

IBM System/23 Datamaster  
Billing Reports

Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster

IBM

IBM System/23 Datamaster  
Billing Reports

Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster  
Datamaster

**IBM**

## **Second edition (October 1981)**

---

This is a minor revision of G280-0229-0 incorporating editorial changes.

Changes are periodically made to the information herein; any such changes will be reported in subsequent editions.

Use this publication only for the purpose of obtaining information about selected reports and screens produced by the IBM System/23 Billing application.

The following document contains examples of data and reports used in daily business operations. To illustrate them as completely as possible, the examples contain the names of individuals, companies, brands, and products. All of these are fictitious and any similarity to the names and addresses used by an actual business enterprise is entirely coincidental.

It is possible that this material may contain reference to, or information about, IBM products (machines and programs), programming, or services that are not announced in your country. Such references or information must not be construed to mean that IBM intends to announce such IBM products, programming, or services in your country.

Publications are not stocked at the address given below. Requests for IBM publications should be made to your IBM representative or to the IBM branch office in your locality.

This publication could contain technical inaccuracies or typographical errors.

You may communicate your comments about this publication, its organization or subject matter with the understanding that IBM may use or distribute whatever information you supply in any way it believes appropriate without incurring any obligation to you. Address such comments to IBM Corporation, General Systems Division, Technical Publications, Department 796, P.O. Box 2150, Atlanta, Georgia 30055.

©Copyright International Business Machines Corporation 1981

## Introduction

---

The IBM System/23 Billing application is one of six applications that compose the IBM System/23 Business Management Accounting System for Datamaster. The other five applications also have Reports brochures similar to this brochure:

- *IBM System/23 Datamaster Accounts Receivable Reports, G280-0230.*
- *IBM System/23 Datamaster Accounts Payable Reports, G280-0231.*
- *IBM System/23 Datamaster General Ledger Reports, G280-0232.*
- *IBM System/23 Datamaster Inventory Accounting Reports, G280-0233.*
- *IBM System/23 Datamaster Payroll Reports, G280-0234.*

We encourage you to obtain and review all six Reports brochures.

## Contents

---

Highlights	1
IBM System/23 Datamaster requirements	2
Reports and screens	3
Main menu	4
Order entry screen	6
Customer inquiry screen	8
Item inquiry screen	10
Back-order slip	12
Invoice (customer)	14
Item price list	16
Item transaction list	18
Sales journal	20
Sales journal summary	22
Sales tax summary	24
Customer name and address list	26



## Highlights

---

The Billing application is a post-billing system that allows you to create invoices for customer orders that have already been picked and/or shipped. Prices, taxes, discounts, and extensions can be quickly and accurately calculated and a clear, easy-to-read invoice produced. Some of the features of the application are:

- Provides interactive entry and edit of data.
- Includes calculation features such as:
  - Five prices per item
  - Broken case pricing for a secondary selling unit of measure
  - Five percentages for calculation of terms discounts
  - Five percentages for calculation of an invoice total discount
  - Ability to charge up to three sales taxes per invoice
  - Handles sales taxes for up to 50 taxing jurisdictions
  - Automatic sequential numbering of invoices
  - Operator override capability at data entry time
- Produces an invoice for a cash or COD (cash on delivery) sale, if desired.
- Allows you to return an item to inventory by means of a customer credit memo, or merely produce a customer credit memo without adding the item back to inventory.
- Allows you to selectively print invoices.
- Works with the IBM System/23 Accounts Receivable application, if installed.
- Works with the IBM System/23 Inventory Accounting application, if installed.
- Works with the IBM System/23 General Ledger application, if installed.
- Supports inquiry into customer and item files.
- Supports credit checking during order entry.
- Provides an optional tear strip on invoices that shows profit amount and profit percent for each item.
- Allows you to print back-order slips showing customer and item information.
- Allows you to maintain customer information for use with the System/23 Word Processing feature for mailings.
- Allows you to use the Business Report/Application Development System III (BRADS III) so that you can produce additional tailored reports.

# IBM System/23 Datamaster requirements

---

The Billing application requires the following minimum System/23 Datamaster configuration:

- IBM 5322 Computer with 64K<sup>1</sup> bytes of storage
- Sort feature
- 2.2 million bytes of diskette storage (either integrated or the IBM 5246 Diskette Unit)
- IBM Printer (80 characters per second print speed)

**Note:** Larger diskette storage configurations and/or a faster printer (160 characters per second) may be required, depending on your company's business volumes.

---

<sup>1</sup>K = 1,024 bytes; thus the total is 65,536 bytes of storage.

## Reports and screens

---

- Back-Order Slip. Shows which item is back-ordered, the customer the back-order is for, and how many of the items you expect to ship to the customer.
- Customer Name and Address List. Shows customer's name and address, price and discount codes, and other billing and accounts receivable information.
- Invoice. A preprinted form that shows what items a customer ordered, how many were shipped, prices and extensions for each item.
- Item Price List. Shows the items you stock and their prices.
- Item Transaction List. Shows all items that appeared in the last batch of orders.
- Sales Journal. Shows, for each invoice, who the customer was, the invoice number, amount due and shows by how much the invoice will affect each general ledger account number.
- Sales Journal Summary. Shows the total amounts to be posted to each general ledger account that appears on the journal.
- Sales Tax Summary Report. Shows taxes charged, total sales, taxable sales, and tax percents for each taxing jurisdiction.

On the following pages, you will find samples of some of the reports and display screens provided by the Billing application.



# Main menu

---

4/30/82  
Co. 1

Billing  
Enter and process completed orders

3101

Choose one of the following:

1. Add or review orders
2. List orders
3. Print invoices
4. Print posting reports
5. Post invoices
6. Erase orders

9. Return to main menu

Choice

-

The Billing application uses a menu approach. The operator keys in a number from a menu to select the desired job. This is an order processing menu.

# Order entry screen

4/30/82  
Data

Billing  
Orders

Add/Verify  
Item

3121f

Order no. 17 **1** Customer no. 20420 **2** Walker Electrical  
Item count 3 Quantity ordered 8  
Special charge count 1 Special charge amount 2.50  
Last item no. 1430 **3** Golf bag round leather rd

Item no.	1410	Unit price /GR	80.330 <b>7</b>
Order quantity	2	Extended amount	160.66
Ship quantity	2	Sales account	4010
B/O quantity	0	Unit cost /GR	62.160
Price code	2 (0,1,2,3,4,9) <b>4</b>	Extended cost	124.32
Trans type	S (S,R,A) <b>5</b>	Subject to tax 1	Y (Y,N)
Stocked item	Y (Y,N) <b>6</b>	Subject to tax 2	N (Y,N)
Description	Tennis balls - yellow	Subject to tax 3	N (Y,N)
U/M	GR	F.E.T. /GR	.00
Warehouse no.	1 (1,2,3)		

Cmd 8 Reset

The operator uses the order entry screen to enter items for a customer order.

- 1** Order number. The number used to identify this order.
- 2** Customer number. The customer whose order is being entered.
- 3** Last item number. The last item entered for this order.
- 4** Price code. A code to show which unit price to charge this customer. The operator need enter this data only if it is different than that in the customer record.
- 5** Transaction type. A code to show that this is a sale, a return, or an allowance.
- 6** Stocked item. The operator can key in an 'N' to indicate that this is a noninventoried item.
- 7** Unit price. The price used to calculate the extended amount for this item. This data should be entered only if it is different than that in the item record.

The only data that the operator is required to enter for each item is the item number and the quantity ordered.

# Customer inquiry screen

4/30/82

Billing  
Inquire into customer file

Inquire

3166b

Customer number 20700 <b>1</b>		Amount due	3,709.63	Credit lim	750 <b>4</b>
Tri-City Tool & Hardware		Future	500.00	Late chg	16.75
19280 Welch Street		Current	543.09		
Saratoga CA 95070		Period 1	1,246.36 <b>3</b>	Last pmt	1/15/82
(408)555-0557		Period 2	786.45	Last order	4/20/82 <b>5</b>
Open Item Salesman BF		Period 3	0.00		
		Period 4	1,116.98		

----- <b>2</b> Billing codes -----				----- For sales analysis -----		
Pricing	1	F.E.T.	Y	Orders	PTD	YTD
Backord	Y	Invoice disc	1	Sales	1	6
Terms %	1	Terms descr	2	Cost	543.09	4,901.05 <b>6</b>
					335.36	3,023.94

Cmd 8 Restart  
Cmd 9 End job

The customer inquiry screen provides a quick method of looking up customer information.

- 1** Customer information. Information about the customer including customer number, name and address, telephone number, salesman, and type of account.
- 2** Billing codes. Information about the customer that Billing uses to process orders for this customer. The billing codes indicate:
  - What unit price to charge the customer.
  - Whether this customer accepts backorders.
  - What taxes to charge to this customer.
  - What discount terms are offered to this customer.
- 3** Accounts receivable information. The amount this customer owes you—future amount, current amount, and amounts for each age period. This information appears if Accounts Receivable is installed.
- 4** Credit limit. The amount of credit this customer can carry.
- 5** Last order. The date on which you last received an order from this customer.
- 6** Sales analysis information. The total sales to this customer for the period and the year; and the total cost of goods sold to this customer for the period and the year. This information appears if Accounts Receivable is installed.

# Item inquiry screen

4/30/82

Billing  
Inquire into item files

Inquire

3174b

<b>1</b>	Item number 1410	<b>2</b>	Item status	Base price	82.080	<b>5</b>	
	Description Tennis balls - yellow		Item type 5	Alt price 1	81.150		
	Vendor no. <b>3</b> A1011 U/M GR		Alt U/M DOZ	Item Class 13	Alt price 2		80.330
	Conversion: 12 DOZ per GR		Backorder N	Alt price 3	79.510		
	Prices are per GR	<b>4</b>		Alt price 4	78.690		
				Fed Excise tax	0.00		

Cmd 8 Restart  
Cmd 9 End job

The item inquiry screen provides a quick method of looking up item information.

- 1** Item number. The number used to identify this item.
- 2** Item status. A code to show if this item is superseded.
- 3** Item information. Information about this item such as description, vendor number, and unit of measure.
- 4** Backorder code. Shows if this item can be back-ordered or not.
- 5** Prices. Shows the base price and up to four additional prices for this item.

If the Inventory Accounting application is installed, the bottom part of this screen will display balance and sales information for the item.



# Back-order slip

---

Item- 1410 **1**                      Tennis balls - yellow **2**  
Qty b/o-            1 **3**                      U/M- GR    Warehouse- 1  
Cust-            14800 **4** Robertson Inc.  
Order- 104 **5**            4/30/82  
Phone- 518-555-8612 **6**  
P/O- RI790 **7**  
Salesman- BF **8**  
Vendor- A1011 **9**

The back-order slip shows which item is back-ordered, the customer the back-order is for, and how many of the items you expect to ship to the customer. It also shows which order produced the back-order, and it tells which vendor supplies the item.

You can use the back-order slip for entering a new order when the item is in stock again.

- 1** Item number. The number that identifies the back-ordered item.
- 2** Item description. Your name for the item.
- 3** Back-order quantity. How many of the items you plan to ship when it is in stock. The operator can enter it with the order, or the computer can calculate it during order entry (quantity ordered/quantity shipped).
- 4** Customer number. The number of the customer the back-order is for.
- 5** Order number. The number of the original order that produced the back-order.
- 6** Area code and phone number. The number to call for this customer.
- 7** Purchase order number. The customer's purchase order.
- 8** Salesman number. Your code for the salesperson who sold the order.
- 9** Vendor number. The number of the vendor who supplies the item.

# Invoice (customer)

<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="text-align: center;"><b>1</b></td> <td>INVOICE 26034</td> <td>PAGE 1</td> </tr> <tr> <td></td> <td>INVOICE DATE 4/30/82</td> <td style="text-align: center;"><b>2</b></td> </tr> <tr> <td></td> <td>CUSTOMER 10800</td> <td style="text-align: center;"><b>3</b></td> </tr> </table>										<b>1</b>	INVOICE 26034	PAGE 1		INVOICE DATE 4/30/82	<b>2</b>		CUSTOMER 10800	<b>3</b>	DETACH BEFORE MAILING									
<b>1</b>	INVOICE 26034	PAGE 1																										
	INVOICE DATE 4/30/82	<b>2</b>																										
	CUSTOMER 10800	<b>3</b>																										
<b>4</b> SOLD TO Angeroth Incorporated 4111 Skyline Drive Minot ND 58701					<b>5</b> SHIP TO Angeroth Incorporated 4111 Skyline Drive Minot ND 58701																							
<b>6</b>		<b>7</b>																										
YOUR P.O. NUMBER PO-148		SHIPPED VIA		SLSMN IR	ORDER 101	ORDER DATE 4/30/82	PURCHASE TERMS 1.5% 15 Days, Net 30			CUSTOMER 10800	SLSMN IR	INVOICE DATE 4/30/82	INVOICE 26034															
QUANTITY																												
										FOLD																		
ITEM	DESCRIPTION			ORDERED	SHIPPED	B.O.	U/M	PRICE	AMOUNT	COST	PROFIT	%	FOLD															
2340	Fixture plantlite 4ft			15	15	0	EA	27.150	407.25	273.45	133.80	32.85																
2360	Circuit brkr panel flush			26	26	0	EA	58.060	1,509.56	886.08	623.48	41.30																
NET SALES AMOUNT		INVOICE DISCOUNT	MISC. CHARGES	SALES TAXES			TERMS DISCOUNT	PAY THIS AMOUNT		TOTAL COST	TOTAL PROFIT	%																
1,916.81		153.34	0.00	STATE	COUNTY	CITY	26.45	1,763.47		1,159.53	757.28	39.51																
				0.00	0.00	0.00																						

An invoice is usually a preprinted form with your company's logo. The invoice shows what items a customer ordered, how many were shipped, and how many back-ordered. It shows the price and extension for each item, plus other pricing and taxing information. It is addressed to the customer, and it shows where the goods were shipped. Finally, it shows the amount due.

If the invoice has the profit tear strip, it also shows the cost and profit for each item, and the cost and profit for the whole invoice.

- 1** Invoice number. The number that identifies this invoice.
- 2** Invoice date. The billing date for the invoice.
- 3** Customer number. The number of the customer who receives the invoice.
- 4** Sold-to name and address. The customer's name and address for filling the order.
- 5** Ship-to name and address. The customer's name and address for shipping the order. The operator enters this information if it is different than the sold-to address.
- 6** Purchase order number. The customer's purchase order number.
- 7** Salesman number. A code you have assigned to identify the salesperson for this customer.

# Item price list

Northcreek Industries 1		Billing Item price list All items			Time 09:00:04 Date 4/30/82 Page 1 3152								
1 Item number	2 Item description	3 Item class	4 Vendor List number u/m	5 Base price	7 Price 1	8 Price 2	9 Price 3	10 Price 4	11 U/M	12 Qty	13 Alt mult u/m		
A-74X14	Camper tires - radial	12	A1011	63.840	63.110	62.240	61.840	59.360	EA	1			
A-74X14-W	Camper tires - white wall	12	A1011	37.790	37.370	36.520	35.120	34.060	EA	1			
1410	Tennis balls - yellow	13	A1011	82.080	81.150	80.330	79.510	78.690	GR	12	DOZ		
1430	Golf bag round leather rd	13	A1011 EA	39.501	39.532	38.863	38.264	37.875	DOZ	12	EA		
1470	Golf club putter lefthand	13	A1011	72.500	71.680	70.950	70.230	69.500	DOZ	12	EA		
2338	Transistor array	02	E8834	93.600	92.640	91.700	90.770	89.830	CS	24	EA		
2340	Fixture plantlite 4ft	01	E8834	28.000	27.710	27.430	27.150	26.870	EA	1			
2350	Circuit breaker 200amp	01	E8834	762.720	755.010	747.380	739.760	732.130	BOX	48	EA		
2360	Circuit brkr panel flush	01	E8834	59.870	59.260	58.660	58.060	57.460	EA	1			
2370	Rectifier fast recovery	02	E8834	2.350	2.329	2.302	2.279	2.255	CS	24	EA		
2380	Cable alum 150amp 1000ft	01	E8834 KLB	1,266.661	1,253.872	1,241.203	1,228.530	1,215.874	RL	1000	FT		
2390	Cable copper undrgrd 1500	01	E8834	540.000	534.540	529.140	523.740	518.340	RL	1500	FT		

The Item Price List shows the items you stock and their prices—up to five prices for each item. For items that can be sold in broken-case quantities, it shows the unit of measure for broken cases. It also shows whether or not the item's prices are based on a unit of measure other than the stocking unit of measure. The report can show all your stocked items or only those within a range of item numbers.

Using this report, salespersons can quote accurate prices to customers. You can also use it to answer questions such as:

- Do I sell a particular item?
- Is the item description correct?
- Which vendor supplies the item?

You can request this report at any time. How often you have it printed will depend on how often your prices change.

The information in this report comes from the item file.

- 1** Item number. The number you assigned to identify this item.
- 2** Item description. Your name for this item.

- 3** Item class. A code you chose to show that the item belongs to a certain group of items.
- 4** Vendor number. The number that you assigned to the vendor who supplies you with this item.
- 5** List price unit of measure. The unit in which the list price and actual selling price for the item are expressed, if different from the stocking unit of measure.
- 6** Base price. The list price for one unit of this item. A unit is the list price unit if the item has one; otherwise, it is the stocking unit.
- 7** through **10** Price 1, 2, 3, and 4. Four discounted prices for one unit of this item. A unit is the same as that for the base price.
- 11** Unit of measure. The standard unit for stocking and selling this item.
- 12** Quantity multiplier. The number of broken-case units in one standard unit of measure.
- 13** Alternate unit of measure. The unit for broken-case quantities of this item.

# Item transaction list

Northcreek Industries 1 Billing Time 08:47:26 Date 4/30/82 Page 1 31401  
 List - BI001 Batch - 001 Item transaction list

Item number	Item description	whs	cd	quantity	u/m	amount	Cost amount	Stock outs
1410	Tennis balls - yellow	1	S	4	GR	321.32	248.64	1
1430	Golf bag round leather rd	1	S	4	DOZ	1,855.82	1,983.58	0
		1	S	5	EA	193.32	137.20	0
1470	Golf club putter lefthand	1	S	4	DOZ	283.80	220.84	0
2340	Fixture plantlite 4ft	1	S	15	EA	407.25	273.45	0
2350	Circuit breaker 200amp	1	S	1	BOX	747.38	461.19	0
2360	Circuit brkr panel flush	1	S	26	EA	1,509.56	866.08	0
2370	Rectifier fast recovery	1	S	22	EA	2.11	1.67	0
2380	Cable alum 150amp 1000ft	1	S	505	FT	21.02	37.37	0
		1	S	3	RL	279.27	222.82	0
2390	Cable copper undrard 1500	1	S	1	RL	534.54	441.00	0

The Item Transaction List shows all items that appeared in the last batch of orders. It has one line for each unique combination of item number, warehouse number, and unit of measure. If you are using the Inventory Accounting application with Billing, the computer saves the information on this report for transfer to Inventory Accounting. Inventory Accounting uses it to update item balances during posting.

The last page of the report is a summary for all items that are on the report.

This report will help you:

- Analyze sales by item from day to day.
- See which of your items are most active.
- See if any items are sold below cost.
- See how many times an item has been out of stock.

- 1** List reference number. A number that identifies this item transaction list.
- 2** Warehouse number. The number of the warehouse where you stock this item.

- 3** Transaction code. Always an S for sale. This report treats returns and allowances as “negative sales.” The transaction quantity, transaction amount, and cost amount show the *net effect* after all sales, returns, and allowances for the item are totaled.
- 4** Transaction quantity. The total quantity sold for this item (sales minus returns).
- 5** Unit of measure. The standard unit of measure for stocking and selling this item or the alternate unit for broken cases.
- 6** Transaction amount. The total sales amount for this item (sales minus returns and allowances).
- 7** Cost amount. The total cost for sales of this item (cost of goods sold minus cost of goods returned).
- 8** Number of stock-outs. The number of times this item was out of stock.



# Sales journal

Northcreek Industries			Billing		Time 08:50:48		Date 4/30/82	Page 1	31402	
Journal - BJ001			Sales journal		1		Posting date 4/30/82			
5	6	2	7	8	4	1110	4010	2140	4140	-- General Ledger --
Date	Inv number	Ref number	Customer number	Customer name	Accts rec	Sales	Sales tax	Spec chg		amount number
4/30/82	26034	101	10800	Angeroth Incorporated	1,763.47	1,916.81				(153.34) 4030
4/30/82	26035	102	71200	Sheeba Material Handling		769.03				(745.96) 1140
4/30/82	26036	103	20410	Rowe Electronics	530.03	536.02	15.45			(23.07) 4030
8/15/82	26037	104	14800	Robertson Inc.	690.08	633.25	44.33	12.50		(21.44) 4030
4/30/82	26041	17	20420	Walker Electrical	2,343.27	2,300.28	132.50	2.50		(192.01) 4030
					5,326.85	6,155.39	192.28	15.00		(1,035.82)

The Sales Journal shows for each invoice, who the customer was, the invoice number, and the amount due. It also shows by how much the invoice will affect each general ledger account.

- 1** Posting date. The date for posting the general ledger with these journal entries.
- 2** Journal ID. A number that identifies this Sales Journal.
- 3** Batch number. The number of the batch containing the orders for the invoices on this Sales Journal.
- 4** Account numbers. The general ledger account numbers for the sales journal. The amounts in the columns are credits or debits for these account numbers.
- 5** Invoice date. The billing date that appears on the invoice.
- 6** Invoice number. The number that identifies the invoice.
- 7** Reference number. The number of the order that produced this invoice.
- 8** Customer number. The number of the customer who receives the invoice.

# Sales journal summary

Northcreek Industries 1  
Journal - BJ001 Batch - 001

2

3

Billing  
Sales journal summary

Time 08:50:48 Date 4/30/82 Page 1 31403  
1 Posting date 4/30/82

Account number	5 Debits	6 Credits
1110	5,326.85	0.00
1140	745.96	0.00
2140	0.00	192.28
4010	0.00	6,155.39
4030	289.86	0.00
4140	0.00	15.00
Totals	6,362.67	6,362.67

7

8

The Sales Journal Summary shows the total amounts to be posted to each general ledger account that appears on the journal. The computer always prints the summary after it prints the Sales Journal.

- 1** Posting date. The date for posting these amounts to the general ledger.
- 2** Journal ID. A number that identifies this sales journal summary.
- 3** Batch number. The number of the batch of orders that produced the invoices on this journal.
- 4** Account number. The general ledger account number to be posted with the debit or credit amount.
- 5** Debit amount. The amount to be posted to this account if the amount is a debit.
- 6** Credit amount. The amount to be posted to this account if the amount is a credit.
- 7** Total debits. The sum of the debit amounts on this summary.
- 8** Total credits. The sum of the credit amounts on this summary.

# Sales tax summary

Northcreek Industries

Billing  
Sales tax summary

Date 4/30/82 Page 1  
Time 10:19:28 3153

<b>1</b> Tax code	<b>2</b> Tax jurisdiction name	Tax %	<b>3</b> Total sales	<b>4</b> Taxable sales	<b>5</b> Tax amount
1	Alabama	6.000	10,739.00	8,437.00	506.22
2	Arizona	6.000	12,365.00	9,602.56	576.15
3	California	6.000	65,082.61	61,882.05	3,712.92
4	Colorado	3.500	4,163.00	4,163.00	145.71
5	Florida	4.000	110,812.00	97,161.20	3,886.45
6	Georgia	3.000	21,127.00	21,127.00	633.81
7	Illinois	5.000	33,494.00	19,788.20	989.41
8	Kentucky	5.000	9,543.00	9,543.00	476.70
9	Michigan	4.500	27,571.00	25,571.00	1,150.70
10	Minnesota	3.500	400.00	400.00	14.00
11	New York State	7.000	22,982.00	21,500.80	1,505.06
12	Ohio	4.000	21,967.00	20,497.22	819.89
13	Pennsylvania	5.500	24,402.00	15,062.10	828.42
14	South Carolina	4.000	6,449.00	6,449.00	257.96
15	Tennessee	3.500	25,904.00	25,680.00	898.80
31	Yorkshire County-NY	0.500	3,923.00	3,670.16	18.35
32	New York City-NY	1.000	3,923.00	3,670.16	36.70
33	Columbia City-SC	0.750	3,124.00	3,124.00	23.43
34	Tahoe County-CAL	0.500	6,292.80	5,983.34	29.92
35	Tahoe City-CAL	1.000	6,292.80	5,983.34	59.83
36	Atlanta City-GA	1.000	2,823.00	2,823.00	28.23
37	Kankakee City-ILL	0.250	3,088.00	1,375.12	3.44

The Sales Tax Summary report shows taxes charged for each taxing jurisdiction. In addition to the taxes, it shows total sales, taxable sales, and tax percents. This report will help you in filing tax information required by the taxing jurisdictions.

- 1** Tax code. The number you assigned to this taxing jurisdiction.
- 2** Tax jurisdiction name. The name you gave to this taxing jurisdiction.
- 3** Total sales. The total sales to customers who usually pay this sales tax.
- 4** Taxable sales. The portion of total sales that was actually subject to the tax.
- 5** Tax amount. The total taxes collected for this taxing jurisdiction.

# Customer name and address list

Northreek Industries 1

Billing  
Customer name and address list  
1 All customers

Time 08:55:55 Date 4/30/82 Page 1 3156

Customer number	Name and address	4 Telephone	Contact	6 Salesman	7 Cr limit	8 Statements	9 Late chrgs	10 Bal Fwd	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	N	Tax 1	Tax 2	Tax 3	14
2 10400	Anderson Inc. 3 99 Downing Way Statler Hills Minneapolis MN 55401	4 Telephone	612/555-1215	6 Contact	M Jones	8 Statements	9 Late chrgs	10 Bal Fwd	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	N	Tax 1	Tax 2	Tax 3	14
		7 Cr limit	9,999,999																
10700	Andrus Inc. 11 Chastain Blvd. Kingston Sector New Castle DE 19720	5 Telephone	302/555-3931	6 Contact	T Perry	8 Statements	9 Late chrgs	10 Bal Fwd	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	Y	Tax 1	Tax 2	Tax 3	
		7 Cr limit	2,000																
10800	Angeroth Incorporated 4111 Skyline Drive Minot ND 58701	4 Telephone	701/555-1912	6 Contact	L Redding	8 Statements	9 Late chrgs	10 Bal Fwd	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	N	Tax 1	Tax 2	Tax 3	
		7 Cr limit	0		IR														
11810	Westernwide *Store 1* 2800 El Camino Real Sunnyvale CA 94086	4 Telephone	415/555-1000	6 Contact	A Giles	8 Statements	9 Late chrgs	10 Open Item	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	Y	Tax 1	Tax 2	Tax 3	
		7 Cr limit	1,500		TG														
11820	Westernwide *Store 2* 51290 El Camino Real Mountain View CA 94041	4 Telephone	415/555-2233	6 Contact	T Glinski	8 Statements	9 Late chrgs	10 Open Item	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	Y	Tax 1	Tax 2	Tax 3	
		7 Cr limit	1,500		TG														
11899	G & S Distribution Co. 9980 Fifth Ave. Los Altos CA 94022	4 Telephone	415/555-8000	6 Contact	TG	8 Statements	9 Late chrgs	10 Open Item	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	Y	Tax 1	Tax 2	Tax 3	
		7 Cr limit	9,999,999																
11900	Gordons' Hardware 437 Palm Ave. San Jose CA 95132	4 Telephone	408/555-8280	6 Contact	B Hofman	8 Statements	9 Late chrgs	10 Open Item	8 Pricing	9 Backord	10 Terms X	11 F.E.T.	12 Invoice disc	13 Terms descr	Y	Tax 1	Tax 2	Tax 3	
		7 Cr limit	750		DP														

In addition to the customer's name and address, the Customer Name and Address List shows discount codes and other billing information. The customers are in sequence by customer number, from lowest to highest. The report can show all your customers or only those in a range of customer numbers.

This report can help you answer questions such as:

How do I contact this customer?

What is this customer's credit limit?

Which salesperson calls on the customer?

- 1** Report contents. Will either say "All customers" or "Customers from x to y." X is the first customer number on the report, and y is the last.
- 2** Customer number. The number that identifies the customer.
- 3** Name and address. The billing address for the customer.
- 4** Telephone. The customer's area code and phone number.
- 5** Contact. The person to call or write in dealings with this customer.
- 6** Salesman code. Your code for your salesperson who calls on this customer.
- 7** Credit limit. The amount of credit you extend to this customer.
- 8** Pricing code. A code to show which prices you usually offer this customer. A code of 0 is for the base price. A code of from 1 to 4 is for a dis-

counted price. The actual prices are in the item file. You can find the price of a particular item for this customer by looking at the item price list or the item file list.

- 9** Back-order code. Either a Y (for yes) or an N (for no) to show whether or not this customer accepts back-orders.
- 10** Terms percent code. A code to show the terms discount percent you usually offer this customer for prompt payment. A code of 0 means you offer no terms to this customer. A code of from 1 to 5 shows which terms discount percent is used for this customer.
- 11** Federal excise tax code. Either a Y (for yes) or an N (for no) to show whether or not this customer is billed for F.E.T. on items which have this tax.
- 12** Invoice discount code. A code to show the invoice discount you usually offer this customer. The invoice discount is a percent of the net sales on an invoice. A code of 0 means you offer no invoice discount to this customer.
- 13** Terms description code. A code to show the terms under which the discount is allowed. A code of 0 means you offer no invoice discount to this customer. A code of from 1 to 5 shows which invoice discount percent is used for this customer.
- 14** Sales tax codes. Codes from 00 to 50 that show which tax jurisdictions this customer pays sales taxes to.







International Business Machines Corporation

General Systems Division

4111 Northside Parkway, N.W.

P.O. Box 2150

Atlanta, Georgia 30055

(U.S.A. only)

General Business Group/International

44 South Broadway

White Plains, New York 10601

U.S.A.

(International)

G280-0229-1

File No. S23-79

Printed in U.S.A.