	0	0	0												
0.40	Carte Blanche,Tender	0	0	0	0												
0.45	Diner's Club,Tender	0	0	0	0												
0.50	Gift Certificate,Tender	0	0	0	0												
0.55	Prizemoney/Sweeps,Tender	0	0	0	0												
0.60	Credit Book,Tender	0	0	0	0												
0.65	Our Gift Card,Tender	0	0	0	0												
0.70	Natl Gift Card,Tender	0	0	0	0												
100.00	Monday Men's League,	0	0	0	0												
100.00	Carlson,Bob	0	MGO	0	0												
Counts/Totals			0	Prospective Member	15												182.42
207.00	Anderson,Bob	G	MS0	0	0	100.00											250.72
207.01	Anderson,Mary	G	0	0	0												
240.00	Fish,Charlie	G	MGO	0	0												316.62

Using Totalers

11. The YTD Totalers are accumulated and displayed for members.

Balance Forward	551.78	Food and Bev	35.00	Due	Prepaid Bal 1	.00
Current Charges	.00	(unused)	.00	OK	Prepaid Bal 2	.00
1-30 days	355.12	(unused)	.00	OK	Prepaid Bal 3	.00
31-60 days	196.66	Installment Bal 1	.00	YTD Total 1	.00	
61-90 days	.00	Installment Bal 2	.00	YTD Total 2	250.72	
91-120 days	.00	Installment Bal 3	.00	YTD Total 3	.00	
over 120 days	.00	Payments received	.00	Frequency	6	
Total due:	551.78					

Account Options - System Cycle Setting: 10

- No monthly minimum
- Monthly minimum at month end
- Cycle A - 1st thru last day of month
- Cycle B - 15th thru 15th
- Cycle C - 10th thru 10th
- Cycle D - 20th thru 20th
- Quarterly (Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec)
- Quarter +1 month (Feb-Apr, May-Jul, Aug-Oct, Nov-Jan)
- Quarter +2 months (Mar-May, Jun-Aug, Sep-Nov, Dec-Feb)
- Trimester (Jan-Apr, May-Aug, Sep-Dec)
- 6-month cycle (Jan-Jun, Jul-Dec)
- Seasonal cycle (Apr-Sep)
- Annual cycle (Jan-Dec)
- 2-month cycle (Jan-Feb, Mar-Apr, etc.)
- User-defined

Food and Bev (code1) MSD Cr
(code2) 0 Cr
(code3) 0 Cr

Current charges complete. Payments & adjustments this month: \$0.00

12. When members have been identified as having passed a threshold, maintenance can be performed to trigger some other event such as issuing a gift card, sending a discount certificate, or allowing for alternative pricing within the point of sale system.

Using Totalers

12. To allow for member discounts within POS, items are set up with an alternate price that will be used for members with the "Use Alternative Box" checked on the member master screen.

The screenshot shows the 'Admin @ Inventory' window with the following data:

Item #	800	Alt #	0800
Inventory dept code	Beer	UPC	0800*
Description	Miller Lite-short		
Order unit (pkg.)	1		
Current/Previous/Avg cost	.00	.00	.00
Total value on hand	.00	(Avg cost x qty on hand)	
Vendor #	19	<Vendor not found>	
Vendor's SKU			
Retail price	2.75	Alternate retail price	1.38
G/L Acct Sales	3046.000		
Service charge % (Ex: .15 = 15%)	.1500		
Sales tax % (Ex: .065 = 6.5%)	.0900		
G/L Acct - Inventory	1055.000		
G/L Acct Cost of Goods	1055.000		
G/L Acct Sales Discounts	1055.000		
Show in SQLPos (0=no, 1=yes)	1		

Inventory Quantities:

Qty @ Storeroom A	0
Qty @ Storeroom B	0
Qty @ Mens Locker	0
Qty @ Womens Locker	0
Qty @ Primary Sales	-46
Total Qty on hand	-46
Optimum qty on hand	0
Minimum qty on hand	0
Over/(understock)	-46
Reorder quantity	0
Suggested order	46
Qty on order	0

Buttons: Refresh Inventory Quantities

13. Members that have the alternate price level box checked will automatically receive the alternate price from the inventory items as sales are rung.

The screenshot shows the 'Admin @ Account information for: # 207 - Bob Anderson' window with the following data:

Number	207.00	Class Code	G	Golf	Billing to	2		
Last Name	Anderson	Dues Billing Code	G	125.00 current month dues	Newsletter to	2		
First Name & MI	Bob	Social Sec. #	111-22-3333	Locker #	B-209	Misc mail to	3	
Occupation	Airline Pilot	Review Date	0	Tax Exempt	<input type="checkbox"/>	Stock (Y/N)	N	
Birthdate	19550714	51	SQLPos - use alternate price level <input checked="" type="checkbox"/>		Suspended	<input type="checkbox"/>	Votes	0
Join Date	19990315	7			Terminated	<input type="checkbox"/>	Sub. Accts	3

Addresses:

Address #1	Address #2 - Billing	Address #3
Capt. Robert J. Anderson	Bob Anderson	Bob and Mary Anderson
Atlas Aviation	3579 Alabama Avenue S.	3579 Alabama Avenue S.
1357 Airline Drive	1234 Main Street	
Minneapolis	Hereandthere	Hereandthere
State/Zip MN 55555	State/Zip MN 55123	State/Zip MN 55123
612-555-1212	612-501-2039	612-501-2039
612-555-2345		
Fax 612-567-8901	Fax	Fax
captrja@atlasaviation.com	bobmary@aol.com	bill@clubdata.com

E*Mail statement to above address