



Get to Know AccountingDepartment.com

PEOPLE | PROCESS | TECHNOLOGY



Dennis Najjar, CPA, CGMA

Accounting since 1982
Process Expert
Big Picture inspired



Bill Gerber

Entrepreneur
Visionary
Big Picture inspired

Our Co-Founders

Every client has direct access at all times
Text them anytime and they'll get right back to you:

Dennis Najjar: 973.714.7103

Bill Gerber: 860.402.0532

Award Winning Company



Who Is AccountingDepartment.com?



Technology-driven accounting services built by entrepreneurs on a mission to support businesses nationwide



Alleviate the burden of managing accounting and protect companies from the risks of poor accounting practices.



Provides a turnkey, customized accounting department uniquely developed to specific requirements, offering the opportunity to scale and adjust as growing business needs require.



Full accrual, outsourced accounting department capable of scaling to meet evolving needs



Covers 3 Disciplines All Companies Need

Bookkeepers – Controllers – Advisory Services

Reasons Clients Choose Us

Examples:

- ❑ Needs P&L by Job, Department and/or Location
- ❑ Venture Money & Burn Rate Calculations
- ❑ Overseas Offices and/or Foreign Currency Conversions
- ❑ Help with Forecasting (i.e., 1, 3, 6 or 12 months out)
- ❑ Departmental Budgets & Budget to Actual Reporting
- ❑ Accounting Technology to Streamline Business

How AccountingDepartment.com Works

STAFF/TRAINING | PROCESS/SYSTEMS |
ACCOUNTABILITY

DIFFERENT
FROM DAY ONE
TO YEAR 17+

Staff Acquisition, Training & Development

Department Heads



Nancy Gordon
*Head of
Implementation*



Lisa Archetti
*Head of Human
Resources*



Andrea Boccard
Head of Marketing



Amy Harold
*Head of
Operations and
Training*



Cathy Becker
*Head of Projects &
Sr. Controller*



Nancy

Implementation Manager



Jennie

*Sr. Implementation
Controller*



Stacey

*Sr. Implementation
Controller*



AJ

*Sr. Implementation
Controller*



Joy

*Technology Integration
Specialist*



Dana

*Implementation Project
Manager*



Sharon

*Implementation Project
Manager*



Stacy

*Implementation Project
Manager*



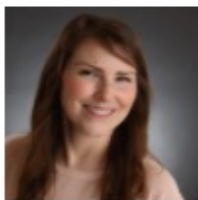
Wendy

*Implementation Project
Manager*



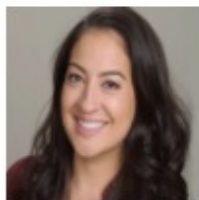
Carla

Implementation Lead



Jessica

Implementation Lead



Melissa

Implementation Lead



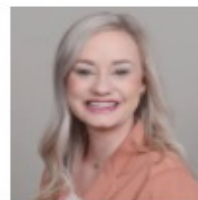
Brittin

Implementation Lead



Tera

Implementation Lead



Jourdan

Implementation Lead



Allie

Implementation Lead



Meagan

*Implementation Accounting
Specialist*



Becca

*Implementation Accounting
Specialist*

Every new client begins their journey with our Implementation Team. A product of 15+ years of finely honed experience and development, our Implementation Team is peerless in their abilities and the best in the industry.

Meet them here:

<https://accountingdepartment.wistia.com/media/s/lfep7q3zk!>

Implementation Team



Cathy

*Project Manager & Sr.
Controller*



Shawna

Sr. Controller



Jennifer

Sr. Controller



Amy

Sr. Controller



Erin

Sr. Controller



Susan

Sr. Controller



Megan

Sr. Controller



Shannon

Sr. Controller



Terri

Sr. Controller



Charlie

Sr. Controller



Kim

Sr. Controller



Abby

Sr. Controller



Ashley

Controller



Rachel

Controller



Rachel

Controller

Controller Team

Our outsourced controller services are specifically designed to suit the exact needs of growing businesses. Our controllers are responsible for overseeing all client accounts, providing timely insights and financial advice, and carrying out proactive account management, a standard of excellence at AccountingDepartment.com.

All AccountingDepartment.com Controllers are CPAs with extensive experience in financial management and controller services. They oversee all work completed by our full-time bookkeepers, close client books on a monthly basis and provide consultations on a wide variety of client matters.

Meet them here:

<https://accountingdepartment.wistia.com/medias/ebx9ap1gh7>



A Growing Team

Meet Our Teams & Clients

- View our controllers, implementation team, and two clients in this video: <https://accountingdepartment.wistia.com/medias/xzkr7ahv1w>
- Meet our entire team of 125+ specialized experts in bookkeeping and controller services: <https://www.accountingdepartment.com/the-entire-team>

Staff Acquisition & Development

100% full-time, W-2,
work-from-home
positions with full
medical benefits and a
401k/match

Over 6,000 applicants
received a year

Of 6,000, ~240 were
invited to take
proprietary 4 hour
accounting test to
gauge skill set

91% of those tested
failed

All take a personality,
cognitive & aptitude test

Those that pass have a
minimum of 4 interviews
to gauge fit,
accountability, work
ethic and virtual abilities



← Allyson T.



Name

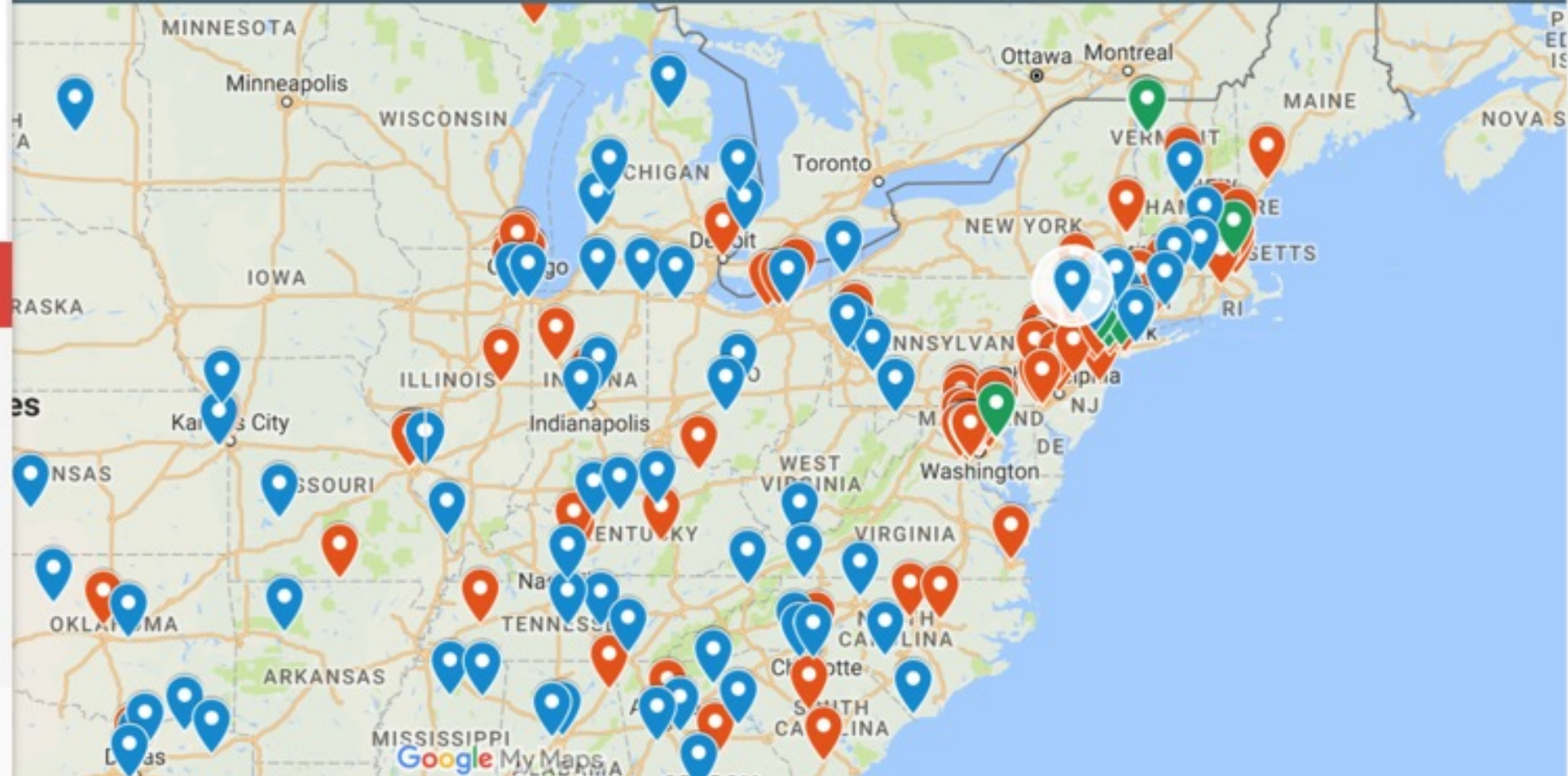
Allyson T.

Zip Code

18337

Title

Bookkeeper



Source Professionals Across The Country

Extensive Onboarding & Training

30 day initial training period

- 4 hours a day working on a \$6 million training file and 4 hours a day supporting other staff
- At the end of 30 days the staff votes whether to keep the new employee based on culture fit and ability.

6 month start up and probation period

All work done on remote servers

All emails, chat messages and calls are tracked and recorded

Extensive manuals to outline every process and procedure

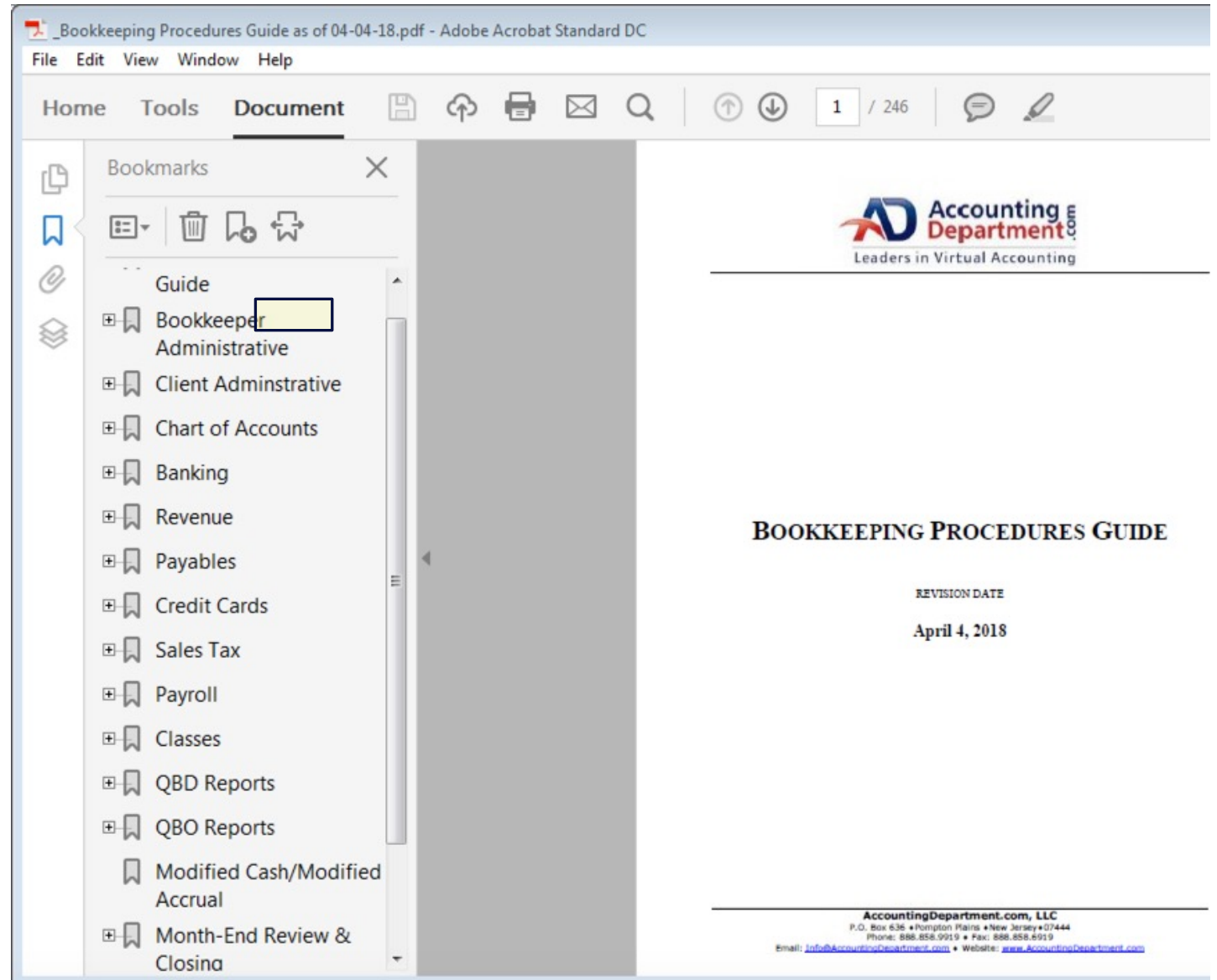
Systematized email templates, virtual filing system, automated tasks

Industry technology to learn

Daily oversight and sign out with controller

Bookkeeper Best Practices

224 Page Internal Manual





Charlie

Name

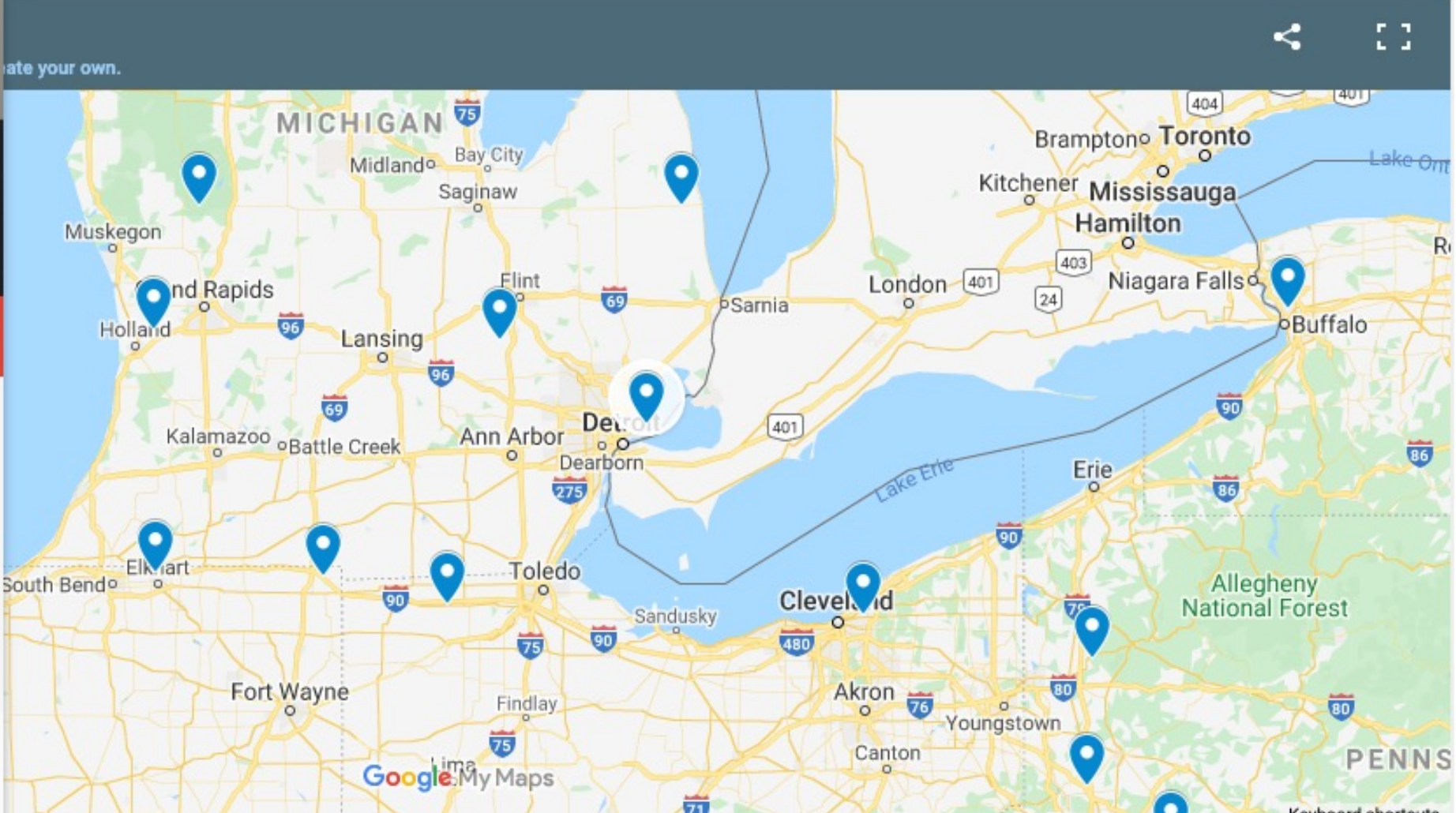
Charlie

Zip Code

48236

Title

Sr. Controller



Overseen by CPA/Controllers



Controller Procedure Guide

Updated April 12, 2018

CONTROLLER MANUAL

A Process for Everything

THE KEY TO SUCCESS IS IN THE STEPS

Accountability at the Heart of It

- AccountingDepartment.com is responsible for establishing the process that will ensure successful accounting, which in turn translates to ensuring the accuracy and integrity of financial reporting and decision making.
- Every aspect is governed by established rules and processes
- Automate as much as possible to eliminate risk of human error and need for client involvement
- Making accounting as simple and direct as possible
 - Things that don't follow standard process "stand out" for immediate questioning and are able to be addressed quickly and easily
- Proprietary, comprehensive **Client Procedure Manuals** define everything

Unique Client Procedure Manual

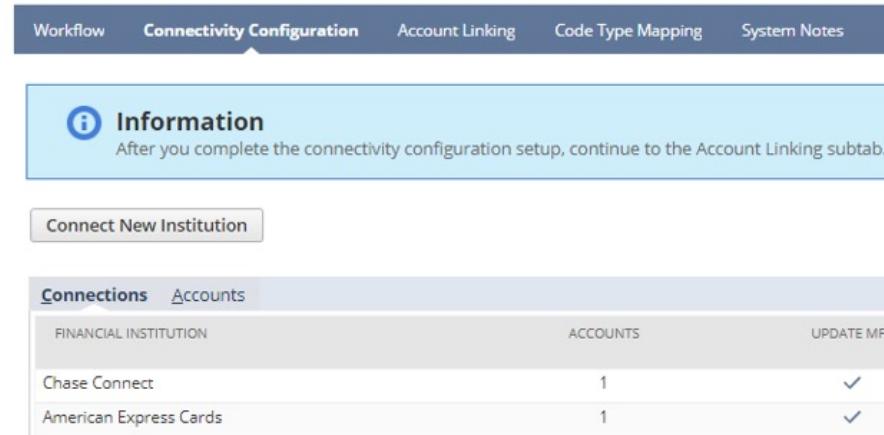
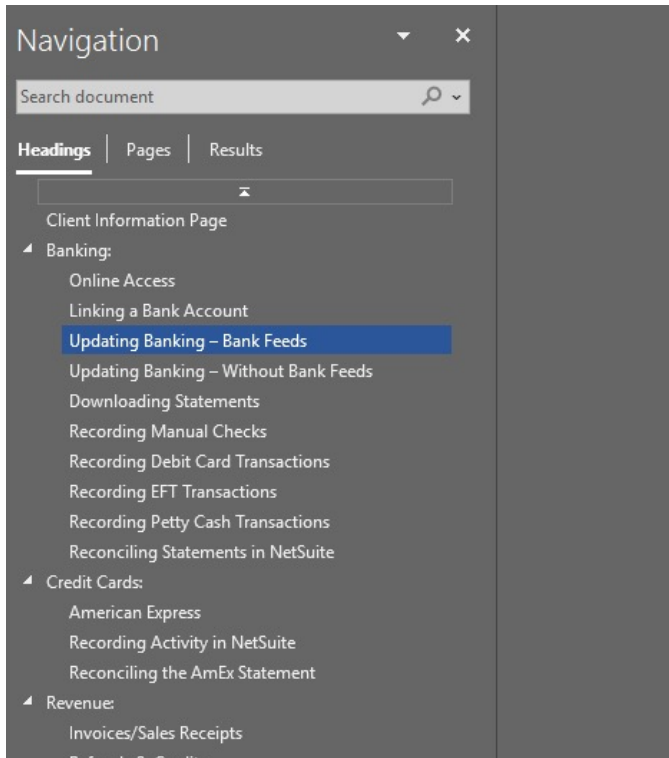
- b) Take the date of the funding to the bank and add 2 business days
- iv For the transactions that say "Not funded", take a look at the transaction date.
 - a) 2 on the screenshot (next page)
 - b) If more than a week has passed, go ahead and enter the deposit adding on a week from the date of the transaction. This is a quirk of the website orders – they are not showing "Funded to the Bank".
- v For credit card refunds, leave within the deposit window.
 - a) 3 on the screenshot (next page)
 - b) When the bank account is reconciled, the credit will be placed with the correct deposit.
- vi NOTE: Follow the batches as shown in the window (Visa & MC / American Express / Discover). Do not combine the batches.

vii Screenshot

Date	Time	Type	No.	Payment Method	Name	Amount
09/29/2006		Funding status: not available 09/29/2006				
10/27/06		CC (MC)	14	American Express		-146.12
10/04/2006		Funding status: not available 10/05/2006				
10/04/06		CC (MC)	15	MasterCard		-140.12
10/04/06		CC (MC)	16	Visa		-146.91
10/09/2006		Funding status: not funded as of 09/09 AM on 10/10/2006				
10/09/06		CC (MC)	17	000001122 Visa		66.30
10/09/06		CC (MC)	18	000001122 Visa		66.40
10/09/06		CC (MC)	19	000001122 Visa		66.80
10/09/06		CC (MC)	20	000001122 Visa		77.70
10/11/2006		Funding status: funded to bank 10/12/2006				277.15
10/11/06		AMEX	21	American Express		62.50
10/12/2006		Funding status: funded to bank 10/13/2006				60.36
10/12/06		AMEX	22	American Express		60.40
10/12/2006		Funding status: funded to bank 10/13/2006				
0 of 17 payments selected for deposit						Payments Subtotal
						0.00

- G. RECONCILING UNDEPOSITED FUNDS (Monthly Basis)
- 1. Before closing a month, open up the spreadsheet under Filing -> Admin titled, "XXXXXX - Undeposited Funds Reconciliation"
 - 2. Copy the most previous month's worksheet and rename it with the new month (e.g. Jan-07, Jun-08, etc.)
 - 3. Fill out the information to reconcile the account.
- H. RECONCILING PREPAID DEPOSITS (Monthly Basis)

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B. RECORDING MANUAL CHECKS	5
C. RECORDING DEBIT CARD TRANSACTIONS	5
D. RECORDING PETTY CASH TRANSACTIONS	5
E. RECORDING CREDIT CARD TRANSACTIONS	5
F. RECORDING CREDIT CARD DEPOSITS	5
1. The following must occur on a daily basis:	5
a. Download the orders from the shopping cart.	5
b. Credit Card Deposits must be entered.	5
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a. XXXXXX XXXXXX ORDERS	11
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d. XXXXXX XXXXXX	13
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Updating Banking – Bank Feeds

- Banking needs to be updated daily.
- Start by selecting Financial > Banking > Match Bank Data
- Select Account as the bank account you want to match.
 - Only accounts that have the checkbox marked for "Use Match Bank Data and Reconcile Account Statement Pages" will appear in the drop down.
- On the left side will be the new bank transactions
- On the right side are the transactions in NetSuite.
- For those that match, click on the boxes on the left and right sides.
- Scroll down to the bottom of the match screen, and you will see the selected matches. The Match Difference must be zero in order to complete the Match.

Client Procedure Manual (CPM)

Startup NetSuite Project Template - 5-11-21 Client Implementation ...

Dashboard List Milestones Comments People Settings Board More...

This project is a template (Use Template)

Task Lists

All Lists	351
Internal To Do List	10
Kick Off Call	9
NetSuite Setup/Update	32
Banking/CC/Loans	12
Accounts Payable	32
Expense Reporting App	10
Accounts Receivable	6
Payroll	3
Time Tracking App	11
Chart of Accounts	3
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Inventory	2
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< Tasks

- > Internal To Do List 10 tasks
- > Kick Off Call 9 tasks
- > NetSuite Setup/Update 32 tasks
- > Banking/CC/Loans 12 tasks
- > Accounts Payable 32 tasks
- > Expense Reporting App 10 tasks
- > Accounts Receivable 6 tasks
- > Payroll 3 tasks
- > Time Tracking App 11 tasks
- > Chart of Accounts 3 tasks
- > Balance Sheet Clean Up 14 tasks

Teamwork – Task Management

VEG - Accounting Specialist

List

Board

Table



Dashboard

Forms

Gantt

People

Settings

Task Lists

All Lists

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VEG - Training

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VEG - Accounts Receivable

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VEG - Accounts Payable

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VEG - Credit Cards

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VEG - Use Tax

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VEG - Payroll

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VEG - Month End

16

VEG - Reports

3

VEG - Other

9



Tasks

> VEG - Training 5 tasks

> VEG - Follow Up ★ 0 tasks

> VEG - Banking 10 tasks

✓ VEG - Accounts Receivable

✓ VEG - Accounts Payable

> VEG - Credit Cards 15 tasks

> VEG - Use Tax 4 tasks

> VEG - Payroll 6 tasks

> VEG - Month End 16 tasks

TDL - Banking ...

- 3 Valerie L. + 1 o... Record Bank Transactions - Mondays (Due Mon May 31st) Weekly x  
- 3 Valerie L. Record Bank Transactions - Tues - Thurs (Due Tomorrow) Daily x  
- ✓ Valerie L. Chase Checking (US) - Download, Reconcile & Email (Starts Tue Jun 1st → Due Fri Jun 4th) Monthly x 
- ✓ Valerie L. JP Morgan (Canada) - Download, Reconcile & Email (Starts Tue Jun 1st → Due Fri Jun 4th) Monthly x 
- ✓ Valerie L. Wells Fargo - Download, Reconcile & Email (Starts Tue Jun 1st → Due Fri Jun 4th) Monthly x 
- 1 Valerie L. Capital One Money Market - Reconcile & Email (Starts Tue Jun 1st → Due Fri Jun 4th) Client x Monthly x  
- ✓ Valerie L. Send Jim bank balance email for US & Canada - Cash Position if cash will be less than \$100,000.00 (Starts Tomorrow → Due Fri May 28th) Weekly x 

Closing Tasks

(Add other balance sheet accounts as needed)

- **Balance Sheet by Month for Controller's use**
- **Bank Accounts:**
 - All bank accounts should be reconciled monthly. Request the following statements/registers on the 1st of every month.
 - If there are any negative balances a JE should be created to move the negative balance to Cash Deficit and reversed the first day of the next month
- **Accounts Receivable**
 - Review AR for any outstanding payments/credits that should be applied.
 - AR Aging should agree to GL
- **Undeposited Funds**
 - This should zero out on the GL. If it does not update the undeposited funds report in the month end folder for the checks that are still outstanding and when they clear.
- **Prepaid Insurance:**
 - Review the Prepaid Insurance Detail report and determine what should be expensed in the current month.
 - Run the memorized transactions JE and update accordingly. Reconcile & print to the month end folder.
- **Prepaid Rent:**
 - Review the Prepaid Rent Detail report and determine what should be expensed in the current month.
 - Run the memorized transactions JE and update accordingly. Reconcile & print to the month end folder.
- **Other Prepaid Expenses:**
 - Review the Other Prepaid Expenses Detail report and determine what should be expensed in the current month.
 - Run the memorized transactions JE and update accordingly. Reconcile & print to the month end folder.

We Love Our Clients, LLC
Consolidating Balance Sheet
As of April 30, 2021

	We Love Our Clients, LLC			
	US	Canada	Elimination	Total
ASSETS				
Current Assets				
Bank				
11000 - Cash & Cash Equivalents				
11010 - Checking-Wells Fargo	\$9,951	\$0	\$0	\$9,951
11020 - Capital One Money Market	\$51,885	\$0	\$0	\$51,885
11030 - Checking-JP Morgan Chase	\$461,938	\$0	\$0	\$461,938
11050 - JP Morgan Chase	\$0	\$253,525	\$0	\$253,525
Total - 11000 - Cash & Cash Equivalents	\$523,775	\$253,525	\$0	\$777,299
Total Bank	\$523,775	\$253,525	\$0	\$777,299
Accounts Receivable				
12000 - Accounts Receivable	\$1,002,149	\$40,099	\$0	\$1,042,248
Total Accounts Receivable	\$1,002,149	\$40,099	\$0	\$1,042,248
Unbilled Receivable				
90019 - Unbilled Receivable	\$112,213	\$1,700	\$0	\$113,914
Total Unbilled Receivable	\$112,213	\$1,700	\$0	\$113,914
Other Current Asset				
12110 - Undeposited Funds	\$5,554	\$1,753	\$0	\$7,307
13000 - Other Current Assets				
13005 - Loan to Shareholder	\$66,131	\$0	\$0	\$66,131
13010 - Unresolved Chargebacks	\$100	\$0	\$0	\$100
13015 - Due from Affiliate	\$41,790	\$0	(\$41,790)	\$0
13100 - Loan Fee	\$10,000	\$0	\$0	\$10,000
Total - 13000 - Other Current Assets	\$118,021	\$0	(\$41,790)	\$76,231
13500 - Prepaid Expense	\$98,435	\$13,404	\$0	\$111,839
13600 - Prepaid	\$526	\$0	\$0	\$526
13700 - Prepaid	\$1,040	\$0	\$0	\$1,040
13750 - Prepaid Rent	\$3,817	\$0	\$0	\$3,817
13800 - Prepaid Insurance	\$22,811	\$0	\$0	\$22,811
Total Other Current Asset	\$250,204	\$15,157	(\$41,790)	\$223,571
Total Current Assets	\$1,888,341	\$310,480	(\$41,790)	\$2,157,031

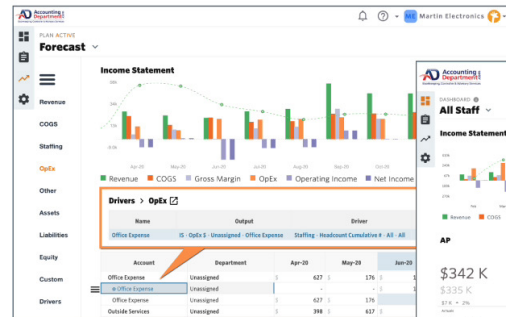
We Love Our Clients, LLC
Consolidating Profit & Loss - Month
April 1, 2021 - April 30, 2021

	US	% of Income	Canada	% of Income	Elimination	% of Income	Total	% of Income
Ordinary Income/Expense								
Income								
40000 - Sales								
40000 - Sales	\$1,665,066	99%	\$374,528	98%	\$0	0%	\$2,039,593	99%
42000 - Shipping Income	\$3,529	0%	\$0	0%	\$0	0%	\$3,529	0%
45000 - Other Revenue								
45100 - Design	\$2,075	0%	\$909	0%	\$0	0%	\$2,984	0%
45200 - Fee	\$8,938	1%	\$6,458	2%	\$0	0%	\$15,395	1%
45300 - Rush Fee	\$246	0%	\$237	0%	\$0	0%	\$483	0%
45400 - Finance Fee	\$264	0%	\$121	0%	\$0	0%	\$385	0%
Total - 45000 - Other Revenue	\$11,522	1%	\$7,725	2%	\$0	0%	\$19,247	1%
Total - 40000 - Sales	\$1,680,117	100%	\$382,253	100%	\$0	0%	\$2,062,370	100%
Total - Income	\$1,680,117	100%	\$382,253	100%	\$0	0%	\$2,062,370	100%
Cost Of Sales								
50000 - Cost of Goods Sold								
51000 -	\$214,237	13%	\$66,256	17%	\$0	0%	\$280,493	14%
52000 -	\$739,798	44%	\$165,175	43%	\$0	0%	\$904,974	44%
53000 - Shipping Costs	\$72,662	4%	\$1,211	0%	\$0	0%	\$73,873	4%
54000 -	\$27,076	2%	\$0	0%	\$0	0%	\$27,076	1%
55000 - Design Costs	\$2,902	0%	\$0	0%	\$0	0%	\$2,902	0%
56000 - Data Costs	\$11,979	1%	\$0	0%	\$0	0%	\$11,979	1%
57000 - Digital Services	\$36,911	2%	\$248	0%	\$0	0%	\$37,159	2%
Total - 50000 - Cost of Goods Sold	\$1,105,565	66%	\$232,890	61%	\$0	0%	\$1,338,455	65%
Total - Cost Of Sales	\$1,105,565	66%	\$232,890	61%	\$0	0%	\$1,338,455	65%
Gross Profit	\$574,552	34%	\$149,363	39%	\$0	0%	\$723,914	35%

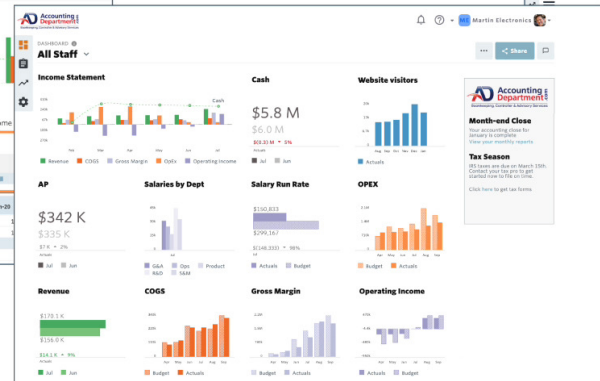
For QuickBooks Clients

Technology – KPI & Dashboards

Smarter, faster, driver-based
forecasting & budgeting



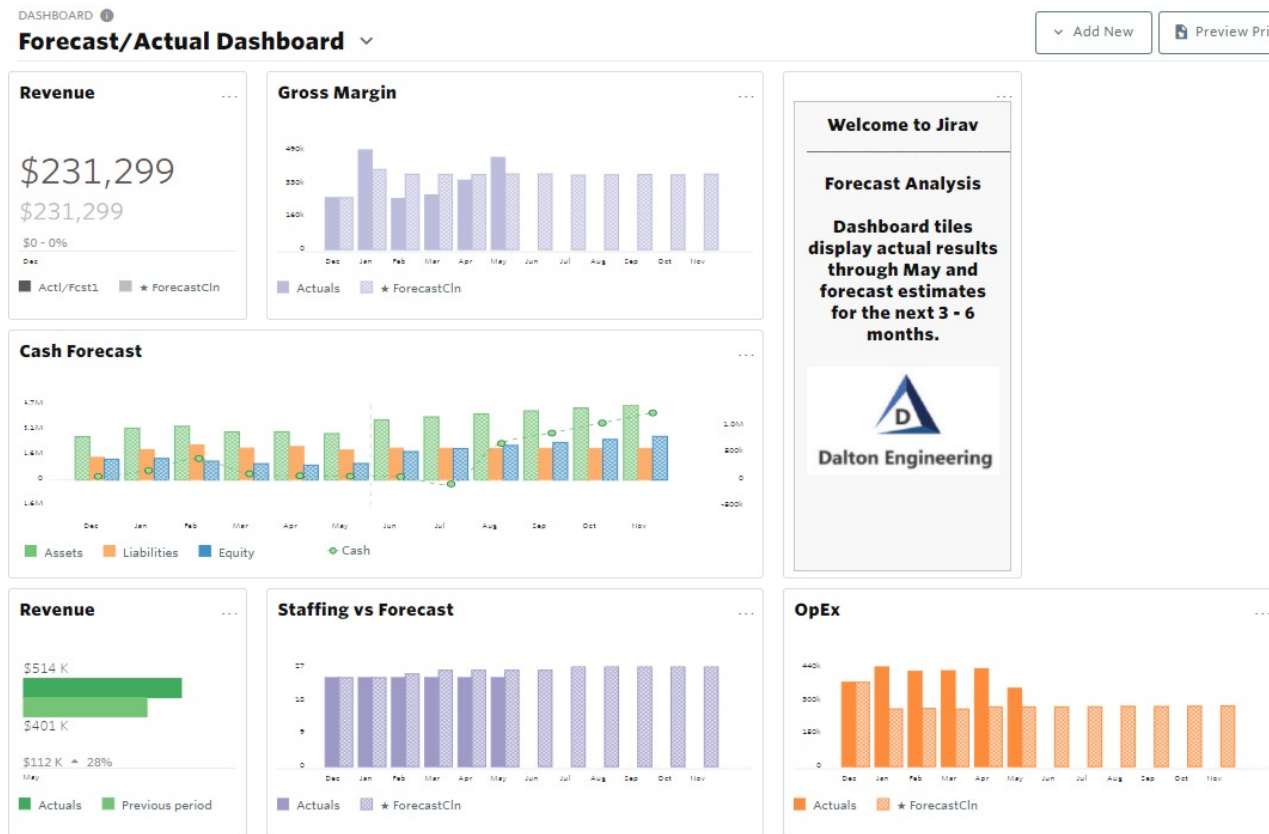
Modern & engaging
dashboards with
custom KPIs



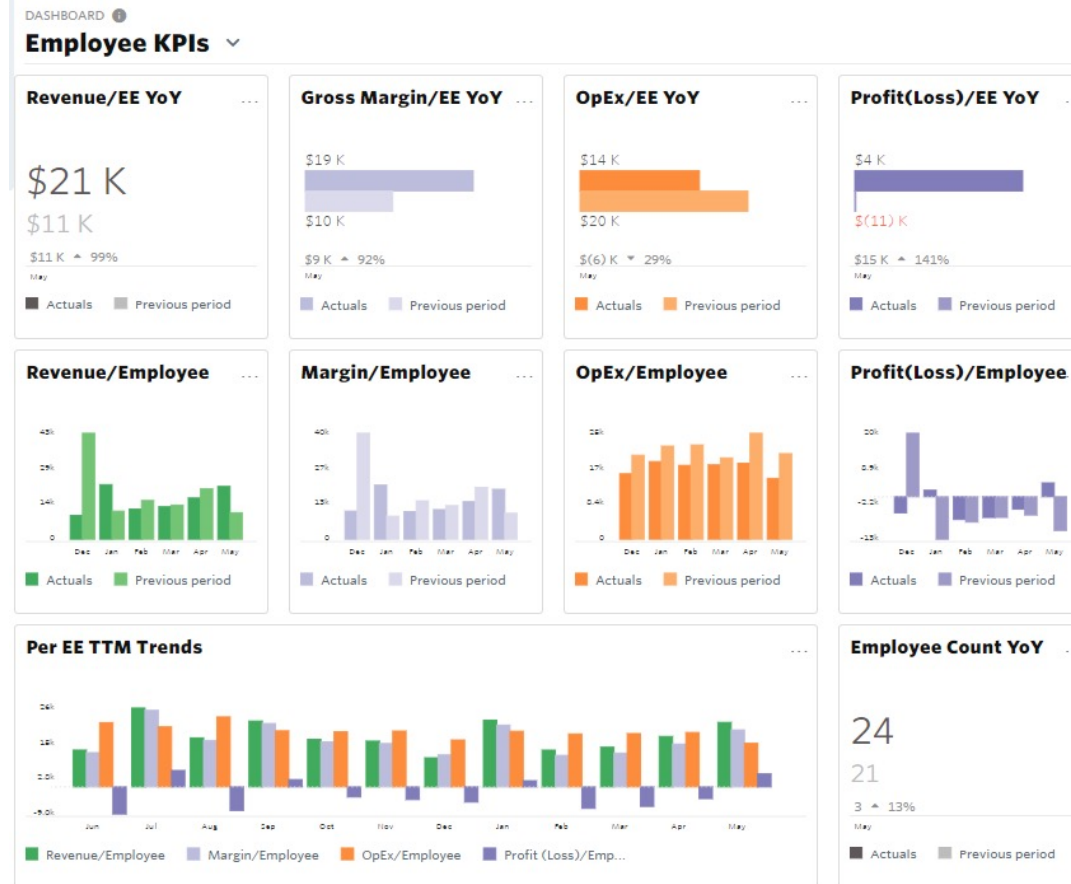
Beautiful, tailored reporting &
unlimited read-only sharing



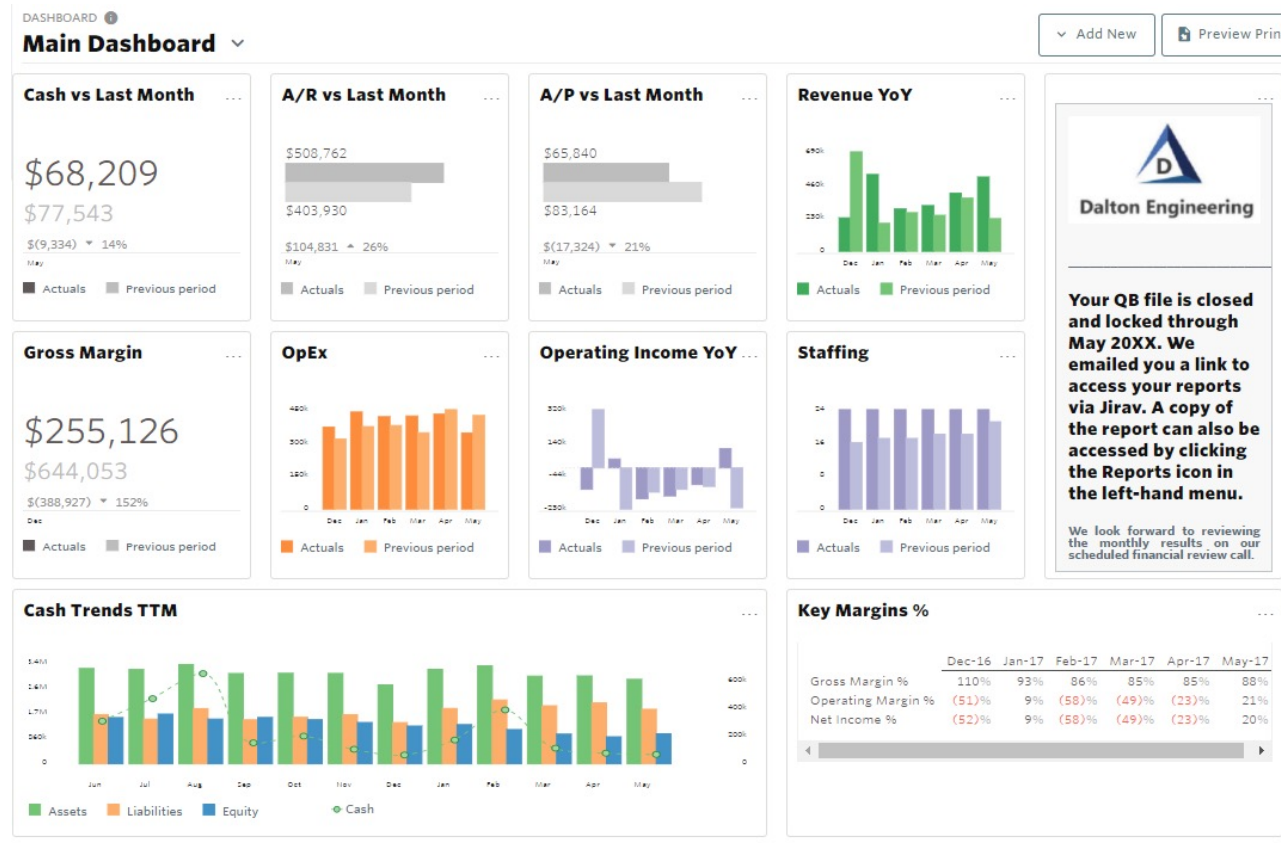
Technology – KPI & Dashboards



Technology – KPI & Dashboards



Technology – KPI & Dashboards



Technology – Financial Reports, Budgets & Forecasts

FP&A Summary

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
FP&A Revenue	\$ -	\$530,976	\$292,854	\$316,073	\$249,950	\$362,275
FP&A COGS	\$(23,827)	\$ 21,347	\$ 24,380	\$ 27,859	\$ 36,676	\$ 36,617
FP&A GP \$	\$ 23,827	\$509,629	\$268,475	\$288,214	\$213,273	\$325,658
FP&A GP %	(100)%	96%	92%	91%	85%	90%
FP&A OpEx	\$ 16,184	\$ 93,894	\$ 73,312	\$ 73,029	\$ 54,261	\$ 27,587
FP&A Operating \$	\$ 7,643	\$415,736	\$195,163	\$215,185	\$159,012	\$298,071
FP&A Operating %	(100)%	78%	67%	68%	64%	82%

Staffing

	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
BDev	5	5	5	-	-	-
CP	6	6	6	-	-	-
Engineering	4	4	4	-	-	-
FP&A	7	7	7	-	-	-
Hosting	2	2	2	-	-	-
Total All	24	24	24	-	-	-

Hosting Summary

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
Hosting Revenue	\$ -	\$ -	\$ -	\$ -	\$151,500	\$150,000
Hosting COGS	\$ -	\$ 17,626	\$ 17,732	\$ 19,192	\$ 23,788	\$ 23,682
Hosting GP \$	\$ -	\$(17,626)	\$(17,732)	\$(19,192)	\$127,712	\$126,318
Hosting GP %	-%	(100)%	(100)%	(100)%	84%	84%
Hosting OpEx	\$ -	\$ 20,794	\$ 15,748	\$ 15,668	\$ 17,134	\$ 17,201
Hosting Operating \$	\$ -	\$(38,420)	\$(33,480)	\$(34,860)	\$110,578	\$109,117
Hosting Operating %	-%	(100)%	(100)%	(100)%	73%	73%

Key Operating Costs

	Mar-17	Apr-17	May-17
EE Wages & Benefits	\$316,135	\$335,437	\$281,649
T&E	\$ 19,069	\$ 9,610	\$ 10,574
IT	\$ 17,363	\$ 35,456	\$ 17,321
Marketing	\$ 13,240	\$ 8,758	\$ 3,579
Facility	\$ 31,232	\$ 15,160	\$ 12,243
Professional Services	\$ 7,483	\$ 7,987	\$ 4,379

Key OpEx % Revenue

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
EE Wage/Benefits %	131%	62%	111%	100%	84%	55%
T&E %	2%	1%	2%	6%	2%	2%
IT %	9%	5%	6%	5%	9%	3%
Marketing %	3%	1%	3%	4%	2%	1%
Facility %	2%	6%	10%	10%	4%	2%
Professional Services...	3%	2%	4%	2%	2%	1%

Technology – Financial Reports, Budgets & Forecasts

Key Margins %

...

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
Gross Margin %	110%	93%	86%	85%	85%	88%
Operating Margin %	(51)%	9%	(58)%	(49)%	(23)%	21%
Net Income %	(52)%	9%	(58)%	(49)%	(23)%	20%

Key OpEx % Revenue

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
EE Wage/Benefits %	131%	62%	111%	100%	84%	55%
T&E %	2%	1%	2%	6%	2%	2%
IT %	9%	5%	6%	5%	9%	3%
Marketing %	3%	1%	3%	4%	2%	1%
Facility %	2%	6%	10%	10%	4%	2%
Professional Services...	3%	2%	4%	2%	2%	1%

Breakeven Revenue

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
Operating Expenses	\$ 373,410	\$442,790	\$ 421,323	\$ 424,356	\$ 433,052	\$346,965
Gross Margin (%)	110%	93%	86%	85%	85%	88%
Actual Revenues	\$ 231,299	\$530,976	\$ 292,854	\$ 316,073	\$ 401,450	\$513,635
Breakeven Revenue	\$ 338,536	\$477,865	\$ 492,083	\$ 498,575	\$ 509,842	\$393,116
Excess / (Shortfall)	\$(107,237)	\$ 53,111	\$(199,229)	\$(182,502)	\$(108,393)	\$120,519

Financial Ratios

...

	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
Current Ratio	1.1	1.1	1.2	1.0	1.0	1.2
Quick Ratio	1.0	0.5	0.6	0.5	0.6	0.9
AR Avg Days to Pay	36.1	34.5	29.8	27.4	25.2	25.8
AP Avg Days to Pay	68.0	88.2	77.4	65.3	59.4	53.9

Technology – Financial Reports, Budgets & Forecasts

Breakeven Forecast

	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Operating Expenses	\$ 424,356	\$ 433,052	\$346,965	\$ 306,298	\$299,660	\$296,420	\$301,205	\$301,990	\$303,101
Gross Margin (%)	85%	85%	88%	93%	86%	86%	86%	86%	86%
Actual Revenues	\$ 316,073	\$ 401,450	\$513,635	\$1,129,971	\$569,601	\$570,628	\$570,645	\$571,977	\$571,999
Breakeven Revenue	\$ 498,575	\$ 509,842	\$393,116	\$ 328,397	\$348,361	\$344,494	\$351,389	\$350,833	\$352,122
Excess / (Shortfall)	\$(182,502)	\$(108,393)	\$120,519	\$ 801,574	\$221,240	\$226,134	\$219,255	\$221,144	\$219,878

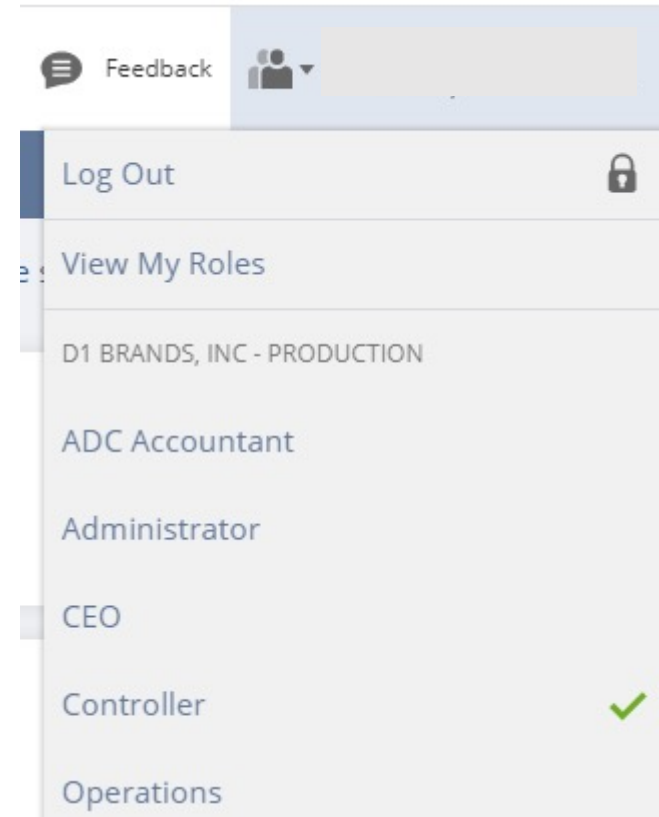
Financial Ratios

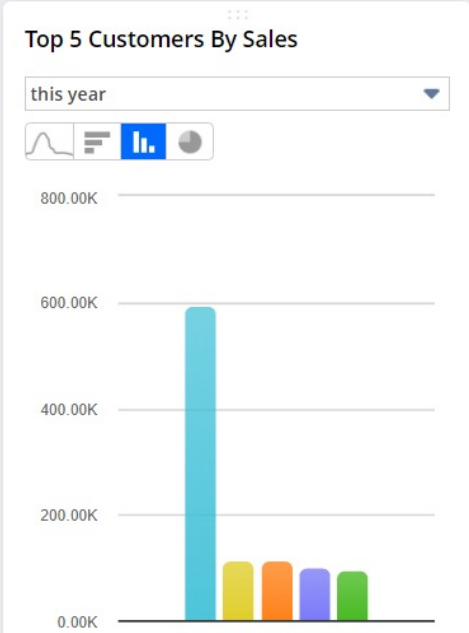
	Mar-17		Apr-17		May-17		Jun-17		Jul-17		Aug-17	
	Plan 1	Plan 2	Plan 1	Plan 2	Plan 1	Plan 2	Plan 1	Plan 2	Plan 1	Plan 2	Plan 1	Plan 2
Current Ratio	1.0	1.9	1.0	2.2	1.2	2.4	2.2	2.7	2.5	2.9	2.8	3.2
Quick Ratio	0.5	1.9	0.6	2.1	0.9	2.4	2.0	2.7	2.2	2.9	2.5	3.2
AR Avg Days to Pay	27.4	34.7	25.2	35.7	25.8	39.0	25.5	40.9	27.4	43.0	35.9	48.6
AP Avg Days to Pay	65.3	77.0	59.4	75.0	53.9	72.4	49.8	71.9	52.6	70.2	55.0	69.1

For NetSuite Clients

NetSuite's Role Functionality

- ADC Accountant
- Controller
- CEO – Dashboards/Financials





Key Performance Indicators

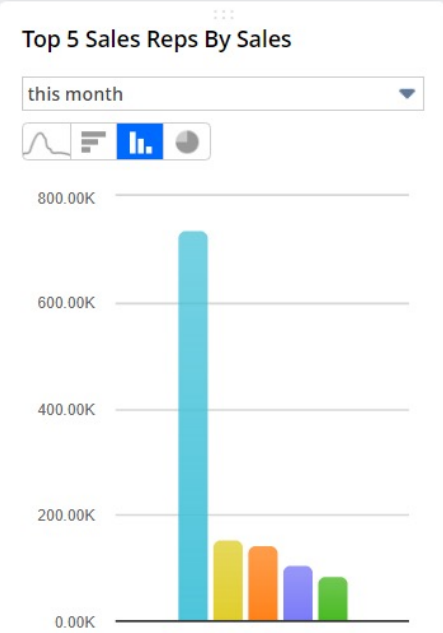
SALES
↑ 16.0%

NEW BUSINESS
↑ 16.9%

NEW CUSTOMERS
↑ 9.1%

TOTAL SALES (ORDERS)
0.0%

INDICATOR	PERIOD	CURRENT	PREVIOUS	CHANGE
Sales	This Month to Date vs. Last Month to Date	\$1,419,665	\$1,224,374	↑ 16.0%
New Business	This Month vs. Last Month to Date	\$558,367	\$477,726	↑ 16.9%
New Customers	This Month vs. Last Month to Date	251	230	↑ 9.1%
Total Sales (Orders)	This Month vs. Last Month to Date	\$0	\$0	0.0%



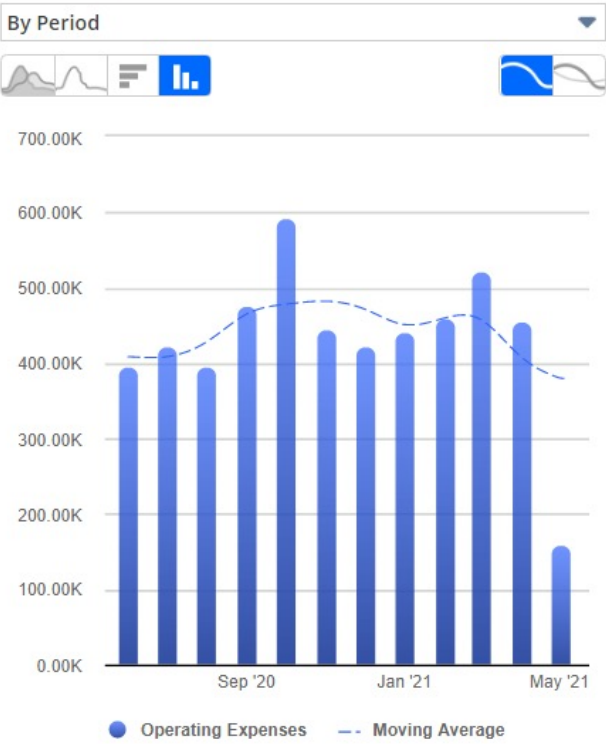
Sales Managers By Sales (Date Range: This Month)

SALES REP	TOTAL REVENUE

Expenses

Personalize ▾

Operating Expenses By Period Trend



Key Performance Indicators

EXPENSES

↓ 55.7%

PAYABLES

↓ 50.1%

VENDORS

360

OPEN PURCHASE ORDERS

720

INDICATOR	PERIOD	CURRENT	PREVIOUS	CHANGE
Expenses	This Period vs. Last Period	\$797,462	\$1,799,906	↓ 55.7%
Payables	End of This Month vs. Same Day Last Month	\$295,100	\$591,495	↓ 50.1%
Vendors	Current	360		
Open Purchase Orders	Current	720		

Vendors

◀ ▶ 139342 — 2436 ▾ TOTAL: 360 VIEW Vendor Financial ▾ QUICK SORT ▾

ID	Name	Account	Terms	Balance ▾	Unbilled Orders	Currency	Primary Subsidiary
51	Doodad		Net 60	139,342.42	53,872.86	US Dollar	Taradel, LLC
6	Canada Post			41,038.37	0.00	Canadian Dollar	Taradel, LLC : Taradel Canada

Monthly Sales Trend



Financials

GROSS PROFIT %		NET INCOME AS A % OF REVENUE		EBITDA		BANK BALANCE	
40.04%		39.29%		\$1,298,421		\$420,474	
INDICATOR	THIS PERIOD	LAST PERIOD	THIS FQTP	LAST FQTP	THIS FYTP	LAST FYTP	
Bank Balance	\$420,474	\$757,351	\$420,474	\$420,474	\$420,474	\$516,865	
Revenue	\$1,242,077	\$2,062,370	\$3,304,446	\$7,762,019	\$7,762,019	\$7,004,062	
Cost of Goods Sold	\$642,951	\$1,338,455	\$1,981,407	\$4,872,263	\$4,872,263	\$4,655,759	
Gross Profit	\$599,125	\$723,914	\$1,323,040	\$2,889,756	\$2,889,756	\$2,348,303	
Gross Profit %	48.24%	35.10%	40.04%	37.23%	37.23%	33.53%	
Expenses (excluding Tax, Dep'n & Amort)	\$797,462	\$1,799,906	\$2,597,368	\$6,944,305	\$6,944,305	\$7,013,098	
EBITDA	\$444,633	\$853,788	\$1,298,421	\$1,409,115	\$1,409,115	\$964	
Operating Expenses	\$160,064	\$456,261	\$616,325	\$2,038,569	\$2,038,569	\$2,301,734	
Net Income	\$444,633	\$853,788	\$1,298,421	\$1,409,115	\$1,409,115	\$964	
Net Income as a % of Revenue	35.80%	41.40%	39.29%	18.15%	18.15%	0.01%	

Bill Pay – Approval Process

From:

The Bill.com Team <notificationonly@hq.bill.com>

To:

 FCSIT@AcctDept.com

Cc:

Subject:

To Do list for focusIT, Inc.

Sent: Mon 10/14/2013 6:3

Pay these bills:

Vendor	Amount Due	Due Date	Approval Status	Invoice #
Only showing the first 50 rows				
Insight 7452	\$1,853.83	07/13/13	Approved	906321010
Ater Wynne LLP	\$616.00	07/21/13	Approved	112667
Robbins Consulting LLC	\$950.00	08/03/13	Approved	2586
Insight 7452	\$1,853.83	08/08/13	Approved	906400975
Strategic Vantage Inc	\$871.62	08/09/13	Approved	4646
Insight 7452	\$953.21	08/09/13	Approved	906407677
Robbins Consulting LLC	\$1,298.00	08/16/13	Approved	2610
Ater Wynne LLP	\$1,830.50	08/22/13	Approved	1127473
Stuart, James E	\$550.00	08/30/13	Approved	July2013
Insight 7452	\$51.87	09/01/13	Approved	906487271
Strategic Vantage Inc	\$728.34	09/06/13	Approved	4726
Insight 7452	\$1,853.83	09/12/13	Approved	906522916
LogicMonitor, Inc.	\$325.00	09/15/13	Approved	INV00002179
Robbins Consulting LLC	\$799.00	09/16/13	Approved	2674
LW Consulting Services LLC - COGS	\$2,160.00	09/18/13	Approved	FocusIT_095

Welcome

John

Here's a quick overview for Acme Solutions.

APPROVE BILLS

4

PAY BILLS

6

\$1.5K

OVERDUE

\$7.4K

TODAY

\$15.7K

NEXT 7 DAYS

\$44.3K

ALL UNPAID

Bill Pay Phone App

ORACLE[®] NETSUITE

Search

Help

Feedback

Yuwen Memon
Expensify Coaches - Administrator

Activities

Box Files

Payments

Transactions

Lists

Reports

Analytics

Customization

Documents

Setup

Support

Demo Framework

...

Journal

← → List Search Customize

JOU00002153

PENDING APPROVAL

Edit

Back

Approve

Actions

Primary Information

ENTRY NO. JOU00002153

APPROVED ☐

REVERSAL #

CURRENCY USA

DATE 1/6/2020

REVERSAL DATE

EXCHANGE RATE 1.00

POSTING PERIOD Mar 2010

MEMO yuwen@nscardusers.com | Report ID: 593
| Report Title: "yuwen's Expenses #593"

SUBSIDIARY Honeycomb Mfg.

CREATED FROM <https://www.expensify.com/report?reportID=593>

Lines

Communication

Related Records

System Information

Custom

EFT

Configuration Details

Box Files

100.00 •

ACCOUNT	DEBIT	CREDIT	MEMO	NAME	DEPARTMENT	CLASS	LOCATION	RELATED ASSET	SCHEDULE
2100 Expensify Card Liability Account		100.00	yuwen@nscardusers.com Report ID: 593 Report Title: "yuwen's Expenses #593"	yuwen@nscardusers.com					
6010 Advertising	10.00		Katy Foods	yuwen@nscardusers.com					
6010 Advertising	90.00		Katy Foods	yuwen@nscardusers.com					

Credit Cards Integration as Journal Entries

Reconcile Credit Card Statement

Save

▼

Cancel

Complete Later

Refresh

History

Acti

ACCOUNT *

22200 CITI CC 9109

▼

🔗

SUBSIDIARY

TBX Employee Benefits

STATEMENT DATE *

3/31/2021

📅

START DATE

📅

ENDING STATEMENT BALANCE *

2,621.24

LAST RECONCILED BALANCE

3,295.32

RECONCILED THIS STATEMENT

(674.08)

DIFFERENCE

0.00

Payments and Credits (23,063.88) • **Charges and Cash Advances 22,389.80** • New Charges 0.00 New Credits 0.00

Mark All

Unmark All

Mark All Cleared to Reconcile

RECONCILE	CLEARED	DATE	TYPE	CHECK NO.	PAYEE	MEMO
-----------	---------	------	------	-----------	-------	------

Reconcile Credit Card

Get Social with Us!

- Facebook – <https://www.facebook.com/AccountingDepartment>
- Twitter – <https://twitter.com/AccountingDept>
- Instagram – <https://www.instagram.com/accountingdepartmentcom/>
- LinkedIn – <https://www.linkedin.com/company/accountingdepartment.com/>