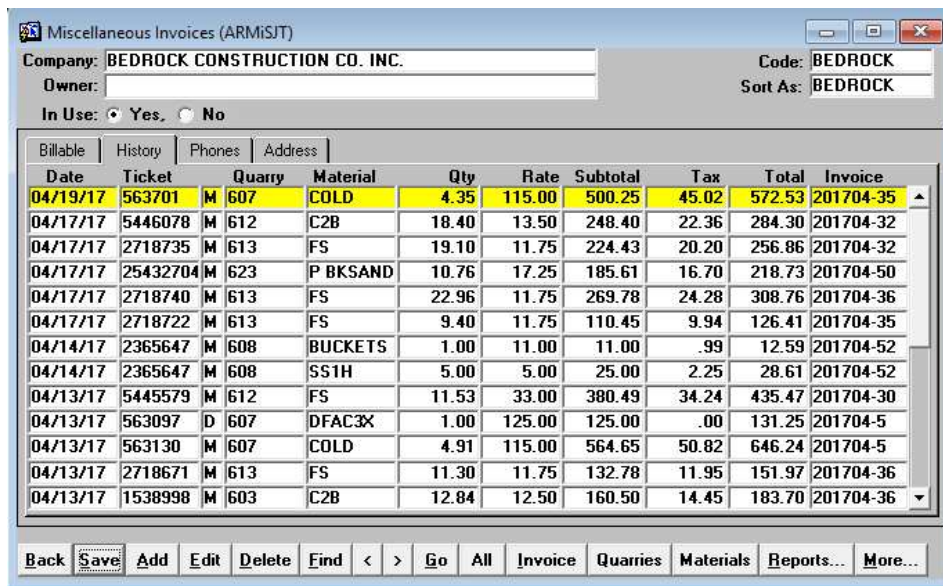




Miscellaneous Invoices

This screen is used to invoice for materials and dumps, or any other items that do not have an accompanying payable for a driver. This is a quick way to enter and bill material tickets and have accompanying material profit reports.

When the Miscellaneous Invoices screen is entered, a pick list of customers appears. Select the customer to review. As seen in Figure 1, there are four tabs of information. Tickets that are entered but not yet invoiced show on the **[Billable]** tab. The **[History]** tab shows material and dump tickets that have already been invoiced. The **[Phones]** and **[Address]** tabs contain said items. This is the same information that appears in the customer rolodex screen. If you would like to scroll through the customers, then click on **[All]** to query all. Next you may use the **[<]** and **[>]** keys to scroll through the customers. You may also use the up and down arrows on the keyboard to scroll. Use the **[Go]** button to go directly to a customer.



Date	Ticket	Quarry	Material	Qty	Rate	Subtotal	Tax	Total	Invoice
04/19/17	563701	M 607	COLD	4.35	115.00	500.25	45.02	572.53	201704-35
04/17/17	5446078	M 612	C2B	18.40	13.50	248.40	22.36	284.30	201704-32
04/17/17	2718735	M 613	FS	19.10	11.75	224.43	20.20	256.86	201704-32
04/17/17	25432704	M 623	P BKSAND	10.76	17.25	185.61	16.70	218.73	201704-50
04/17/17	2718740	M 613	FS	22.96	11.75	269.78	24.28	308.76	201704-36
04/17/17	2718722	M 613	FS	9.40	11.75	110.45	9.94	126.41	201704-35
04/14/17	2365647	M 608	BUCKETS	1.00	11.00	11.00	.99	12.59	201704-52
04/14/17	2365647	M 608	SS1H	5.00	5.00	25.00	2.25	28.61	201704-52
04/13/17	5445579	M 612	FS	11.53	33.00	380.49	34.24	435.47	201704-30
04/13/17	563097	D 607	DFAC3X	1.00	125.00	125.00	.00	131.25	201704-5
04/13/17	563130	M 607	COLD	4.91	115.00	564.65	50.82	646.24	201704-5
04/13/17	2718671	M 613	FS	11.30	11.75	132.78	11.95	151.97	201704-36
04/13/17	1538998	M 603	C2B	12.84	12.50	160.50	14.45	183.70	201704-36

Figure 1. History Tab on Miscellaneous Invoices screen

Click the **[Add]** button to add an entry. To Edit an entry, you may double click on it or single click to highlight yellow and then select **[Edit]**. If an entry has not been invoiced, you may highlight it and then click on **[Delete]**. To edit or delete tickets that have already been billed, the invoice must be deleted first. All tickets are then moved to the **[Billable]** tab where they can be manipulated. Of course, if the invoice has already been mailed, be sure to send a copy to the customer to show them the corrected invoice.

To create an invoice for tickets that have been entered, mark them by clicking in the X column on the **[Billable]** tab. Then click on **[Invoice]** button. Tab through the fields.

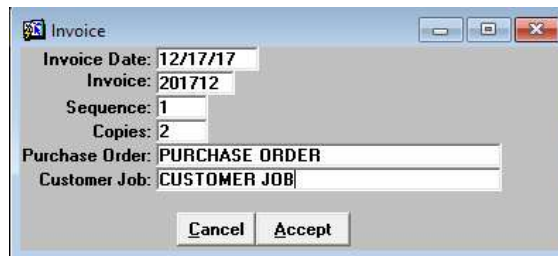


Figure 2. Create an Invoice



Figure 3 shows a completed material ticket. The fields in red (Quarry, Material and County) provide pick lists. The Material pick list displays the materials and prices for the previously selected quarry.

Figure 3. Add – Edit Material Tickets

Invoices can be reprinted or made into a PDF by double clicking on the invoice number. A small popup appears as show in Figure 4.

45579	Energy Fee:	5.00	35.47	2017
3097	Admin Pct:	10.00	31.25	2017
3130	Admin Fee:	54.32	46.24	2017
18671	Bill Total:	597.51	51.97	2017

Figure 4. View -Print-PDF Invoices

Reports

Click on the **[Reports...]** button to see a list of reports available under this screen.

Uninvoiced Miscellaneous Items.

This hand report ensures that all items entered have been invoiced.

Duplicate Tickets.

This report prompts for a starting date. Any tickets that were duplicated going forward from that date will appear. See Figure 5 for an example.



DUPLICATE TICKETS							12/17/2017
Starting From: 01/01/2017							11:03 AM
Ticket	Date	Quarry	Material	Qty	Rate	Amount	Invoice
1517145	01/12/17	BEDROCK QUARRY	CLASS II BASE	12.12	12.50	151.50	201701-111
	01/12/17	BEDROCK QUARRY	CLASS II BASE			151.50	201701-159
1519510	01/26/17	BEDROCK QUARRY	CLASS II BASE	11.57	12.50	144.63	201701-159
	01/26/17	BEDROCK QUARRY	CLASS II BASE			144.63	201703-90
1519868	01/27/17	BEDROCK QUARRY	CLASS II BASE	11.64	12.50	145.50	201703-90
	01/27/17	BEDROCK QUARRY	CLASS II BASE			145.50	201701-159
1526179	02/28/17	BEDROCK QUARRY	COLD PATCH/CUTBACK	5.09	125.00	636.25	201702-70
	02/28/17	BEDROCK QUARRY	COLD PATCH/CUTBACK			636.25	201702-84
1533288	03/27/17	BEDROCK QUARRY	CLASS II BASE	12.15	12.50	151.88	201703-90
	03/27/17	BEDROCK QUARRY	CLASS II BASE			151.88	201703-121

Figure 5. Duplicate Tickets Report

Sales Tax For Miscellaneous Invoices Tickets.

This report prompts for a date range. All entries appear and are grouped by tax location. See Figure 6 for an example.

MISCELLANEOUS INVOICE SALES TAX								12/17/2017
Detail Report								11:28 AM
04/10/2017 thru 04/13/2017								
MATERIAL SALES								
SC	Date	Ticket	Customer	Rate	Qty	Rate	Amount	Tax
	04/10/2017	5444193	BEDROCK CONSTRUCTION CO. IN	9.00	15.50	13.50	209.25	18.83
	04/10/2017	2364845	BEDROCK CONSTRUCTION CO. IN	9.00	12.36	28.00	346.08	31.15
	04/10/2017	2013001	BEDROCK CONSTRUCTION CO. IN	9.00	19.46	11.75	228.66	20.58
	04/10/2017	1537949	BEDROCK CONSTRUCTION CO. IN	9.00	12.23	12.50	152.88	13.76
	04/10/2017	1537667	BEDROCK CONSTRUCTION CO. IN	9.00	11.86	12.50	148.25	13.34
	04/10/2017	2012700	BEDROCK CONSTRUCTION CO. IN	9.00	11.75	11.75	138.06	12.43
	04/10/2017	2718566	BEDROCK CONSTRUCTION CO. IN	9.00	11.45	11.75	134.54	12.11
	04/10/2017	2718559	BEDROCK CONSTRUCTION CO. IN	9.00	11.19	11.75	131.48	11.83
	04/10/2017	1537978	BEDROCK CONSTRUCTION CO. IN	9.00	3.15	106.95	336.89	30.32
	04/10/2017	1537837	BEDROCK CONSTRUCTION CO. IN	9.00	7.99	106.95	854.53	76.91
	04/11/2017	5444554	BEDROCK CONSTRUCTION CO. IN	9.00	14.41	33.00	475.53	42.80
	04/11/2017	2013030	BEDROCK CONSTRUCTION CO. IN	9.00	23.08	11.75	271.19	24.41
	04/11/2017	2718618	BEDROCK CONSTRUCTION CO. IN	9.00	11.75	11.75	138.06	12.43
	04/11/2017	4022693	BEDROCK CONSTRUCTION CO. IN	9.00	7.00	127.00	889.00	80.01
	04/11/2017	1538411	BEDROCK CONSTRUCTION CO. IN	9.00	11.86	12.50	148.25	13.34
	04/11/2017	5444659	BEDROCK CONSTRUCTION CO. IN	9.00	12.01	13.50	162.14	14.59
	04/12/2017	2543258	BEDROCK CONSTRUCTION CO. IN	9.00	10.16	17.25	175.26	15.77
	04/12/2017	5444967	BEDROCK CONSTRUCTION CO. IN	9.00	15.38	33.00	507.54	45.68
	04/12/2017	5445098	BEDROCK CONSTRUCTION CO. IN	9.00	15.34	13.50	207.09	18.64
	04/12/2017	1538532	BEDROCK CONSTRUCTION CO. IN	9.00	12.58	12.50	157.25	14.15
	04/12/2017	2543261	BEDROCK CONSTRUCTION CO. IN	9.00	20.17	17.25	347.93	31.31
	04/12/2017	5445074	BEDROCK CONSTRUCTION CO. IN	9.00	11.51	33.00	379.83	34.18
	04/13/2017	563130	BEDROCK CONSTRUCTION CO. IN	9.00	4.91	115.00	564.65	50.82
	04/13/2017	5445519	BEDROCK CONSTRUCTION CO. IN	9.00	15.01	13.50	202.64	18.24
	04/13/2017	2365498	BEDROCK CONSTRUCTION CO. IN	9.00	9.43	28.00	264.04	23.76
	04/13/2017	1538998	BEDROCK CONSTRUCTION CO. IN	9.00	12.84	12.50	160.50	14.45
	04/13/2017	2718671	BEDROCK CONSTRUCTION CO. IN	9.00	11.30	11.75	132.78	11.95
	04/13/2017	5445579	BEDROCK CONSTRUCTION CO. IN	9.00	11.53	33.00	380.49	34.24
							8,244.79	742.03

Figure 6. Sales Tax Report



Material Profit Reports.

This report prompts for a date range. All entries appear and are grouped by tax location. See Figure 7 for an example

MATERIAL PROFIT REPORT												12/17/2017	
04/01/17 thru 04/30/17												08:07 PM	
ASPHALT													
Date	Ticket	I	Plant	UI	Qty	Buy	Sell	Profit	Tax Are	Tax	Ad Fee	Energy	Ad Pct
04/05/17	1536722	M	603	T	6.02	93.40	106.95	81.57	SC	57.95	35.09		5.00
04/03/17	561781	M	607	T	3.96	71.00	85.00	55.44	SC	30.29	18.34		5.00
04/10/17	1537837	M	603	T	7.99	93.40	106.95	108.26	SC	76.91	46.57		5.00
04/10/17	1537978	M	603	T	3.15	93.40	106.95	42.68	SC	30.32	18.36		5.00
04/03/17	561752	M	607	T	7.98	71.00	85.00	111.72	SC	61.05	36.97		5.00
Subtotal:						399.67							
BACK FILL SAND													
Date	Ticket	I	Plant	UI	Qty	Buy	Sell	Profit	Tax Are	Tax	Ad Fee	Energy	Ad Pct
04/10/17	2364845	M	608	T	12.36	25.00	28.00	37.08	SC	31.15	18.86		5.00
04/03/17	25432286	M	623	T	12.13	15.50	17.25	21.23	SC	18.83	11.70	6.00	5.00
04/04/17	25432306	M	623	T	11.71	15.50	17.25	20.49	SC	18.18	11.31	6.00	5.00
04/06/17	25432414	M	623	T	11.65	15.50	17.25	20.39	SC	18.09	11.25	6.00	5.00
04/17/17	25432704	M	623	T	10.76	15.50	17.25	18.83	SC	16.70	10.42	6.00	5.00
04/13/17	2365498	M	608	T	9.43	25.00	28.00	28.29	SC	23.76	14.39		5.00
04/05/17	25432403	M	623	T	21.06	15.50	17.25	36.86	SC	32.70	20.10	6.00	5.00
04/12/17	25432583	M	623	T	10.16	15.50	17.25	17.78	SC	15.77	9.85	6.00	5.00
04/12/17	25432617	M	623	T	20.17	15.50	17.25	35.30	SC	31.31	19.26	6.00	5.00
04/05/17	25432355	M	623	T	10.95	15.50	17.25	19.16	SC	17.00	10.59	6.00	5.00
Subtotal:						255.41							

Figure 7. Material Profit Report

Material Plants Screen

Material Plants (Plants)

Plant: Type: In Use: Quote Exp:

Vendor: Ours: Quote No:

Material	Plant Cost	COD Price	Contract	Quote	Plant Code	Seq
1 1/2" CRUSHED/DRAIN ROCK	19.75		22.75			21
COLD PATCH/CUTBACK	108.95		125.00			46
ASPHALT 1/2 MEDIUM	72.00		83.00			112
CLASS II BASE	10.50		12.75			32
3/4" CRUSHED ROCK/DRAIN ROCK	19.25		22.25			23
BACK FILL SAND	11.50		12.00			75
ASPHALT	93.40		106.95			51
DUMP FEE AC/CONCRETE OVERSIZE	150.00		175.00			78
DUMP FEES	150.00		175.00			70
DUMP FEE AC/CONCRETE BOBTAIL	40.00		100.00			95
DUMP FEE ASPHALT 3X	55.00		120.00			84
ASPHALT-HMA	88.95		102.00			110
SS-1H EMULSION	47.50		57.00			76
DUMP FEE A/C W/PETRO	250.00		300.00			77

Figure 8. Material Plants Screen.



Material Locator Screen

This screen allows you to select a material and then see the Plants that carry the item. The results are ordered by the lowest price. Access it by clicking on **[More...]** and then selecting Material Locator.



Figure 9. Material Locator Screen