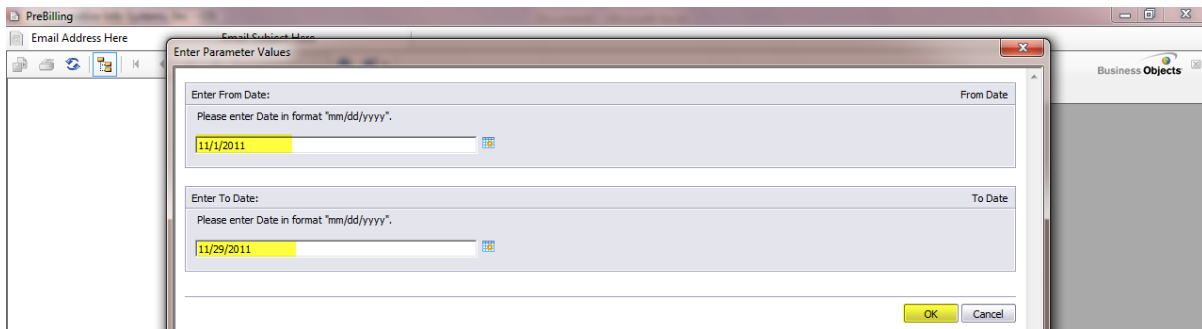
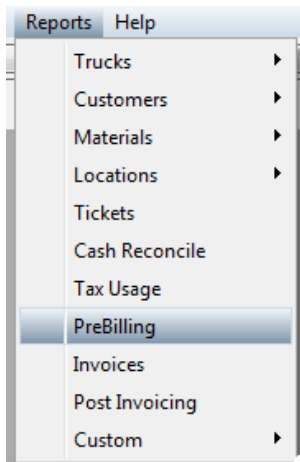


QuickBooks Billing Process

The billing process begins with the running of the Pre-Billing report in SMSSQL. This report will list the tickets that have not been processed into QuickBooks. On the screen this is indicated by the absence of an invoice number in the space provided on the ticket.

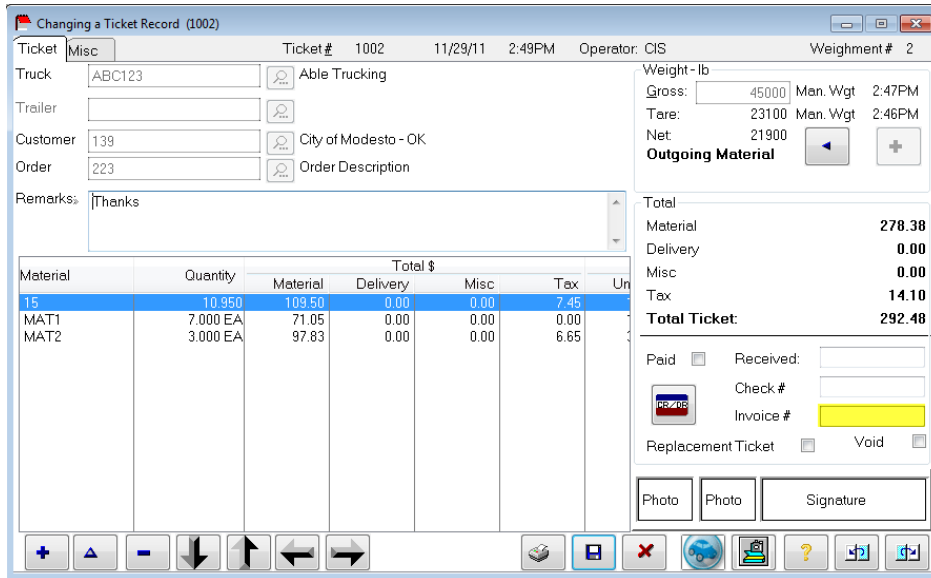


Page 1 of 1

Invoice PreBilling Report

From Date: 11/1/2011
To Date: 11/29/2011

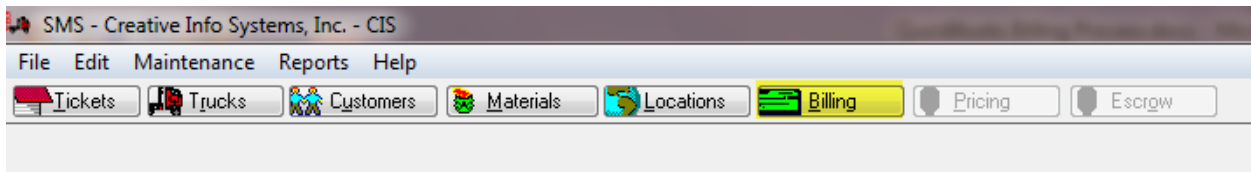
NUMBER	Ticket Date	Material Price	MATERIAL \$	Delivery \$	TAX \$	MISC \$	Ticket Total\$	TNS/QTY	
City of Modesto Order Description									
MAT1	1,002	11/29/11	10.00	109.50	0.00	7.45	0.00	\$116.95	10.95 tn
	1,002	11/29/11	10.15	71.05	0.00	0.00	0.00	\$71.05	7.00 EA
MAT2	1,002	11/29/11	32.61	97.83	0.00	6.65	0.00	\$104.48	3.00 EA
Order Totals			278.38	0.00	14.10	0.00	\$292.48		
Customer Totals			278.38	0.00	14.10	0.00	\$292.48		
			278.38	0.00	14.10	0.00	292.48		



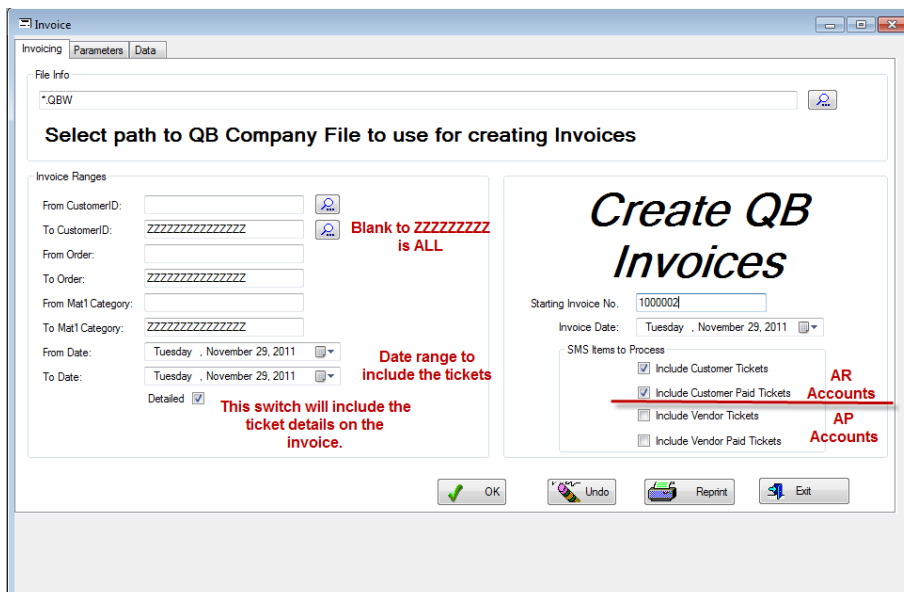
The ticket showing a blank invoice number.

Use the pre-billing report to ensure that all tickets are correct before using the billing interface. Use the Void and re-do of tickets or the Pricing option to correct the tickets.

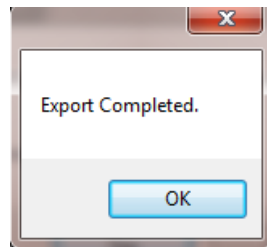
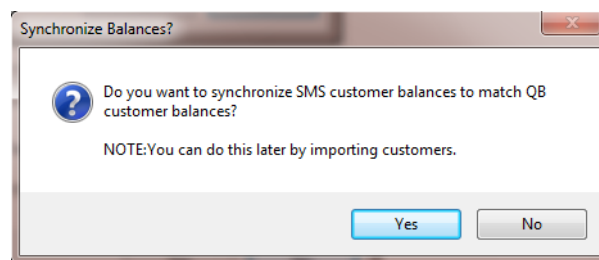
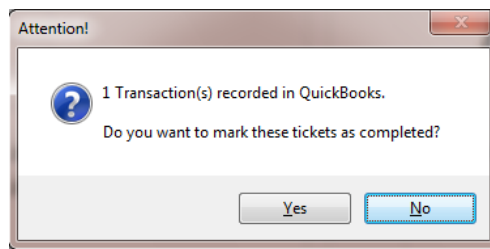
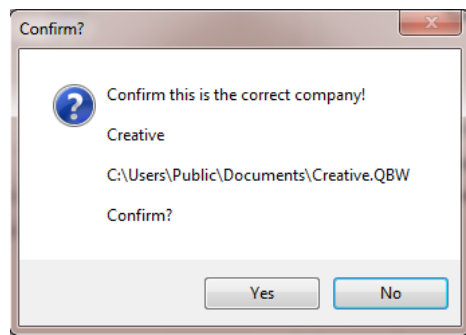
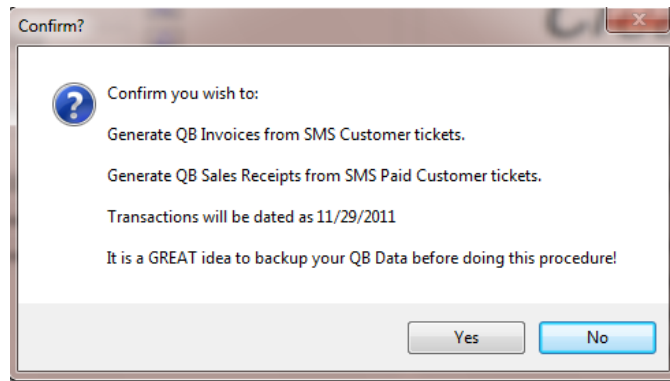
Click the Billing Button from the main screen.



Fill in the ticket ranges in the interface.



Click the OK Button to begin. Answer the dialog boxes.



The tickets in SMSSQL have been marked as invoiced.

Changing a Ticket Record (1002)

Ticket Misc Ticket# 1002 11/29/11 2:49PM Operator: CIS Weight # 2

Truck ABC123 Able Trucking

Trailer

Customer 139 City of Modesto - OK

Order 223 Order Description

Remarks: Thanks

Material	Quantity	Material	Delivery	Misc	Tax	Un
15	10.950	109.50	0.00	0.00	7.45	
MAT1	7.000 EA	71.05	0.00	0.00	0.00	
MAT2	3.000 EA	97.83	0.00	0.00	6.65	

Total

Material 278.38

Delivery 0.00

Misc 0.00

Tax 14.10

Total Ticket: 292.48

Weight - lb

Gross: 45000 Man. Wgt 2:47PM

Tare: 23100 Man. Wgt 2:46PM

Net: 21900

Outgoing Material

Paid Received:

Check #

Invoice # 1,000,002

Replacement Ticket Void

Photo Photo Signature

A QuickBooks invoice has been created.

Creative - QuickBooks Pro 2010 - [Create Invoices]

File Edit View Lists Favorites Company Customers Vendors Employees Banking Reports Online Services Window Help Special Offers

Home Company Snapshot Customer Center Vendor Center Employee Center Online Banking Doc Center Report Center App Center Upgrade Add Payroll Cards & eChecks Services Live Community Help Feed

Previous Next Save Print Send Ship Find Spelling History Letters Customize Attach

Customer: job Modesto

Template Print Preview

Copy of: Intuit Prof...

Date 11/29/2011 Invoice # 1000002

Terms Net 30 Other 1002

Item	Description	Qty	Rate	Amount	Tax
15	TK#1002 11/29/2011 1.5 Rock	10.95		10.00	109.50 Tax
MAT1	TK#1002 11/29/2011 Material 1	7		10.15	71.05 Non
MAT2	TK#1002 11/29/2011 Material2	3		32.61	97.83 Tax
Subtotal	Subtotal				278.38
ST Tax	ST Tax				14.10
					292.48

Customer Message

Tax As Listed (0.0%) 0.00

Total 292.48

To be printed To be e-mailed

Add Time/Costs... Apply Credits... Payments Applied 0.00

Customer Tax Code Tax Balance Due 292.48

Memo ScaleTickets 11/29/2011-11/29/2011

Learn about our payment processing and online invoicing solutions.

Save & Close Save & New Revert

Note that the materials have been taxed where applicable and summed at the bottom of the invoice detail lines.

The invoice may be printed and reprinted in QuickBooks.

In QuickBooks the bookkeeping has been accomplished:

Balance Sheet

Creative
Balance Sheet
As of November 30, 2011

	◇ <u>Nov 30, 11</u> ◇
Current Assets	
Checking/Savings	
Bank of Tucson	▶ <u>10,000.00</u> ◀
Total Checking/Savings	10,000.00
Accounts Receivable	
Accounts Receivable	<u>292.48</u>
Total Accounts Receivable	<u>292.48</u>
Total Current Assets	<u>10,292.48</u>
TOTAL ASSETS	<u><u>10,292.48</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	<u>14.10</u>
Total Other Current Liabilities	<u>14.10</u>
Total Current Liabilities	<u>14.10</u>
Total Liabilities	14.10
Equity	
Opening Balance Equity	10,000.00
Net Income	<u>278.38</u>
Total Equity	<u>10,278.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,292.48</u></u>

Accounts Receivable Register

Date	Number	Type	Customer	Description	Qty	Rate	Amt Chrg Billed Date	Amt Paid Due Date
11/29/2011	1000002	INV	Modesto	ScaleTickets 11/29/2011-11/29/2011			292.48	12/29/2011
11/29/2011		Number	Customer	Description	Qty	Rate	Amt Chrg	Amt Paid

Sales Tax Payable

Date	Number	Vendor	Due Date	Billed	Paid	Balance
11/29/2011	1000002	State Collection	11/30/2011	14.10		14.10
11/29/2011	1000002	Modesto	11/30/2011	0.00		14.10
Ending balance						14.10

Inventory

Type: Inventory Part

Item Name/Number: 15

Cost: 0.00

Sales Price: 0.00

COGS Account: Cost of Goods Sold

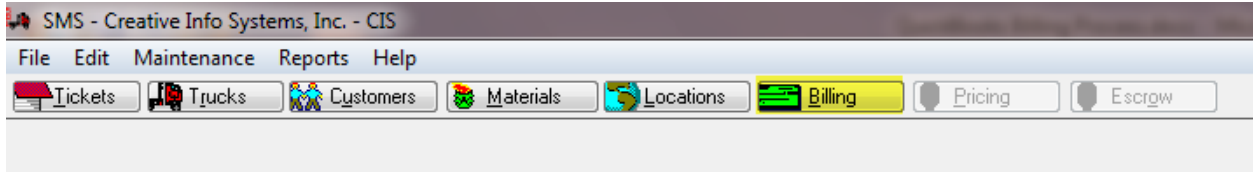
Tax Code: Tax

Income Account: Income

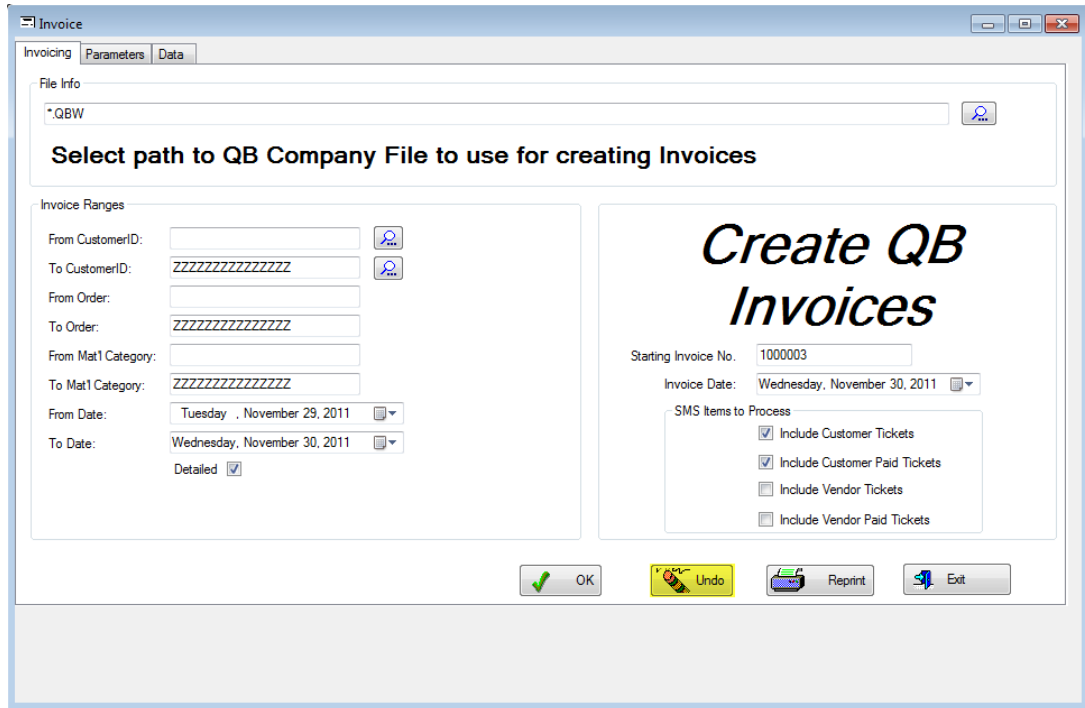
Inventory Information:

Asset Account	Reorder Point	On Hand	Avg. Cost	On P.O.
Inventory Asset		-10.95	0.00	0

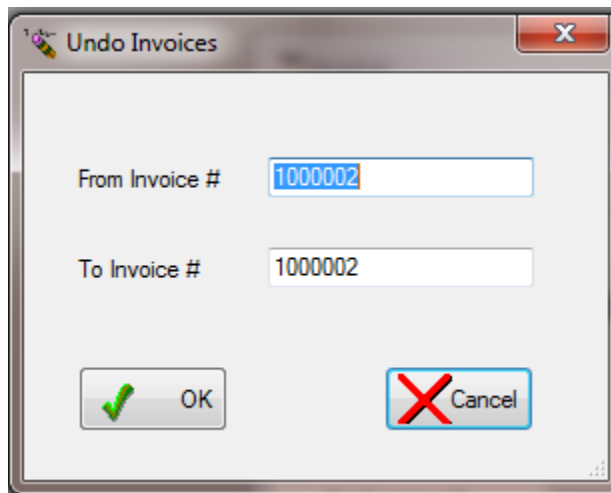
If, after the tickets are invoiced, the transaction needs to be reversed, then the Undo feature is used. Click the Billing Button.



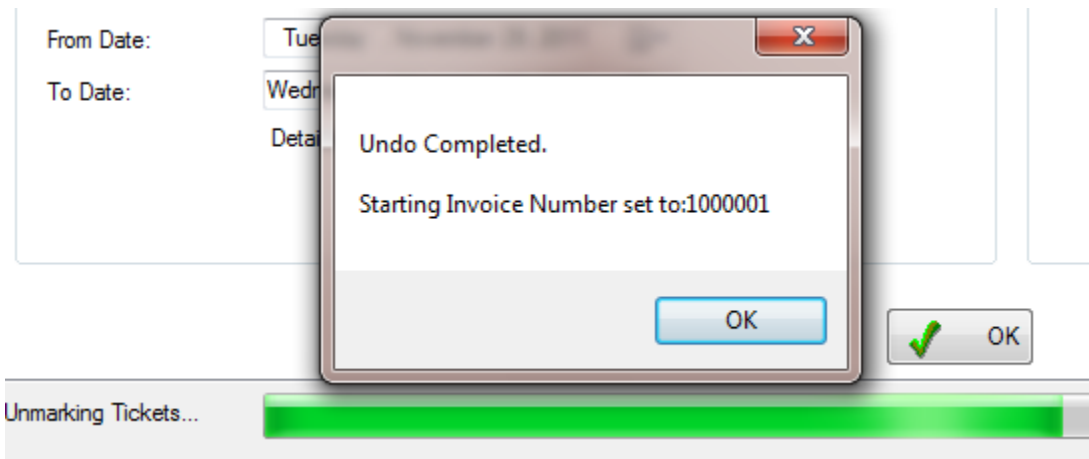
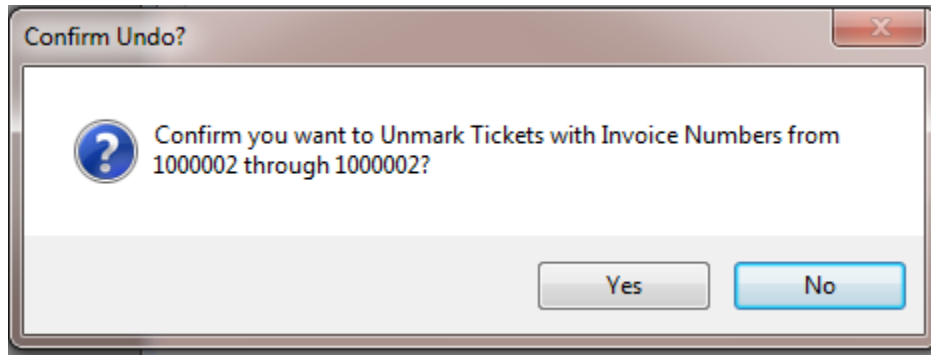
Click the Undo Button.



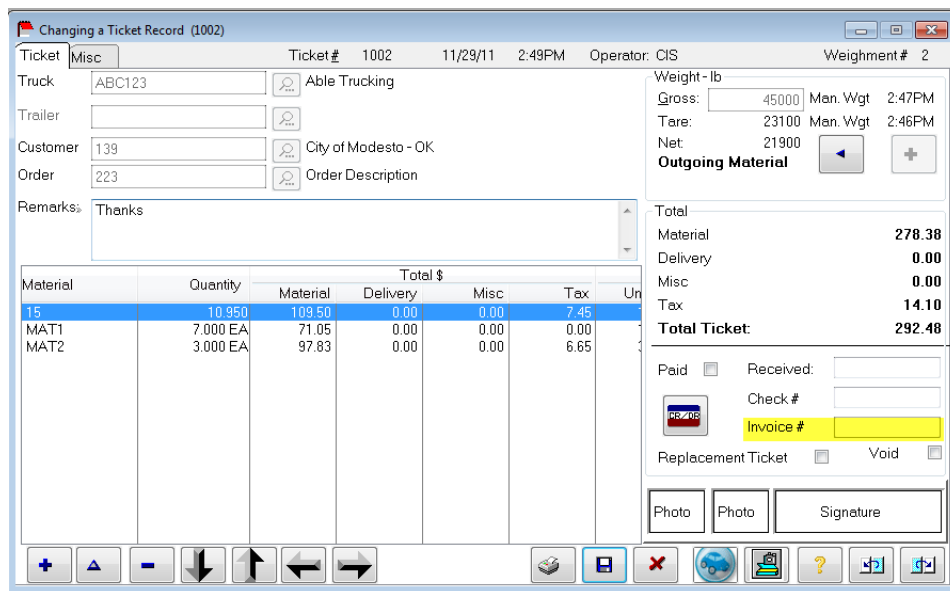
Set the invoice number range.



Confirm the undo.



The invoice number is removed from the ticket.



The invoice must now be deleted from QuickBooks.

