



## Sample Reports

AccuBuild Construction Software comes with hundreds of standard reports. These reports are easily tailored to your specific need with built-in software. The following sample reports are among some of the most utilized standard reports by AccuBuild users.

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**Payroll Pre-Check Tax Register**

Automatic Payroll Checks - Payroll Period: 01/01/2004 thru 01/01/2004

Check Amount Summary			Wages / Other Pays				Deductions				Employer's Burden			
Desc	Amount		Desc	Hrs	Amount	Desc	Subj Wage	Tax	Other	Desc	Subj Wage	Tax	Other	
<b>Dirt, Joe 6 Soc Sec No: 999-99-9999</b>														
Total Hours	40.00	CA	Reg Pay	40.00	800.00	FWH	800.00	126.00		FUTA	800.00	6.40		
Total Pay	1,020.00		OT Pay	0.00	0.00	FICA - SS	800.00	49.60		FICA - SS	800.00	49.60		
Total Deds	348.85		Other Pay		0.00	FICA - M	800.00	11.60		FICA - M	800.00	11.60		
<b>Net Pay</b>	<b>671.15 *</b>		Gross Pay		800.00	SWH	800.00	32.21		SUI	800.00	43.20		
Total Tax Liab	339.65		Non W2 Pay		220.00	SDI	800.00	9.44	120.00	ETT	800.00	0.00	0.00	
Total Burden	190.80					Other Deds				Union			80.00	
Total Expense	1,210.80				<u>1,020.00</u>			<u>228.85</u>	<u>120.00</u>	WC/Liab		<u>110.80</u>	<u>80.00</u>	
<b>Report Totals</b>														
Total Hours	40.00		Reg Pay	40.00	800.00	FWH	800.00	126.00		FUTA	800.00	6.40		
Total Pay	1020.00		OT Pay	0.00	0.00	FICA - SS	800.00	49.60		FICA - SS	800.00	49.60		
Total Deds	348.85		Other Pay		0.00	FICA - M	800.00	11.60		FICA - M	800.00	11.60		
<b>Net Pay</b>	<b>671.15 *</b>		Gross Pay		800.00	SWH	800.00	32.21		SUI	800.00	43.20		
Total Tax Liab	339.65		Non W2 Pay		220.00	SDI	800.00	9.44	120.00	ETT	800.00	0.00	0.00	
Total Burden	190.80					Other Deds				Union			80.00	
Total Expense	1,210.80				<u>1,020.00</u>			<u>228.85</u>	<u>120.00</u>	WC/Liab		<u>110.80</u>	<u>80.00</u>	

This report allows you to verify tax calculations and validate taxable wages prior to printing payroll checks. This information is very useful for companies with retirement and cafeteria plans where contributions to the various plans are exempt from certain payroll taxes. In the above example, the total pay amount is \$1,020.00 but only \$800.00 is subject to the various payroll taxes.

**AccuBuild Construction Co., Inc.**

**Miscellaneous and Local Deduction Report**

Report Options: All States - Trans Dates: 01/01/2004 thru 01/31/2004

G/L Acct	Local Ded Code	State Code	Agency Vendor No	Chk No	Check Date	Emp Number	Trans Desc	Batch	Deduction Amount	Dues	Other/Union	Miscellaneous Deduction Accumulators			Direct Dep
												Insurance	Garnish	401K	
<b>State Code: 0-California</b>															
Collection Agency: AccuBuild Construction Co., Inc															
<b>G/L Account: 18200.00</b>															
18200.00	7100	0	1	7	01/16/2004	3	49-Adv\$100	55	100.00	0.00	0.00	0.00	100.00	0.00	0.00
18200.00	7100	0	1	8	01/30/2004	3	49-Adv\$100	57	100.00	0.00	0.00	0.00	100.00	0.00	0.00
<b>G/L Account Totals:</b>									<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Collection Agency Totals:</b>									<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Collection Agency: Internal Revenue Service</b>															
<b>G/L Account: 21204.00</b>															
21204.00	4025	0	20	1	01/02/2004	1	52-Tax25%Disp	42	305.51	0.00	0.00	0.00	305.51	0.00	0.00
21204.00	4025	0	20	2	01/09/2004	1	52-Tax25%Disp	44	305.51	0.00	0.00	0.00	305.51	0.00	0.00
21204.00	4025	0	20	3	01/16/2004	1	52-Tax25%Disp	46	305.51	0.00	0.00	0.00	305.51	0.00	0.00
<b>G/L Account Totals:</b>									<b>916.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>916.53</b>	<b>0.00</b>	<b>0.00</b>
<b>Collection Agency Totals:</b>									<b>916.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>916.53</b>	<b>0.00</b>	<b>0.00</b>
<b>State Totals:</b>									<b>1,116.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,116.53</b>	<b>0.00</b>	<b>0.00</b>
<b>State Code: 4-Arizona</b>															
Collection Agency: California Child Support Agency															
<b>G/L Account: 21203.00</b>															
21203.00	2025	4	19	6	01/16/2004	2	52-CS25%Disp	55	166.06	0.00	0.00	0.00	166.06	0.00	0.00
<b>G/L Account Totals:</b>									<b>166.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>166.06</b>	<b>0.00</b>	<b>0.00</b>
<b>Collection Agency Totals:</b>									<b>166.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>166.06</b>	<b>0.00</b>	<b>0.00</b>
<b>State Totals:</b>									<b>166.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>166.06</b>	<b>0.00</b>	<b>0.00</b>
<b>Report Totals:</b>									<b>1,282.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,282.59</b>	<b>0.00</b>	<b>0.00</b>

Local deductions can be set up for any local city, county, or school district taxes and may be assigned to each job so that the tax amounts are calculated accurately as the employee works on various job site locations. Reciprocal tax calculations are supported between each local tax entity. In addition, you may use local deductions to handle other types of payroll deductions such as tax levies, child support, and payroll benefit plans. Each of these deductions are assigned to their respective collection agencies and accrued to the designated G/L Account. Local deductions can be set up for specific state codes or designated for all states.



# Certified Payroll Report

For the period ending 02/01/1998

<b>Payroll No.</b> 1	<b>Contractor:</b> AccuBuild	<b>Contractor's License No.</b> CL1234567
<b>Project No.</b> 98300	1703 S. Bon View, Suite 201	<b>Workers Comp Policy No.</b> WC1234567
<b>Project Name</b> Einstein Elementary School	Ontario, CA 91761	<b>Employer Identification No.</b> 123-45-6789
140 Eyeque Street	<b>Library and Computer Labs</b>	
Genius, NY 24121-3213		

Employee Information	Exempts	Hours							Gross This Project	Gross All Projs	Deductions/Contributions/Payments					Tot Ded Net Pay			
		Sun 2/1	Mon 1/26	Tue 1/27	Wed 1/28	Thu 1/29	Fri 1/30	Sat 1/31			Tot Hrs	Hrly Rate	FICA Health Travel	SWH Pension Savings	SDI Traing Other 1		Admin Other 2		
Jack Public	Soc Sec No: 892-65-0422																		
	S - 0 S	0.00	0.00	0.00	5.00	5.00	0.00	0.00	10.00	13.80	138.00	552.38	80.00	42.26	17.45	2.76	300	07/31/98	552.38
	Male O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63.00	40.00	52.27	164.60	
											0.00	0.00	0.00	0.00	0.00	0.00	0.00	387.78	
James WallMaker	Soc Sec No: 582-65-5878																		
	M - 0 S	0.00	0.00	0.00	0.00	0.00	5.00	5.00	5.00	23.00	115.00	2285.66	424.00	174.85	108.75	8.43	301	07/31/98	2785.66
	Male O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.00	3.80	35.90	764.14	
											0.13	0.00	0.00	0.00	0.00	0.00	0.00	2021.52	
	Other Earnings:											0.13							
	Total Earnings:											115.13							

Prevailing Wage Reports can be generated at any time for jobs that require Certified Payroll Reports. These reports can be generated for any payroll period in any payroll year, so if they are lost or misplaced, they can be reproduced easily. These reports can be generated for both union as well as non-union contractors and include the Statement of Compliance as shown on the following page.



**Payroll No.** 1  
**Project No.** 98300  
**Project Name** Einstein Elementary School  
 140 Eyeque Street  
 Genius, NY 24121-3213

**Contractor:** AccuBuild  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

**Contractor's License No.** CL1234567  
**Workers Comp Policy No.** WC1234567  
**Employer Identification No.** 123-45-6789

**Library and Computer Labs**

**STATEMENT OF COMPLIANCE**

**Date:** 9/12/2002 **Payroll No.:** 1

I, Cecila Newhouse, Administrative Assistant, do hereby state:

All of the information for the Statement of Compliance is filled in automatically so that only a signature is needed for submitting the report.

(1) That I pay or supervise the payment of the persons employed by **AccuBuild** on the Einstein Elementary School project; that during the payroll period commencing on **January 26, 1998** and ending **February 01, 1998**, all persons employed on said project have been paid the full weekly wages earned, that no rebates have or will be made either directly or indirectly to or on behalf of said **AccuBuild** from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948.63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below.

Taxes: Federal W/H, FICA/Medicare, State W/H, State SDI/Local Other: Vacation Pay, Child Support, Attachments, Advances

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as notice in Section 4 (c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as notice in Section 4 (c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)

EXPLANATION

Cecila Newhouse, Administrative Assistant

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.



**AccuBuild Construction Co., Inc.  
Union Report**

Report Period: 01/01/2004 thru 01/31/2004

Benefits on this report are shown horizontally across the page.

Units	Hours	Gross Pay	Total Benefits	Health & Welfare	Pension	CLIC	Supplemental Dues	Apprenticeship	Grievance	CACM	CICC	Industry Advance	Vacation
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**Union Code: 10.01 Carpenters Apprentice 1st Period**  
Rates Effective: 4/15/1987

<b>Wallmaker, James 777-12-2333</b>													
ST	40.00	672.80	152.80	70.00	40.40	0.80	14.00	3.20	0.80	0.80	6.80	1.20	14.80
OT	10.00	250.45	38.20	17.50	10.10	0.20	3.50	0.80	0.20	0.20	1.70	0.30	3.70
Totals	50.00	923.25	191.00	87.50	50.50	1.00	17.50	4.00	1.00	1.00	8.50	1.50	18.50
Calculated Burden			154.00	87.50	50.50	0.00	0.00	4.00	1.00	1.00	8.50	1.50	0.00
Accrued Burden			154.00										
Variance			0.00										

**Rate Effective Date Totals**

ST	40.00	672.80	152.80	70.00	40.40	0.80	14.00	3.20	0.80	0.80	6.80	1.20	14.80
OT	10.00	250.45	38.20	17.50	10.10	0.20	3.50	0.80	0.20	0.20	1.70	0.30	3.70
DT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals	50.00	923.25	191.00	87.50	50.50	1.00	17.50	4.00	1.00	1.00	8.50	1.50	18.50
Calculated Burden			154.00	87.50	50.50	0.00	0.00	4.00	1.00	1.00	8.50	1.50	0.00
Accrued Burden			154.00										
Variance			0.00										

The union reports are very comprehensive and allow for up to 15 benefit accumulators per union classification. In most cases, these reports may be submitted directly to the union administration office along with your payment. Union burden amounts are accrued during each payroll run and expensed to the various jobs. These accrued amounts are then included on the monthly reports to insure that the accrued amounts match the monthly total being paid to the union.

**AccuBuild Construction Co., Inc.**

**Monthly Union Report**

**Report Period: 01/01/2004 thru 01/31/2004**

Week 1		Week 2		Week 3		Week 4		Week 5		Total		Total	
Hours	Gross Pay	Hours	Gross Pay	Hours	Gross Pay	Hours	Gross Pay	Hours	Gross Pay	Hours	Gross Pay	#	Benefits

**Union Code: 10.01 Carpenters Apprentice 1st Period**  
**Rates Effective: 4/15/1987**

**Wallmaker, James 777-12-2333**

ST	0.00	0.00	0.00	0.00	40.00	672.80	0.00	0.00	0.00	0.00	40.00	672.80	152.80
OT	0.00	0.00	0.00	0.00	10.00	250.45	0.00	0.00	0.00	0.00	10.00	250.45	38.20
											50.00	923.25	191.00

**Rate Effective Date Totals**

ST	0.00	0.00	0.00	0.00	40.00	672.80	0.00	0.00	0.00	0.00	40.00	672.80	152.80
OT	0.00	0.00	0.00	0.00	10.00	250.45	0.00	0.00	0.00	0.00	10.00	250.45	38.20
											50.00	923.25	191.00

	Rates				Pay Type	
	ST	OT	DT	TT		
Health & Welfare	1.75	1.75	1.75	1.75	per Hour	87.50
Pension	1.01	1.01	1.01	1.01	per Hour	50.50
CLIC	0.02	0.02	0.02	0.02	per Hour	1.00
Supplemental Dues	0.35	0.35	0.35	0.35	per Hour	17.50
Apprenticeship	0.08	0.08	0.08	0.08	per Hour	4.00
Grievance	0.02	0.02	0.02	0.02	per Hour	1.00
CACM	0.02	0.02	0.02	0.02	per Hour	1.00
CICC	0.17	0.17	0.17	0.17	per Hour	8.50
Industry Advance	0.03	0.03	0.03	0.03	per Hour	1.50
Vacation	0.37	0.37	0.37	0.37	per Hour	18.50
						191.00

This is an alternate union report format which is used when the hours and or pay amounts are required to be broken out by each week of the reporting month.

**AccuBuild Construction Co., Inc.**

**Workers Compensation Insurance Report - Employee Order**

Report Options: All States - Cutoff by Transaction Dates: 01/01/2004 thru 01/31/2004

	Reg Hrs	OT Hrs	Reg Pay	OT Pay	Gross Pay	Subj Amount	Comp Amt
<b>Comp Code: 5400 Field Labor &lt; \$25/Hr (Rate: 13.25 Per \$100)</b>							
[3] Foreman, Guy 555-55-5555	40.00	0.00	1000.00	0.00	1000.00	1000.00	132.50
[4] Laborer, Joe 456-32-1963	88.00	0.00	1056.00	0.00	1056.00	1056.00	139.92
Comp Code Totals:	<u>128.00</u>	<u>0.00</u>	<u>2056.00</u>	<u>0.00</u>	<u>2056.00</u>	<u>2056.00</u>	<u>272.42</u>
<b>Comp Code: 5500 Field Labor &gt;\$25/hr (Rate: 10.50 Per \$100)</b>							
[2] Wallmaker, James Q 777-12-2333	40.00	10.00	676.50	246.75	923.25	841.00	88.30
[3] Foreman, Guy 555-55-5555	45.00	0.00	1016.65	0.00	1016.65	1016.65	106.75
Comp Code Totals:	<u>85.00</u>	<u>10.00</u>	<u>1693.15</u>	<u>246.75</u>	<u>1939.90</u>	<u>1857.65</u>	<u>195.05</u>
<b>Comp Code: 7100 Equip - Mechanic (Rate: 0.00 Per \$100)</b>							
[5] Mechanic, Mike 122-22-3322	35.00	0.00	647.50	0.00	647.50	647.50	0.00
Comp Code Totals:	<u>35.00</u>	<u>0.00</u>	<u>647.50</u>	<u>0.00</u>	<u>647.50</u>	<u>647.50</u>	<u>0.00</u>
<b>Comp Code: 7200 Equip - Operator (Rate: 10.00 Per \$100)</b>							
[6] Dirt, Joe 999-99-9999	40.00	0.00	800.00	0.00	800.00	800.00	80.00
Comp Code Totals:	<u>40.00</u>	<u>0.00</u>	<u>800.00</u>	<u>0.00</u>	<u>800.00</u>	<u>800.00</u>	<u>80.00</u>
<b>Comp Code: 8800 Officer (Rate: 0.00 Per \$100)</b>							
[1] Bigwigg, Ima 777-77-7777	0.00	0.00	6000.00	0.00	6000.00	6000.00	0.00
Comp Code Totals:	<u>0.00</u>	<u>0.00</u>	<u>6000.00</u>	<u>0.00</u>	<u>6000.00</u>	<u>6000.00</u>	<u>0.00</u>
Report Totals:	<u>288.00</u>	<u>10.00</u>	<u>11196.65</u>	<u>246.75</u>	<u>11443.40</u>	<u>11361.15</u>	<u>547.47</u>

Workers comp insurance is computed and expensed to the various jobs during each payroll run. The comp reports can be produced by employee as shown above, or by transaction type as shown on the following page. Overtime amounts are handled automatically as "straight time" ensuring that proper amounts are paid for each audit period (usually monthly). Since AccuBuild is fully date driven, you can produce these reports for an entire policy year which makes the audit process a simple job for the insurance agent.





**AccuBuild Construction Co., Inc.**

**Workers Compensation Insurance Report - Transaction Order**

Report Options: All States - Cutoff by Transaction Dates: 01/01/2004 thru 07/31/2004

	Reg Hrs	OT Hrs	Reg Pay	OT Pay	Gross Pay	Subj Amount	Comp Amt
<b>Comp Code: 5400 Field Labor &lt; \$XX/Hr (Rate: 153500 Per \$100 )</b>							
Reg Pay	120.00	0.00	1960.00	0.00	1960.00	1960.00	300.85
Vacation	8.00	0.00	96.00	0.00	96.00	96.00	14.74
<b>Comp Code Totals:</b>	<b>128.00</b>	<b>0.00</b>	<b>2056.00</b>	<b>0.00</b>	<b>2056.00</b>	<b>2056.00</b>	<b>315.59</b>
<b>Comp Code: 5500 Field Labor &gt;\$XX/hr (Rate: 113600 Per \$100 )</b>							
O.T. @ 1.5	0.00	10.00	0.00	246.75	246.75	164.50	18.69
Reg Pay	85.00	0.00	1658.00	0.00	1658.00	1658.00	188.35
Vac Pay	0.00	0.00	35.15	0.00	35.15	35.15	3.99
<b>Comp Code Totals:</b>	<b>85.00</b>	<b>10.00</b>	<b>1693.15</b>	<b>246.75</b>	<b>1939.90</b>	<b>1857.65</b>	<b>211.03</b>
<b>Comp Code: 7100 Equip - Mechanic (Rate: 00000 Per \$100 )</b>							
Reg Pay	35.00	0.00	647.50	0.00	647.50	647.50	0.00
<b>Comp Code Totals:</b>	<b>35.00</b>	<b>0.00</b>	<b>647.50</b>	<b>0.00</b>	<b>647.50</b>	<b>647.50</b>	<b>0.00</b>
<b>Comp Code: 7200 Equip - Operator (Rate: 00000 Per \$100 )</b>							
Reg Pay	40.00	0.00	800.00	0.00	800.00	800.00	0.00
<b>Comp Code Totals:</b>	<b>40.00</b>	<b>0.00</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>
<b>Comp Code: 8800 Officer (Rate: 00000 Per \$100 )</b>							
Reg Pay	0.00	0.00	6000.00	0.00	6000.00	6000.00	0.00
<b>Comp Code Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>6000.00</b>	<b>0.00</b>	<b>6000.00</b>	<b>6000.00</b>	<b>0.00</b>
<b>Report Totals:</b>	<b>288.00</b>	<b>10.00</b>	<b>11196.65</b>	<b>246.75</b>	<b>11443.40</b>	<b>11361.15</b>	<b>526.62</b>

By running the comp report by Transaction Code Order, it makes it very easy for the insurance auditor to pinpoint overtime pay amounts so that your company is not charged the extra insurance premiums. In addition, if you pay contributions into an approved plan where the pay is exempt from workers comp insurance, these amounts are identified as separate pay transactions so that they are not included in the insurance calculations.

**AccuBuild Construction Co., Inc.**  
**Payroll Detail Report by Job**

Report Options: All States All Jobs - Cutoff by Transaction Dates: 01/01/2004 thru 07/31/2004

Check No.	Date	Week Ending	Transaction Type	Hours	Gross Pay	Union	W/C	Liab Ins	Employer Burden					Total Expense	
									FICA	FUTA	SUI	ETT	Total		
Job: 03-5050 Stearns Home Remodel															
Phase: 20-10 Labor															
Laborer, Joe [4] Soc Sec No: 456-32-1963															
4	01/09/2004	01/03/2004	1 - Reg Pay	8.00	96.00	0.00	0.00	0.00	7.34	0.77	5.18	0.00	0.00	13.29	109.29
5	01/16/2004	01/10/2004	1 - Reg Pay	6.00	72.00	0.00	0.00	0.00	5.51	0.58	3.89	0.00	0.00	9.98	81.98
Employee Totals:				14.00	168.00	0.00	0.00	0.00	12.85	1.35	9.07	0.00	0.00	23.27	191.27
Phase Totals:				14.00	168.00	0.00	0.00	0.00	12.85	1.35	9.07	0.00	0.00	23.27	191.27
Job Totals:				14.00	168.00	0.00	0.00	0.00	12.85	1.35	9.07	0.00	0.00	23.27	191.27

Job: 04-1001 Twirl 'N Hurl Amusement Park  
Phase: 20-10 Labor - General

Laborer, Joe [4] Soc Sec No: 456-32-1963															
5	01/16/2004	01/10/2004	1 - Reg Pay	2.00											
9	01/30/2004	01/24/2004	1 - Reg Pay	16.00											
Employee Totals:				18.00											
Phase Totals:				18.00											
Job Totals:				18.00											

During the payroll posting process, the AccuBuild System automatically calculates all of the related payroll expenses that the employer pays in addition to the employee's gross wages in order to get accurate labor costs expensed to the various jobs. These burden calculations include union benefits, workers comp, liability insurance, and all the associated payroll taxes paid by the employer. This report can be generated for any time period to recap the costs for each employee on each project and cost phase. This historical cost information is a valuable tool for project managers and estimators in order to review the exact labor costs and how they compare to the original cost estimates.

Job: 04-2001 Einstein Elementary School  
Phase: 1,001.00 General Labor

as Q [2] Soc Sec No: 777-12-2333															
1/16/2004	01/10/2004	16.450	1 - Reg Pay	40.00	658.00	123.20	0.00	0.00	50.34	5.27	7.90	0.00	0.00	186.71	844.71
1/16/2004	01/10/2004	0.370	5 - Vac Pay	0.00	14.80	0.00	0.00	0.00	1.13	0.12	0.18	0.00	0.00	1.43	16.23
1/16/2004	01/10/2004	16.450	2 - O.T. @ 1.5	10.00	246.75	30.80	0.00	0.00	18.88	1.98	2.96	0.00	0.00	54.62	301.37
1/16/2004	01/10/2004	0.370	5 - Vac Pay	0.00	3.70	0.00	0.00	0.00	0.28	0.02	0.04	0.00	0.00	0.34	4.04
Employee Totals:				50.00	923.25	154.00	0.00	0.00	70.63	7.39	11.08	0.00	0.00	243.10	1166.35
Phase Totals:				50.00	923.25	154.00	0.00	0.00	70.63	7.39	11.08	0.00	0.00	243.10	1166.35

Job: 04-2001 Einstein Elementary School  
Phase: 1,001.00 General Labor



**AccuBuild Construction Co., Inc.**  
**1703 S. Bon View, Suite 201**  
**Ontario, CA 91761**

# Invoice

Invoice No: 311 Date: 02/28/2004

(909) 923-2244

FAX: (909) 923-4798

Job 04-3001 Progress Billing No. 2

Payment Period: 02/01/2004 to 02/29/2004

License # 1234667

<b>Billing Information:</b>	<b>Project Information:</b>
<b>Stearns, Mr. &amp; Mrs. Mike</b> 101 S. Main St. Anytown, CA 99999  (888) 888-8888	<b>04-3001 Stearn's Boat Shop Tenant Improv</b> Dana Point

Item	Description	Contract Amount	Previous Billing	Current Billing	Total Billed To Date	%
1	Miscellaneous Job Expenses	15000.00	4500.00	2250.00	6750.00	45
2	Demolition	45000.00	45000.00	0.00	45000.00	100
3	Metal Framing	60000.00	60000.00	0.00	60000.00	100
4	Rough Carpentry	62000.00	58900.00	0.00	58900.00	95
5	Finish Carpentry	49500.00	39600.00	0.00	39600.00	80
6	Insulation	35000.00	35000.00	0.00	35000.00	100
7	Skylights	32000.00	32000.00	0.00	32000.00	100
8	Entrances and Storefronts	58000.00	34800.00	0.00	34800.00	60
9	Glass and Glazing	43000.00	28810.00	0.00	28810.00	67
10	Gypsum B					5
11	Tile					0
12	Accoustical					0
13	Flooring					0
14	Painting					86
15	Fire Protection	49000.00	0.00	0.00	0.00	0
16	Plumbing	34000.00	0.00	0.00	0.00	0
17	H.V.A.C.	26000.00	0.00	0.00	0.00	0
18	Electrical	47000.00	0.00	0.00	0.00	0
<b>Totals:</b>		<b>755700.00</b>	<b>395890.00</b>	<b>2250.00</b>	<b>398140.00</b>	<b>53</b>

Accubuild offers several billing formats for generating percentage of completion billings. These billings are generated using the Crystal Reports engine and can be tailored for your company's individual needs. For example, you might want to include your company logo on every billing for a more professional image.

Original Contract Amount	\$755,700.00
Total Amount of Change Orders	\$0.00
<b>Revised Contract Amount</b>	<b>\$755,700.00</b>
Total Completed To Date	\$398,140.00
Less Retention	39,814.00
Less Previous Billings	\$356,301.00
<b>Amount Due This Billing</b>	<b>\$2,025.00</b>



# AccuBuild Construction Company, 123

1703 S. Bon View, Suite 201  
 Ontario, CA 91761  
 (909) 923-2244

# Invoice

Invoice Number 210 Invoice Date 12/04/2001  
 Pay Request No. 1  
 Payment Period: 12/01/01 to 12/31/01

## Bill To:

Genius Unified School District  
 P.O. Box 312  
 Genius, NY 24121  
 (555) 555-6666

## Project Information:

20002 Misc Job

Item No	Description of Work	Contract		Previous Billing		This Billing		Materials Stored		Total Completed & Stored			
		Quantity	Unit Price	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	%	
1	Description for 1st billing item is entered here.	450.00	26.68	0.00	12005.10	0.00	0.00	81.88	2,184.41	350.00	95.00	2534.41	21
2	Description for 2nd billing item is entered here.	655.00	124.00	0.00	81217.38	0.00	0.00	42.00	5,207.83	0.00	42.00	5207.83	6
3	Description for 3rd billing item is entered here.	90.00	450.00	0.00	40500.00	0.00	0.00	30.00	13,500.00	0.00	30.00	13500.00	33
<b>Totals:</b>					<u>133722.48</u>	<u>0.00</u>	<u>0.00</u>		<u>20,892.24</u>	<u>350.00</u>		<u>21242.24</u>	<u>16</u>

Original Contract Amount	\$133,722.48
Total Amount of Change Orders	\$0.00
<b>Revised Contract Amount</b>	<u>\$133,722.48</u>
Total Completed To Date	\$21,242.24
Less Retention	2,124.22
Less Previous Billings	\$0.00
<b>Amount Due This Billing</b>	<u>\$19,118.02</u>

The Unit Billing format is designed for contracts that are based on quantities and unit pricing. Billings are entered based on quantities completed rather than percentages. This billing format is used mainly by heavy highway contractors on state and federal contracts.



**AccuBuild Construction Co., Inc.**  
**1703 S. Bon View, Suite 201**  
**Ontario, CA 91761**

# Invoice

Invoice No: 166 Date: 01/31/2004

(909) 923-2244 FAX: (909) 923-4798

Job 04-4001 Rough - Lots 101/102

License # 1234667

Page 1 of 1

<b>Billing Information:</b>	<b>Project Information:</b>
Money Bags Corporation P.O. Box 1 Goldmine, AL 32101  (555) 555-6000	04-4001 California Dream Estates 7 Heaven t., Palm Springs

Description	Contract Amount	Prior Amt Completed	Curr Amt Completed	Retention Withheld	Net Amount Due	%
Lot: 101 Plan: 1A Rough 50%	750.00	0.00	750.00	0.00	750.00	100
Lot: 101 Plan: 1A Finish 40%	600.00	0.00	0.00	0.00	0.00	0
Lot: 101 Plan: 1A Retention 10%	150.00	0.00	0.00	0.00	0.00	0
**	<u>1,500.00</u>	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>	<u>750.00</u>	<u>50</u>
Lot: 102 Plan: 2A Rough 50%	825.00	0.00	825.00	0.00	825.00	100
Lot: 102 Plan: 2A Finish 40%	660.00	0.00	0.00	0.00	0.00	0
Lot: 102 Plan: 2A Retention 10%	165.00	0.00	0.00	0.00	0.00	0
**	<u>1,650.00</u>	<u>0.00</u>	<u>825.00</u>	<u>0.00</u>	<u>825.00</u>	<u>50</u>
<b>Totals:</b>	<b>3,150.00</b>	<b>0.00</b>	<b>1,575.00</b>	<b>0.00</b>	<b>1,575.00</b>	

Accubuild's Residential Templates feature is designed for residential subcontractor and speciality contractors performing work on projects where housing tracts are developed in phases. Each phase consists of multiple lots using a variety of plan designs (models) with a fixed contract price for each plan. Each plan is billed on a lot by lot basis using a schedule of values for each lot as designated by the developer. The residential template tools make the contract setup an easy process and provides for "buyer options" that are added to the contract as the houses are sold.

**Total Invoice Amount: \$1,575.00**



**AccuBuild Construction Co., Inc.**  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

# Invoice

Invoice No: 312 Date 01/05/2004

Page 1 of 1

(909)923-2244

Job 03-5050

Contractor License No. 1234667

<b>Billing Information:</b>	<b>Invoice Description:</b>
<b>Stearns, Mr. &amp; Mrs. Mike</b> 101 S. Main St. Anytown, CA 99999  (888) 888-8888	Demo Bathroom

Item	Date	Description of Work	Units	Unit Cost	Amount
1	01/02/2004	General Labor - Remove fixture and cabinetry. Remove pony wall.	8.00	35.00	280.00
2	01/06/2004	General Labor - Remove wallpaper.	6.00	35.00	210.00
3		Taxable Materials - Cabinetry	1.00	750.00	750.00 *
4		Sales Tax @ 7.75 %			58.13
Subtotal					1,298.13
Overhead & Profit @ 10%					129.81
Total Invoice Amount					1,427.94

Note: Only line items designated as "taxable" are included in the automatic sales tax calculations.

Time and Material billings can be generated in the Receivables Module for small jobs such as service work that do not require percentage billings. Standard sales codes may be set up to categorize the type of service and/or material that appear on the invoice. These codes can be designated as taxable or non-table. Sales tax codes include provisions for multiple tax categories such as county, city, and local taxes. The sales tax report summarizes the sales tax by district. A complete interface to the Equipment Module allows for equipment rental invoices to be generated based on the billing rate assigned to each piece of equipment. These invoices may optionally be assigned a job and included in the Work In Progress totals of the job schedules.





# AIA Document G702™ - 1992

## Application and Certificate for Payment

**TO OWNER:** Genius Unified School District  
 P.O. Box 312  
 Genius, NY 24121

**PROJECT:** Sample Job for AIA Billing  
 12345 South Main St., Fresno  
 Additional job info field

**FROM CONTRACTOR:** AccuBuild Construction Company, 123  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

**VIA ARCHITECT:** Million Dollar Loan Corporation  
 P.O. Box 933-a  
 Money, MT 45641

**APPLICATION NO:** 5  
**PERIOD TO:** 06/30/2004

**CONTRACT FOR:** ARCHITECT  OWNER   
**CONTRACT DATE:** 03/17/2004 ARCHITECT   
**PROJECT NOS:** 123456789-0 CONTRACTOR   
**INVOICE NO.:** 217 FIELD  OTHER

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 750,000.00
2. Net change by Change Orders ..... \$ 5,920.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 755,920.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 650,120.00

#### 5. RETAINAGE:

- a. 6 % of Completed Work (Column D + E on G703) ..... \$ 40,576.00
- b. 10 % of Stored Material (Column F on G703) ..... \$ 500.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 41,076.00

6. TOTAL EARNED LESS RETAINAGE ..... \$ 609,044.00  
 (Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 450,844.00  
 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE ..... \$ 158,200.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 146,876.00  
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 1,520.00	\$ (600.00)
Total approved this Month	\$ 5,000.00	\$ 0.00
<b>TOTALS</b>	<b>\$ 6,520.00</b>	<b>\$ (600.00)</b>
NET CHANGES by Change Order	\$	\$ 5,920.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment have been issued.

For those projects that require the G702 and G703 billing documents designed by the American Institute of Architects (AIA), the billing information can be printed on the blank AIA Forms. You must obtain blank forms (G702 & G703) from the AIA as this is a copyrighted form and cannot be reproduced electronically. All of the billing information is then printed on these forms automatically.

Notary Public  
 My Commission expires:

### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

#### ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

5

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, INVOICE NO.: 217 APPLICATION NO.: 06/25/2004  
 containing Contractor's signed Certification, is attached. APPLICATION DATE: 06/30/2004  
 In tabulations below, amounts are stated to the nearest dollar. PERIOD TO: 123456789-0  
 Use Column I on Contracts where variable retainage for line items may apply. ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Item 1	305,000.00	228,750.00	76,250.00	5,000.00	310,000.00	-5,000.00	10,750.00	
2	Item 2	400,000.00	200,000.00	100,000.00	0.00	300,000.00	100,000.00	30,000.00	
3	Item 3	45,000.00	33,750.00	450.00	0.00	34,200.00	10,800.00	0.00	
	Total Original Contract	750,000.00	462,500.00	176,700.00	5,000.00	644,200.00	105,800.00	40,750.00	
4	Change Order No. 1	1,520.00	1,520.00	0.00	0.00	1,520.00	0.00	76.00	
5	Change Order No. 2	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	250.00	
6	Change Order No. 3	-500.00	-500.00	0.00	0.00	-500.00	0.00	0.00	
7	Change Order No. 4	-100.00	-100.00	0.00	0.00	-100.00	0.00	0.00	
	Approved Change Orders	5,920.00	920.00	5,000.00	0.00	5,920.00	0.00	328.00	
		755,920.00	463,420.00	181,700.00	5,000.00	650,120.00	105,800.00	41,076.00	

The schedule of values (G703) is filled in automatically with provisions for page totals and continuation sheets.

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.



**AccuBuild Construction Co., Inc.**  
**Job Cost Capsheet Report - Job & Phase Totals**

**Current Totals - Partial Job List**

	Estimated		Year To Date		Job To Date		Total		Remaining Balance		% Compl
	Units	Cost	Paid	Total	Payable	Total	Units	Cost	Units	Cost	
<b>03-5050 Stearns Home Remodel</b>											
10.00 Materials	0.00	1500.00	534.50	17261.86	16727.36	17261.86	50.00	-15761.86	-50.00	-15761.86	1150.79%
20.10 Labor	140.00	3500.00	191.27	191.27	0.00	191.27	14.00	3308.73	126.00	3308.73	5.46%
40.00 Equipment Rentals - Vendors	0.00	350.00	0.00	425.00	425.00	425.00	0.00	-75.00	0.00	-75.00	121.43%
60.00 Plans, Permits & Fees	0.00	600.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	100.00%
<b>Job Totals:</b>		5950.00	725.77	17878.13	17152.36	18478.13		-12528.13		-12528.13	310.56%
Revised Contract: \$8,469.08 Estimated Profit: \$2,519.08 29.74% Contract / Cost Variance: \$(10,009.05) (118.18)% Profit Variance: \$(12,528.13) (147.93)%											
<b>04-1001 Twirl 'N Hurl Amusement Park</b>											
10.00 Materials	0.00	78100.00	500.00	500.00	0.00	500.00	0.00	77600.00	0.00	77600.00	0.64%
20.10 Labor - General	178.00	6230.00	245.93	245.93	0.00	245.93	18.00	5984.07	160.00	5984.07	3.95%
20.90 Labor - Supervision	198.00	8910.00	0.00	0.00	0.00	0.00	0.00	8910.00	198.00	8910.00	0.00%
Phase 00020 Subtotal:	376.00	15140.00	245.93	245.93	0.00	245.93	18.00	14894.07	358.00	14894.07	1.62%
30.00 Subcontractors	0.00	15000.00	0.00	0.00	0.00	0.00	0.00	15000.00	0.00	15000.00	0.00%
30.01 ABC Grading Co.	0.00	20000.00	0.00	17500.00	17500.00	17500.00	0.00	2500.00	0.00	2500.00	87.50%
Phase 00030 Subtotal:	0.00	35000.00	0.00	17500.00	17500.00	17500.00	0.00	17500.00	0.00	17500.00	50.00%
40.00 Equipment Rentals - Vendors	0.00	1500.00	4000.00	4000.00	0.00	4000.00	0.00	-2500.00	0.00	-2500.00	266.67%
60.00 Plans, Permits & Fees	0.00	1900.00	0.00	0.00	0.00	0.00	0.00	1900.00	0.00	1900.00	0.00%
<b>Job Totals:</b>		131640.00	4745.93	22245.93	17500.00	22245.93		109394.07		109394.07	16.90%
Revised Contract: \$147,500.00 Estimated Profit: \$15,860.00 10.75% Contract / Cost Variance: \$125,254.07 84.92% Profit Variance: \$109,394.07 74.17%											
<b>Report Totals:</b>		137590.00	5471.70	40124.06	6071.70	40724.06		96865.94		96865.94	29.60%

The Job Cost Capsheet Reports are very useful for monitoring the variance between estimates and actual costs on each project. These reports can be printed at three levels: job totals, job and phase totals (shown above), or job and phase with full supporting transaction detail. Estimates on each line item (cost phase) are compared to the total job to date cost to produce the remaining balance on both estimated units and dollars (variance) along with the percentage of completion on each line item. Costs are broken down by current fiscal year as well as total job to date amounts. In addition, a "Payable" column is provided to designate the amount of open payable (unpaid) invoices remaining on the project.



**AccuBuild Construction Co., Inc.**  
**Job Cost Capsheet Report - Job & Phase Totals**

**Current Totals - Partial Job List**

	Estimated		Year To Date		Job To Date		Remaining Balance		%
	Units	Cost	Paid	Total	Payable	Total	Units	Cost	
<b>04-3001 Stearn's Boat Shop Tenant Improv</b>									
1900.00 Misc Job Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
1900.01 Misc Job Expenses-Labor	0.00	2500.00	514.42	514.42	0.00	514.42	-20.00	1985.58	20.58%
1900.02 Misc Job Expenses-Materials	0.00	1200.00	0.00	0.00	0.00	0.00	0.00	1200.00	0.00%
1900.03 Misc Job Expenses-Subcontracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
1900.04 Misc Job Expenses-Equipment	0.00	1800.00	0.00	0.00	0.00	0.00	0.00	1800.00	0.00%
1900.05 Misc Job Expenses-Other	0.00	1500.00	0.00	0.00	0.00	0.00	0.00	1500.00	0.00%
Phase 01900 Subtotal:	0.00	7000.00	514.42	514.42	0.00	514.42	-20.00	6485.58	7.35%
2070.00 Demolition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
2070.01 Demolition-Labor	0.00	3000.00	218.57	218.57	0.00	218.57	-16.00	29781.43	0.73%
2070.02 Demolition-Materials	0.00	2500.00	0.00	0.00	0.00	0.00	0.00	2500.00	0.00%
2070.03 Demolition-Subcontract	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
2070.04 Demolition-Equipment Rental	0.00	9987.00	0.00	0.00	0.00	0.00	0.00	9987.00	0.00%
2070.05 Demolition-Other / Misc	0.00	7110.00	5000.00	5000.00	0.00	5000.00	0.00	2110.00	70.32%
Phase 02070 Subtotal:	0.00	49597.00	5218.57	5218.57	0.00	5218.57	-16.00	44378.43	10.52%
5400.00 Metal Framing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
5400.01 Metal Framing-Labor	0.00	14165.00	0.00	0.00	0.00	0.00	0.00	14165.00	0.00%
5400.02 Metal Framing-Materials	0.00	10220.00	0.00	10775.00	10775.00	10775.00	-20.00	-555.00	105.43%
5400.03 Metal Framing-Subcontract	0.00	13750.00	0.00	6500.00	6500.00	6500.00	0.00	7250.00	47.27%
5400.04 Metal Framing-Equipment Rental	0.00	5000.00	0.00	0.00	0.00	0.00	0.00	5000.00	0.00%
5400.05 Metal Framing-Other / Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6100.00 Rough Carpentry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
6100.01 Rough Carpentry-Labor	0.00	413.00	0.00	0.00	0.00	0.00	0.00	413.00	0.00%
6100.02 Rough Carpentry-Materials	0.00	13482.00	0.00	0.00	0.00	0.00	0.00	13482.00	0.00%
6100.03 Rough Carpentry-Subcontract	0.00	8743.00	0.00	0.00	0.00	0.00	0.00	8743.00	0.00%
6100.04 Rough Carpentry-Equipment	0.00	6249.00	0.00	0.00	0.00	0.00	0.00	6249.00	0.00%
6100.05 Rough Carpentry-Other / Misc	0.00	11634.00	0.00	0.00	0.00	0.00	0.00	11634.00	0.00%
Phase 06200 Subtotal:	0.00	40521.00	0.00	0.00	0.00	0.00	0.00	40521.00	0.00%
6200.00 Insulation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
6200.01 Insulation-Labor	0.00	1792.00	0.00	0.00	0.00	0.00	0.00	1792.00	0.00%
6200.02 Insulation-Materials	0.00	4292.00	0.00	0.00	0.00	0.00	0.00	4292.00	0.00%
6200.03 Insulation-Subcontract	0.00	10828.00	0.00	0.00	0.00	0.00	0.00	10828.00	0.00%
6200.04 Insulation-Equipment Rental	0.00	6720.00	0.00	0.00	0.00	0.00	0.00	6720.00	0.00%

Another feature of the capsheet report is the option to produce cost phase group subtotals. By utilizing the Job Template feature of Accubuild, estimates can be set up in detail for each cost phase (division of work) so that individual amounts for labor, material, equipment rental, etc. can be tracked. For example, Phase 2070 represents "Demolition" costs on this project and each cost category is set up using the same cost phase with a unique decimal position value ranging from 0 to 99. This provides the capability to track individual cost categories within the "Demolition" cost phase while still providing the overall estimates, costs, and actual to estimate variance of the Demolition Group.



**AccuBuild Construction Co., Inc.**  
**Job Cost Capsheet Report - Job & Phase Totals**

**Current Totals - Partial Job List**

	Estimated		Year To Date		Job To Date		Remaining Balance		%
	Units	Cost	Paid	Total	Payable	Total	Units	Cost	
<b>04-3001 Stearn's Boat Shop Tenant Improv</b>									
1900.00 Misc Job Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
2070.00 Demolition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
5400.00 Metal Framing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
6100.00 Rough Carpentry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
6200.00 Finish Carpentry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
7200.00 Insulation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
7610.00 Skylights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
8400.00 Storefronts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
8800.00 Glass	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
9250.00 Gypsum Board	0.00	2753.00	0.00	0.00	0.00	0.00	0.00	2753.00	0.00%
9300.00 Tile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
9500.00 Acoustical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
9645.00 Flooring	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
9900.00 Painting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
15300.00 Fire Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
15400.00 Plumbing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
15500.00 H.V.A.C.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
16000.00 Electrical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
<b>Phase 00 Subtotal:</b>	0.00	2753.00	0.00	0.00	0.00	0.00	0.00	2753.00	0.00%
1900.01 Misc Job Expenses-Labor	0.00	2500.00	514.42	514.42	0.00	514.42	20.00	1985.58	20.58%
2070.01 Demolition-Labor	0.00	3000.00	218.57	218.57	0.00	218.57	16.00	29781.43	0.73%
5400.01 Metal Framing-Labor	0.00	14165.00	0.00	0.00	0.00	0.00	0.00	14165.00	0.00%
6100.01 Rough Carpentry-Labor	0.00	8254.00	0.00	0.00	0.00	0.00	0.00	8254.00	0.00%
6200.01 Finish Carpentry-Labor	0.00	413.00	0.00	0.00	0.00	0.00	0.00	413.00	0.00%
7200.01 Insulation-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
7610.01 Skylights-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
8400.01 Storefronts-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
8800.01 Glass-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9250.01 Gypsum Board-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9300.01 Tile-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9500.01 Acoustical-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9645.01 Flooring-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
9900.01 Painting-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
15300.01 Fire Protection-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
15400.01 Plumbing-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
15500.01 H.V.A.C.-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
16000.01 Electrical-Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Phase 01 Subtotal:</b>	0.00	158662.00	732.99	732.99	0.00	732.99	36.00	157929.01	0.46%
1900.02 Misc Job Expenses-Materials	0.00	1200.00	0.00	0.00	0.00	0.00	0.00	1200.00	0.00%
2070.02 Demolition-Materials	0.00	2500.00	0.00	0.00	0.00	0.00	0.00	2500.00	0.00%
5400.02 Metal Framing-Materials	0.00	10220.00	0.00	10775.00	0.00	10775.00	20.00	-555.00	105.43%

In some situations, it may become necessary to look at the "category" totals such as labor or materials for the entire job. If you are using group totals as shown in the previous example, you have the option of printing the report by "phase decimal" order as shown below. In this case, the "01" phase decimal represents labor expenses and this report sorts by cost category to give us the cost subtotal for the labor group.



**AccuBuild Construction Co., Inc.**  
**Job Cost - Committed Cost Report**  
**Current Totals - Partial Job List**

	(A) Total Estimated Cost	(B) Committed Sub / PO Amounts	(C) Committed Costs To Date	(D) [B-C] Committed Cost to Complete	(E) Other Costs To Date	(F) [C+E] Total Costs To Date	(G) [D+F-A] > 0 Proj Costs in Excess of Estimate	(H) [A+G] Projected Final Costs	(I) [H-F] Total Cost to Complete	(J) [F/H] % Compl
<b>04-1001 Twirl 'N Hurl Amusement Park</b>										
10.00 Materials	78100.00	0.00	0.00	0.00	500.00	500.00	0.00	78100.00	77600.00	0.64
20.10 Labor - General	6230.00	0.00	0.00	0.00	245.93	245.93	0.00	6230.00	5984.07	3.95
20.90 Labor - Supervision	8910.00	0.00	0.00	0.00	0.00	0.00	0.00	8910.00	8910.00	0.00
30.00 Subcontractors	15000.00	0.00	0.00	0.00	0.00	0.00	0.00	15000.00	15000.00	0.00
30.01 ABC Grading Co.	20000.00	20000.00	17500.00	2500.00	0.00	17500.00	0.00	20000.00	2500.00	87.50
40.00 Equipment Rentals - Vendors	1500.00	0.00	0.00	0.00	4000.00	4000.00	2500.00	4000.00	0.00	100.00
60.00 Plans, Permits & Fees	1900.00	0.00	0.00	0.00	0.00	0.00	0.00	1900.00	1900.00	0.00
	131640.00	20000.00	17500.00	2500.00	4745.93	22245.93	0.00	131640.00	109394.07	16.90
Job 04-1001										
Report Totals:	131640.00	20000.00	17500.00	2500.00	4745.93	22245.93	0.00	131640.00	109394.07	

The Committed Cost report is by far the most valuable report for project management. This report works in conjunction with the Purchase Order Module to track cost commitments for purchase orders and subcontracts against the original cost estimates. What makes this report so valuable is the timing of the cost information. As purchase orders and subcontract orders are entered into the system, they immediately create a committed cost on the project which can be compared to the cost estimate to identify any cost overruns. Without these cost commitments, your estimate overruns are never discovered until the payable invoice for the material or subcontract payment is entered into the system which could be several months down the road on a large project. By monitoring your costs with this report, you are then able to make "in-house" estimate revisions for cost overruns and / or cost savings which will result in more accurate Work in Progress Schedules and Profit / Loss projections on each project. Accurate reporting is very critical for good project management and will be mandatory for most bonded work. The more accurate your profit projections are, the more "faith" you will gain from your bonding company, which should help you to increase your bonding capacity.

AccuBuild Construction Co., Inc.

Jobs in Progress Schedule

Current Totals - Summarized Jobs - Contract Jobs Only

Revised Contract	Estimated Cost	Total Cost To Date	Est Cost To Complete	Est Final Gross Profit	% Compl	Gross Profit Earned		Billed To Date	Over/(Under) Billed	Revenue		Receipts To Date	Receivables
						To Date	This Year			To Date	This Year		
<b>Contract Jobs</b>													
03-5050 Stearns Home Remodel													
8469	5950	18478	0	-10009	100.00	-10009	-9409	8469	0	8469	8469	0	8469
04-1001 Twirl 'N Hurl Amusement Park													
147500	131640	22246	109394	15860	16.90	2682	2682	91500	66573	24928	24928	67800	23700
04-2001 Einstein Elementary School													
591451	515011	4458	510553	76440	0.87	688	688	19592	14446	5146	5146	0	19592
04-3001 Stearns's Boat Shop Tenant Improv													
755700	713377	64488	648889	42323	9.04	3827	3827	395890	327575	68315	68315	0	395890
04-4001 California Dream Estates													
4650	3750	2928	822	900	78.08	703	703	1575	-2056	3631	3631	0	1575
1507770	1369728	112598	1269659	125514		-2109	-1509	517026	406538	110488	110488	67800	449226
<b>Report Totals</b>													
1507770	1369728	112598	1269659	125514		-2109	-1509	517026	406538	110488	110488	67800	449226
[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]	[K]	[L]	[M]	[N]
			[B-C]	[A-B]	[C-B]	[J x F]		[H-J]					[A x F]

The Work in Progress (WIP) Schedule is a job report used mainly for financial statements and by the bonding industry. This report shows the revenues, costs, and projected final projected profit / loss for each job. Cost estimates are used to project the percentage complete based on the total costs incurred on the project. Revenues and profit / loss amounts are then computed using the calculated percentage of completion. This is one of the report options in a series of reports called "Contract Status Reports" in the AccuBuild System. The Contract Status reports are date driven and can be "reconstructed" for any cutoff month in the current fiscal year, or for the current job totals. All of the contract amounts and estimates are date-sensitive (including change orders) and therefore the "reconstructed" reports for prior fiscal month ends are always accurate regardless of current period contract or estimate changes. This feature is very critical for accurate computations of prior period revenues, over/under billings etc.



**AccuBuild Construction Co., Inc.**  
**Current Contract Earnings**  
 Current Totals - Summarized Jobs - Contract Jobs Only

	Contract	Total			Prior Years			Current Year		
		Costs	Profits	Earnings	Costs	Profits	Earnings	Costs	Profits	
03-5050 Stearns Home Remodel	8,469.08	18,478.13	-10,009.05	0.00	600.00	-600.00	8,469.08	17,878.13	-9,409.05	
04-1001 Twirl 'N Hurl Amusement Park	147,500.00	131,640.00	15,860.00	0.00	0.00	0.00	24,927.50	22,245.93	2,681.57	
04-2001 Einstein Elementary School	591,451.00	515,011.00	76,440.00	0.00	0.00	0.00	5,145.62	4,457.55	688.07	
04-3001 Stearn's Boat Shop Tenant Improv	755,700.00	713,377.00	42,323.00	0.00	0.00	0.00	68,315.28	64,487.99	3,827.29	
04-4001 California Dream Estates	4,650.00	3,750.00	900.00	0.00	0.00	0.00	3,630.72	2,928.01	702.71	
Work in Progress - Contracts	1,507,770.08	1,382,256.13	125,513.95	0.00	600.00	-600.00	110,488.20	111,997.61	-1,509.41	
Total Work in Progress	1,512,420.08	1,386,006.13	126,413.95	0.00	600.00	-600.00	114,118.92	114,925.62	-806.70	
Total Completed Projects	-4,650.00	-3,750.00	-900.00	0.00	0.00	0.00	-3,630.72	-2,928.01	-702.71	
Total WIP & Completed Projects	1,507,770.08	1,382,256.13	125,513.95	0.00	600.00	-600.00	110,488.20	111,997.61	-1,509.41	

This report is used to show the profit / loss amounts on all projects in the system including work in progress amounts are broken out for the current fiscal year, the previous fiscal year, as well as the totals to date. This report is useful for reconciling the Sales, Cost of Sales, and Gross Profit amounts on the Income Statements produced in the General Ledger Module. Since the Income Statement only reflects the totals for revenue and gross profit, this report can be generated as a supporting schedule for your financial statements to "prove" that the Income Statement amounts are accurate. Most owners and project managers have a good feel for the profitability on each project and by using this schedule, you will have more faith in your financial statements.

These totals should reconcile to the Income Statement



**AccuBuild Construction Co., Inc.**  
**Analysis of Contract Changes - Prior Year vs. Current Year**

**Current Totals - Summarized Jobs - Contract Jobs Only**

	Increase/Decrease (-)		Job To Date				Prior Years				Current Year Profit & Loss		
	Total Contract	Estimated Final Cost	Estimated Final Profit	Contract Amount	Estimated Final Cost	Estimated Final Profit	% Compl	Contract Amount	Estimated Final Cost	Estimated Final Profit	Revenue	Costs	Profit
<b>Work in Progress - Contracts</b>													
03-5050 Stearns Home Remodel	1,428	18,478	-17,050	8,469	18,478	-10,009	100.00	7,041	0	7,041	8,469	17,878	-9,409
04-1001 Twirl 'N Hurl Amusement Park	147,500	131,640	15,860	147,500	131,640	15,860	16.90	0	0	0	24,928	22,246	2,682
04-2001 Einstein Elementary School	591,451	515,011	76,440	591,451	515,011	76,440	0.87	0	0	0	5,146	4,458	688
04-3001 Stearns's Boat Shop Tenant Improv	755,700	713,377	42,323	755,700	713,377	42,323	9.04	0	0	0	68,315	64,488	3,827
04-4001 California Dream Estates	4,650	3,750	900	4,650	3,750	900	78.08	0	0	0	3,631	2,928	703
<b>Total Work In Progress</b>	<b>1,500,729</b>	<b>1,382,256</b>	<b>118,473</b>	<b>1,507,770</b>	<b>1,382,256</b>	<b>125,514</b>		<b>7,041</b>	<b>0</b>	<b>7,041</b>	<b>110,488</b>	<b>111,998</b>	<b>-1,509</b>
<b>Total Completed Projects</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Report Totals</b>	<b>1,500,729</b>	<b>1,382,256</b>	<b>118,473</b>	<b>1,507,770</b>	<b>1,382,256</b>	<b>125,514</b>		<b>7,041</b>	<b>0</b>	<b>7,041</b>	<b>110,488</b>	<b>111,998</b>	<b>-1,509</b>

These totals indicate a potential problem in the job schedule.

This report is used to identify "changes" from year to year on each job. Since the duration of a job can span multiple fiscal years, the ability to extract the fiscal year totals for each job is extremely important for accurate financial statements. By comparing the changes in contracts and costs from year to year, you can quickly identify "problem jobs" or errors in the job schedule very quickly without weeding through pages of detail reports. This report is very useful for owners and project managers when reviewing the job schedules for accuracy. Note how easy it is to identify Job 03-5050 above as a potential problem job. The contract has been increased by \$1,428 while the cost estimate has been increased by \$18,478, resulting in a loss of \$17,050 for the current year. Perhaps a change order was never entered on the contract, but whatever the reason, the problem needs to be investigated further.

**AccuBuild Construction Co., Inc.**  
**Estimates to Complete**

**Current Totals - Summarized Jobs - Contract Jobs Only**

	Total			Job To Date			Estimate to Complete		
	Contract	Costs	Profits	Earnings	Costs	Profits	Earnings	Costs	Profits
03-5050 Stearns Home Remodel	8,469.08	18,478.13	-10,009.05	8,469.08	18,478.13	-10,009.05	0.00	0.00	0.00
04-1001 Twirl 'N Hurl Amusement Park	147,500.00	131,640.00	15,860.00	24,927.50	22,245.93	2,681.57	122,572.50	109,394.07	13,178.43
04-2001 Einstein Elementary School	591,451.00	515,011.00	76,440.00	5,145.62	4,457.55	688.07	586,305.38	510,553.45	75,751.93
04-3001 Steam's Boat Shop Tenant Improv	755,700.00	713,377.00	42,323.00	68,315.28	64,487.99	3,827.29	687,384.72	648,889.01	38,495.71
04-4001 California Dream Estates	4,650.00	3,750.00	900.00	3,630.72	2,928.01	702.71	1,019.28	821.99	197.29
Work in Progress - Contracts	1,507,770.08	1,382,256.13	125,513.95	110,488.20	112,597.61	-2,109.41	1,397,281.88	1,269,658.52	127,623.36
Report Totals	1,507,770.08	1,382,256.13	125,513.95	110,488.20	112,597.61	-2,109.41	1,397,281.88	1,269,658.52	127,623.36

This is another report from the "Contract Status" series of reports and is useful for determining the current amount of work on hand. This information can be very useful in determining the amount of bonding capacity available for new projects.



**AccuBuild Construction Co., Inc.**

**Over / Under Billings Report**

**Current Totals - Summarized Jobs - Contract Jobs Only**

	Contract	% Compl	Job To Date		Contracts Receivable		Under Billed	Over Billed
			Earnings	Billed	Current	Retention		
03-5050 Stearns Home Remodel	8,469.08	100.00%	8,469.08	8,469.08	8,469.08	0.00		
04-1001 Twirl 'N Hurl Amusement Park	147,500.00	16.90%	24,927.50	91,500.00	14,925.00	8,775.00		66,572.50
04-2001 Einstein Elementary School	591,451.00	0.87%	5,145.62	19,591.81	19,585.73	6.08		14,446.19
04-3001 Stearns Boat Shop Tenant Improv	755,700.00	9.04%	68,315.28	395,890.00	356,301.00	39,589.00		327,574.72
04-4001 California Dream Estates	4,650.00	78.08%	3,630.72	1,575.00	1,575.00	0.00	-2,055.72	
<b>Work in Progress - Contracts</b>	<b>1,507,770.08</b>		<b>110,488.20</b>	<b>517,025.89</b>	<b>400,855.81</b>	<b>48,370.08</b>	<b>-2,055.72</b>	<b>408,593.41</b>
Total Work in Progress	1,512,420.08		114,118.92	518,600.89	402,430.81	48,370.08	-4,111.44	408,593.41
Total Completed Projects	-4,650.00		-3,630.72	-1,575.00	-1,575.00	0.00	2,055.72	0.00
Total WIP & Completed Projects	1,507,770.08		110,488.20	517,025.89	400,855.81	48,370.08	-2,055.72	408,593.41

The Over / Under Billings Report can be used as another supporting schedule for the company financial statements. The Balance Sheet will contain entries for "Billings in excess of costs" (over billings) and "Costs in excess of billings" (under billings). Under billings are typically included with the company assets while the Over billings are reflected in the liabilities.

AccuBuild Construction Co., Inc.

Cash Flow Analysis Report

Current Totals - Summarized Jobs - Contract Jobs Only

	Contract	Billings To Date				Cost To Date				Net Cash Flow	% of Contract
		Billed	Retention	Current A/R	Cash Recd	Total Cost	A/P-Retention	A/P-Current	Cash Paid		
03-5050 Stearns Home Remodel	8,469.08	8,469.08	0.00	8,469.08	0.00	18,478.13	0.00	17,152.36	1,325.77	-1,325.77	-15.65
04-1001 Twirl 'N Hurl Amusement Park	147,500.00	91,500.00	8,775.00	14,925.00	67,800.00	22,245.93	1,750.00	15,750.00	4,745.93	63,054.07	42.75
04-2001 Einstein Elementary School	591,451.00	19,591.81	6.08	19,585.73	0.00	4,457.55	0.00	0.00	4,457.55	-4,457.55	-0.75
04-3001 Steam's Boat Shop Tenant Improv	755,700.00	395,890.00	39,589.00	356,301.00	0.00	64,487.99	4,098.00	54,157.00	6,232.99	-6,232.99	-0.82
04-4001 California Dream Estates	4,650.00	1,575.00	0.00	1,575.00	0.00	2,928.01	0.00	0.00	2,928.01	-2,928.01	-62.97
<b>Work in Progress - Contracts</b>	<b>1,507,770.08</b>	<b>517,025.89</b>	<b>48,370.08</b>	<b>400,855.81</b>	<b>67,800.00</b>	<b>112,597.61</b>	<b>5,848.00</b>	<b>87,059.36</b>	<b>19,690.25</b>	<b>48,109.75</b>	<b>3.19</b>
Total Work In Progress	1,512,420.08	518,600.89	48,370.08	402,430.81	67,800.00	115,525.62	5,848.00	87,059.36	22,618.26	45,181.74	2.99
Total Completed Projects	-4,650.00	-1,575.00	0.00	-1,575.00	0.00	-2,928.01	0.00	0.00	-2,928.01	2,928.01	-62.97
Total WIP & Completed Projects	1,507,770.08	517,025.89	48,370.08	400,855.81	67,800.00	112,597.61	5,848.00	87,059.36	19,690.25	48,109.75	0.03

Cash flow is very critical in the construction industry, and the ability to monitor cash flow on a project by project basis is very important. Good project management dictates that most, if not all jobs, remain in an "overbilled" state in order to prevent a negative cash flow situation. Since most billings are 45 to 60 days in collections, it is necessary to front load the billing schedule so that money is collected as early as possible in order to offset payment delays and current costs on the job. In addition to aggressive over billings, it is also important to maintain the "pay when paid" policy so that materials and subcontractors are not being paid ahead of schedule. This report will help you to monitor each project and make sure that all possible efforts are being made to make sure the cash flow remains positive on each project. The Net Cash Flow amount on each job is determined by taking the difference between the cash collected on the project and the cash paid out on the project. This report is very useful for owners of the company to monitor the project managers and insure that every effort is being made to keep the cash flow positive.

**AccuBuild Construction Co., Inc.**  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

# Purchase Order

Order No: 104 Date: 1/20/2004

(909)923-2244

Fax: (909)923-4798

Job: 04-3001 Stearn's Boat Shop Tenant Improv

Page 1 of 1

<b>Vendor Info</b>	<b>Shipping Info</b>
<b>XYZ Supply, Co.</b> 123 Main St. Los Angeles, CA 90000  Attn: Mike Supply (555) 888-8000	<b>Stearn's Boat Shop Tenant Improv</b>  Dana Point, CA
Fax: (555) 888-8001	

Terms: <b>Net 30</b>	Due D	Unit pricing and Sales Tax rates are validated as vendor invoices are entered.
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Item	Quantity	Description	Price	Amount
1	20.0000	Material A <small>Job: 04-3001 Phase: 5400.02 G/L Acct (DR): 50100.00 G/L Acct (CR): 20001.00</small>	500.0000 Ea	10,000.00
<b>Standard Text for Purchase Order</b>				
Job and G/L Accounts are assigned as the orders are created so that vendor invoices are properly expensed.			<b>SubTotal</b>	<b>10,000.00</b>
			<b>Sales Tax @ 7.750%</b>	<b>775.00</b>
			<b>Total</b>	<b>10,775.00</b>
Vendor Signature: _____		Reference No (s)	Buyer Signature: _____	
Print Name: _____			Buyer: <b>Jack</b>	

**General Conditions:**

1. IF NOT SIGNED AND RETURNED, THIS ORDER IS DEEMED TO BE ACCEPTED AFTER (7) DAYS FROM ABOVE DATE.
2. ORDERS REJECTED FOR INFERIOR QUALITY OR WORKMANSHIP WILL BE RETURNED TO YOU WITH CHARGED FOR TRANSPORTATION BOTH WAYS.
3. ORDERS NOT SHIPPED ON DATE SPECIFIED MAY BE CANCELLED BY US.
4. SHIP VIA MOST ECONOMICAL CARRIER UNLESS OTHERWISE DIRECTED BY THIS OFFICE.
5. INVOICE IN DUPLICATE WHEN COMPLETE - NO PARTIAL BILLING - SEND ORIGINAL BILL OF LADING WITH INVOICE.
6. NO INVOICE WILL BE ACCEPTED WITHOUT THE PURCHASE ORDER NUMBER ON THE INVOICE.

The Purchase Order Module serves a very important purpose in the AccuBuild System. In addition to documenting purchase agreements with various vendors and subcontractors, they establish committed cost amounts on projects, they insure proper cost coding, and pricing of vendor invoices, and they guard against duplicate invoicing. The AccuBuild System supports three types of orders: Purchase Orders for direct material purchase on jobs, Stock Orders for Inventory Purchases, and Subcontract Orders for tracking subcontractor payments and retention amounts.

**AccuBuild Construction Co., Inc.**  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

# Subcontract Order

Order No: 100 Date: 1/20/2004

(909)923-2244

Fax: (909)923-4798

Page 1 of 1

Subcontractor Info	Job Information
<b>EFG Electrical Contractors</b> P.O. Box 789 Albany, GA 61234  Attn: Jane Doe (555) 700-1000	<b>JN: 04-3001 - Stearn's Boat Shop Tenant Improv</b>  Dana Point, CA
Fax: (555) 700-1001	

Item	Quantity	Description	Price	Amount
1	1.0000	Electrical - Area A <small>Job: 04-3001 Phase: 16000.03 G/L Acct (DR): 50300.00 G/L Acct (CR): 20002.00</small>	15,000.0000 Ea	15,000.00
2	1.0000	Electrical - Area B <small>Job: 04-3001 Phase: 16000.03 G/L Acct (DR): 50300.00 G/L Acct (CR): 20002.00</small>	18,900.0000 Ea	18,900.00
3	1.0000	Electrical - Area C <small>Job: 04-3001 Phase: 16000.03 G/L Acct (DR): 50300.00 G/L Acct (CR): 20002.00</small>	10,000.0000 Ea	10,000.00
<b>Total</b>				<b>43,900.00</b>

<b>EFG Electrical Contractors</b> Signature: _____ Print Name: _____ Date: _____	<b>Reference No (s)</b> _____ _____	<b>AccuBuild Construction Co., Inc.</b> Signature: _____ <div style="text-align: center;">Jack</div> Date: _____
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Subcontract Orders help to monitor multiple payments to subcontractors throughout the course of the job and provides for retention amounts to be entered with each subcontractor invoice in order to accrue the total costs to the job including withheld retention. Each line item of a Subcontract Order can be charged to different cost phases on the project when the contract agreement covers multiple divisions of work such as HVAC / Mechanical.



**ABC Grading Co.**

700 9th Street  
 Miami, FL 40000  
 Phone: (555) 213-8012 Fax: (555) 213-8013

Invoice Reference Number 152 Invoice Date 07/20/2004

Automatic creation of current payable invoice and accrued retention invoice.

Automatic coding for job number and cost phase.

AccuBuild Construction Co., Inc.  
 Project No: 04-1001 Twirl 'N Hurl Amusement Park  
 Subcontract: 9.00 Phase: 30.01 ABC Grading Co.  
 Retention Invoice Reference Number: 153

Item No	Description of Work	Contract Amount	%	Gross Amt Complete	Retention Withheld	Net Amount Due	Previous Billings	Current Amt Due
18	Rough Grade	10,000.00	100 %	10,000.00	1,000.00	9,000.00	9,000.00	0.00
19	Finish Grade	10,000.00	95 %	9,500.00	950.00	8,550.00	6,750.00	1,800.00
Totals:		20,000.00	98 %	19,500.00	1,950.00	17,550.00	15,750.00	1,800.00

Total Amount Due This Payment: \$1,800.00

Payment amounts are computed automatically, just like a percentage billing...

The Subcontractor Payment Sheets Option is another method of controlling costs for subcontractors. These payment sheets are produced based on the total percent complete for each line item and work very similar to contract billings. You can link subcontract amounts to the schedule of values so that they are produced automatically (as you bill the job), or you can produce them by entering the percentages manually. This method produces the payment sheet breakdown and creates the payable invoice for the subcontractor automatically including the accrued retention. Instead of entering the subcontractor's invoice, you allow the system to create the payable invoice in order to prevent any calculation errors, duplicate billings etc. Once you start using this feature, you will be amazed at how easy it is to process and control subcontractor payments.



**AccuBuild Construction Co., Inc.**  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

# Stock Order

Order No: 101 Date: 1/1/2004

(909)923-2244

Fax: (909)923-4798

Page 1 of 1

<b>Vendor Info</b>	<b>Shipping Info</b>
<b>XYZ Supply, Co.</b> 123 Main St. Los Angeles, CA 90000  Attn: Mike Supply (555) 888-8000	<b>AccuBuild Construction Co., Inc.</b> 1703 S. Bon View, Suite 201 Ontario, CA91761  Fax: (555) 888-8001

<b>Terms:</b> Net 30	<b>Due Date:</b> 1/25/2004	<b>Tax Status:</b> Resale Permit No.
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Item	Quantity	Description	Price	Amount
1	100.0000	XYZ-34SWIDGET 3/4" Steel Widget <small>Job: Phase: 0.00 G/L Acct (DR): 13000.00 G/L Acct (CR): 20001.00</small>  <b>Standard Text for Stock Order</b>	10.6900 EA	1,069.00
<b>Total</b>				<b>1,069.00</b>
<b>Vendor Signature:</b> _____		<b>Reference No (s)</b>	<b>Buyer Signature:</b> _____	
<b>Print Name:</b> _____			<b>Buyer:</b> <b>Jack</b>	

**General Conditions:**

- IF NOT SIGNED AND RETURNED, THIS ORDER IS DEEMED TO BE ACCEPTED AFTER (7) DAYS FROM ABOVE DATE.
- ORDERS REJECTED FOR INFERIOR QUALITY OR WORKMANSHIP WILL BE RETURNED TO YOU WITH CHARGED FOR TRANSPORTATION BOTH WAYS.
- ORDERS NOT SHIPPED ON DATE SPECIFIED MAY BE CANCELLED BY US.
- SHIP VIA MOST ECONOMICAL CARRIER UNLESS OTHERWISE DIRECTED BY THIS OFFICE.
- INVOICE IN DUPLICATE WHEN COMPLETE - NO PARTIAL BILLING - SEND ORIGINAL BILL OF LADING WITH INVOICE.
- NO INVOICE WILL BE ACCEPTED WITHOUT THE PURCHASE ORDER NUMBER ON THE INVOICE.

Stock Orders are used to control purchases for Inventory Items. Inventory items can be moved to jobs using the Stock Request and Stock Fulfillment Processes.



**AccuBuild Construction Co., Inc.**  
 1703 S. Bon View, Suite 201  
 Ontario, CA 91761

# Stock Request

Request No: 102 Date: 1/30/2004

(909)923-2244

Fax: (909)923-4798

Page 1 of 1

Item	Quantity	Description	Price	Amount
1	50.0000	XYZ-34SWIDGET 3/4" Steel Widget <small>Job: 03-5050 Phase: 10.00 G/L Acct (DR): 50100.00 G/L Acct (CR): 13000.00</small> <b>Standard Text for Stock Request</b>	10.6900 EA	534.50
<b>Total</b>				<b>534.50</b>
Reference No (s)			Ordered By: Jack	

Stock Requests are used to move material from Inventory to a job. Excess material that is returned from the job site can be added back to the inventory by using a Stock Request with negative quantities. The Stock Request is used to flag the inventory that is to be moved to a job. The material will remain in inventory until a Stock Fulfillment has been processed for all or part of the Stock Request. The two steps are required because if the material is back-ordered, it cannot be physically transferred to the job, even though the system would allow the transfer.

AccuBuild

Equipment Cost Utilization Report by Equipment

Cutoff Dates: 01/01/1999 thru 11/30/2001

Equip No	Equipment Description	Equipment Hours		Equipment Expenses			Allocated		Over (Under)		Equipment Rates per Hour		
		Available	Utilized	Direct	Indirect	Other	Total Exp	Rental Exp	Utilized	Actual	Allocated	Variance	
1000	'98 Ford F 150 Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1001	'98 Ford F 150 Pickup	0.00	0.00	0.00	192.76	857.22	1049.98	0.00	(1049.98)	0.00	0.00	0.00	
1002	'99 Chevy S10 Pickup	0.00	0.00	0.00	240.95	0.00	240.95	0.00	(240.95)	0.00	0.00	0.00	
2000	HP 4550 Color LaserJet Printer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2001	Compaq Notebook Computer P350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3000	Skill Saw	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3100	3/8 " Drill Motor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4000	'91 JD 860 Scraper	0.00	32.00	0.00	12.04	0.00	12.04	2240.00	2227.96	0.38	70.00	69.62	
4200	'98 Cat 950 Loader	0.00	0.00	2500.00	385.54	0.00	2885.54	0.00	(2885.54)	0.00	0.00	0.00	
4201	'99 Cat 980B Loader	0.00	8.00	2500.00	3.75	0.00	2503.75	700.00	(1803.75)	312.97	87.50	(225.47)	
5000	Air Compressor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Report Totals:				5000.00	835.04	857.22	6692.26	2940.00	(3752.26)				

For companies with heavy equipment such as earthwork or heavy highway contractors, it is very important to know the cost operating and maintaining each piece of equipment. This information helps you to establish more accurate "in-house" rental rates for use in charging equipment to your jobs. Understanding your true cost of operation can also give you a competitive edge in a tight market by knowing exactly how much it costs to run each piece of equipment. The key to making money with equipment is to keep the equipment busy. The AccuBuild System provides several reports in the Equipment Module to track equipment costs and compare the actual cost of operation to the allocated rental charges. By tracking operation costs on individual pieces of equipment, it will be easier to determine when the costs of maintaining are too much and the equipment should be replaced.



AccuBuild

Equipment Rental Income by Job - Job Order

Cutoff Dates: 12/01/1999 thru 12/31/1999

Equip No	Trans Date	Source	Trans Type	Trans Desc	Hrs Utilized	Rental Rate	Rental Income	Job	Phase	"DR" Acct	"CR" Acct
** Non Job Related											
4201	12/2/1999	30	35	Equipment Rental	8.00	185.00	1,480.00			12100.00	40025.00
4201	12/2/1999	30	35	Equipment Rental	9.00	185.00	1,665.00			12100.00	40025.00
				Equipment Totals:	17.00		3,145.00				
				Job Totals:	17.00		3,145.00				
				Report Totals:	17.00		3,145.00				

When your equipment is sitting idle, consider renting it out with your own operator to other contractors at the going rate in order to maximize your potential income. The Accounts Receivable Module interfaces with the Equipment Module and allows you to create rental invoices to your customers using the rental rate set up on each piece of equipment. This above Equipment Rental report can be used to recap the amount of rental income you are making on each piece of equipment.

# AccuBuild Equipment Depreciation Report Fiscal Year Ending: 12/31/1999

Equip No	Equipment Description	Book Basis				Tax Basis				
		Life in Months	Depr Basis	Prior Yrs Depr Amt	Curr Yrs Depr Amt	Life in Months	Depr Basis	Prior Yrs Depr Amt	Curr Yrs Depr Amt	
<b>Category No: 1 - Office Equipment</b>										
2000	HP 4550 Color LaserJet Printer	60	1995.00	0.00	0.00	Straight Line	60	1995.00	0.00	0.00
2001	Compaq Notebook Computer P350	36	1895.00	0.00	0.00	Straight Line	36	1895.00	0.00	0.00
<b>Category Totals:</b>			3890.00	0.00	0.00			3890.00	0.00	0.00
<b>Category No: 2 - Small Tools</b>										
3000	Skill Saw	36	139.00	0.00	0.00	Straight Line	36	139.00	0.00	0.00
3100	3/8 " Drill Motor	36	225.00	0.00	0.00	Straight Line	36	225.00	0.00	0.00
<b>Category Totals:</b>			364.00	0.00	0.00			364.00	0.00	0.00
<b>Category No: 3 - Company Vehicles</b>										
1000	'98 Ford F150 Pickup	36	17850.00	0.00	0.00	Straight Line	36	17850.00	0.00	0.00
1001	'98 Ford F150 Pickup	36	18225.00	0.00	0.00	Straight Line	36	18225.00	0.00	0.00
1002	'99 Chevy S10 Pickup	36	14533.00	0.00	0.00	Straight Line	36	17850.00	0.00	0.00
<b>Category Totals:</b>			50608.00	0.00	0.00			53925.00	0.00	0.00
<b>Category No: 4 - Heavy Equipment</b>										
4000	'91 JD 860 Scraper	84	150000.00	0.00	0.00	Straight Line	84	150000.00	0.00	0.00
4200	'98 Cat 950 Loader	84	160000.00	0.00	0.00	Straight Line	84	160000.00	0.00	0.00
4201	'99 Cat 980B Loader	84	185200.00	0.00	0.00	Straight Line	84	185200.00	0.00	0.00
<b>Category Totals:</b>			495200.00	0.00	0.00			495200.00	0.00	0.00
<b>Category No: 5 - Tools &amp; Light Equipment</b>										
5000	Air Compressor	60	595.00	0.00	0.00	Straight Line	60	595.00	0.00	0.00
<b>Category Totals:</b>			595.00	0.00	0.00			595.00	0.00	0.00
<b>Report Totals:</b>			550657.00	0.00	0.00			553974.00	0.00	0.00

Depreciation expense amounts obtained from your company's CPA can be entered in the Equipment Journal for each piece of equipment. Once these amounts have been entered, you can produce the Equipment Depreciation Report and reconcile the Accumulated Depreciation amounts on your company's financial statements to the totals for each equipment group. This report could then be used as a supplemental schedule for your company financial statements to itemize the various asset groups on the Balance Sheet.

