

GENERAL LEDGER

CHART OF ACCOUNTS

- Organize by account number
- Organize by account grouping
- Standard charts for each property type
- Unique chart for each property

REPORTS

- Transaction report by date
- Cumulative transaction report
- Opening balance report
- Budget reports
- Budget projection report
- GL trial balance
- Graphs to compare budget with actual

BUDGETING

- Create budget through data entry or spreadsheet import
- > Customize budget on a monthly basis
- Edit new budget by percentage or dollar value
- > Customize budget on a monthly basis
- > Adjust revenue to match expenditures

FINANCIAL STATEMENT

- Cover sheet
- Balance sheet
- Reserve income & expense schedule
- Statement of operations
- Income & expense report
- Cash disbursements (for each bank account)
- Accounts payable (for each bank account)
- Accrued liabilities (for each bank account)
- Outstanding cheque report (for each bank account)
- Bank reconciliation (for each bank account)
- Accounts receivable (by age)
- Accounts Receivable (by charge type)
- GL trial balance
- GL graphs
- Investment summary
- Investment detail
- Pre-paid expense summary
- Pre-paid expense detail
- Includes page numbering
- English or French language option
- In print or as email attachment (PDF format)
- Include external documents

UTILITIES

- Reverse / Re-date transactions
- Post automatic monthly transactions
- Post investment accruals
- Delete transactions
- Pre-paid expense calculator and auto posting of monthly entries