

New Ways to Use your Sage MAS 90 and 200 Software

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05.28.09
Sage MAS 90 & 200 User Group Meeting



Topics

- Explorer Views
- Best Practices for the new paperless office
- FAS program and integration
- What's new in version 4.4
- Other topics of interest

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Business Insights Explorer: Where are they and how do I use them?

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BI Explorer Features and Benefits

- A new way for customers to access and act on MAS data
- Uses predefined "views" of commonly needed data
- Supports extensive drill down and drill around capabilities through related data
- Provided centralized, roles-based access to critical system information
- Personalization capabilities adds flexibility as to how information is presented
- Ability to access related Sage MAS tasks
- Export data to a variety of output types including Microsoft Excel, Access, Word, XML, and Web pages
- Increases productivity for inquiry, reporting, and analysis
- Improves accessibility, intuitiveness, and flexibility for organizing, formatting, and querying MAS data
- Bundled with the Library Master version 4.2 and up

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Demonstration of Views

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Paperless Office Module

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New starting with version 4.3

- Electronic Delivery and efficient storage
- Print, store and retrieve in PDF format which:
 - Cuts down on paper usage dramatically
 - Increases efficiency locating documents
 - Reduces floor space used for storage.

You can PDF (instead of printing) journals and registers, Reports, and certain forms.

You can Email or Fax forms to recipients.

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Paperless Office continued

To setup, goto paperless office module, then Setup. Use the paperless office options to setup which types of output you want to be able to PDF.

We recommend starting you new paperless office with a plan of what will be paperless first, then adjust your office procedures accordingly. Turn on one new option at a time so that you can properly monitor the transition.

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- To aid in being "paperless" Sage has an AP ACH application or an EDI application for larger enterprises.
- We also offer the remote deposit service.
- Demonstrate paperless office.

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FAS (Fixed Assets)

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FAS (Fixed Assets)

- Take control of your fixed assets through asset acquisition and disposition, monthly journal entries, IRS/GAAP compliance depreciation, strong reporting, and more.
- If you choose to handle your fixed asset management in house, you have options:
- you can use Mas Fixed Asset module for companies with fewer than 1500 assets, or
- You can use the stand alone FAS for >1500 assets.

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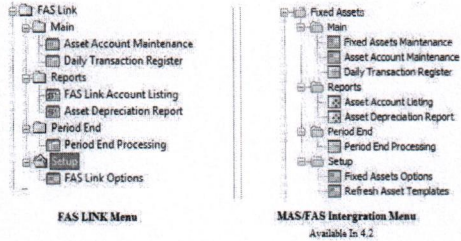
FAS (cont.)

- Both of these version will be using the same FAS database and program so you can be assured that you have one of the best fixed assets systems on the market.
- Depending on the version installed, Mas will interact with the FAS database in slightly different ways.
- Fixed Assets for Mas is more integrated and dependent on Mas; whereas, the regular FAS is designed to be operated outside of Mas and integrates through a FAS Link module (free with FAS).

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FAS (continued)



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FAS (cont.)

- Mas90 Fixed Assets can be integrated with purchase order or accounts payable invoice entry.
- Mas90 Fixed Assets price is \$1875.00.
- Sage FAS fixed assets 100 with 3 users is \$4075.00.
- So, if your assets count is 1500 or less the Mas90 Fixed Asset Module is a bargain.

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What's new in version 4.4?

- New business framework modules (4 series) Inventory Management, Purchase Order, Bill of Materials, and Bar Code.
- Increase field sizes of customer # and inventory item #.
- Business Intelligence modifications.

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Version 4.4 (cont.)

- Added more BIE views for IM and PO
- New business framework modules will have batch entry and dual grids.
- Accounts Rec. customer number increased to 20.
- Inventory Mgmt item/misc number increased to 30.
- Increased field sizes retrofitted to legacy modules with exceptions to WO and JC reporting.

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Version 4.4 (cont.)

Increased Usability

- **Purchase Order**
 - **Drop Ship**
 - Lines populate PO, regardless of Primary Vendor or Items Vendor Maintenance
 - Include All Drop Ship Line Items in PO Options
 - **Auto-generate a single order for multiple items to same customer**
 - **View Alias item info throughout system**
 - **Cost Allocations Streamlined**
 - Allocated landed cost, tax and freight
 - **Back Order Fill Report - PO Receipt of Goods**
 - Purchase Order Options - Printing
 - Sort By - Sales Order, Customer Number, Bill To Name
 - Only Print Items Received - Only includes items received with a backordered qty on a sales order
 - Includes all Sales Order Lines - Includes all SO demand for items received
 - **PO Variance Register and Update**
 - Calculations and register occur before receipts update
 - **Receipt Labels - Receipt of Goods Update**
 - Offered to print receipt labels before update prompt

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Version 4.4 (cont.)

- If you decide to expand either your customer # or item #, some reporting will change to accommodate the expanded numbers. You may want to test this before applying to the live data.

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Other topics of interest

- New 941 redesigned for 1st quarter 2009 to accommodate Cobra changes.
- If you do not see box 12a. Cobra premium assistance payments on your form, give us a call to install.
- Have your HR/payroll department pay attention to these new rules because they are very specific.

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Other topics of interest

- ARRA act instituted new withholding tables mandated to be in effect 04/01/09.
- The act contained A "Working Pay Credit" that effected the withholding table. However, the tables are blind to the individual taxpayers tax positions so, I recommend, requesting new W-4's from employees with a brief explanation of why they should check their tax withholding.

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Other topics of interest (cont.)

- Work opportunity credit. This is a credit on your business income tax return you may be able to receive for hiring certain individuals in targeted class; i.e. veterans, food stamp recipients..... Check with your accountant to see if you could benefit. Credit is generally \$2400 to \$9000 per individual. We could configure Mas to track this for you once identified.

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COBRA Health Insurance Continuation Premium Subsidy

The American Recovery and Reinvestment Act of 2009 establishes an employer-provided subsidy for employees who involuntarily lose their jobs. The IRS issued a [news release](#) Feb. 26 outlining information for employers. Individuals who qualify for the COBRA subsidy premium should see below for more information.

Information for Employers

Do you have questions on how to administer the COBRA continuation premium subsidy to former employees? These [questions and answers](#) may help.

Employers should use the updated [Form 941](#), Employer's Quarterly Federal Tax Return, to report their COBRA premium assistance payments.

The [Form 941 Instructions](#) explain how to complete lines 12a and 12b, which address the COBRA premium assistance payments.

Additional information may be found in [Notice 2009-27](#), Premium Assistance for COBRA Benefits.

Information for Employees or Former Employees

Workers who have lost their jobs may qualify for a 65 percent subsidy for COBRA continuation premiums for themselves and their families for up to nine months.

Eligible workers will have to pay 35 percent of the premium to their former employers.

To qualify, a worker must have been involuntarily separated between Sept. 1, 2008, and Dec. 31, 2009. Workers who lost their jobs between Sept. 1, 2008, and enactment, but failed to initially elect COBRA because it was unaffordable, get an additional 60 days to elect COBRA and receive the subsidy.

This subsidy phases out for individuals whose modified adjusted gross income exceeds \$125,000, or \$250,000 for those filing joint returns. Taxpayers with modified adjusted gross income exceeding \$145,000, or \$290,000 for those filing joint returns, do not qualify for the subsidy.

More information on the COBRA subsidy is available from the [U.S. Department of Labor](#).

Return to [IRS Information on the American Recovery and Reinvestment Act of 2009](#).

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Keith R. Perkins

From: DSD Product Enhancements [Sedall@DSDinc.com]
Sent: Friday, May 01, 2009 4:36 PM
To: keith@riscpa.com
Subject: Save BIG. 25% off Electronic Reporting



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Start saving money today.

Now more than ever it is important to find ways to save money whenever you spend money! Take advantage of 25% OFF any DSD Sage MAS 90 / Sage MAS 200 Electronic Reporting Enhancement.

The filing of quarterly wage reports doesn't have to be a daunting task...

Electronic Reporting allows the user to generate magnetic media as required by each state for Quarterly Unemployment reporting compliance.

Generate a Magnetic Media Summary Report, after the creation of the magnetic media file, that reports the information needed to complete the Magnetic Media Transmittal Form which must be submitted with the magnetic media.

Generate a W-2 Magnetic Media Report for states that require a different format than what is available in standard Sage MAS 90 / MAS 200.

States marked by an asterisk (*) have Annual W-2 Reporting and Quarterly Unemployment Reporting requirements.

- Alabama*
- Arkansas
- Minnesota
- Missouri

- Arizona
- California
- North Carolina
- Colorado
- Connecticut*
- Florida
- Georgia*
- Hawaii
- Illinois
- Indiana*
- Kansas
- Kentucky
- Louisiana
- Massachusetts*
- Maryland*
- Maine
- Michigan
- Mississippi
- New Jersey
- New Mexico
- New York
- Ohio*
- Oklahoma
- Oregon
- Pennsylvania*
- Rhode Island
- South Carolina*
- Tennessee
- Texas
- Utah
- Virginia
- Wisconsin
- West Virginia*
- Wyoming

"DSD's Electronic Reporting has assisted our clients in more ways than one. This enhancement increases their accuracy, makes them compliant with all state laws, and it reduces their processing costs by making the reporting process much faster. DSD's magnetic media Electronic Reporting has never missed a beat for us, or for our clients, and their support is the best!"

Howard Finestone
The Fitzgerald Group



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DSD Business Systems | 5120 Shoreham Place Suite 280 | San Diego, CA 92122 | 858.550.5900

Form W-4 (2009)

Purpose. Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Consider completing a new Form W-4 each year and when your personal or financial situation changes.

Exemption from withholding. If you are exempt, complete **only** lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2009 expires February 16, 2010. See Pub. 505, Tax Withholding and Estimated Tax.

Note. You cannot claim exemption from withholding if (a) your income exceeds \$950 and includes more than \$300 of unearned income (for example, interest and dividends) and (b) another person can claim you as a dependent on their tax return.

Basic instructions. If you are not exempt, complete the **Personal Allowances Worksheet** below. The worksheets on page 2 further adjust your withholding allowances based on itemized deductions, certain credits, adjustments to income, or two-earner/multiple job situations.

Complete all worksheets that apply. However, you may claim fewer (or zero) allowances. For regular wages, withholding must be based on allowances you claimed and may not be a flat amount or percentage of wages.

Head of household. Generally, you may claim head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependent(s) or other qualifying individuals. See Pub. 501, Exemptions, Standard Deduction, and Filing Information, for information.

Tax credits. You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be claimed using the **Personal Allowances Worksheet** below. See Pub. 919, How Do I Adjust My Tax Withholding, for information on converting your other credits into withholding allowances.

Nonwage income. If you have a large amount of nonwage income, such as interest or

dividends, consider making estimated tax payments using Form 1040-ES, Estimated Tax for Individuals. Otherwise, you may owe additional tax. If you have pension or annuity income, see Pub. 919 to find out if you should adjust your withholding on Form W-4 or W-4P.

Two earners or multiple jobs. If you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others. See Pub. 919 for details.

Nonresident alien. If you are a nonresident alien, see the Instructions for Form 8233 before completing this Form W-4.

Check your withholding. After your Form W-4 takes effect, use Pub. 919 to see how the amount you are having withheld compares to your projected total tax for 2009. See Pub. 919, especially if your earnings exceed \$130,000 (Single) or \$180,000 (Married).

Personal Allowances Worksheet (Keep for your records.)

A Enter 1 for yourself if no one else can claim you as a dependent	A _____
B Enter 1 if: <ul style="list-style-type: none">• You are single and have only one job; or• You are married, have only one job, and your spouse does not work; or• Your wages from a second job or your spouse's wages (or the total of both) are \$1,500 or less.	B _____
C Enter 1 for your spouse . But, you may choose to enter "-0-" if you are married and have either a working spouse or more than one job. (Entering -0- may help you avoid having too little tax withheld.)	C _____
D Enter number of dependents (other than your spouse or yourself) you will claim on your tax return	D _____
E Enter 1 if you will file as head of household on your tax return (see conditions under Head of household above)	E _____
F Enter 1 if you have at least \$1,800 of child or dependent care expenses for which you plan to claim a credit	F _____
Note. Do not include child support payments. See Pub. 503, Child and Dependent Care Expenses, for details.)	
G Child Tax Credit (including additional child tax credit). See Pub. 972, Child Tax Credit, for more information. <ul style="list-style-type: none">• If your total income will be less than \$61,000 (\$90,000 if married), enter "2" for each eligible child; then less "1" if you have three or more eligible children.• If your total income will be between \$61,000 and \$84,000 (\$90,000 and \$119,000 if married), enter 1 for each eligible child plus 1 additional if you have six or more eligible children.	G _____
H Add lines A through G and enter total here. (Note. This may be different from the number of exemptions you claim on your tax return.) ▶	H <u>0</u>
For accuracy, complete all worksheets that apply. <ul style="list-style-type: none">• If you plan to itemize or claim adjustments to income and want to reduce your withholding, see the Deductions and Adjustments Worksheet on page 2.• If you have more than one job or are married and you and your spouse both work and the combined earnings from all jobs exceed \$40,000 (\$25,000 if married), see the Two-Earners/Multiple Jobs Worksheet on page 2 to avoid having too little tax withheld.• If neither of the above situations applies, stop here and enter the number from line H on line 5 of Form W-4 below.	

Cut here and give Form W-4 to your employer. Keep the top part for your records.

Form W-4 Department of the Treasury Internal Revenue Service		Employee's Withholding Allowance Certificate		OMB No. 1545-0074 2009
1 Type or print your first name and middle initial.		Last name		2 Your social security number
Home address (number and street or rural route)		3 <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. Note. If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.		
City or town, state, and ZIP code		4 If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. <input type="checkbox"/>		
5 Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 2)		5 <u>0</u>		
6 Additional amount, if any, you want withheld from each paycheck		6 \$		
7 I claim exemption from withholding for 2009, and I certify that I meet both of the following conditions for exemption. <ul style="list-style-type: none">• Last year I had a right to a refund of all federal income tax withheld because I had no tax liability and• This year I expect a refund of all federal income tax withheld because I expect to have no tax liability. If you meet both conditions, write Exempt here		7 <u>7</u>		
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.				
Employee's signature (Form is not valid unless you sign it.) ▶		Date ▶		
8 Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.)		9 Office code (optional)		10 Employer identification number (EIN)

Deductions and Adjustments Worksheet

Note. Use this worksheet *only* if you plan to itemize deductions, claim certain credits, adjustments to income, or an additional standard deduction.

- 1** Enter an estimate of your 2009 itemized deductions. These include qualifying home mortgage interest, charitable contributions, state and local taxes, medical expenses in excess of 7.5% of your income, and miscellaneous deductions. (For 2009, you may have to reduce your itemized deductions if your income is over \$166,800 (\$83,400 if married filing separately). See *Worksheet 2* in Pub. 919 for details.) **1** \$ _____
- 2** Enter: $\left\{ \begin{array}{l} \$11,400 \text{ if married filing jointly or qualifying widow(er)} \\ \$ 8,350 \text{ if head of household} \\ \$ 5,700 \text{ if single or married filing separately} \end{array} \right\}$ **2** \$ _____
- 3** **Subtract** line 2 from line 1. If zero or less, enter "-0-" **3** \$ _____
- 4** Enter an estimate of your 2009 adjustments to income and any additional standard deduction. (Pub. 919) **4** \$ _____
- 5** **Add** lines 3 and 4 and enter the total. (Include any amount for credits from *Worksheet 8* in Pub. 919.) **5** \$ _____
- 6** Enter an estimate of your 2009 nonwage income (such as dividends or interest) **6** \$ _____
- 7** **Subtract** line 6 from line 5. If zero or less, enter "-0-" **7** \$ _____
- 8** **Divide** the amount on line 7 by \$3,500 and enter the result here. Drop any fraction **8** _____
- 9** Enter the number from the **Personal Allowances Worksheet**, line H, page 1 **9** _____
- 10** **Add** lines 8 and 9 and enter the total here. If you plan to use the **Two-Earners/Multiple Jobs Worksheet**, also enter this total on line 1 below. Otherwise, **stop here** and enter this total on Form W-4, line 5, page 1 **10** _____

Two-Earners/Multiple Jobs Worksheet (See *Two earners or multiple jobs* on page 1.)

Note. Use this worksheet *only* if the instructions under line H on page 1 direct you here.

- 1** Enter the number from line H, page 1 (or from line 10 above if you used the **Deductions and Adjustments Worksheet**) **1** _____
- 2** Find the number in **Table 1** below that applies to the **LOWEST** paying job and enter it here. **However**, if you are married filing jointly and wages from the highest paying job are \$50,000 or less, do not enter more than "3." **2** _____
- 3** If line 1 is **more than or equal to** line 2, subtract line 2 from line 1. Enter the result here (if zero, enter "-0-") and on Form W-4, line 5, page 1. **Do not** use the rest of this worksheet **3** _____

Note. If line 1 is **less than** line 2, enter "-0-" on Form W-4, line 5, page 1. Complete lines 4–9 below to calculate the additional withholding amount necessary to avoid a year-end tax bill.

- 4** Enter the number from line 2 of this worksheet **4** _____
- 5** Enter the number from line 1 of this worksheet **5** _____
- 6** **Subtract** line 5 from line 4 **6** _____
- 7** Find the amount in **Table 2** below that applies to the **HIGHEST** paying job and enter it here **7** \$ _____
- 8** **Multiply** line 7 by line 6 and enter the result here. This is the additional annual withholding needed **8** \$ _____
- 9** Divide line 8 by the number of pay periods remaining in 2009. For example, divide by 26 if you are paid every two weeks and you complete this form in December 2008. Enter the result here and on Form W-4, line 6, page 1. This is the additional amount to be withheld from each paycheck **9** \$ _____

Table 1

Married Filing Jointly		All Others	
If wages from LOWEST paying job are—	Enter on line 2 above	If wages from LOWEST paying job are—	Enter on line 2 above
\$0 - \$4,500	0	\$0 - \$6,000	0
4,501 - 9,000	1	6,001 - 12,000	1
9,001 - 18,000	2	12,001 - 19,000	2
18,001 - 22,000	3	19,001 - 26,000	3
22,001 - 26,000	4	26,001 - 35,000	4
26,001 - 32,000	5	35,001 - 50,000	5
32,001 - 38,000	6	50,001 - 65,000	6
38,001 - 46,000	7	65,001 - 80,000	7
46,001 - 55,000	8	80,001 - 90,000	8
55,001 - 60,000	9	90,001 - 120,000	9
60,001 - 65,000	10	120,001 and over	10
65,001 - 75,000	11		
75,001 - 95,000	12		
95,001 - 105,000	13		
105,001 - 120,000	14		
120,001 and over	15		

Table 2

Married Filing Jointly		All Others	
If wages from HIGHEST paying job are—	Enter on line 7 above	If wages from HIGHEST paying job are—	Enter on line 7 above
\$0 - \$65,000	\$550	\$0 - \$35,000	\$550
65,001 - 120,000	910	35,001 - 90,000	910
120,001 - 185,000	1,020	90,001 - 165,000	1,020
185,001 - 330,000	1,200	165,001 - 370,000	1,200
330,001 and over	1,280	370,001 and over	1,280

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. The Internal Revenue Code requires this information under sections 3402(f)(2)(A) and 6109 and their regulations. Failure to provide a properly completed form will result in your being treated as a single person who claims no withholding allowances; providing fraudulent information may also subject you to penalties. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws, and using it in the National Directory of New Hires. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Code section 6103.

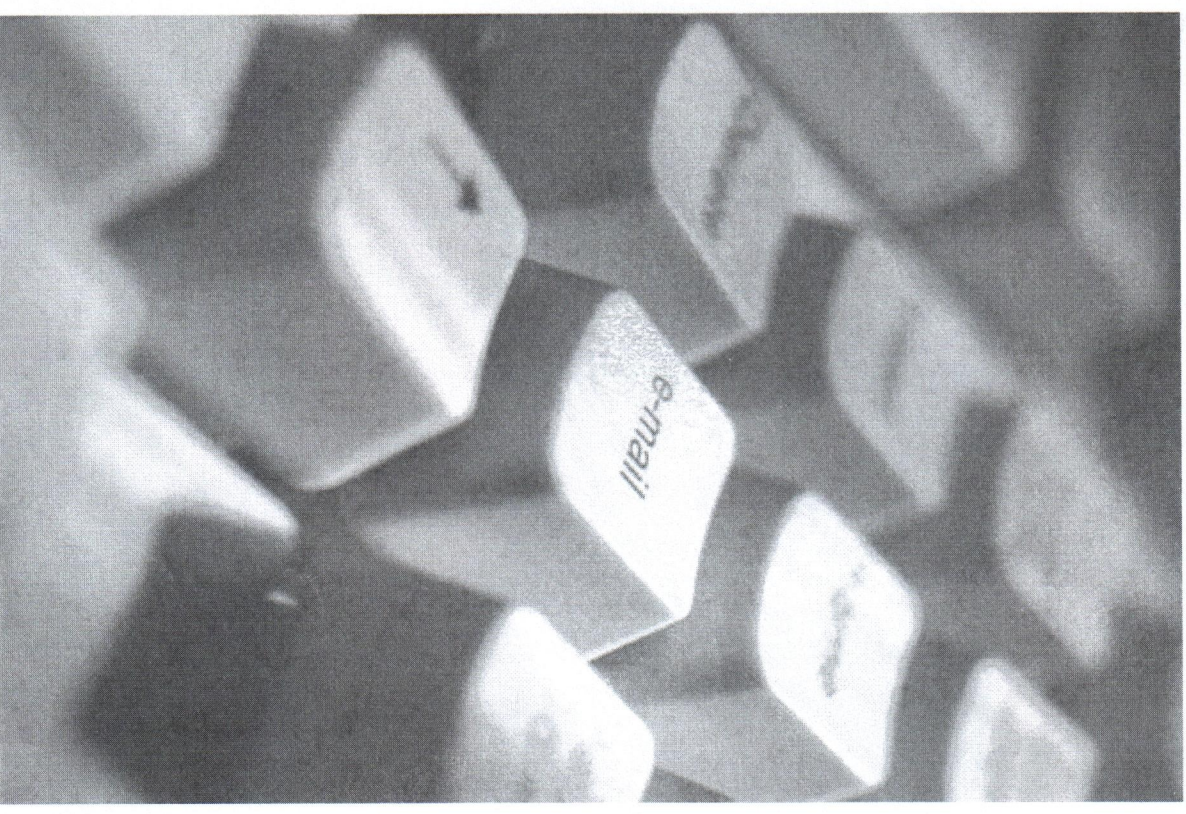
The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, we would be happy to hear from you. See the instructions for your income tax return.

Paperless Document Delivery

Immediately email documents to customers, vendors and others in your organization

- Accounts Receivable
 - Invoices & Statements
- Sales Order
 - Sales Orders & SO Invoices
- Purchase Order
 - Purchase Orders & PO Return Orders
- ★ Return Merchandise Authorization
 - Customer RMAs & RMA Receivers
- Job Cost
 - Job Cost Invoices
- Payroll
 - Direct Deposit Stubs



Paperless Delivery - Faxing

- Extended Solutions faxing required fee-based faxing service
- Microsoft Faxing Now Supported
 - Paperless Office features in 4.30 use the Microsoft Windows faxing
 - To keep cost of ownership down
 - No additional charge for faxing functionality
 - Internet faxing still available as an Extended Solution
- WinFax still supported for existing customers
 - Only in regards to Paperless Office



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wage payment. Advance EIC payments are generally made from withheld federal income tax and employee and employer social security and Medicare taxes.

If the amount of your advance EIC payments is more than your total taxes after adjustments (line 8) for the quarter, you may claim a refund of the overpayment or elect to have the credit applied to your return for the next quarter. Attach a statement to Form 941 identifying the amount of excess payments and the pay periods in which you paid it.

For more information on advance EIC, see section 10 of Pub. 15 (Circular E) and Pub. 596, Earned Income Credit.

10. Total taxes after adjustment for advance EIC

Subtract line 9 from line 8.

- **Line 10 is less than \$2,500.** You may pay the amount with Form 941 or you may deposit the amount. To avoid a penalty, you must pay the amount in full with a timely filed return or you must deposit the amount timely.
- **If line 10 is \$2,500 or more, you must deposit** the amount by using EFTPS or at an authorized financial institution with Form 8109. The amount shown on line 10 must equal the "Total liability for quarter" shown on Form 941, line 17 or the "Total liability for the quarter" shown on Schedule B (Form 941).

For more information on federal tax deposits, see *Depositing Your Taxes* on page 3 and section 11 of Pub. 15 (Circular E).



If you are a semiweekly depositor, you must complete Schedule B (Form 941). If you fail to complete and submit Schedule B (Form 941), the IRS will assert deposit penalties based on available information.

11. Total deposits for this quarter...

Enter your deposits for this quarter, including any overpayment that you applied from filing Form 941-X or Form 944-X in the current quarter. Also include in the amount shown any overpayment from a previous period that you applied to this return.

12a. COBRA premium assistance payments

Report on this line the COBRA premium assistance payments you made. Only report the premium assistance payments you made for the assistance eligible individuals who have paid their reduced premiums. This amount should be 65% of the total COBRA premiums for assistance eligible individuals without regard to the reduction. Do not include any amounts paid to you by the COBRA assistance eligible individuals. For COBRA coverage provided under a self-funded plan, COBRA premium assistance payments are treated as having been made for each assistance eligible individual who pays 35% of the COBRA premium.

12b. Number of individuals provided COBRA premium assistance on line 12a

Enter the total number of individuals provided COBRA premium assistance payments reported on line 12a.

13. Total deposits and COBRA credit

Add lines 11 and 12a.

14. Balance due

If line 10 is more than line 13, write the difference in line 14. Otherwise, see *Overpayment* below. **You do not have to pay if line 14 is under \$1.** Generally, you should have a balance due only if your total taxes after adjustment for advance EIC for the quarter (line 10) are less than \$2,500. However, see section 11 of Pub. 15 (Circular E) for information about payments made under the **accuracy of deposits rule**.

You may pay the amount shown on line 14 using EFTPS, a credit card, a check or money order, or electronic funds

withdrawal (EFW). **Do not use a credit card or EFW to pay taxes that were required to be deposited.** For more information on paying your taxes with a credit card or EFW, visit the IRS website at www.irs.gov and click on the **Online Services** link.

If you pay by EFTPS, credit card, or EFW, file your return using the *Without a payment* address on page 4 under *Where Should You File?* and **do not** file Form 941-V, Payment Voucher.

If you pay by check or money order, make it payable to the United States Treasury. Enter your EIN, Form 941, and the tax period on your check or money order. Complete Form 941-V and enclose with Form 941.

If line 10 is \$2,500 or more and you have deposited all taxes when due, the balance due on line 14 should be zero.



If you do not deposit as required and, instead, pay the taxes with Form 941, you may be subject to a penalty.

15. Overpayment

If line 13 is more than line 10, write the difference in line 15. **Never make an entry in both lines 14 and 15.**

If you deposited more than the correct amount for the quarter, you can choose to have the IRS either refund the overpayment or apply it to your next return. Check the appropriate box in line 15. If you do not check either box, we will automatically refund the overpayment. We may apply your overpayment to any past due tax account that is shown in our records under your EIN.

If line 15 is under \$1, we will send a refund or apply it to your next return only if you ask us in writing to do so.

Complete both pages.

You must complete both pages of Form 941 and sign on page 2. An incomplete return may delay processing.

Part 2: Tell us about your deposit schedule and tax liability for this quarter.

16. State abbreviation

In the spaces provided, write the two-letter U.S. Postal Service abbreviation for the bank branch in the state where you deposit your taxes using Form 8109 or initiate EFTPS transfers. The IRS uses the state shown to determine banking days for purposes of deposit due dates. Official state holidays for the state shown are not counted as banking days. If you deposit in multiple states, enter "MU" in the spaces provided.

When you deposit in multiple states, the IRS cannot determine what portion of your liability was affected by a state holiday and may propose a deposit penalty for one or more of the states where you made deposits. If you receive a notice and your deposit due date was extended because of a state bank holiday, respond to the notice citing the state holiday and applicable deposit amount.

17. Check one

- If line 10 is less than \$2,500, check the appropriate box in line 17 and go to Part 3.
- If you reported \$50,000 or less in taxes during the lookback period (see below), you are a **monthly schedule depositor** unless the **\$100,000 Next-Day Deposit Rule** discussed in section 11 of Pub. 15 (Circular E) applies. **Check the appropriate box on line 17 and enter your tax liability for each month in the quarter. Add the amounts for each month. Enter the result in the Total liability for quarter box.**

Sage Software Spring Promotions ending 06/30/09

Details

Sage MAS 90 and 200 New Customer Promotions

Save over 50% off the Standard Edition when you purchase the Sage MAS 90 - Small Business Edition bundle (five-users)

We are redefining our Sage MAS 90 - Small Business Edition versions to deliver products that can be more easily maintained and are priced more competitively for smaller distribution, retail, and service businesses. The five-user Sage MAS 90 - Small Business Edition promotional packages include: *Visual Integrator has been added to help customers with ongoing imports from other systems such as billing and point of sale while maintaining the data integrity within Sage MAS 90. As a result of this addition, any Sage MAS 90 ISV solution that leverages Visual Integrator or Object Interface may be purchased. This also includes Master Developer add-ons and integrations that do NOT include source code changes to the base Sage MAS 90 application.

Small Business Distribution Edition <ul style="list-style-type: none"> • Library Master (including initial five users) • Single-user Crystal Reports Designer • Core Accounting (GL, AP, AR, Bank Reconciliation) • Distribution (Inventory, Purchase Order, Sales Order) • Custom Office • New! Credit Card Processing powered by Sage Payment Solutions 	<p>Total Price: \$7,450</p> <ul style="list-style-type: none"> • \$6,000: Software representing over 50% off the same modules for Sage MAS 90 - Standard Edition • \$950: Annual maintenance (required) • \$500: Six-month Silver phone support plan (required) (valued at \$750)
Small Business Accounting Edition <ul style="list-style-type: none"> • Library Master (including initial five users) • Single-user Crystal Reports Designer • Core Accounting (GL, AP, AR, Bank Reconciliation) • Custom Office • New! Credit Card Processing powered by Sage Payment Solutions 	<p>Total Price: \$5,850</p> <ul style="list-style-type: none"> • \$4,500: Software representing over 50% off the same modules for Sage MAS 90 - Standard Edition • \$850: Annual Maintenance (required) • \$500: Six-month Silver Phone Support Plan (required) (valued at \$750)
NEW! Small Business Accounting with Payroll Edition <ul style="list-style-type: none"> • Library Master (including initial five users) • Single-user Crystal Reports Designer • Core Accounting (GL, AP, AR, Bank Reconciliation) • Payroll • Custom Office • New! Credit Card Processing powered by Sage Payment Solutions 	<p>Total Price: \$6,395</p> <ul style="list-style-type: none"> • \$5,000: Software representing over 50% off the same modules for Sage MAS 90 - Standard Edition • \$895: Annual maintenance (required) • \$500: Six-month Silver phone support plan (required) (valued at \$750)
Add-on Modules Available at the current suggested list price:	<ul style="list-style-type: none"> • New! Bill of Materials • FRx Desktop -single-user <ul style="list-style-type: none"> ◦ \$300 maintenance fee applies • Sage MAS 90 Payroll • F9 - single-user or five-user • ACT! by Sage user licenses <ul style="list-style-type: none"> ◦ ACT! Link is free of charge with the purchase of ACT! • Payroll Direct Deposit • Job Cost • Electronic Reporting • Visual Integrator*

Restrictions: To serve this market effectively, we need to provide a solution that it easy to maintain and move forward. As a result, no other modules outside of the bundled and add-on modules noted above will be allowed with this special five-user Sage MAS 90 - Small Business Edition bundle.

⌘ Other than Sage MAS 90 Payroll, Bill of Materials, FRx , F9, ACT!, Job Cost, Electronic Reporting, Visual Integrator, additional Sage MAS 90 modules are not available ⌘ Sage MAS 90 or 200 Extended Solutions are not available ⌘ Master Developer source code modifications are not allowed ⌘ Must upgrade to the Sage MAS 90 - Standard Edition platform by paying the difference in price when any modules or customizations are required outside of what is included with the base five-user Sage MAS 90 - Small Business Distribution or Accounting Edition package ⌘ When more than five users are required, the customer must upgrade and pay the difference for the Sage MAS 90 - Standard Edition platform. This promotion cannot be combined with other promotions.

0% Financing on new Sage MAS 90 and Sage MAS 200 sales

For a limited time only, new customers can receive 0% financing on new license Sage MAS 90 and Sage MAS 200 sales. Sage will reduce the SLP on the order by the appropriate discount (7% for 12-months, 10% for 24-months, or 14% for 36-months) to cover the cost of the financing.

Sage MAS 90 and 200 Existing Customer Promotions

These are special offers for customers on an active maintenance and support plan.

Migrate Sage MAS 90 Grandfathered Customers to Sage MAS 90 or 200 Extended Enterprise Suite Now!

Now is the time for Sage MAS 90 customers to migrate to Sage MAS 90 or 200 Extended Enterprise Suite. Sage MAS 90 customers who purchased their system prior to October 1, 2003, will not have to forego their "Grandfathered" status with this new promotion.

Starting now, and continuing through the end of June 2009, you can offer Grandfathered customers a flat per-user maintenance fee, in addition to migration fees.

- ⌘ Customers save on Sage MAS 90 to Extended Enterprise Suite migration
- ⌘ Grandfathered status gives them over 50% savings

Enroll in Sage Payment Solutions and save \$1,100 on the Sage MAS 90 and 200 Cash Flow bundle

In today's economy, it is crucial for businesses to take measures to improve and promote healthy cash flow. For a limited time only, Sage MAS 90 and 200 customers who enroll in Sage Payment Solutions will be eligible to have the cost of the Credit Card Processing module waived - a savings of \$1,100 (excluding subscription cost)! Note: Valid proof of enrollment in Sage Payment Solutions is required. Plus, Sage MAS 90 and 200 customers who participate in this promotion can also take advantage of Sage KnowledgeSync Professional for \$0 (\$399 annual service fee required).

Add EES CRM users to the purchase of Sage MAS 90 or 200 Extended Enterprise Suite for \$795 each!

A maximum savings of \$1,455 each!

Now is the time to contact your customers who are considering migrating to Extended Enterprise Suite (EES). For a limited time only, Sage MAS 90 and 200 customers who migrate to Sage MAS 90 or 200 Extended Enterprise Suite can save on their purchase of new EES CRM users* at just \$795 each! For a maximum savings of \$1,455 each!

EES CRM users will be able to:

- ⌘ View complete customer information: orders, payments, account history, marketing campaigns, customer care, communications, and attachments
- ⌘ Effectively convert prospects to customers
- ⌘ Quickly analyze, forecast, and report on key sales data

*Purchase of EES CRM users also requires the purchase of first year maintenance and support at \$151 per user for Basic or \$199 for Gold. EES CRM user promo offer requires a minimum of five full-use Extended Enterprise Suite users, and cannot be combined with any other offers unless expressly stated. The 20-user limitation (full-use + EES CRM) still applies for the Sage MAS 90 edition of Extended Enterprise Suite. Eligible customers must have purchased their Sage MAS 90 or 200 system prior to March 31, 2009.

Optimize Your Sage MAS 90 and 200 Customers' Systems with Extended Solutions!

In these challenging times, your customers may need to do more with less. Help them customize their Sage MAS 90 or 200 ERP system to more effectively manage their business with the specialty functionality that Extended Solutions offer:

1. Improve awareness of account status with these or similar solutions:

- ⌘ **AR-1115 Enhanced Credit Checking** (\$895 + \$265 Maintenance) This addition strengthens the ability to manage past due receivables and provides a credit warning window pop-up if an account has past term invoices prior to taking new orders.
- ⌘ **AR-1216 Invoice History Collection Notations** (\$1295 + \$265 Maintenance) Adds the ability to add collection notes to AR Invoice History Records so the user can keep track of collections activities on an invoice by invoice basis.
- ⌘ **AR-1054 - Automatic Credit Hold Utility** (\$795 + \$265 Maintenance) Allows you to set a customer's Credit Hold flag by printing the Aged Invoice Report. A customer will be flagged as on Credit Hold if they have either exceeded their credit limit or have an AR account balance greater than zero on or before the Credit Hold Aging Cutoff Date.

2. Manage invoices and statements more effectively with these or similar solutions:

- ⌘ **SO-1121 Multiple Sales Orders on a Single Invoice** (\$1095 + \$265 Maintenance) Enables you to create a single Sales Order Invoice with lines from multiple Sales Orders for the same customer.
- ⌘ **SO-1241 Invoices with Multiple Due Dates** (\$1195 + \$265 Maintenance) This solution allows a company to provide a 'payment plan' to their customers, to establish installed payments toward a large invoice.
- ⌘ **AR-1235 Statement Printing with Sales Order Selection** (\$895 + \$535 Maintenance)
Provides a consolidated billing document for customers with multiple Sales orders.

3. Group accounts more efficiently with these or similar solutions:

- ⌘ **AR-1068 National Accounts** (\$1195 + \$265 Maintenance)
Provides the ability to designate a 'Bill to' customer for their "Sold to" customer accounts.
- ⌘ **AR-1200 Cash receipts by Invoice Number** (\$995 + \$265 Maintenance) For companies who receive payments referencing a third party or DBA, where the company name on the payment doesn't match the company name maintained in Sage MAS 90 or 200.
- ⌘ **AR-1239 Multi Company Customer Synchronization** (\$1095 + \$535 Maintenance) For customers who maintain more than one company in Sage MAS 90 or 200 and also have the same customer in multiple companies.

For more titles, please reference the Extended Solutions online Product Directory. For information on title availability for a specific version of Sage MAS 90 or 200, consult the conversion matrix.

0% Financing on migrations to Sage MAS 90 or 200 Extended Enterprise Suite

For a limited time only, Sage MAS 90 and 200 customers can migrate to Sage MAS 90 or 200 Extended Enterprise Suite and receive 0% financing on the upgrade fees. Sage will reduce the SLP on the order by the appropriate discount (7% for 12-months, 10% for 24-months, or 14% for 36-months) to cover the cost of the financing.

Key Equipment Finance Payment Options

6-month Step Up Payments Lease - Monthly payment of \$99 for first 6 months, followed by Standard lease payments that will then commence for 18, 30, 42, or 54 month term. That's right; customers can pay only \$99 per month for the first six months at no cost!

The Key Equipment Finance program is the affordable, easy, fast, and secure way for customers to pay for their Sage Software solutions monthly, instead of having to purchase them with a single up-front payment. The program was developed with and is administered by Key Equipment Finance.

⌘ **Deferred Payment for 90 days** - New customers can choose to defer payment for 90 days! ⌘ **90-Day Same as Cash option** -90-day cash term with the option to convert to a standard 24- or 36month lease term after the 90 days. ⌘ **0% Financing Options and Lower Rates!** 0% Financing with 24- or 36-month lease terms. Requires

business partner to discount lease amount by 10% (24-month term) or 14% (36-month term) to cover interest cost.

⌘ **0% Financing Option for QuickBooks Customers Migrating to Sage MAS 90 - QuickBooks Users Edition or Sage MAS 500**

End

Other topics of interest (cont.)

- Check out the new items on our website!!
- You can register and receive free training, bottom right-hand side of the site in the from of webcasts.

05.28.09
Sage MAS 90 & 200 User Group Meeting



Accounting Systems Consulting Group, LLC

Helping businesses get the most out of software.

Products

- Sage MAS 90
- Sage MAS 200
- Sage Data
- Sage ERP
- Sage CRM

Services

- Implement the Sage Product
- Training & Support
- Custom Modifications
- Long Term Support

05.28.09
Sage MAS 90 & 200 User Group Meeting

Accounting Systems Consulting Group, LLC

Questions? User Group Meeting Suggestions?

05.28.09
Sage MAS 90 & 200 User Group Meeting





Business Insights Explorer

Business Insights Explorer is the most convenient way to navigate your business. It brings ad hoc inquiry, drill-down, drill-around analysis up to a whole new level. Turn your data into knowledge that you can act on by using powerful sorting, grouping, and filtering capabilities that you personalize to your specific needs and role within your company.

This easy-to-use inquiry and analysis application optimizes your daily decision-making tasks in the most critical areas of your business. A streamlined grid interface spans multiple data elements in one view, and you can choose between 11 views for the same company, including contacts, payments, invoices, and sales orders. Change views for the same customer, plus drill down to the transaction level and access customer maintenance for edits without having to go to other modules in your Sage MAS 90 or Sage MAS 200 ERP system. What's more, you can launch your familiar Sage MAS 90 and 200 tasks directly from within Business Insights Explorer and find the information you're looking for without losing your place. This 360-degree view gives you the ability to quickly access timely, up-to-the-minute business information. The result favorably impacts your bottom line and your long-term success through more accurate decision-making and enhanced customer satisfaction.

Business Insights Explorer provides you with a better way to access and understand your data—offering you a powerful, intuitive reporting tool—and you don't have to be a programmer to use it! First-time users can start right away. Even more important, Business Insights Explorer is great for analyzing “what-if” scenarios that can keep you awake at night. Who are the top customers for each of your salespeople? What products do they buy? How many new customers did you gain last month? And, because of the depth of functionality, Business Insights Explorer will continue to grow with you and your business far into the future.

BUSINESS INSIGHTS EXPLORER MAKES SENSE OF THE NUMBERS

Get timely access to key business information in a format that is easy to read and understand

Easily apply query, reporting, and statistical analysis to make faster and better decisions for your future—this afternoon or next year

Quickly assess the state of your business, monitor a new product's acceptance rate, or the impact that a competitor's promo is having on your sales

Share information with others in your organization in a meaningful way

Use intuitive grid-based view of key entity and transaction-level data for more precise tracking and resolution

Easily drill around into original records and change views for at-your-fingertips access to invoices and transactions

Save views containing customized preferences and pre-defined filters for future use and navigation

Gain quick access to key system tasks for the displayed entity with powerful task launch options

Enable a wide range of sorting, grouping, and reorganizing functionality with easy-to-use customization and personalization features.

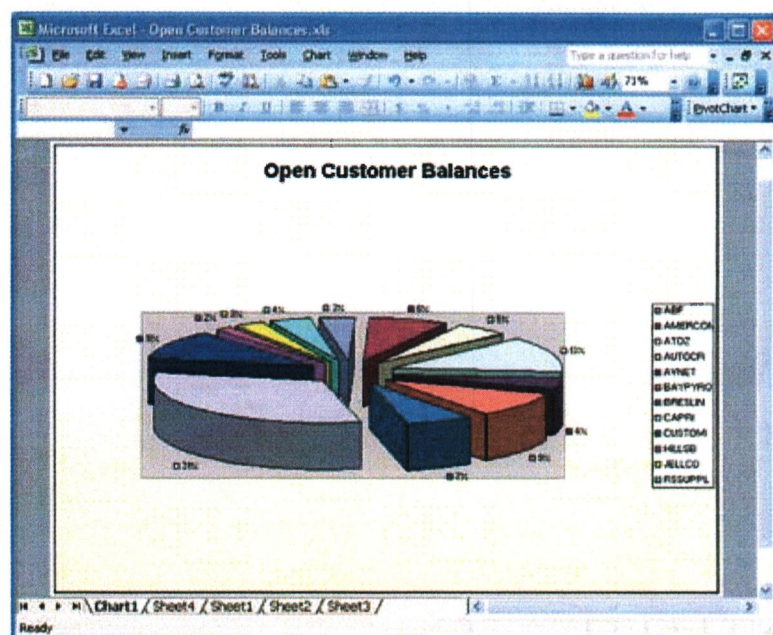
◀ With just a few clicks, Business Insights Explorer delivers quick and easy data inquiries, answers to “what if” scenarios, and last-minute must-have executive requests.

Customer	Name	Hold	Current Balance	30 Days	60 Days	90 Days	Aging 4
ABF	American Business Futures	No	\$11,000.20	\$0.00	\$0.00	\$160.20	\$5,703
ALLIAD	Allied Acquisitions People	No	\$502.11	\$13.95	\$11.70	\$12.75	\$0
AMERCON	American Concrete Service	No	\$12,657.82	\$0.00	\$1,085.98	\$0.00	\$0
ATOE	A To Z Carpet Supply	No	\$4,366.20	\$0.00	\$0.00	\$0.00	\$1,572
AUTOOCR	Autocraft Accessories	No	\$6,533.78	\$0.00	\$0.00	\$6,406.53	\$4,607
AVNET	Avnet Processing Corp	No	\$07.09	\$0.00	\$0.00	\$608.00	\$6,771
BANPRO	Bay Pyrotechnics Corp.	No	\$9,254.66	\$0.00	\$3,057.64	\$3,057.64	\$0
BRESLIN	Breslin Parts Supply	No	\$7,339.12	\$0.00	\$0.00	\$0.00	\$0
CAPRI	Capri Sailing Ships	No	\$45,694.40	\$0.00	\$0.00	\$0.00	\$0
CUSTOM	Custom Craft Products	No	\$7,396.74	\$4,476.31	\$3,795.40	\$0.00	\$0

Invoice	Type	Inv Date	Due Date	Disc Date	Balance	Discount	Sales Tax	Freight
0000197	Invoice	05/31/2010	06/30/2010	06/10/2010	\$290.50	\$5.81	\$15.30	\$18.95
0000161	Invoice	05/06/2010	06/07/2010	06/10/2010	\$290.50	\$5.81	\$15.30	\$18.95
APR2090	Bal Fwd	04/30/2010	04/30/2010		\$0.95	\$0.00	\$0.00	\$0.00
MAR3190	Bal Fwd	03/31/2010	03/31/2010		\$18.95	\$0.00	\$0.00	\$0.00
FEB2990	Bal Fwd	02/28/2010	02/28/2010		\$31.70	\$0.00	\$0.00	\$0.00
JAN2190	Bal Fwd	01/31/2010	01/31/2010		\$12.75	\$0.00	\$0.00	\$0.00

FEATURES

Easy-to-Use Interface	Business Insights Explorer provides a single, user-friendly interface that gives you quick access to crucial information, and related data—all the way down to the individual transaction.
Quickly Preview Key Information	View key information about a specific entity, such as a customer and related transaction information, including invoices and orders, in a single view using the Preview option. Apply filters to any view, displaying data according to your preference.
Access Sage MAS 90 or 200 Tasks	Use Task view to launch familiar Sage MAS 90 and 200 tasks from the Business Insights Explorer screen. When you're finished with that task, just close the Sage MAS 90 or 200 pop-up screen to return to where you were in Business Insights Explorer.
A Single Point of Access for Related Data	The Explore option allows you to perform extensive drill-down and drill-around investigations into related data records. You can easily click on another selection in the primary grid, and the secondary grid shows related data. Click on specific data to further drill into that entry. When changing views, context is passed as a filter from the original view to a new view.
Efficient Search	If you're looking for a particular entry, simply type a specific clue (such as "\$825.50") into the Look For field. Then, you can easily narrow the search by a selection in the Search field. This saves you time scrolling and scanning through lines of information.
Convenient Access to Task Management Functions	Task Management options provide an easy way for you to quickly access key tasks for the displayed view, including customer information update and order creation capabilities.
Robust Customization and Personalization	Convenient view filtering capabilities enable you to sort, group, reorganize, and rename columns within the grid, as well as save and share personalized views. You also can create custom fields based on simple or complex formulas.
Microsoft Office Integration	A simple right-click can export your data to pre-defined Word templates, plus Excel, Access, or XML files. Easily create mail-merge documents based on the filtered data being viewed.

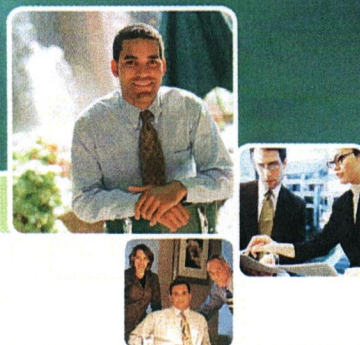


◀ A simple right-click provides you with export capabilities to Microsoft Office that will, for example, transform your current data into an Excel pie chart for Open Customer Balances, or create a quick mail-merge template using the filter view. Business Insights Explorer also exports your data to Word, Access, and XML.

ABOUT SAGE SOFTWARE

Sage Software supports the needs, challenges, and dreams of more than 2.7 million small and mid-sized business customers in North America through easy-to-use, scalable, and customizable software and services. Our products help manage a complete range of business functions including: accounting, operations, customer relationship management, human resources, time tracking, merchant services and the specialized needs of the construction, distribution, healthcare, manufacturing, nonprofit, and real estate industries.

sage
software
Your business in mind.



FAS Asset Accounting

FAS Asset Accounting is a comprehensive solution that provides advanced fixed asset accounting and reporting features. It offers more than 50 depreciation methods including MACRS 150% and 200% (formulas and tables), ACRS, Straight-Line, Modified Straight-Line (formulas and tables), Declining Balance, Sum-of-the-Years-Digits, and user-defined depreciation methods.

FAS Asset Accounting enables you to manage the entire fixed asset lifecycles of all of your assets from acquisition to transfers and disposals, and maintain reliable, relevant, useful data. The FAS Asset Accounting family also provides easy-to-use fixed asset accounting, depreciation and reporting features for companies needing effective decision-making tools.

Offering more than 20 ready-to-use fixed asset reports, federal tax compliant reports for year end financial statements, and easy to use reporting tools for creating custom reports, FAS Asset Accounting enables you to obtain the information you need quickly and accurately.

As the industry leader in asset accounting software, Sage Software develops innovative products, provides certified support, and is dedicated to surpassing your expectations in all aspects of our business. For more information about FAS Asset Accounting, please call us toll-free at 800-368-2405 or visit us online at www.SageFAS.com.

SIMPLE MIGRATION

With the import/export wizard, you can easily import your existing data into the FAS Asset Accounting database, integrate with your General Ledger solution and be up and running in no time at all.

COMPREHENSIVE REPORTING

FAS Asset Accounting provides an all-inclusive solution for recording asset detail data, including a notes field with a time and date stamp for recording transactions involving the asset, and the ability to attach photos and documents. Extensive, flexible reporting and snapshot summaries give you instant command over your fixed assets.

FLEXIBLE CONFIGURATIONS

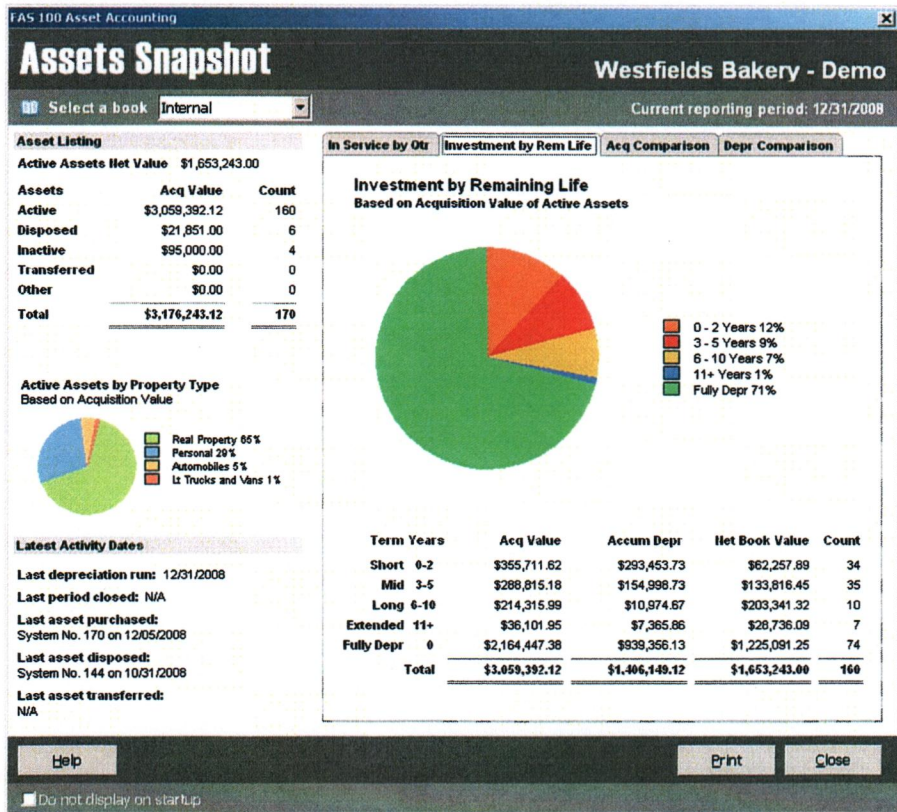
With the wealth of features offered including customizable data fields, SmartLists that provide predefined drop-down lists for fast and accurate data entry, a Group Manager that helps you organize and view only the assets you're interested in, and "Asset Templates" that promote data integrity and accelerate the process of entering new assets, you can customize your Sage FAS solution to work the way you want to.

SECURE ACCESS

Security profiles can be defined differently for each individual user that has access to the system ensuring that only those that are allowed to change the data are able to.

QUALITY SUPPORT

Sage FAS SupportPlus members benefit from an unmatched level of customer support online or by phone and our friendly, knowledgeable experts are ready to help. FAS SupportPlus members can also download software upgrades, access multimedia tutorials and take advantage of exclusive discounts on new products.



Powerful Reports

The FAS Asset Accounting family provides the necessary reports for you to track your assets and obtain crucial information for the preparation of your financials.

Built-in reports

- Depreciation Expense
- Depreciation Summary
- Depreciation Adjustment
- Period Close Summary
- Disposal
- Partial Disposal
- Disposal Worksheet
- Transfer/Partial Transfer
- Annual Activity
- Asset Basis
- Fixed Asset Summary
- General Ledger Posting
- Net Book Value
- Quarterly Acquisition
- Replacement Value
- Interest on Replacement Value
- Annual Projection
- Monthly Projection

FAS 100 Asset Accounting

- Stand-alone or multiple network user seats
- Designed for entities with fewer assets

FAS 500 Asset Accounting

- Faster processing times with Microsoft SQL infrastructures
- Designed with client/server architecture and support for multiple databases
- Easily accounts for hundreds of thousands of fixed assets
- Allows for centralization of fixed asset databases for a more secure operating environment

"Our entire fixed asset process is automated now, which means that we can grow by another 50 percent without hiring staff in the fixed asset department. Not only are we running the company smarter, but we're doing accounting tasks that would've been utterly impossible before."

Denise Mattson, Tax Manager
Round Table Pizza, Inc.



End-to-end solutions. Expert advice.
Ongoing support. That's Sage 360°.

Sage Software supports the needs, challenges, and dreams of 2.7 million small and mid-sized business customers in North America through easy-to-use, scalable and customizable software and services. Sage Software is a subsidiary of The Sage Group plc, a leading international supplier of business management software and services formed in 1981 and listed on the London Stock Exchange since 1989.

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sage
software
Your business in mind.

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