

## Intacct Financials & Accounting

Intacct Financials and Accounting includes Intacct General Ledger, Intacct Accounts Receivable, Intacct Accounts Payable, Intacct Cash Management and Intacct Expense Management.

### INTACCT GENERAL LEDGER

Intacct General Ledger is the cornerstone of the Intacct Financial Management system and provides the foundation to help you better plan, budget, report and analyze your business — on your terms. Intacct General Ledger streamlines data entry, accelerates your financial close through automation, increases the accuracy of financial reporting and reduces the burden of compliance. Intacct General Ledger supports legal, managerial and statistical accounting and reporting and provides real-time ledgers for GAAP, FASB, IASB, IFRS and tax compliance. Intacct adds robust multi-currency capabilities plus support for multiple business entities, including separate financial closes and real-time financial consolidation.

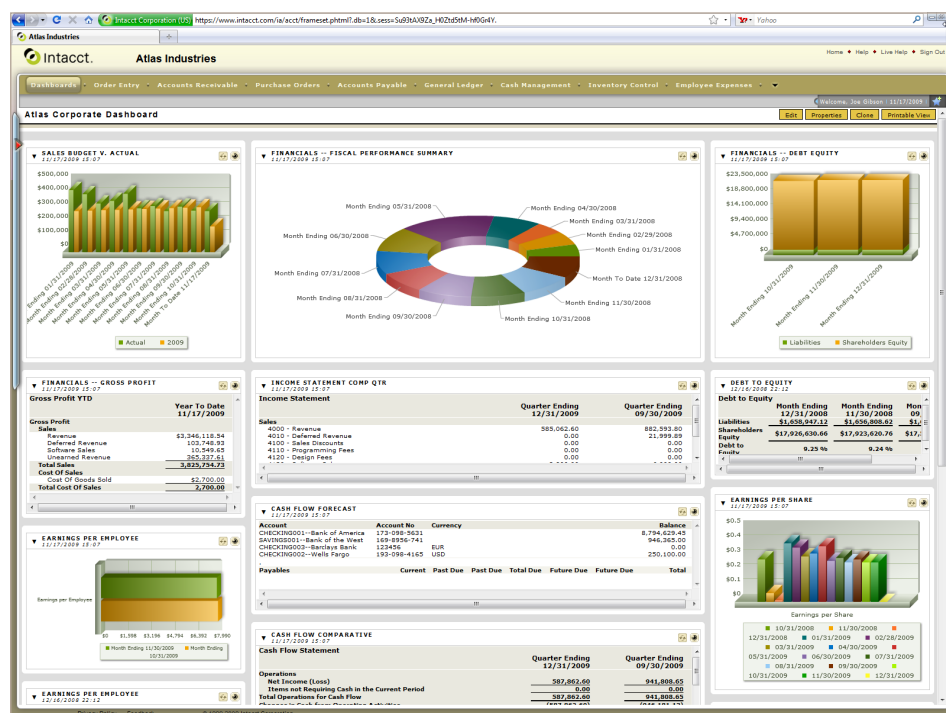
### Start Fast with QuickStart Financials™

Intacct QuickStart Financials™ includes pre-packaged, best practice charts of accounts, dashboards and reports that let you easily map your existing charts of accounts to the Intacct General Ledger, automatically creating all of

your account hierarchy structures and giving you extensive financial reporting 'out of the box'. It's easy to convert your existing system to Intacct General Ledger with comprehensive import tools for your current financial applications or for information you have in spreadsheets or text files. You can quickly upload large

volumes of data for customers, vendors, inventory items, beginning account balances, journal entries and budgets. After you create your company in Intacct General Ledger, you can create your chart of accounts with a single click. If you don't have a chart of accounts, Intacct and our partners provide many industry-specific best practice templates to choose from.

If you manage multiple business entities, you can copy the financial setup from one company to another. You can even use Intacct for performance management by combining and



Intacct General Ledger lets you view key financial and operational metrics for a comprehensive view of your business.

analyzing financial and operational information (such as number of sales reps, occupancy rates or cycle time), giving you a very powerful business management tool that leverages your financial data. You can create and maintain any number of journals and adjusting journals, including statistical journals and their adjusting counterparts.

### Flexibly Define Your Business Structure

Intacct General Ledger enables you to define, plan and manage financial and operational information according to your business requirements. Define unlimited ledgers, account groups and both financial and statistical accounts according to your organizational and reporting needs. Easily access information about trends, define key business metrics, then compare and drill down using dimensions you define, analyzing actual performance versus goals in real-time. Gain global visibility with multi-entity and multi-currency

support in native base currencies with multiple user-selectable consolidation currencies for financial reports and key performance indicators.

### Streamline Data Entry

Today's financial organizations need access to the latest operational information. Intacct General Ledger reflects real-time transactions as they post regardless of where your users are physically located or what applications your users are using to enter their data. Intacct General Ledger lets you create simple transaction templates so non-accounting users can enter general ledger transactions without navigating the intricacies of account numbers, departments and locations. And, Intacct excels at getting external data into the system automatically and in real-time by providing many open integration options. Intacct and our partners provide pre-built integration between many applications, or you can synchronize your data and transactions from your other cloud, on-premises and custom applications.

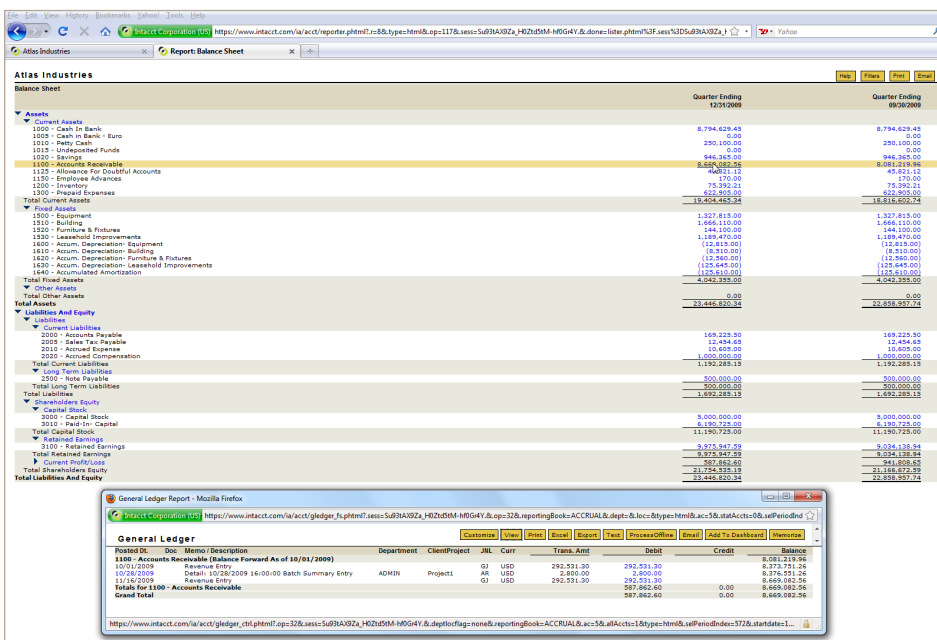
### Accelerate Your Financial Close

Intacct General Ledger allows you to process your monthly close more efficiently than ever. You can open and close periods for multiple entities, or manage a separate close for each entity. You can also open and close multiple periods to gain additional efficiency. If your business crosses time zones or geographies, closing the financial records for each business entity separately is a critical part of consolidating your financial results across time and distance.

### Visibility into Supporting Documents and Performance Management

Beyond superior financial management capabilities and control, Intacct General Ledger also delivers unmatched visibility into the business documents that support each financial transaction. Easily attach supporting documents (digital files which are often a scanned copy of a signed agreement or an electronic copy of a business document), to each transaction. This digital document file system gives you complete visibility into each transaction and supports accounting judgments, such as revenue recognition, with the documents that explain the judgment.

Intacct General Ledger also supports both financial and non-financial accounts, which enables businesses to manage not just fiscal but operational performance. Intacct lets you go beyond financial measures to include calculations such as average revenue per employee, earnings per share, average room capacity and product utilization. The real key performance indicators for your business are often a combination of



You can easily view comparative data and drill through for transaction details.

financial and operational measurements, and Intacct General Ledger makes it easy to track the right information at the right level and to report on the right indicators in real time.

### Comply with Regulations and Standards

Intacct General Ledger is GAAP, Sarbanes-Oxley, FASB, IASB and IFRS compliant and is delivered over the Internet via the Cloud. Intacct General Ledger delivers double-entry accounting, true closing of the books, customizable and adjusting journals, multiple hierarchical departments and locations and unlimited customizable financial reporting.

### Powerful Budgeting

Intacct General Ledger provides very powerful budgeting capabilities and tools for creating and revising budgets. Once you create a budget, you can include your budget in financial reports

for comparison and evaluation. You can easily compare budget to actual spending for multiple accounts or organizations.

Budgets apply to both financial and non-financial accounts. You may budget dollars for financial measurements such as revenue, and budget values for operations accounts such as employee count. Within Intacct General Ledger, you can create budgets for reporting periods based on a dollar (budgeted) amount, actuals (prior period actual activity) or operational information such as headcount data. You can create budgets manually by account, or by importing budget spreadsheets. You can have budgets at any level of detail you choose to manage against, from company-wide to specific GL accounts.

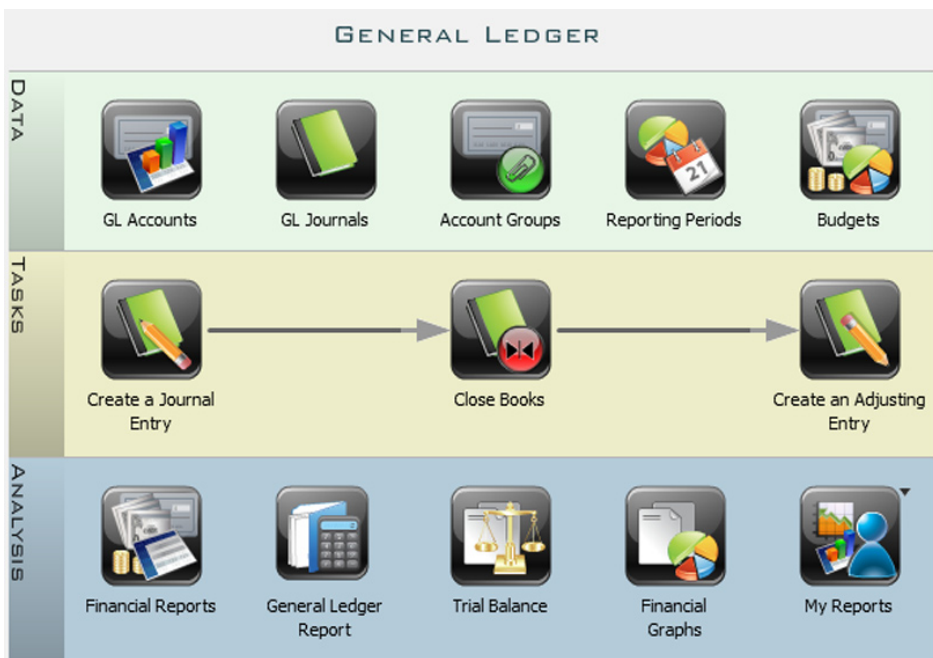
### Increase Internal Control

Intacct General Ledger provides granular permissions and control, enabling the highest level of data integrity and access control. You

can safeguard your financial data by function and by region, for example you can prevent users in the United Kingdom from editing financial results for US-based locations. Balances and checks are put in place to prevent out-of-balance journal entries to ensure accurate financial accounting.

### Key Features

- QuickStart Financials for rapid setup
- Built in performance management
- Multiple GL dimensions for more accurate and customized reporting
- Easily set up user-defined journals, adjusting journals and recurring journal entries
- Support (13) 4-week accounting periods
- Choose cash or accrual-based accounting
- Post data real time, no matter where or who enters it
- Unlimited transactions and history
- Simple templates allow non-accounting users to safely post to GL
- Attach any type of digital supporting documents to transactions
- Comprehensive budgeting by GL account, by department, by location or by any other business characteristics
- Sophisticated multi-currency functionality
- Keep books open indefinitely, or close them at the end of any period
- Full SOA, Web and XML services support for importing and exporting GL transactions
- Enforce controls for compliance with today's regulated environments



Intacct General Ledger streamlines accounting processes for accuracy and control.

# INTACCT ACCOUNTS RECEIVABLE

Intacct Accounts Receivable is a comprehensive solution for managing your complete customer payment cycle. With Intacct Accounts Receivable, you can manage your cash collection and key customers, and efficiently collect and process payments — cash, checks, credit cards and banking transfers. Intacct Accounts Receivable saves time by making it easy to set up and generate recurring invoices. It is easy to create and print or email invoices, receive and apply regular and advance payments, apply penalties and adjust accounts, make deposits and deliver statements.

## Get Paid Quickly

Intacct Accounts Receivable helps you collect from your customers by streamlining your quote to collect process. Invoices are generated

directly from sales fulfillment, and you can attach documentation directly to transactions when you need backup information. You can easily email invoices, shortening the collection process. Payment methods include check, cash, charge card or funds transfer. You can receive advance payments at any time, and can apply the payment to an invoice similar to other account adjustments. And, a fast batch entry mode enables easy after-the-fact bulk invoice entry.

Intacct Accounts Receivable is integrated with PayPal's Merchant Services and with Authorize.net for credit card processing, which simplifies the process of receiving payments and supports recurring bills and scheduled payments.

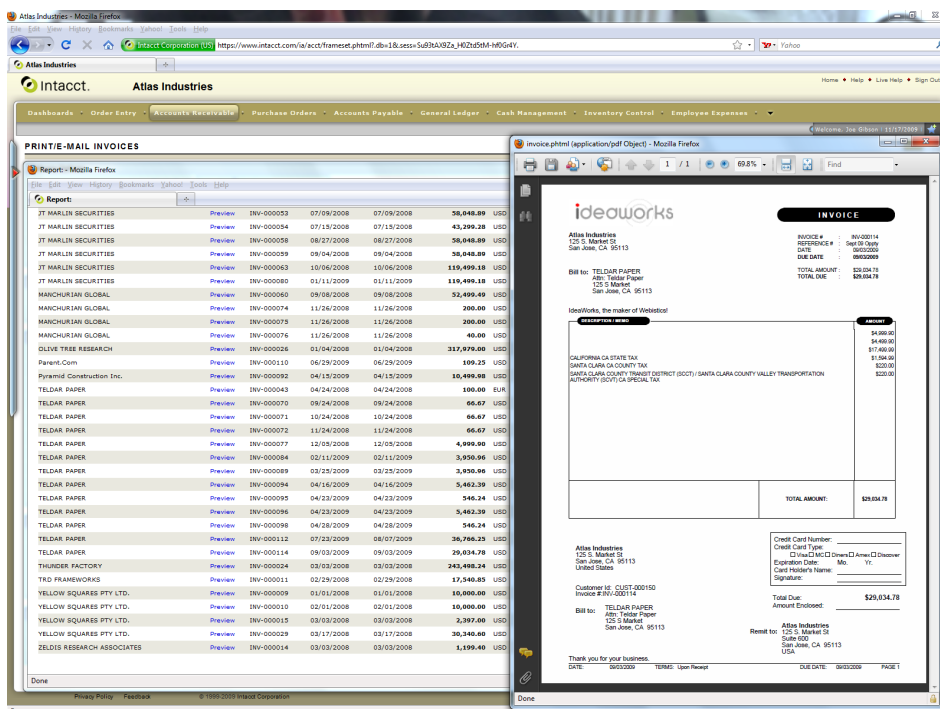
## Easily Manage Deposits and Payments

Intacct Accounts Receivable makes it easy to manage customer payments and bank deposits. When you receive payments, you can place the funds into an undeposited funds account to deposit later. You can make a quick deposit to attribute a payment to a customer generally, rather than to a specific invoice sent to that customer. You can manage non-invoiced deposits as well, such as over-the-counter register sales that are not tracked back to individual customers or transactions.

## Take Control of Your Accounts Receivables

Intacct Accounts Receivable retains transaction details forever, giving you secure access to a customer's complete history. Employees cannot delete or edit invoices once they are paid, giving you a high degree of accounting control. Granular access control over data and processes gives you the power to assign accounts receivable duties to different employees or to different roles. For example, you can separate the tasks of entering customer invoices, receiving payments and making deposits by user to ensure accountability and security.

Intacct Accounts Receivable also delivers a high degree of flexibility and customization to match your business needs. You can process one-time or recurring invoices, and input screens offer fast data entry options that pre-populate the next invoice with the



Intacct Accounts Receivable lets you easily create invoices to support quick payment.

appropriate data from the previous one. You can assess finance charges on past due accounts, if that is part of your customer collections process.

### Integration with Your Other Applications

Intacct Accounts Receivable synchronizes with Intacct Order Management to provide sales staff with sales tools such as quotes, sales orders and invoices. Intacct Order Management transactions post automatically to both Intacct Accounts Receivables and Intacct General Ledger.

Intacct Accounts Receivable is fully integrated with Intacct's other financial applications for real-time posting of all transactions on a cash or accrual basis, ensuring financially consistent views across the business. You can seamlessly integrate external applications using our SOA, Web and XML services, or tools from partners like Pervasive and Boomi, giving you the ability to manage

your business with the most choices available from any vendor.

### Sophisticated Tax Management

Intacct Accounts Receivable gives you the option of using integrated cloud-based tax compliance capabilities provided by Avalara or configuring Intacct's Advanced Tax Engine to fit your business. On-demand tax calculations ensure up-to-date, accurate sales tax calculations. Additional integrated services, including signature-ready returns, are available from Avalara directly.

Intacct's Advanced Tax Engine calculates transactional taxes to comply with tax accrual requirements in each area where you do business, and supports multiple rates for different regulatory bodies. Reports calculate the sales tax payable balance by tax jurisdiction and support drill down to the individual invoices for audit trail purposes, as necessary.

### Comprehensive Reporting

Intacct Accounts Receivable offers extensive sales reports and graphs out of the box, which you can include directly on dashboards through Intacct Insight. Advanced reporting capabilities include customizable receivables aging and non-financial measurements as appropriate for your business.

### Key Features

- Support for credit card payment processing services from PayPal and Authorize.net
- Email invoices and statements directly, or print and mail
- Integrated sales tax calculations from Avalara or through Intacct's Advanced Tax Engine
- Customizable permissions on data access and task authorization
- Apply receipts to customers and invoices, or apply quick receipts generally
- Fast "batch" data entry mode for efficient entry of invoices
- Automated generation and batching of recurring invoices
- Accept advance payments not linked to invoices
- Calculate and apply discounts and finance charges automatically



Intacct Accounts Receivable is a complete solution for managing your customer receivables.

# INTACCT ACCOUNTS PAYABLE

Intacct Accounts Payable is a comprehensive solution for managing your vendors and the full procure-to-pay cycle. With Intacct Accounts Payable, you know your obligations across the entire procurement process, and manage payments to your vendors online or by check.

## Improve Control

Intacct Accounts Payable lets you configure your payment process to implement your business rules. An optional approval cycle lets you require different levels of authorization based on limits you define. For example, you may decide that no approval is necessary on checks less than \$500, but all checks over \$5,000 may need two approvals by staff with specific signing authorities. You can require two check signatures, either physically signed or

digital, for transactions above a preset limit. You can also attach digital files or supporting documents to transactions, providing permanent and secure access to underlying documentation.

Intacct Accounts Payable delivers a high level of accounting control by allowing you to separate accounting duties between people or groups. For example, you can assign different users the ability to enter vendor bills, request payments, approve payments and print checks to ensure accountability and security. Also, you cannot delete or edit bills once they are paid, providing further accounting control.

## Advanced Payment Functionality

Intacct Accounts Payable supports numerous payment types and methods, so you can manage, track and report

your payments the way you run your business. Payment types include full or partial payments, recurring and future payments, advances and quick checks. Payment methods include manual checks, printed checks, online check delivery, cash, credit cards and funds transfer. You can apply overpayments and vendor credits to the next bill you pay.

In addition to default AP terms and aging periods, you can create custom terms as you need them. And, with the appropriate permissions, you can create vendors on the fly.

## Comprehensive Reporting

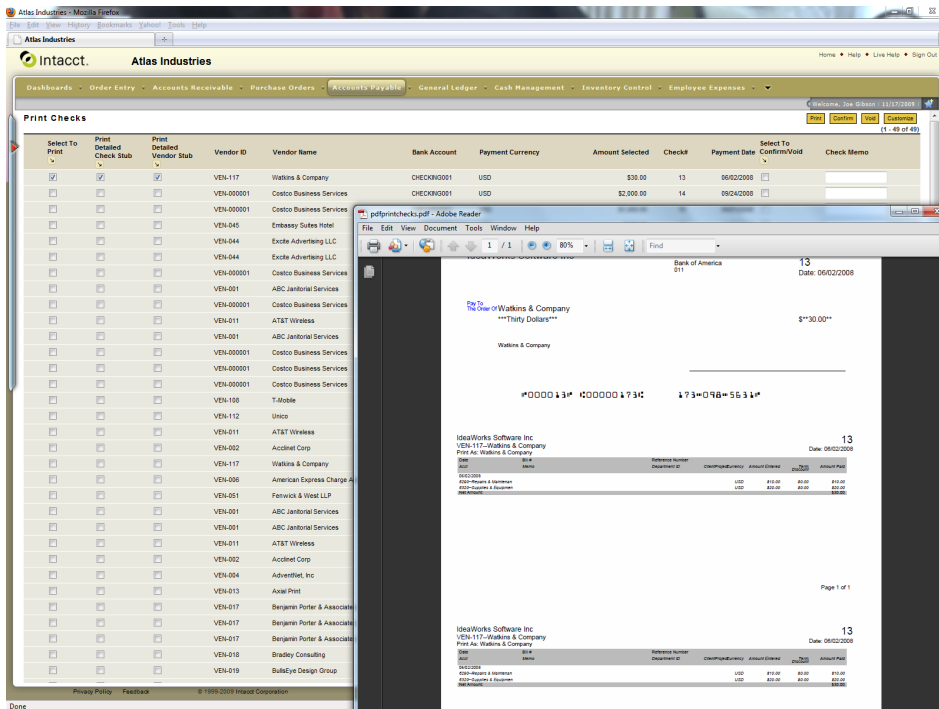
To aid in cash management, Intacct Accounts Payable provides a wide variety of easily customizable aging and payables reports and graphs. Reports include the vendor list, AP ledger, vendor aging, bills register and 1099 forms and reports and you can easily drill down to vendor- and bill-level detail.

## 1099 Support

Intacct Accounts Payable allows you to manage 1099 coding at the line item level for each bill, and supports integrated 1099 reporting for customers who have multiple business entities. You can configure default 1099 coding for each vendor, or you can manage line by line on every transaction.

## Automate Standard Tasks

With Intacct Accounts Payable, you can track vendors with great detail



Intacct Accounts Payable organizes and presents the payment information you need.

and assign a vendor type so you can create reports and manage the right activities for different classes of vendors. For example, you work with contractors differently than you work with suppliers, you work with hardware vendors differently than you do software vendors. A built-in contact manager finds phone numbers and addresses to make vendor communication quick and easy.

If your company writes manual checks, the batch check entry facility is a quick way to enter up to 100 checks per screen. You can enter vendor bills through a similar function built specifically to support rapid data entry of the necessary details, and you can add supporting documents (such

as scanned receipts) to each bill to substantiate the request for payment.

### Integration Keeps Your Financials Up-to-Date

Intacct Accounts Payable is fully integrated with other Intacct financial applications for real-time posting. Intacct Accounts Payable synchronizes with Intacct Purchasing to provide purchasing staff with procurement tools such as RFQs and purchase orders. Intacct Purchasing transactions automatically post to both Intacct Accounts Payable and Intacct General Ledger. And, you can seamlessly integrate your other external applications via our SOA, Web and XML service.

### Key Features

- Real-time integration with Intacct General Ledger, Intacct Cash Management and Intacct Purchasing
- Unlimited number of vendors and transactions
- Multiple contact names and addresses per vendor
- Multiple payment methods, including check, cash, credit card and funds transfer
- Split payments over multiple line items, each with their own 1099 designation
- Real-time posting of AP transactions, no matter where entered
- Full AP cycle with online approvals and approval history
- Optional custom check approval limits
- Electronic vendor payment with select financial organizations



Intacct Accounts Payable provides control through the complete payments process.

# INTACCT CASH MANAGEMENT

Intacct Cash Management gives you visibility and control into your company's spending and allows you to easily manage cash across multiple accounts. Intacct Cash Management increases productivity by managing all of your cash accounts in one centralized location, allowing you to manage cash flow, forecast cash needs, maximize investment returns and ensure compliance with your own cash handling processes.

## Visibility Across the Organization

Intacct Cash Management enables employees to work together across locations to manage shared cash accounts. For example, parent companies often manage shared services for subsidiaries and manage large vendor accounts to control

spending and maximize discounts. Credit card transactions may be managed separately at each office, while payroll may be controlled centrally. Intacct Cash Management allows your finance team to see transactions across all company checking accounts, savings accounts and credit cards to enable visibility into the company's complete spending.

Intacct Cash Management enables you to receive payments, make deposits, print checks, record manual checks, record funds transfers and card charges, pay off charges and reconcile your cash accounts.

## Comprehensive Reconciliation

Intacct Cash Management provides reconciliation capabilities for all

checking, savings and charge card accounts. When you first create your cash accounts, you establish initial balances. You can then import statements from many financial institutions and reconcile your accounts to indicate which transactions have already cleared the bank. Intacct Cash Management supports automating your bank reconciliation by identifying exceptions, enables you to resolve exceptions, manage bank errors and monitor fraud. It allows you to maintain accurate cash balances, which is crucial to maintaining your finances.

## Flexible Receipts, Payments and Transfers

Intacct Cash Management allows you to apply payments to customer accounts not tied directly to an invoice. You can record point-of-sale payments that are not applied to any single customer — you simply enter the cash source when you receive the payment. You have the choice of depositing cash directly into a bank account or into your undeposited funds account for later deposit.

Intacct Cash Management offers two ways to make and track payments. First, the quick check feature lets you print a check for a vendor immediately but not assign it to a specific bill, as compared to the bill-focused payment cycle in Intacct Accounts Payable. You can attach a supporting document (for example, a scan of a signature page) to any transaction, which provides online justification for a payment or receipt. You can also record and post checks written directly from your checkbook.

The screenshot shows the 'Reconcile Bank Account' interface in Intacct. The account being reconciled is 'CHECKING001 Bank of America (USD)'. The ending book balance is 1,431,809.59, and the ending bank balance is 1,431,815.90. The difference is 6.31. The interface includes a table for 'Checks/Debits' and a table for 'Deposits/Credits'.

Check # / Document Doc #	Amount	Posting Date	Payee	Description	Trx Amount	Currency
1 02/29/2008	1,869.31	02/29/2008	Vincent Hanna		1,869.31	USD
4 02/29/2008	49.99	02/29/2008	Neil McCauley		49.99	USD
5 03/11/2008	5,280.00	03/11/2008	ABC Janitorial Services		5,780.00	USD
8 03/11/2008	838.00	03/11/2008	Benjamin Porter & Associates		834.20	USD
7 03/11/2008	836.25	03/11/2008	Category Vendor Financial Inc		856.25	USD
6 03/11/2008	11,655.00	03/11/2008	Commilford of San Jose		11,655.00	USD
9 03/11/2008	802.83	03/11/2008	Dell Marketing		802.83	USD
10 03/27/2008	413.00	03/27/2008	TIVO		415.00	USD
11 03/28/2008	6.31	03/28/2008	Accredit Corp		6.31	USD
344 01/08/2008	1.00	01/08/2008	Accredit Corp		1.00	USD
646 03/31/2008	119.31	03/31/2008	Verizon Wireless		119.51	USD
01/01/2008	10.00	01/01/2008		Checking Account Maintenance Fees	10.00	USD
02/01/2008	16.00	02/01/2008		Checking Account Maintenance Fees	16.00	USD
04/02/2008	500,000.00	04/02/2008			500,000.00	USD
04/02/2008	100.00	04/02/2008			100.00	USD

Check # / Document Doc #	Amount	Posting Date	Payee	Description	Trx Amount	Currency
1313 03/27/2008	8,415.00	03/27/2008	BABYCENTER.COM		8,415.00	USD
8188 04/24/2008	44,400.00	04/24/2008	JLK GROUP		44,400.00	USD
56321 02/29/2008	47,461.90	02/29/2008	CA RESEARCH		47,461.90	USD

Automate and simplify your bank reconciliation.



Intacct Cash Management offers two ways to pay credit card charges. The first is via the full Intacct Accounts Payable cycle — you create a payment request, which then follows the appropriate review and approval cycle before you print a check. You can also choose to automate the funds transfer from a bank account to a credit card account.

Intacct Cash Management enables you to record the transfer of funds from one cash account to another, so you can easily manage the process of providing funds to subsidiaries from corporate headquarters. You can examine the cash balance report to verify the balances of your accounts to determine if you need to make a transfer, or if there are sufficient funds that you can transfer.

### Key Features

- Unlimited numbers of checking, savings and charge accounts
- Integrated with Intacct General Ledger, Intacct Accounts Payable and Intacct Accounts Receivable
- Receive payments such as counter receipts without entering invoices in AR
- Accumulate receipts in an undeposited funds account for later deposit, or record immediate deposits
- Record transfers for any cash account
- Print quick checks to vendors and record manually written checks
- Void checks and reverse transactions
- Pay credit card charges by printed or online check, cash or funds transfer
- Easy-to-use reconciliation function



Intacct Cash Management gives you visibility and control of your cash transactions.

# INTACCT EXPENSE MANAGEMENT

Intacct Expense Management streamlines and automates your company's expense reporting and approval process. Employees can enter their expense reports in the office or on the road using a Web browser to simplify and streamline data entry and reimbursements, while you have complete control over the routing and approval process. Intacct Expense Management makes creating and submitting expense reports simple and quick for employees, resulting in high user satisfaction and rapid employee adoption. You can notify managers when they need to take action via email or place expense report approvals on each manager's dashboard, ensuring visibility and timely review. Finance has complete control to monitor, approve and audit the entire expense reporting process.

## Easy Expense Report Entry

Employees can enter their expenses as they accumulate them, saving their expense report between sessions, or simply entering their expense reports at one time. Once the report is complete, Intacct automatically routes the expense report to the appropriate supervisor for review and approval.

## Streamlined Payment Process

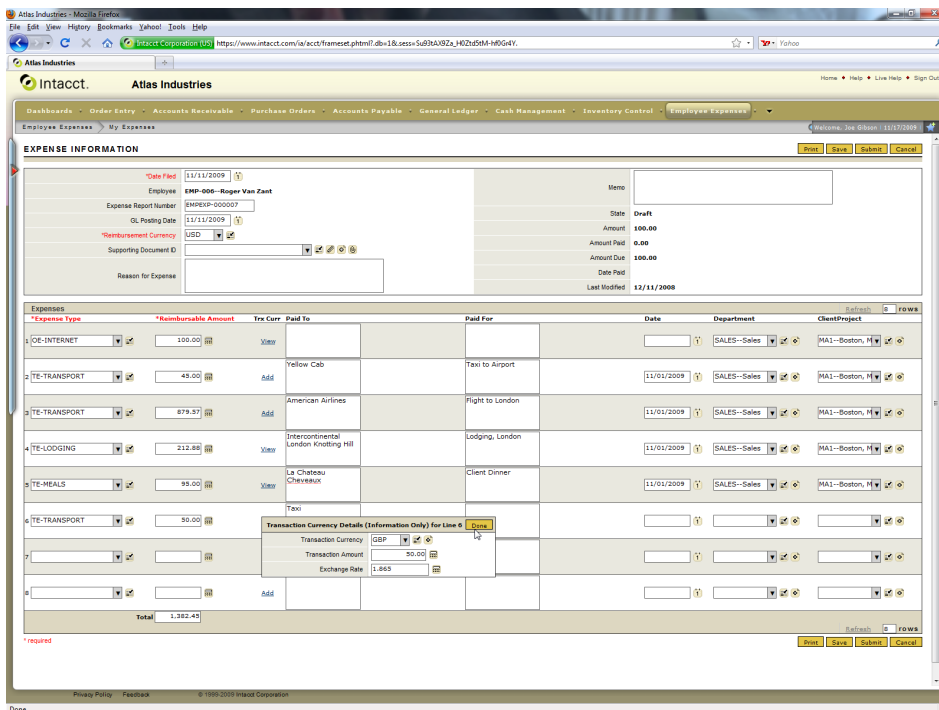
Once a manager approves the expense report it becomes a bill, and the accounting team reviews and processes the expense report similar to an accounts payable bill — printing a check or issuing an online payment. The appropriate data automatically posts to Intacct Cash Management and Intacct General Ledger. Employees can check the status of their expense reports in the

approval and payment cycle, or review their entire expense history at any time. Each employee will only see their own expense reports and the expense reports entered by their staff.

The accounting team may also issue a cash advance to an employee before he or she creates an expense report. For example, a new hire may incur a large moving expense and you want to provide a cash advance. You can apply the advance payment to the expense report after the employee incurs the expense and submits an expense report.

## Detailed Tracking, Paperless Reporting

Expense reports may contain unlimited line items which can specify different expense types, departments and locations. In addition to the mandatory data such as expense type and cost, employees may add optional notes and explanations. Employees may attach electronic documents to their expense reports to facilitate a true paperless environment. For instance, an employee in New York can scan and attach receipts, then instantly submit an expense report to a manager in California. Supervisors, AP managers, auditors and senior management have instant access to both expense line items and supporting details so they can easily review, approve, process and audit expense reports.



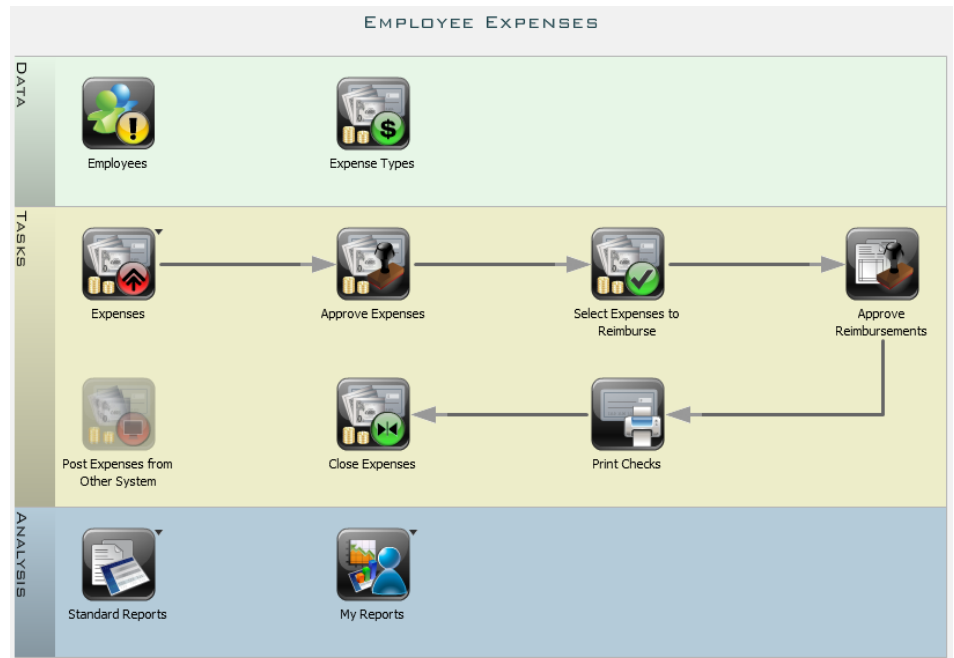
Intacct Expense Management provides remote expense report entry, with complete control over the routing and approval process.

## Key Features

- Two levels of workflow approval, ensuring that managers and finance review and approve each expense report
- Employees, including those located remotely, can submit paperless expense reports
- Full payment cycle, including ability to print checks, without using Intacct Accounts Payable
- Payments via printed check or electronic reimbursement

## Intacct. A Better Way to Run Your Business.

Superior financial applications. Real-time business visibility. An open, on-demand platform. Easy administration and configuration without programming. You can have all these things and the highest rate of customer success and satisfaction and the lowest total cost of ownership. Contact us to learn how Intacct can help you run your business, in the Cloud.



Intacct Expense Management ensures process consistency and control for your employee expense reports.

