

herbst Insight Contracts

- Store & Create Contracts
- Order, Delivery Tracking
- Purchases Analysis & Tracking
- Sales invoice Recording
- Attachments of Hardcopies
- Back-to-back ordering & invoicing
- Payment processing and tracking
- Report desktop & designer



Not able to control your financial or physical transactions in your Contracts ?

Now there is an easier answer with Herbst Insight, the total office solution!

Insight Contract Module provides an additional ledger, **Contracts**, which is located in Sales. Here, you can create, modify, and control any Contract, which is then attached to any selected customer's account. Each customer can have an **unlimited amount of Contracts**. In the customer record, the Contract or Contracts associated with the customer can then be analysed. Sales and purchase transactions can be **tracked**. The Cash Flow of the contract, Receipts and Payments can be compared.

The Contract Ledger allows you to immediately see all financial records and all movement and status of physical stocks, on one or many Contracts.

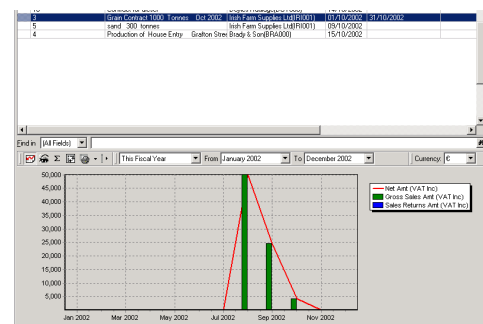
They can then be viewed from the customer's record, as well as in the Contract Ledger and

Reports. The (instant and live) Grid views give overall views of the status, and with the complete **drill-down** facilities, you can track all transactions and movements associated with a specific Contract, right down to the first document.



Now the Project managers and Financial Controllers can have a **"live"** overview of any customer's current Contract status. The usual **analysis tools**, and **multi-contract** views will become extremely useful to observe incoming/outgoing cash flow, outstanding orders and accruals and in general, to give accurate and essential management control of a Contract.

The **Contract Module** replaces the filing cabinet. The retrieval of documents is done instantly, using our **attachments** facility. Scanned original hard copies of the contract, spreadsheets, drawings, pricing tables, any correspondence etc. relating to the specific Contract ensures that you will never be able to lose any crucial Contract documents, and always have instant access.



On any transaction (sale order / delivery / invoice / purchase order / receipt / invoice / receive payments / issue payments etc.), the Contract licence will offer a **pick list** of existing contracts belonging to the chosen customer. The transaction will then be attached to the Contract.

Special Prices, quoted specifically for a Contract can be specified in the Contract or in the Pricing on individual Contracts. Each Contract can be allocated to many products, and given a specific price. Therefore, the next time that customer orders something on Contract X; they will get the special price agreed for that specific Contract.

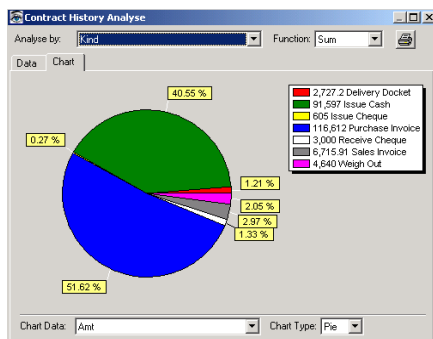
Transaction	Number	Post Date	Amount, €
Oldest Due	SI-000356	02/08/2002	4167.24
Oldest Unalloc			
Last Invoice	SI-000355	09/10/2002	4167.24
Last Payment	RCH-000114	09/10/2002	3000.00

	Gross	Returns	Net
— Sales			
VAT Exc Amount	65190.00	0.00	65190.00
VAT Inc Amount	78879.90	0.00	78879.90
— Stock Sales			
VAT Exc Amount	65190.00	0.00	65190.00
VAT Inc Amount	78879.90	0.00	78879.90
— Stock Sales Profit			
Gross Profit	33696.12	Margin of Gross Profit, %	51.64
Cost of Net Stock Sales	31523.88	Mark-up of Gross Profit, %	106.80

Periodical transactions can be created with ease and monitored as required by certain Contracts.

Insight also supports **Back to Back ordering** by enabling you to convert any sales transaction directly into a purchase transaction (i.e. order or invoice or any other transaction).

Haulier “Self Invoicing” allows to creation of a haulage purchase order or self- invoice at the time of the delivery or receipt, keeping the true cost of the product and creating the liability to the haulier at the time of happening



All user activity can be traced via the **Security log** to see who made changes to the Contract and at what date and time. Insight provides a live **“Paper-free”** environment and complete control of your business. Insight is a total office solution.

A variety of essential, pre-configured **reports** with the option to modify them or create new reports via the report designer tool gives great flexibility in terms of print outs for your business. This is further enhanced by the Herbst **grid view analysis** designer which enables you to customize your views and create user-specific views where required.

Maintaining your Contract information couldn't be easier with the flexible **quick views** and editing capabilities within Insight. All the Contract information is presented in tab or grid format which can be easily **customized** to suit your user needs and information can be made readily available or concealed as required.

This Contract module is extremely suitable for **Builders, Quarries, Contractors** or any Insight User who needs to control their physical stocks, profit analysis and cash flow specific to Sales Contracts. The Contract Ledger does not affect the Nominal Ledger and is therefore extremely user-friendly.



Insight also offers **“true multi-currency”**. For any customer, supplier or bank you can issue any transaction in any currency and Insight will keep separate balances for each currency plus consolidated balance in the base currency.

Other Standard features include Notepad, Reminders, Report Desktop & Designer, Form Designer, Budgeting Capabilities (at Nominal Ledger), and Data Import & Export from or to MS Word, MS Excel or ASCII Files.

For more information on any particular aspect of Insight, please see our detailed module flyers on the following topics:

- Sales Ledger
- Purchases Ledger
- “On Line” Bank & Cash Control Ledger
- VAT & Nominal Ledger
- Weighbridge & Warehousing
- E-Shop and E-Commerce
- Total Security with defined User rights
- Pricing Rules, Multi Location, BOM
- Report and Form designer
- Data Importing & Exporting
- Quarry Office Solution
- Oil Distributor Office Solution
- HRM Human Resource Manager with Full Payroll

Herbst Insight gives a paper free fully traceable and instant “at this moment” view of any of your projects or your total business. Without ever looking at folders or outside help, with our drill down capability,

YOU are in control and can act on the information when it still matters...

