

---

## Customers with National Accounts

AR-1068

### Overview

This Extended Solution to the standard MAS 90 MAS 200 Accounts Receivable and Sales Order modules allows a Bill To Customer for each A/R Customer. Additionally, if you are using divisions in A/R, you can specify one A/R division as a 'Bill To' division and one as a 'Sold To' division. An option to select and sort by Sold To Division has been added to the A/R Aging Report.

### Installation

Before installing this Extended Solution, please verify that the version level(s) printed on the CD label are the same as the version level(s) of the MAS 90 MAS 200 module(s) you are using. For further information, please see the Upgrades and Compatibility section below. Check your Shipping Manifest for a complete list of Extended Solutions shipped.

For detailed installation instructions, please refer to the Sage website at:

[http://support.sagesoftwareonline.com/mas/extended\\_solutions/main.cfm](http://support.sagesoftwareonline.com/mas/extended_solutions/main.cfm)

### ***Installing Your Extended Solutions under Windows From a CD***

If you have the *autorun* function turned on for your PC, the installation program will start up automatically. If not, find the **autorun.exe** file on your CD-ROM drive and double-click it to start the installation program. Follow the on-screen instructions.

### **From the Sage FTP site**

When your Extended Solution is ready to be downloaded, you will receive an email from 'extendedsolutions.na@sage.com' telling you that it is ready. The email will contain the Customer Name, Cross Reference, a case-sensitive Password, a link via which you can download your Extended Solution, instructions, and a Shipping Manifest. If you have any problems with this order please email: [extendedsolutions.na@sage.com](mailto:extendedsolutions.na@sage.com) and we will assist you during normal business hours.

### ***Extended Solutions Control Center***

Installing any Extended Solution will add an Extended Solutions Control Center to the MAS 90 MAS 200 Library Master Utilities menu. When you open the Control Center, the following options will be available:

- Extended Solutions Manuals
- Remove Extended Solutions
- Unlock Extended Solutions

## Extended Solutions

- Merge Installation Files
- Extended Solutions Setup options

**Custom Office**

If you customize your MAS 90 MAS 200, then you must run the Update Utility *every time* you install this Extended Solution.

**Setup**

Upon completion of software installation, you will need to access Extended Solutions Setup from the Accounts Receivable Setup menu. Select this part number and the Setup screen for this Extended Solution will appear (Figure 1). Check the 'Enable Extended Solution' box to activate this Extended Solution. The manual for this Extended Solution can be viewed by clicking the 'Manual' button next to the 'Enable Extended Solution' check box. It can also be viewed via the Extended Solutions Control Center (see Installation, above).

Figure 1

Answer the following prompts:

**CUSTOMER TO UPDATE:** If you select the 'Sold To Customers', updates will all be to Sold To Customer (the same as standard MAS 90 MAS 200). If you select 'Bill To Customers', Open Invoice and A/R Sales Analysis information will be to the Bill To Customer, not the Sold To Customer. If you select 'Both,' the Open Invoice Record will post to the Bill To Customer, the A/R Sales Analysis information will post to both the Sold-To and Bill To Customers.

**SALESPERSON COMMISSION:** If you select 'Both' above, you will have access to this option. Select 'Sold To Customers' to update the salesperson commission to the Salesperson

## Extended Solutions

Commission file with the Sold To Customer Number. Select 'Bill To Customers' to update the salesperson commission to the Salesperson Commission file with the Bill To Customer Number.



If you select 'Bill To' above and you are using divisions in Accounts Receivable, then each salesperson must be set up with a Salesperson Number that reflects the Bill To's division in order to update to the A/R Commission file.

**'BILL TO' DESCRIPTOR:** Specify the 'Bill To Descriptor' and the A/R 'Bill To Division Number.'

**'SOLD TO' DESCRIPTOR:** Specify the 'Sold To Descriptor' and A/R 'Sold To Division Number.'



If you do not enabled Divisions in Accounts Receivable, you will not be presented with the Bill To Division and Sold To Division prompts.

**USE 'BILL TO' CUSTOMER FOR DIVISIONAL ACCOUNT SUBSTITUTION:** If you check this box, the G/L Accounts specified in A/R Division Maintenance for the Bill To Customer will be used during Sales Order Sales Journal Update.

The following option is available only if the 'Customer to Update' option is set to 'Both':

**MAINTAIN 'BILL TO' CUSTOMER ON THE FLY:** If you wish to allow access to the Bill To Customer Number to change it, choose one of the following options:

- S/O Invoice: Entry is allowed in S/O Invoice entry only
- S/O Orders: Entry is allowed in Sales Order entry only
- Both: Entry is allowed in S/O Orders and Invoices
- None: Access to change the Bill To Customer is prohibited

The following prompt will be accessible if you answered the above question as anything other than 'None':

**POP UP 'BILL TO' CUSTOMER WINDOW:** If you check this box, the Bill To Customer information accessible via the drop down list button will pop up as you exit the Header tab for new orders and invoices.

**POPULATE BILL ADDRESS BLOCK WITH 'BILL TO' CUSTOMER BLOCK:** Check this box to have the standard 'Bill To' Address fields be populated with the 'Bill To' Customer's address data in A/R Invoice, A/R Invoice History, Sales Order, S/O Picking Sheet and S/O Invoice Printing.

You should visit this Setup screen after each upgrade or reinstallation of this Extended Solution.

## Extended Solutions

**Operation***Customer Maintenance*

A drop list button has been added to the bottom of the Customer Maintenance screen (Figure 2). The button caption will be 'Bill To...' or 'Sold To...'. If you wish to specify a Bill To Customer for this account select Bill To Customer; you will be presented with Bill To Customer Entry (Figure 3). Only existing customers can be selected; new customer creation is prohibited. You will be warned if the Account Number entered has a Bill To Customer Number itself.

Figure 2

Figure 3

## Extended Solutions

If you specified in Setup to restrict the Bill To Customers to a single division then only the customers in that division will be allowed and listed in the Customer lookup (Figure 4). Click the 'Bill-To No.' hyperlink to access that Customer's Maintenance file. Any changes made in that Customer's Maintenance will be reflected when you exit and return to Bill To Customer entry.

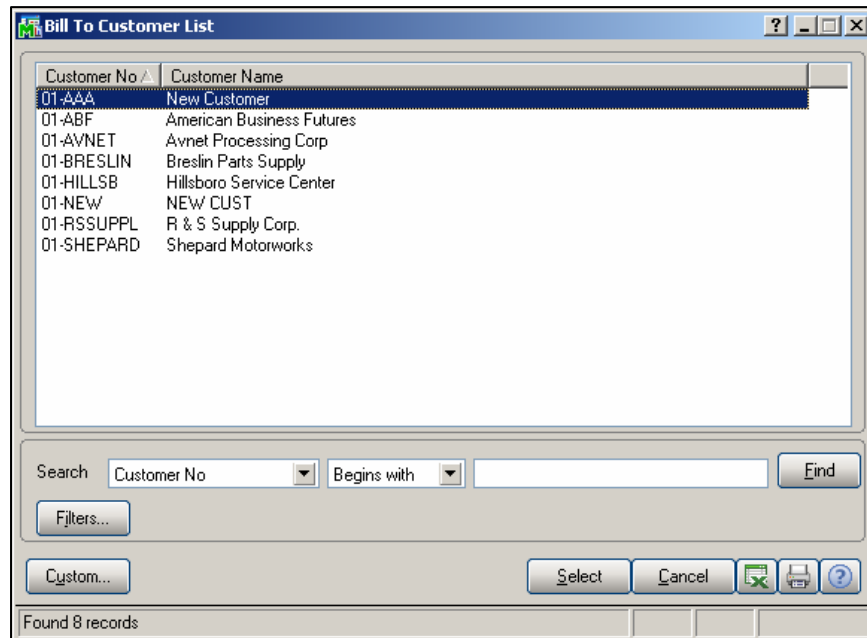


Figure 4

If you wish to associate a Sold To account for this customer, click the drop list button and select Sold To Customer. Any customers currently associated with the Customer will be presented in a list (Figure 5). You can either select from the list or hit Cancel to enter a new customer (Figure 6).

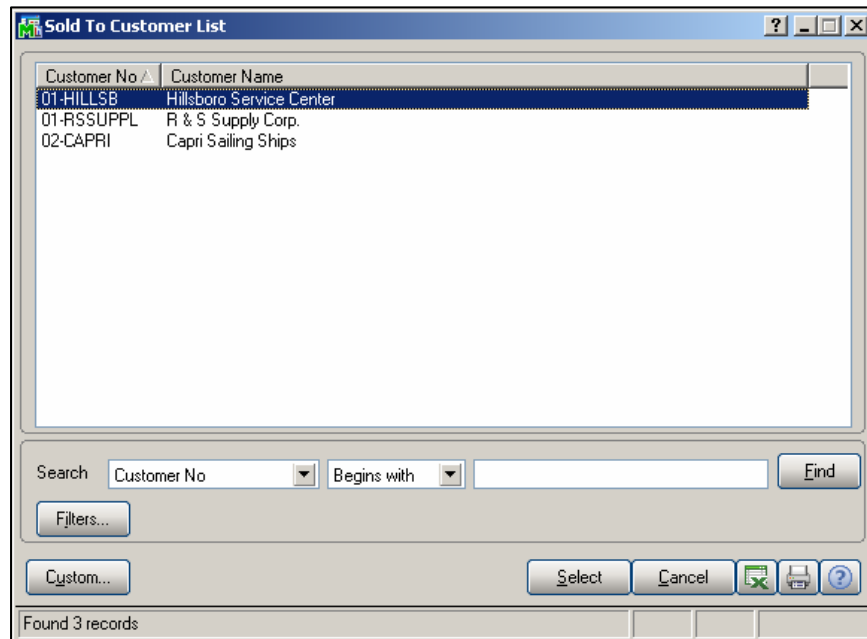


Figure 5

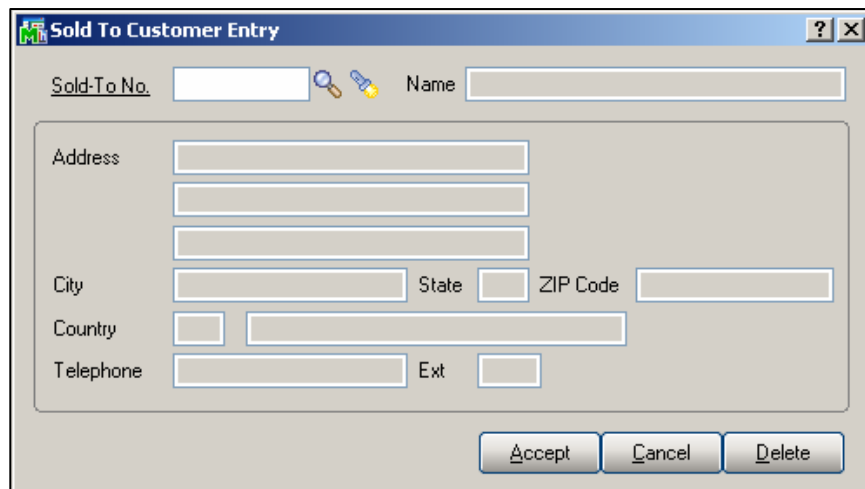


Figure 6

If you specified in Setup to restrict the Sold To Customers to a single division then only the customers in that division will be allowed and listed in the Customer lookup (Figure 7).

## Extended Solutions

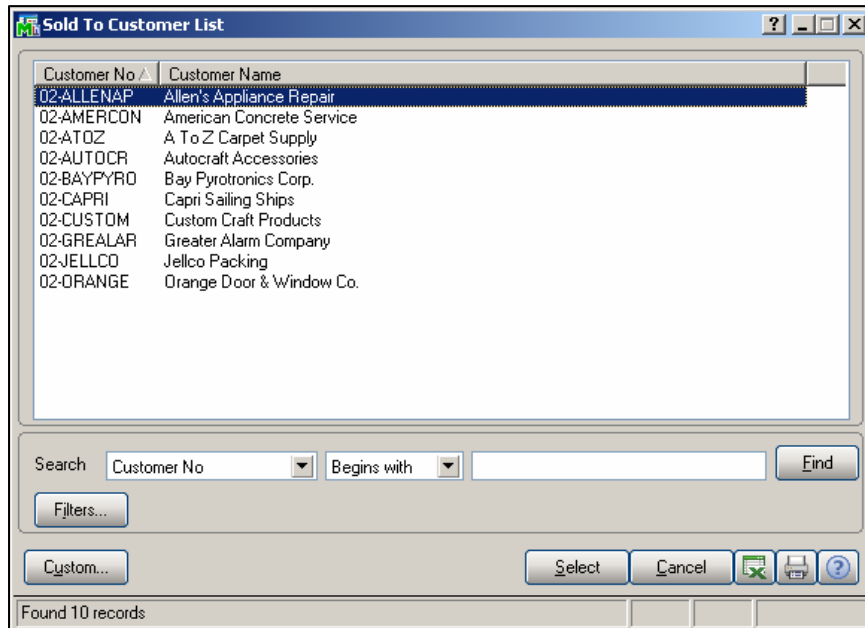


Figure 7

*A/R Invoice entry*

A/R Invoice entry and Repetitive Invoice entry have been modified with a 'Bill To' drop list button at the bottom of the page (Figure 8). The customer on the invoice is checked to see if they have an associated Bill To customer number. If found the Bill To Customer number is added to the invoice. It is available for viewing (Figure 9).

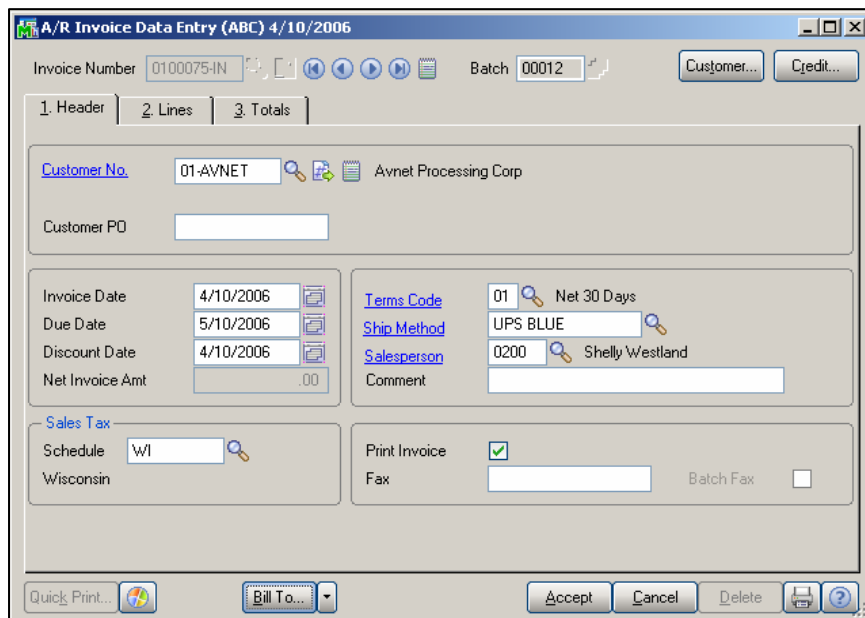


Figure 8

Extended Solutions

Bill To Customer Inquiry

Bill-To No. 01-AVNET Name Avnet Processing Corp

Address 3361 W. Kenosha  
Powers Building  
Suite 100

City Racine State WI ZIP Code 53120

Country USA United States of America

Telephone (414) 225-2635 Ext

OK

Figure 9

When entering an Adjustment or a Credit Memo, the Invoice Number lookup will list the invoices for the Bill To Customer Number (Figure 10).

A/R Invoice Data Entry (ABC) 5/15/2006

Invoice Number 0100059-CM Batch 00005

Customer... Credit...

1. Header | 2. Lines | 3. Totals

Customer No. 01-HILLSB Hillsboro Service Center

Apply To Invoice

Customer PO

Invoice Date 5/15/2006 Terms Code 02 2% Ten Days, Net 30 Days

Due Date 6/14/2006 Ship Method UPS BLUE

Discount Date 5/25/2006 Salesperson 0200 Shelly Westland

Net Invoice Amt .00 Comment

Sales Tax

Schedule WI Wisconsin

Print Invoice  Batch Fax

Quick Print Bill To... Accept Cancel Delete

Figure 10



*A/R Sales Journal Printing*

The Bill-To Customer Number and Name will print underneath the Customer Number and Name if applicable (Figure 11).

Invoice Number	Customer Number	Invoice Date	Terms	Sales Code	Tax Schedule	Batch Number	Taxable Sales Amount	Non-taxable Sales Amount	Freight Amount	Sales Tax	Invoice Total	
0100120-N	9100206	02	0200	NI SLMDGP	SCA		145.12	0.00	0.00	4.35	149.47	
Comment: HILLSB Hillborn Service Center 01-00101 Arnet Processing Corp -- Bill To Customer -- Comment: 100-AA												
<b>Division 01 Total - Cash Sales:</b>							0.00	0.00	0.00	0.00	0.00	
<b>AR Sales:</b>							145.12	145.12	0.00	0.00	4.35	149.47
<b>Total Sales:</b>							145.12	145.12	0.00	0.00	4.35	149.47
<b>Report Total - Cash Sales:</b>							0.00	0.00	0.00	0.00	0.00	0.00
<b>AR Sales:</b>							145.12	145.12	0.00	0.00	4.35	149.47
<b>Total Sales:</b>							145.12	145.12	0.00	0.00	4.35	149.47

Figure 11

*A/R Sales Journal update*

The Accounts Receivable Invoice History file is updated using the Sold To Customer's account number. Unless you specified to use the Sold To's Customer as the Customer to Update in Setup, the Open Invoice file is updated using the Bill To Account Number. No G/L Account changes were made to A/R Invoice Data Entry or A/R Sales Journal Update.

*Sales Order and Sales Order Invoice entry*

Sales Order entry and S/O Invoice entry have been modified with a drop list button at the bottom of the page (Figure 12). The customer on the order/invoice is checked to see if they have an associated Bill To customer number. If found the Bill To Customer number is added to the order/invoice. It is available for viewing, or if 'Maintain Bill To Customer on the fly' was specified in Setup, available for editing (Figure 9). You can either Delete the Bill To Customer if one is referenced, or Change the Bill To Customer Number, even if no Bill To relationship exists in the Sold To Customer's Masterfile.



If there was a Bill To Customer and it was changed, or if the Bill To field was blank, and you selected a Customer Number, then you should note that there will be nothing in the Sold To Customer's Masterfile telling you which Bill To Customer Number was used. However, if you have elected to maintain Sales Order History, you can view the new fields in Order History.

Order Number: 0000301  
 Order Date: 4/10/2006  
 Order Type: Standard Order  
 Customer No.: 01-BRESLIN  
 Ship Date: 4/10/2006  
 Status: New  
 Whse: 001 EAST WAREHOUSE  
 Sales Tax: WI  
 Print Order:   
 Print Pick Sheets:

Figure 12

### Shipping Data Entry

The Bill To Customer Number can be viewed by selecting the 'Bill To Customer' option from the drop list button in Shipping Entry (Figure 13). The fields can not be changed. No modifications have been made to the Packing List Printing.

Shipper ID: 1  
 Ship Date: 5/10/2006  
 Order No.: 0000300  
 Shipping No.: 0100160  
 Ship Status: New  
 Customer Number: 01-HILLSB  
 SO Created By: SCA

Item Code	Ordered	Shipped	Back Ordered	Comment
1 1001-HON-H252	1.0000	.0000	.0000	

Figure 13

*S/O Sales Journal Printing*

The Bill-To Customer Number and Name will print underneath the Customer Number and Name if applicable (Figure 14).

Invoice No./ Customer No.	Invoice Date	Order Number	Terms	Stk Price	Tax Schedule	Taxable Sales Amount	Non-taxable Sales Amount	Discount Amount	Freight Amount	Sales Tax Amount	Invoice Total	Deposit Amount
01002175-IN	9/16/2009	02	0200		NJ SLWDGP	216.00	0.00	32.40	0.00	5.51	199.11	0.00
01-KVNET												
0100219-IN	9/16/2009	01	0300		CA	0.00	95.00	12.75	0.00	0.00	72.25	0.00
02-HELCO												
<b>Report Total - Cash Sales:</b>												
						0.00	0.00	0.00	0.00	0.00	0.00	0.00
						216.00	95.00	45.15	0.00	5.51	261.36	0.00
						<b>Total Sales:</b>	<b>95.00</b>	<b>45.15</b>	<b>0.00</b>	<b>5.51</b>	<b>261.36</b>	<b>0.00</b>

Figure 14

*S/O Sales Journal Update*

The update to the Accounts Receivable Open Invoice file will be altered as follows, depending on how the Setup question 'Customer to Update' was answered:

- **Sold To:** Updates will all be to the Sold To Customer, which is the same as standard MAS 90 MAS 200
- **Bill To:** Open Invoice and A/R Sales Analysis information will be to the Bill To Customer
- **Both:** Open Invoice record will post to the Bill To Customer; the A/R Sales Analysis information will post to both the Sold To and the Bill To Customer.

If a Customer Number is **not** in the Bill To field, then all updates are per standard MAS90 processing. If there **is** a Customer Number in the Bill To field, then all updates are per AR-1068 processing.

A/R Invoice History is updated using the Sold To Customer's account Number. The Bill To customer's account number is included.

## Extended Solutions

If you checked the 'Use "Bill To" Customer for Divisional Account Substitution,' the G/L Accounts specified in A/R Division Maintenance for the Bill To Customer will be used during Sales Order Sales Journal Update. Additionally, if you checked the 'Post Sales By Division' box in S/O Setup, then the Sales and COGS G/L Accounts will use the Bill To Customer's Division for the account segment substitution. No substitution will take place if the Customer to update is the Sold To Customer Number.

### *A/R Aged Invoice Report*

The Main tab of the Accounts Receivable Aged Invoice Report selection has been modified with an option to Sort Report By: 'Sold To Division' (Figure 15). 'Sold To Division' has been added to the Select tab (Figure 15b).

**Figure 15**

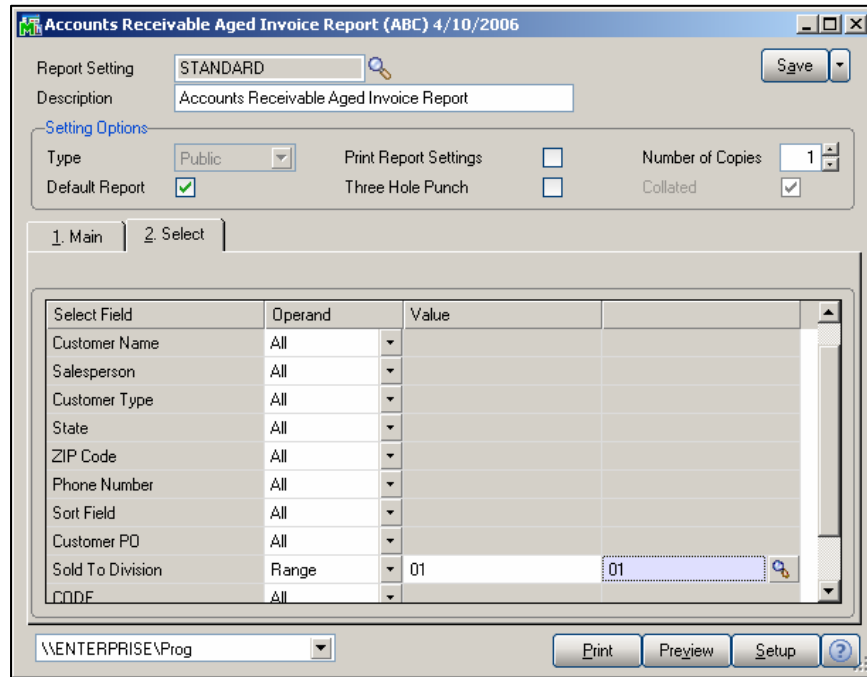


Figure 15b

When Sort Report By is set 'Sold To Division' the report will print in Sold To Division Number Order, with the Sold To Division description noted at the top of each Divisional break (Figure 16).

Customer Invoice Date	Invoice Number	Disc Dates Invoice	Discount Amount	Balance	Current	30 Days	60 Days	90 Days	120 Days	Days Del
<b>Sold To Division: 01</b>										
ABRDF American Business Futures Contact: Arle Johnson Phone: (414) 655-4787 Extension: 219 Credit Limit: 120,000.00										
11/16/2005	0100056-IN	12/16/2005		55.25	0.00	0.00	0.00	0.00	55.25	115
<b>Customer 01-ABF Totals:</b>				0.00	55.25	0.00	0.00	0.00	55.25	0.00
<b>Sold To Division: 01</b>										
ABRDF American Business Futures Contact: Arle Johnson Phone: (414) 655-4787 Extension: 219 Credit Limit: 120,000.00										
11/18/2005	0100059-IN	12/18/2005		0.00	8,243.10	0.00	0.00	0.00	8,243.10	91
12/02/05	0100071-IN	1/20/06		0.00	34.00	0.00	0.00	0.00	34.00	95
12/17/2005	0100072-IN	1/20/06		0.00	84.00	0.00	0.00	0.00	84.00	94
12/22/05	0100081-IN	2/22/2006		0.00	153.70	0.00	153.70	0.00	0.00	47
3/16/2006	0100126-IN	4/7/2006		0.00	90.37	90.37	0.00	0.00	0.00	3
3/16/2006	7000000-IN	4/7/2006		0.00	69.37	69.37	0.00	0.00	0.00	3
<b>Customer 01-ABF Totals:</b>				0.00	8,700.74	140.94	153.70	0.00	8,411.10	0.00
<b>Sold To Division: 01</b>										
BEWEN NEW CUST Contact: Phone: Credit Limit: 0.00										
12/19/2005	0100059-IN	12/19/2005		0.00	153.70	0.00	0.00	0.00	153.70	112
<b>Customer 01-BEW Totals:</b>				0.00	153.70	0.00	0.00	0.00	153.70	0.00
<b>Report Totals:</b>				0.00	9,914.69	140.94	153.70	0.00	8,620.05	0.00
<b>Number of Customers:</b>				2						

Figure 16

## Extended Solutions

*Forms Printing*

If you checked the Setup option, 'Populate Bill Address Block with 'Bill To' Customer Block', the standard Customer Address fields in A/R Invoice Printing, and the standard Customer Bill To Address fields in S/O Printing, S/O Picking sheet Printing and S/O Invoice Printing will be populated with the AR-1068 'Bill To' Customer's address. If you wish to print the data associated with the customer number on the order in these fields, then do not select this option in Setup and instead use the additional fields for the AR-1068 Bill To customer's data which has been added to the applicable work file (see [ODBC Dictionary](#) below).

**Helpful Hints**

- A customer cannot be deleted when the customer number is referenced as a Bill To by another customer. This applies only to Customer Maintenance, not the A/R Customer Delete/Renumber/Merge Utility.
- In order for the customer number to print properly on the Accounts Receivable Aged Invoice Report you will need modify it by separating 'Customer No' field from '@CustomerNumberFormatted(String)' in Group Header #4b section.
- If you want credit checking to take place on the Customer Masterfile-referenced Bill-To Customer, please see the documentation for Sage Software Extended Solution AR-1115: *Credit Hold and Terms Violation Extended Solution*.

**ODBC Dictionary**

The files listed below have been added or changed in the ODBC Dictionaries by this Extended Solution for Crystal Reports purposes.

<i>File</i>	<i>Fields</i>
AR_AgedInvoiceReportWrk.M4T	SoldToDivisionNo_001 SoldToCustomerNo_001
AR_BillToSoldTo_001.M4T	BillToDivisionNo BillToCustomerNo SoldToDivisionNo SoldToCustomerNo
AR_Customer.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_CustomerListingWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_InvoiceHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_InvoiceHistoryHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001

## Extended Solutions

AR_InvoiceHistoryWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_InvoiceWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001 BillToAddress1_001 BillToAddress2_001 BillToAddress3_001 BillToCity_001 BillToState_001 BillToZipCode_001 BillToCountryCode_001
AR_OpenInvoice.M4T	SoldToDivisionNo_001 SoldToCustomerNo_001
AR_RepetitiveInvoiceHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_RepetitiveInvoiceListing.M4T	BillToDivisionNo_001 BillToCustomerNo_001
AR_SalesJournalWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001
AR_StatementWrk.M4T	SoldToDivisionNo_001 SoldToCustomerNo_001
AR_TransactionPosting.M4T	BillToDivisionNo_001 BillToCustomerNo_001
SO_InvoiceHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001
SO_InvoiceWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001 BillToAddress1_001 BillToAddress2_001 BillToAddress3_001 BillToCity_001 BillToState_001 BillToZipCode_001 BillToCountryCode_001

## Extended Solutions

SO_PickingSheetWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001 BillToAddress1_001 BillToAddress2_001 BillToAddress3_001 BillToCity_001 BillToState_001 BillToZipCode_001 BillToCountryCode_001
SO_SalesJournalWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001
SO_SalesOrderHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001
SO_SalesOrderHistoryHeader.M4T	BillToDivisionNo_001 BillToCustomerNo_001
SO_SalesOrderQuoteHistoryWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001
SO_SalesOrderWrk.M4T	BillToDivisionNo_001 BillToCustomerNo_001 BillToName_001 BillToAddress1_001 BillToAddress2_001 BillToAddress3_001 BillToCity_001 BillToState_001 BillToZipCode_001 BillToCountryCode_001

Be aware that the ODBC Dictionaries may contain other files and data fields that will be unavailable without their corresponding Extended Solutions installed.

### What's New

*With the 10-25-06 release:*

- Modified A/R Invoice History Printing to populate the standard 'Bill To' Address field with the 'Bill To' customers address.

- 

*With the 08-03-06 release:*

- Added option to Setup: 'Populate Bill Address Block with 'Bill To' Customer Block'
- Modified A/R and S/O Sales Journals to print both customers.



## Extended Solutions

With the 03-11-06 release:

- Converted to Business Framework
- No longer stores Bill To customer number in header comment of orders/invoices

### Upgrades and Compatibility

The installation CD is labeled with the version of the MAS 90 MAS 200 module for which this Extended Solution was prepared. This Extended Solution will check its compatibility with the appropriate MAS 90 MAS 200 modules and will be disabled if an incompatibility is found. If you upgrade your MAS 90 MAS 200 modules, this Extended Solution must be upgraded as well. Your MAS 90 MAS 200 dealer can supply this upgrade.

### Documentation

Only changes made by Sage Software, Inc. to the standard operation of Sage Software, Inc. MAS 90 MAS 200 have been documented in this manual. Operations not documented in this manual are standard procedures of MAS 90 MAS 200 processing. Standard MAS 90 MAS 200 processes, data entry screens, inquiry screens, reports, updates, etc., have not been changed unless addressed in this document.

Parts of this document may refer to the *Specific Purpose Rule*. When referenced, the described feature was developed for a specific client to its specifications and may not conform to generally accepted MAS 90 MAS 200 standards and procedures. These features may or may not benefit you in your application of MAS 90 MAS 200.

### Acknowledgments

© 2005 Sage Software, Inc. All rights reserved. Sage Software, MAS 90, and MAS 200 are registered trademarks or trademarks of Sage Software, Inc. All other trademarks are the property of their respective owners.

**Blytheco** LLC The Premier Provider of Effective Business Software Solutions

**Regional Offices**

<p><b>Orange County, California</b> 23161 Mill Creek Drive Laguna Hills, California 92653 Phone: (949) 583.9500 Toll Free: (800) 425.9843 Fax: (949) 583.0649 <a href="http://www.blytheco.com">www.blytheco.com</a></p>	<p><b>Atlanta, Georgia</b> 1100 Johnson Ferry Road, Ste. 450 Atlanta, Georgia 30342 Phone: (404) 841.6240 Toll Free: (800) 455.1368 Fax: (404) 841.6243 <a href="mailto:solutions@blytheco.com">solutions@blytheco.com</a></p>
--	--

**Sage Software Business Partner of the Year**

**Complete Sage Software Solutions**  
Sage MAS 500 • Sage MAS 200 • Sage MAS 90  
Sage BusinessWorks • Sage SalesLogix CRM • ACT! by Sage  
Sage ABRA HRMS • Sage FAS • Sage MIP Fund Accounting & Fundraising

**Offices in these cities & states:**  
Atlanta, GA • Chicago, IL • Los Angeles, CA • Orange County, CA • Tampa, FL  
Colorado • Minnesota • Missouri • New Jersey • Ohio • Oklahoma • Pennsylvania  
• South Carolina • Tennessee • Texas • Washington

National Presence - Local Touch