

altairTM accounting system

**A Comprehensive, Integrated Accounting System
for the Altair 8800 Computer**

General Ledger

Payroll

Accounts Receivable

Accounts Payable

**See Your Local
Altair Software
Dealer**



The Altair Accounting System

A Comprehensive, Integrated Accounting Software
System for the Altair 8800 Computer Series

DESCRIPTION OF THE ALTAIR ACCOUNTING SYSTEM

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The Altair Accounting Software System is a set of proprietary software available to the end user under the terms of a limited use license agreement for a one-time license fee. The software and its documentation are the property of the Altair Software Distribution Company. Unauthorized reproduction or use of the software and its documentation is a violation of state and federal law.

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GOOD FOR BUSINESS . . .

How does a small business fully realize the cost-effectiveness of an office microcomputer? One major consideration is the right software. And the right software is now available at all Altair™ Computer Centers. It's the Altair Accounting System — an integrated set of software packages specifically designed for and implemented on the Altair 8800 computer series.

The Altair Accounting System introduces automatic, easy-to-use accounting procedures into your office at a surprisingly low cost, with processing power matching other systems many times its size.

Do something good for your business. Contact your local Altair Computer Center or the Altair Software Distribution Company for more information about the Altair Accounting System and arrange a demonstration.

SOFTWARE GENERAL DESCRIPTION

The Altair Accounting System software is packaged in modules to allow a purchaser to select the components of a system that will most closely fit his needs. All packages contain a complete set of prompts and other helping messages that allow even an inexperienced operator to make full use of the system with minimum instructions. Customization to conform the packages with exact end-user requirements is available.

The ACCOUNTING SYSTEM is comprised of four modules — general ledger, receivables, payables and payroll. The GENERAL LEDGER package is the heart of a financial reporting system for a small business. It allows a firm to keep a detailed monthly general ledger of all its transactions and generate a monthly balance sheet and income statement to provide timely information on the financial status of the company. The PAYROLL package allows a company to prepare its periodic payroll for hourly, salaried, and commissioned employees while accumulating the necessary information for tax reporting. It generates the monthly, quarterly, and annual returns to be filed with local, state and federal governments. It also prepares employee W-2's and maintains an up-to-date information reference for each employee. The payroll package includes tables for federal withholding and FICA as well as withholding for all 50 states and up to 20 cities from precomputed or user generated tables. The package will automatically produce payroll checks at the user's option. The RECEIVABLES package is a complete invoicing and monthly statement generating system that keeps track of the current and aged accounts receivable. The receivables package maintains a customer file with addresses and credit information as well as account status. The package allows the current status of any active customer account to be displayed. The PAYABLES package keeps track of current and aged accounts payable and incorporates a check writing feature. The payables package maintains a complete vendor file with information on purchase orders and discount terms as well as active account status. Each of the three subsidiary systems — receivables, payables and payroll — provides input directly to the general ledger package. The packages of the Altair Business System are available under a onetime fee licensing arrangement. The license fee normally includes installation, training, and up to three years of software maintenance. For information on price and delivery or a personal demonstration, contact your local Altair computer dealer.

Technically Speaking . . .

| | |
|----------------------------------|--|
| Minimum Machine Requirements | Altair 8800 series computer or equivalent, with 48K (49152) bytes of RAM, one floppy disk unit, and an input/output terminal with at least 80 characters output per line. |
| Recommended Machine Requirements | Altair 8800 series computer or equivalent, with 48K (49152) bytes of RAM, two floppy disk units, a video display unit (CRT) for data entry and editing, and a hardcopy printer for output reports and listings. |
| Operating Software | Altair Disk BASIC Language, Version 4.0. All applications programs (with the exception of several machine language subroutines) are written using this interpretive BASIC. NOTE: Altair Disk BASIC must be licensed separately from the accounting packages. |
| Documentation | <p>A three-part users manual for each accounting package is provided having sections titled General Information, Systems Guide, and Operators Guide. Subjects include:</p> <ul style="list-style-type: none">* General System Overview* Hardware/Software Matchup* A Sample Company, with Reports and Listings* Glossary of Terms and Definitions* Logic Flow Diagram* Program Narratives* Installation and Startup Procedures* Operator Instructions, with Sample Displays* Handling of Exceptions and Error Conditions* Other Miscellaneous Information |
| Warranty | Any programming defects reported will be corrected without charge for a period up to thirty-six months after commencement of license. Unauthorized customer and/or dealer tampering of software will void warranty. |
| License | Packages available for a one-time license fee arrangement through any of the Altair computer centers. OEM and Software House licenses available. |
| Installation and Training | One-time license fee normally includes on-site installation and training of customer's personnel, terms and conditions of which are determined by customer and dealer. |
| Software Notes | Software is supplied to the customer on a floppy diskette and, depending on customer-dealer arrangement, will be configured for that customer's hardware system. Each of the four accounting packages contain from fourteen to twenty separate programs, including utility programs for systems generation, file and diskette backup, error recovery, and diskette testing. |

General Ledger

The General Ledger Package contains two main data files, the General Ledger Master File (chart of accounts) and the Journal Entries Transaction File:

- * The Master File contains account number (five digits, three digits for the main account number and a two-digit sub account number), account description, current and year-to-date amounts, and three special codes for report formatting and definition of total accumulations.
- * The Journal Entries File contains account number, source code, reference, description, date, and amount.

Complete Master File maintenance - add, change, delete, query, and list capabilities are available.

Entry of journal transactions may be performed either in a 'normal' mode (for the novice operator) or in a 'speed' mode (for the experienced operator). A Journal Entries Files list may be performed at any time, with totals.

Optional Control Reports may be obtained during any Master File maintenance or journal transaction entry, to provide hardcopy printouts for auditing integrity.

Four major reports are produced during the month-end processing, each with user-specified formatting including definition of sub total and total breaks:

- * The General Ledger Detail Report (trial balance)
- * Balance Sheet
- * Income Statement (profit and loss statement)
- * Department Income Statement, with user specifying the profit center to be reported.

For a typical dual disk system the Master File (chart of accounts) may have up to 500 (or more) accounts and the Journal Entries File may contain up to approximately 1600 transactions during one accounting period.

Any of the other accounting systems (Payroll, Receivables, Payables) will report back to the General Ledger automatically provided that the user has more than one floppy disk unit for data transfer under program control.

THE HARRIS SUPPLY CO.
GENERAL LEDGER
LIST CHART OF ACCOUNTS
09/30/76

PAGE 1

| ACCOUNT | DESCRIPTION | M/S | COL | LEVEL | CURR. AMOUNT | YTD AMOUNT |
|---------|-------------------------|-----|-----|-------|--------------|--------------|
| 100 | ASSETS | | 2 | 1 | \$0.00 | \$0.00 |
| 101 | CASH | M | 2 | 2 | \$0.00 | \$0.00 |
| 102 | CASH - OPERATING | S | 2 | 2 | \$3,322.80 | \$2,622.09 |
| 109 | CASH ON HAND | S | 2 | 2 | \$0.00 | \$150.00 |
| 111 | ACCOUNTS RECEIVABLE | | 2 | 2 | \$9,255.09 | \$7,230.85 |
| 121 | PREPAID EXPENSES | | 2 | 2 | -\$54.44 | \$490.00 |
| 131 | INVENTORY | | 2 | 2 | -\$6,040.28 | \$31,488.39 |
| 170 | TOTAL CURRENT ASSETS | | 3 | 3 | \$0.00 | \$0.00 |
| 171 | FURNITURE & EQUIP. | | 2 | 2 | \$147.81 | \$4,255.37 |
| 172 | ACCUMULATED DEPRECIATED | | 2 | 2 | -\$180.40 | -\$425.20 |
| 180 | DEPOSITS | | 2 | 2 | \$0.00 | \$750.00 |
| 198 | TOTAL FIXED ASSETS | | 3 | 3 | \$0.00 | \$0.00 |
| 199 | TOTAL ASSETS | | 3 | 5 | \$0.00 | \$0.00 |
| 200 | LIABILITIES & CAPITAL | | 2 | 1 | \$0.00 | \$0.00 |
| 201 | ACCOUNTS PAYABLE | | 2 | 2 | -\$3,800.77 | -\$8,270.46 |
| 210 | TAXES PAYABLE | M | 2 | 2 | \$0.00 | \$0.00 |
| 211 | FICA TAX PAYABLE | S | 2 | 2 | \$0.00 | -\$377.15 |
| 212 | FEDERAL TAX PAYABLE | S | 2 | 2 | \$0.00 | -\$633.61 |
| 213 | STATE TAX PAYABLE | S | 2 | 2 | -\$81.30 | -\$81.30 |
| 214 | SALES TAX PAYABLE | S | 2 | 2 | -\$157.50 | -\$425.72 |
| 250 | TOTAL CURR LIABILITIES | | 3 | 3 | \$0.00 | \$0.00 |
| 251 | NOTE PAYABLE - BANK | | 2 | 2 | \$0.00 | -\$3,000.00 |
| 289 | TOTAL LONG-TERM LIAB. | | 3 | 3 | \$0.00 | \$0.00 |
| 290 | TOTAL LIABILITIES | | 3 | 4 | \$0.00 | \$0.00 |
| 291 | CAPITAL STOCK | | 2 | 2 | \$0.00 | -\$25,000.00 |
| 296 | RETAINED EARNINGS | | 2 | 2 | \$0.00 | \$0.00 |
| 297 | CURRENT EARNINGS | | 2 | 2 | \$0.00 | \$0.00 |
| 298 | TOTAL CAPITAL | | 3 | 3 | \$0.00 | \$0.00 |
| 299 | TOTAL LIAB. & CAPITAL | | 3 | 5 | \$0.00 | \$0.00 |
| 300 | INCOME | | 1 | 1 | \$0.00 | \$0.00 |
| 301 | SALES | M | 1 | 2 | \$0.00 | \$0.00 |
| 30101 | SALES | S | 1 | 2 | -\$18,468.13 | -\$52,000.65 |
| 30102 | SALES | S | 1 | 2 | -\$13,315.93 | -\$50,773.00 |
| 311 | SERVICE | M | 1 | 2 | \$0.00 | \$0.00 |
| 31101 | SERVICE | S | 1 | 2 | -\$1,429.50 | -\$3,500.37 |
| 31102 | SERVICE | S | 1 | 2 | -\$953.00 | -\$3,755.00 |
| 321 | RETURNS AND ALLOWANCES | M | 1 | 2 | \$0.00 | \$0.00 |
| 32101 | RETURNS & ALLOWANCES | S | 1 | 2 | \$0.00 | \$700.00 |
| 32102 | RETURNS & ALLOWANCES | S | 1 | 2 | \$1,003.85 | \$796.15 |
| 399 | NET SALES | | 1 | 3 | \$0.00 | \$0.00 |
| 400 | COST OF GOODS SOLD | | 1 | 1 | \$0.00 | \$0.00 |
| 401 | BEGINNING INVENTORY | M | 1 | 2 | \$0.00 | \$0.00 |
| 40101 | BEGINNING INVENTORY | S | 1 | 2 | \$0.00 | \$0.00 |
| 40102 | BEGINNING INVENTORY | S | 1 | 2 | \$0.00 | \$0.00 |
| 411 | PURCHASES | M | 1 | 2 | \$0.00 | \$0.00 |
| 41101 | PURCHASES | S | 1 | 2 | \$10,722.58 | \$53,000.00 |
| 41102 | PURCHASES | S | 1 | 2 | \$7,148.38 | \$54,195.43 |
| 421 | FREIGHT | M | 1 | 2 | \$0.00 | \$0.00 |
| 42101 | FREIGHT | S | 1 | 2 | \$34.78 | \$1,157.00 |
| 42102 | FREIGHT | S | 1 | 2 | \$23.18 | \$1,000.93 |
| 431 | ENDING INVENTORY | M | 1 | 2 | \$0.00 | \$0.00 |
| 43101 | ENDING INVENTORY | S | 1 | 2 | \$3,624.17 | -\$15,000.00 |
| 43102 | ENDING INVENTORY | S | 1 | 2 | \$2,416.11 | -\$16,488.39 |

THE HARRIS SUPPLY CO.
GENERAL LEDGER
DETAIL REPORT
09/30/76

PAGE 1

| ACC'T | DESCRIPTION | REFER. | S | CURRENT | BALANCE |
|-------|-------------------------------|--------|---|---------------|----------------|
| 100 | ASSETS | | | | |
| 101 | CASH | | | \$0.00 | |
| 102 | CASH - OPERATING | | | \$2,622.09 | |
| | 09/30/76 | SALE | G | \$24,490.84 | |
| | 09/30/76 | C/D | G | \$21,168.04- | |
| | | | | \$3,322.80 * | \$5,944.89 * |
| 109 | CASH ON HAND | | | \$150.00 | |
| 111 | ACCOUNTS RECEIVABLE | | | \$7,230.85 | |
| | 09/30/76 | SALE | G | \$9,255.09 | |
| | | | | \$9,255.09 * | \$16,485.94 * |
| 121 | PREPAID EXPENSES | | | \$490.00 | |
| | 09/30/76 PREPAID INSURAN JE 1 | | G | \$54.44- | |
| | | | | \$54.44- * | \$435.56 * |
| 131 | INVENTORY | | | \$31,488.39 | |
| | 09/30/76 ENDING INVENTOR JE 3 | | G | \$6,040.28- | |
| | | | | \$6,040.28- * | \$25,448.11 * |
| 170 | TOTAL CURRENT ASSETS | | | \$6,483.17 ** | \$48,464.50 ** |
| 171 | FURNITURE & EQUIP. | | | \$4,255.37 | |
| | 09/28/76 ANDERSON OFFICE 339 | | G | \$147.81 | |
| | | | | \$147.81 * | \$4,403.18 * |
| 172 | ACCUMULATED DEPRECIATED | | | \$425.20- | |
| | 09/30/76 DEPRECIATION JE 2 | | G | \$180.40- | |
| | | | | \$180.40- * | \$605.60- * |
| 180 | DEPOSITS | | | \$750.00 | |
| 198 | TOTAL FIXED ASSETS | | | \$32.59- ** | \$4,547.58 ** |
| 199 | TOTAL ASSETS | | | \$6,450.58 ** | \$53,012.08 ** |
| 200 | LIABILITIES & CAPITAL | | | | |
| 201 | ACCOUNTS PAYABLE | | | \$8,270.46- | |
| | 09/30/76 ACCOUNTS PAYABL JE 4 | | G | \$3,800.77- | |
| | | | | \$3,800.77- * | \$12,071.23- * |
| 210 | TAXES PAYABLE | | | \$0.00 | |

THE HARRIS SUPPLY CO.
GENERAL LEDGER
BALANCE SHEET
09/30/76

PAGE 1

ASSETS

| | | |
|-------------------------|-------------|-------------|
| CASH | \$6,094.89 | |
| ACCOUNTS RECEIVABLE | \$16,485.94 | |
| PREPAID EXPENSES | \$435.56 | |
| INVENTORY | \$25,448.11 | |
| TOTAL CURRENT ASSETS | | \$48,464.50 |
| FURNITURE & EQUIP. | \$4,403.18 | |
| ACCUMULATED DEPRECIATED | \$605.60- | |
| DEPOSITS | \$750.00 | |
| TOTAL FIXED ASSETS | | \$4,547.58 |
| TOTAL ASSETS | | \$53,012.08 |

THE HARRIS SUPPLY CO.
GENERAL LEDGER
BALANCE SHEET
09/30/76

PAGE 2

LIABILITIES & CAPITAL

| | | |
|------------------------|-------------|-------------|
| ACCOUNTS PAYABLE | \$12,071.23 | |
| TAXES PAYABLE | \$1,756.58 | |
| TOTAL CURR LIABILITIES | | \$13,827.81 |
| NOTE PAYABLE - BANK | \$3,000.00 | |
| TOTAL LONG-TERM LIAB. | | \$3,000.00 |
| TOTAL LIABILITIES | | \$16,827.81 |
| CAPITAL STOCK | \$25,000.00 | |
| CURRENT EARNINGS | \$11,184.27 | |
| TOTAL CAPITAL | | \$36,184.27 |
| TOTAL LIAB. & CAPITAL | | \$53,012.08 |

END OF BALANCE SHEET

THE HARRIS SUPPLY CO.
GENERAL LEDGER
INCOME STATEMENT
09/30/76

PAGE 1

| | CURRENT MONTH | % | YEAR-TO-DATE | % |
|---------------------------|---------------|-------|--------------|-------|
| | ----- | ----- | ----- | ----- |
| INCOME | | | | |
| SALES | \$31,784.06 | 95.8 | \$134,557.71 | 95.0 |
| SERVICE | \$2,382.50 | 7.2 | \$9,637.87 | 6.8 |
| RETURNS AND ALLOWANCES | \$1,003.85- | -3.0 | \$2,500.00- | -1.8 |
| | ----- | ----- | ----- | ----- |
| NET SALES | \$33,162.71 | 100.0 | \$141,695.58 | 100.0 |
| COST OF GOODS SOLD | | | | |
| PURCHASES | \$17,870.96 | 53.9 | \$125,066.39 | 88.3 |
| FREIGHT | \$57.96 | 0.2 | \$2,215.89 | 1.6 |
| ENDING INVENTORY | \$6,040.28 | 18.2 | \$25,448.11- | -18.0 |
| | ----- | ----- | ----- | ----- |
| GROSS PROFIT | \$9,193.51 | 27.7 | \$39,861.41 | 28.1 |
| SALARIES | | | | |
| SALARIES | \$4,115.00 | 12.4 | \$16,460.00 | 11.6 |
| PAYROLL TAXES | \$377.18 | 1.1 | \$1,494.40 | 1.1 |
| RENT | \$850.00 | 2.6 | \$3,400.00 | 2.4 |
| OFFICE EXPENSES | \$52.25 | 0.2 | \$674.70 | 0.5 |
| TELEPHONE | \$140.36 | 0.4 | \$627.41 | 0.4 |
| UTILITIES | \$169.32 | 0.5 | \$752.49 | 0.5 |
| ADVERTISING | \$475.00 | 1.4 | \$3,580.50 | 2.5 |
| INSURANCE | \$297.99 | 0.9 | \$461.27 | 0.3 |
| PROFESSIONAL FEES | \$125.00 | 0.4 | \$450.00 | 0.3 |
| DEPRECIATION | \$180.40 | 0.5 | \$605.60 | 0.4 |
| INTEREST EXPENSE | \$0.00 | 0.0 | \$67.50 | 0.0 |
| MISCELLANEOUS EXPENSES | \$0.00 | 0.0 | \$103.27 | 0.1 |
| | ----- | ----- | ----- | ----- |
| TOTAL EXPENSES | \$6,782.50 | 20.5 | \$28,677.14 | 20.2 |
| | ----- | ----- | ----- | ----- |
| NET INCOME | \$2,411.01 | 7.3 | \$11,184.27 | 7.9 |
| | ===== | ===== | ===== | ===== |

END OF INCOME STATEMENT

THE HARRIS SUPPLY CO.
GENERAL LEDGER
DEPARTMENT INCOME STATEMENT
09/30/76

DEPARTMENT NUMBER 02

PAGE 1

| | CURRENT MONTH | % | YEAR-TO-DATE | % |
|----------------------|---------------|-------|--------------|-------|
| | ----- | ----- | ----- | ----- |
| INCOME | | | | |
| SALES | \$13,315.93 | 100.4 | \$64,088.93 | 95.7 |
| SERVICE | \$953.00 | 7.2 | \$4,708.00 | 7.0 |
| RETURNS & ALLOWANCES | \$1,003.85- | -7.6 | \$1,800.00- | -2.7 |
| | ----- | ----- | ----- | ----- |
| NET SALES | \$13,265.08 | 100.0 | \$66,996.93 | 100.0 |
| COST OF GOODS SOLD | | | | |
| PURCHASES | \$7,148.38 | 53.9 | \$61,343.81 | 91.6 |
| FREIGHT | \$23.18 | 0.2 | \$1,024.11 | 1.5 |
| ENDING INVENTORY | \$2,416.11 | 18.2 | \$14,072.28- | -21.0 |
| | ----- | ----- | ----- | ----- |
| GROSS PROFIT | \$3,677.41 | 27.7 | \$18,701.29 | 27.9 |
| | ----- | ----- | ----- | ----- |
| ALLOCATED EXP. - 02 | \$2,713.00 | 20.5 | \$14,183.86 | 21.2 |
| | ----- | ----- | ----- | ----- |
| NET INCOME | \$964.41 | 7.3 | \$4,517.43 | 6.7 |
| | ===== | ===== | ===== | ===== |

END OF DEPARTMENT INCOME STATEMENT

Payroll

The Payroll System keeps a record on each employee, storing such information as unit name and address, deductions and exemptions, SSN, pay type, pay period, and current month, quarter, and year to date totals for all earnings and deductions.

Complete Employee File maintenance - add, change, delete, and list capabilities are available.

Employees may be paid weekly, bi-weekly, semi-weekly, or monthly and any combination of these may be present at the same time. Employees may be paid as hourly employees, salaried employees, or draw plus commission employees and any mix of these types may be used at the same time.

The system also contains a Tax Information File that can store all the tax information and tables the Payroll System requires to calculate taxes for all fifty states and up to twenty local governments. Changes to this file are easily made using the tax program.

The Payroll System uses the information in both the Tax Files and each employer's record to calculate net pay, all state, local and federal taxes and up to 3 other deductions, and gross pay. This data is stored in the employee record and used by the system to print pay checks.

The system also generates:

- * An end of month report showing unemployment liabilities and totals for each deduction and tax.
- * A 941-A report giving all information needed to fill out the 941 and any state quarterly reports.
- * W-2 forms for each employee.

For a typical dual disk hardware configuration, up to 400 employees may be processed.

The Payroll System is designed to automatically report back to the Altair General Ledger provided the user has a dual disk system.

THE HARRIS SUPPLY CO.
PAYROLL SYSTEM
PAYROLL REGISTER
05/17/77

101MPT PAUL T. MANAGER TYPE=S RATE= 760.000

| ---HOURS--- | --EARNINGS-- | -----DEDUCTIONS----- | | ---TOTALS--- |
|-------------|--------------|----------------------|------------|--------------|
| REG= 0.00 | REG= 760.00 | FIC= 44.46 | INS= 12.50 | EARN= 760.00 |
| OT = 0.00 | OT = 0.00 | FED= 21.79 | MI1= 1.50 | DEDU= 104.52 |
| OH = 0.00 | OH = 0.00 | STA= 24.27 | MI2= 0.00 | |
| | COM= 0.00 | CIT= 0.00 | | *NET= 655.48 |
| | MIS= 0.00 | | | CHECK NO. |

101SSC SUZI C. SECRETARY TYPE=S RATE= 350.000

| ---HOURS--- | --EARNINGS-- | -----DEDUCTIONS----- | | ---TOTALS--- |
|-------------|--------------|----------------------|-----------|--------------|
| REG= 0.00 | REG= 350.00 | FIC= 20.48 | INS= 4.00 | EARN= 350.00 |
| OT = 0.00 | OT = 0.00 | FED= 51.31 | MI1= 1.50 | DEDU= 82.64 |
| OH = 0.00 | OH = 0.00 | STA= 5.35 | MI2= 0.00 | |
| | COM= 0.00 | CIT= 0.00 | | *NET= 267.36 |
| | MIS= 0.00 | | | CHECK NO. |

*** TOTALS - DEPARTMENT 101

| ---EARNINGS--- | -----DEDUCTIONS----- | | ---TOTALS--- |
|----------------|----------------------|-----------|---------------|
| REG 1,110.00 | FIC 64.94 | INS 16.50 | EARN 1,110.00 |
| OT 0.00 | FED 73.10 | MI1 3.00 | DEDU 187.16 |
| OH 0.00 | STA 29.62 | MI2 0.00 | |
| COM 0.00 | CIT 0.00 | | *NET 922.84 |
| MIS 0.00 | | | |

No. 06142

103SGT THE HARRIS SUPPLY CO. GEORGE T. SHIPPING

33 Northside Ave.
Chamblee, Georgia 30340

| | | |
|------------|--------------------|-----------------------|
| ---YOUR--- | ---HOURS WORKED--- | ---YOU EARNED--- |
| PAY RATE | REGULAR PREMIUM | REGULAR PREMIUM OTHER |
| 3.950 | 40.0 0.0 158.00 | 0.00 0.00 |

GROSS
158.00

| | |
|---------------------------------|------------------------|
| ---GOVERNMENT TAX DEDUCTIONS--- | ---OTHER DEDUCTIONS--- |
| FICA FEDERAL STATE LOCAL | INSUR. MISC 1 MISC 2 |
| 9.24 6.60 0.78 0.00 | 8.00 0.00 2.50 |

NET
130.88

| | | | |
|---------------------------|----------|--------|---------------------|
| ---YEAR TO DATE TOTALS--- | | | |
| PAID THRU | EARNINGS | FICA | FEDERAL STATE LOCAL |
| 05/06/77 | 3,094.84 | 190.27 | 150.58 22.73 0.00 |

THE HARRIS SUPPLY CO.
33 Northside Ave.
Chamblee, Georgia 30340

The Merchants National Bank
Atlanta, Georgia

65.404
312

No. 06142

Check No. - 6142

PAY TO THE ORDER OF:

GEORGE T. SHIPPING
88 MADDOX ST.
ATLANTA, GA. 30329

*** ONE HUNDRED THIRTY & 88 /100 DOLLARS

DATE
05/05/77

AMOUNT
***\$130.88

NON NEGOTIABLE

PLACE MICR ENCODING HERE

THE HARRIS SUPPLY CO.
 PAYROLL SYSTEM
 END OF QUARTER
 05/17/77

941-A REPORT
 TOTALS

DATE QUARTER ENDED 05/30/77

| | | | |
|---------|--|-------------|-------------|
| ITEM 1 | TOTAL PAGES THIS REPORT | 2 | |
| ITEM 2 | TOTAL EMPLOYEES LISTED | 7 | |
| ITEM 8 | TOTAL WAGES TAXABLE UNDER FICA PAID THIS QUARTER | | \$13,093.75 |
| ITEM 10 | TOTAL WAGES. | | \$13,093.75 |
| ITEM 11 | AMOUNT OF INCOME TAX WITHHELD FROM WAGES | | \$1,739.94 |
| ITEM 13 | TOTAL OF INCOME TAX WITHHELD (IF NO ADJUSTMENTS) | | \$1,739.94 |
| ITEM 14 | TAXABLE FICA WAGES PAID | \$13,093.75 | |
| | MULTIPLIED BY .117 = TAX. | | \$1,531.97 |
| ITEM 16 | TOTAL FICA TAXES | | \$1,531.97 |
| ITEM 17 | ADJUSTMENT (FRACTION ONLY) | | \$0.11 |
| ITEM 18 | ADJUSTED TOTAL OF FICA TAXES | | \$1,532.08 |
| ITEM 19 | TOTAL TAXES (IF NO ADJUSTMENTS). | | \$3,272.02 |

| For Official Use Only | | Wage and Tax Statement 1976 | | | |
|--|--|--|---|---|----------------------------------|
| 111111111 THE HARRIS SUPPLY CO. 30 NORTHSIDE DR.N.E. ATLANTA, GA. 30326 | | Type or print EMPLOYER'S name, address, ZIP code and Federal identifying number. | | Copy A For Internal Revenue Service Center Employer's State identifying number 22222222 | |
| 21 <input type="checkbox"/> | Employee's social security number 342-86-3517 | 1 Federal income tax withheld \$83.85 | 2 Wages, tips, and other compensation \$2,727.00 | 3 FICA employee tax withheld \$159.60 | 4 Total FICA wages \$2,727.00 |
| Name ▶ | Type or print Employee's name, address, and ZIP code below. (Name must align with arrow) THOMAS S. SUPERVISOR 994 CARLILE ST. SW. ATLANTA, GA. 30345 | 5 Was employee covered by a qualified pension plan, etc.? | 6 * | 7 * | |
| | | 8 State or local tax withheld \$19.95 | 9 State or local wages \$2,727.00 | 10 State or locality GEORGIA | |
| | | 11 State or local tax withheld \$0.00 | 12 State or local wages \$2,727.00 | 13 State or locality | |
| * See instructions on back of Copy D | | | | | |

Form W-2

See instructions on Form W-3 and back of Copy D

Department of the Treasury—Internal Revenue Service

THE HARRIS SUPPLY CO.
 PAYROLL SYSTEM
 END OF MONTH
 05/17/77

GENERAL LEDGER TRANSACTIONS REGISTER

| ACCOUNT NUMBER | DATE | DESCRIPTION | SC | DEBIT | CREDIT |
|----------------|----------|---------------|----|------------|------------|
| 10200 | 05/30/77 | NET PAY(CASH) | P | | \$5,414.37 |
| 21100 | 05/30/77 | EMP. FICA | P | | \$421.71 |
| 21200 | 05/30/77 | FED. WH. | P | | \$1,035.72 |
| 21300 | 05/30/77 | STATE WH. | P | | \$183.01 |
| 21400 | 05/30/77 | LOCAL WH. | P | | \$0.00 |
| 23000 | 05/30/77 | INS. DED. | P | | \$125.00 |
| 23100 | 05/30/77 | MISC. DED.#1 | P | | \$6.00 |
| 23200 | 05/30/77 | MISC. DED.#2. | P | | \$22.50 |
| 50100 | 05/30/77 | 101 | P | \$2,220.00 | |
| 50100 | 05/30/77 | 102 | P | \$3,518.91 | |
| 50100 | 05/30/77 | 103 | P | \$1,469.40 | |
| 50100 | 05/30/77 | MIS | P | \$0.00 | |
| TOTALS | | | | \$7,208.31 | \$7,208.31 |

Accounts Payable

The Accounts Payable System contains a Vendor Master file and a Voucher file.

- * The Vendor file contains the name and address and phone of the vendor, the year to date purchases and payments to that vendor and the current balance owed to that vendor. The file may also contain information to enable the system to generate automatic monthly vouchers for those items such as rent and bank payments that are paid every month.
- * The Voucher file contains the voucher date, total amount due, discount date and amount, invoice number and date, and up to 9 pairs of account numbers and amounts. These pairs are used to distribute the voucher to the General Ledger accounts.

Complete Vendor file maintenance - add, change, delete, query and list capabilities are provided.

Entry of vouchers and creation of automatic voucher is provided in a speed entry form to minimize the amount of operator time required. The system allows for credit memos and corrections of discounts not allowed.

The following reports are created by the system:

- * Cash Requirements
- * Open Voucher
- * Aged Accounts Payable
- * Check Register

These reports along with the Pay Determination program, help the user to decide which voucher to pay. The Pay program calculates the amount of cash required to pay vouchers and marks vouchers to pay. This is done by specifying due dates, discount dates and specific vouchers to include or exclude. The amount of cash required is then displayed and the user may adjust the vouchers to be paid until the cash requirements are within his limit. The system then automatically prints checks for those vendors who have vouchers to pay.

For a typical dual disk system the Vendor file may have up to 200 vendors and the Voucher file may contain up to 1500 vouchers during a month. Automatic transfer of data to the Altair General Ledger System is available for those users having a dual disk system.

THE HARRIS SUPPLY CO.
 ACCOUNTS PAYABLE
 VENDOR FILE LIST
 06/03/77

| I.D. | NAME/ADDRESS/PHONE | | | AUTO VOUCHER ENTRY |
|-------|--|-----------------|------------|---------------------|
| ACME | ACME PARTS 10 PEACHTREE CENTER EAST POINT, GA 30321 (455) 455-3443 | YTD PURCHASES = | \$459.00 | |
| | | YTD PAYMENTS = | \$400.00 | |
| | | CURRENT BAL. = | \$59.00 | |
| | | LAST PAYMENT = | \$47.50 | |
| | | PAYMENT DATE = | 05/12/77 | |
| FRADY | FRADYS TOOLWORKS 211 COLLIER AVE. ROSWELL, GA. 30210 (353) 353-1221 | YTD PURCHASES = | \$1,154.00 | |
| | | YTD PAYMENTS = | \$320.00 | |
| | | CURRENT BAL. = | \$834.00 | |
| | | LAST PAYMENT = | \$100.00 | |
| | | PAYMENT DATE = | 03/19/77 | |
| HAYES | HAYES, JONES & ASSOC. 432 MIDVIEW ROAD NORCROSS, GA. 30343 (233) 233-7179 | YTD PURCHASES = | \$4,067.00 | |
| | | YTD PAYMENTS = | \$3,552.00 | |
| | | CURRENT BAL. = | \$515.00 | |
| | | LAST PAYMENT = | \$422.10 | |
| | | PAYMENT DATE = | 04/01/77 | |
| MDS | MDS PROPERTIES PO BOX 1442 ATLANTA, GA 30221 (232) 232-4551 | YTD PURCHASES = | \$2,500.00 | DUE DAY = 5 |
| | | YTD PAYMENTS = | \$2,000.00 | MONTH LAST PAID = 4 |
| | | CURRENT BAL. = | \$500.00 | ACCOUNT AMOUNT |
| | | LAST PAYMENT = | \$500.00 | 51100 \$500.00 |
| | | PAYMENT DATE = | 04/03/77 | \$0.00 |
| NBG | NATIONAL BANK OF GA. 331 PEACHTREE, NE ATLANTA, GA 30325 | YTD PURCHASES = | \$1,000.00 | DUE DAY = 3 |
| | | YTD PAYMENTS = | \$800.00 | MONTH LAST PAID = 4 |
| | | CURRENT BAL. = | \$200.00 | ACCOUNT AMOUNT |
| | | LAST PAYMENT = | \$200.00 | 25100 \$188.50 |
| | | PAYMENT DATE = | 04/01/77 | 53200 \$11.50 |
| POORS | POORS, INCORPORATED 411 STATION WAY ANDERSON, S.C. 28805 (803) 667-3618 | YTD PURCHASES = | \$710.75 | |
| | | YTD PAYMENTS = | \$130.00 | |
| | | CURRENT BAL. = | \$580.75 | |
| | | LAST PAYMENT = | \$57.65 | |
| | | PAYMENT DATE = | 01/13/77 | |
| VULCA | VULCAN SUPPLIES 30 OLD NORTH ROAD TUCKER, GA. 30443 (232) 232-1669 | YTD PURCHASES = | \$1,483.00 | DUE DAY = 10 |
| | | YTD PAYMENTS = | \$648.00 | MONTH LAST PAID = 4 |
| | | CURRENT BAL. = | \$835.00 | ACCOUNT AMOUNT |
| | | LAST PAYMENT = | \$120.13 | 51200 \$648.00 |
| | | PAYMENT DATE = | 04/08/77 | \$0.00 |

THE HARRIS SUPPLY CO.
 ACCOUNTS PAYABLE
 OPEN VOUCHER REPORT
 06/03/77

PAGE 1

| -----VOUCHER----- | | -----DUE----- | | -----INVOICE----- | | -----DISCDUNT----- | | ---- |
|-------------------|----------|---------------|-------|-------------------|-------|--------------------|-------|------|
| NUMBER | DATE | AMOUNT | DATE | NUMBER | DATE | AMOUNT | DATE | PAY? |
| FRADY-1 | 06/02/77 | \$555.00 | 04/15 | | | \$27.75 | 04/03 | NO |
| FRADY-2 | 06/02/77 | \$143.00 | 03/15 | 5RT101 | 02/28 | | | NO |
| FRADY-3 | 06/02/77 | \$56.00 | 02/01 | | | \$40.00 | 01/15 | NO |
| HAYES-1 | 06/02/77 | \$43.50 | 04/18 | INV43322 | 04/03 | | | NO |
| HAYES-2 | 06/02/77 | \$50.00 | 05/10 | | | \$1.00 | 05/01 | NO |
| HAYES-3 | 06/02/77 | \$421.50 | 05/01 | L30022 | 04/03 | | | NO |
| MDS-1 | 06/02/77 | \$0.00 | 05/01 | 3200X | 04/01 | -\$10.00 | 04/15 | NO |
| MDS-2 | 06/02/77 | \$500.00 | 05/05 | | | | | NO |
| NBG-1 | 06/02/77 | \$200.00 | 05/03 | | | | | NO |
| POORS-1 | 06/02/77 | \$133.00 | 05/12 | | 05/01 | \$6.65 | 05/10 | NO |
| POORS-2 | 06/02/77 | \$12.35 | 04/11 | FREIGHT | | | | NO |
| VULCA-1 | 06/02/77 | \$57.00 | 06/03 | 4533WRA | 05/03 | | | NO |
| VULCA-2 | 06/02/77 | \$130.00 | 03/29 | 30030X | 03/14 | \$3.90 | 03/20 | N |
| VULCA-3 | 06/02/77 | \$648.00 | 05/10 | | | | | NO |
| | | ----- | | | | ----- | | |
| | | \$2,949.35 | | | | \$69.30 | | |

*** TOTAL OPEN VOUCHERS = 14

THE HARRIS SUPPLY CO.
 ACCOUNTS PAYABLE
 AGEING REPORT
 06/03/77

PAGE 1

** PROCESSED FROM AGEING DATE OF 05/15/77

| VENDOR | CURRENT | 1 TO 30 | 31 TO 60 | OVER 60 | CREDITS |
|--------------|----------------|-------------------|-----------------|-----------------|---------------|
| FRADY | \$0.00 | \$555.00 | \$0.00 | \$199.00 | \$0.00 |
| HAYES | \$0.00 | \$515.00 | \$0.00 | \$0.00 | \$0.00 |
| MDS | \$0.00 | \$500.00 | \$0.00 | \$0.00 | \$0.00 |
| NBG | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| POORS | \$0.00 | \$133.00 | \$12.35 | \$0.00 | \$0.00 |
| VULCA | \$57.00 | \$648.00 | \$130.00 | \$0.00 | \$0.00 |
| TOTAL | \$57.00 | \$2,551.00 | \$142.35 | \$199.00 | \$0.00 |

THE HARRIS SUPPLY CO.
 ACCOUNTS PAYABLE
 CASH REQUIREMENTS
 06/03/77

PAGE 1

** DATA SORTED BY DUE DATE

| <u>PAY DATE</u> | <u>VOUCHER</u> | <u>TOTAL AMOUNT</u> | <u>DISCOUNT</u> | <u>NET AMOUNT</u> | <u>DAILY TOTAL</u> |
|-----------------|----------------|---------------------|-----------------|-------------------|--------------------|
| 02/01/77 | FRADY-3 | \$56.00 | \$40.00 | \$16.00 | \$16.00 |
| 03/15/77 | FRADY-2 | \$143.00 | \$0.00 | \$143.00 | \$143.00 |
| 03/29/77 | VULCA-2 | \$130.00 | \$3.90 | \$126.10 | \$126.10 |
| 04/11/77 | POORS-2 | \$12.35 | \$0.00 | \$12.35 | \$12.35 |
| 04/15/77 | FRADY-1 | \$555.00 | \$27.75 | \$527.25 | \$527.25 |
| 04/18/77 | HAYES-1 | \$43.50 | \$0.00 | \$43.50 | \$43.50 |
| 05/01/77 | HAYES-3 | \$421.50 | \$0.00 | \$421.50 | \$431.50 |
| | MDS-1 | \$0.00 | -\$10.00 | \$10.00 | |
| 05/03/77 | NBC-1 | \$200.00 | \$0.00 | \$200.00 | \$200.00 |
| 05/05/77 | MDS-2 | \$500.00 | \$0.00 | \$500.00 | \$500.00 |
| 05/10/77 | HAYES-2 | \$50.00 | \$1.00 | \$49.00 | \$697.00 |
| | VULCA-3 | \$648.00 | \$0.00 | \$648.00 | |
| 05/12/77 | POORS-1 | \$133.00 | \$6.65 | \$126.35 | \$126.35 |
| 06/03/77 | VULCA-1 | \$57.00 | \$0.00 | \$57.00 | \$57.00 |

END OF CASH REQUIREMENTS

THE HARRIS SUPPLY CO.
33 Northside Ave.
Chamblee, Georgia 30340

No. 01879

FRADYS TOOLWORKS
211 COLLIER AVE.
ROSWELL, GA. 30210

INVOICE NO.
5RT101

DATE
04/03/77
//0
01/15/77

AMOUNT
555.00
143.00
56.00

DISCOUNT
0.00
0.00
0.00

NET AMOUNT
555.00
143.00
56.00

DATE
06/03/77

TOTAL - 754.00

CHECK NUMBER
1879

THE HARRIS SUPPLY CO.
33 Northside Ave.
Chamblee, Georgia 30340

The Merchants National Bank
Atlanta, Georgia

No. 01879

Check No. - 1879

*** SEVEN HUNDRED FIFTY FOUR & NO /100S DOLLARS

PAY TO THE ORDER OF:

FRADYS TOOLWORKS
211 COLLIER AVE.
ROSWELL, GA. 30210

DATE
06/03/77

AMOUNT
****\$754.00

NON NEGOTIABLE

PLACE MICR ENCODING HERE

Accounts Receivable

The Accounts Receivable Package contains two main types of data files, the Customer Accounts Master Files and the Transaction Activity Files:

- * The Customer Account Files are broken into three sub-files. The primary Customer File contains: account number (5 Alphanumeric Characters); customer name, address and phone number; credit limits and terms; tax and discount rates; dates and amounts of last credit and debit; year-to-date totals; and current and high balance. The second Customer Account subfile maintains a record of all open invoices for a company. The last Customer Account subfile contains a two-month "moving window" of all activity within that account.
- * The Transaction Activity files are also separated into three separate files: A Periodic Activity file, which contains the most recent transactions within the system, an Invoice Activity file which contains invoices for the month, and finally a Payment Activity file.

Complete Customer File Maintenance is available for those portions of the file which may be modified. This includes add, change, delete, query and list capabilities. Optional Control Reports may be generated in order to provide hardcopy.

Entry of invoices and payments is provided in a Speed Entry form to maximize operator effectiveness. Entry of Credit Memos and Adjustments is provided for. However, invoices may be entered in a 'non-speed' mode and then printed.

The following reports are created by the system:

- * Periodic Activity Report
- * Aged Accounts Receivable
- * Invoice Register
- * Payment, Credit and Adjustment Register
- * List Current Customer Accounts
- * Invoices and Statements

For a typical dual disk system the Customer Accounts file may contain up to 400 or more companies, each averaging 9 open invoices, and 13 current transactions. This would still allow for several hundred transactions to be handled.

The Receivables Package prepares a direct monthly report to the General Ledger, provided that the user has more than one floppy disk unit for data transfer.

THE HARRIS SUPPLY CO.
 ACCOUNTS RECEIVABLE
 CURRENT CUSTOMER ACCOUNTS LISTING
 06/10/77

PAGE 1

| ACCOUNT NO. | CUSTOMER NAME | CUSTOMER ADDRESS | CURRENT BALANCE | PHONE NO. |
|----------------|--------------------------|---|--------------------|--------------|
| AUTO | THOMPSON'S AUTO | 354 LAWRENCEVILLE RD. MARIETTA, GA 30324 | \$267.50 | 404-231-3434 |
| BANK | 3 RD NATIONAL BANK | 9 PONCE DE LEON AVE. DECATUR, GA 30123 | \$48.00 | 404-161-2222 |
| BOB | BOB'S BAR-B-QUE | 98 WINDY HILL ROAD SMYRNA, GA 30300 | \$649.01 | 404-876-8876 |
| DAISY | DAISY REALTY COMPANY | 3125 BUFORD HIGHWAY ATLANTA, GA 30340 | \$217.50 | 404-457-2363 |
| DTOWN | DOWNTOWN BUSINESS SUPPLY | 7886 HOUSTON ST ATLANTA, GA 30302 | \$22.83 | 404-321-1234 |
| ELEC | ELECTRONICS WAREHOUSE | 132 CONSTITUTION ST. SYMRNA, GA 30331 | \$888.28 | 404-457-8725 |
| HOTEL | ALEX GRAHAM HILTON HOTEL | 4566 PEACHTREE STREET ATLANTA, GA 30302 | \$290.49 | 404-455-1122 |
| SUMER | PETE SUMER. CONTRACTOR | 1312 PEYTON PLACE ATLANTA, GA 30333 | \$122.07 | 404-446-7890 |
| TACO | TACO BELL | 1616 MEMORIAL DRIVE DECATUR, GA 30300 | \$101.41 | 404-231-2345 |

THERE ARE 9 CURRENT ACCOUNTS,
 WITH TOTAL CURRENT ACCOUNTS RECEIVABLE

 \$2,607.09

THE HARRIS SUPPLY CO.
 ACCOUNTS RECEIVABLE
 QUERY CUSTOMER ACCOUNT STATUS
 06/10/77

| | |
|---------------------------------|-------------------------------|
| ACCOUNT NUMBER : AUTO | TYPE OF ACCOUNT : REGULAR |
| NAME : THOMPSON'S AUTO | CREDIT TERMS : NET |
| ADDRESS : 354 LAWRENCEVILLE RD. | CREDIT LIMIT : \$2,000.00 |
| PHONE NUMBER : 404-231-3434 | YTD PAYMENTS : \$0.00 |
| YTD SALES : \$267.50 | DATE OF LAST CREDIT : //0 |
| HIGH BALANCE : \$267.50 | AMOUNT LAST CREDIT : \$0.00 |
| CURRENT BALANCE: \$267.50 | DATE OF LAST DEBIT : 06/10/77 |
| | AMOUNT LAST DEBIT : \$166.50 |

OPEN INVOICES

RECENT TRANSACTIONS

| NO. | DATE | AMOUNT | TERMS | DATE | TYPE OF TRANS. | AMOUNT |
|------|----------|----------|--------|----------|----------------|----------|
| 2000 | 03/03/77 | \$101.00 | NET | 06/10/77 | PURCHASE | \$101.00 |
| 2011 | 04/20/77 | \$166.50 | NET 30 | 06/10/77 | PURCHASE | \$166.50 |

| | |
|--------------------------------|-------------------------------|
| ACCOUNT NUMBER : BANK | TYPE OF ACCOUNT : OTHER |
| NAME : 3 RD NATIONAL BANK | CREDIT TERMS : NET |
| ADDRESS : 9 PONCE DE LEON AVE. | CREDIT LIMIT : \$3,000.00 |
| PHONE NUMBER : 404-161-2222 | YTD PAYMENTS : \$0.00 |
| YTD SALES : \$48.00 | DATE OF LAST CREDIT : //0 |
| HIGH BALANCE : \$48.00 | AMOUNT LAST CREDIT : \$0.00 |
| CURRENT BALANCE: \$48.00 | DATE OF LAST DEBIT : 06/10/77 |
| | AMOUNT LAST DEBIT : \$12.00 |

OPEN INVOICES

RECENT TRANSACTIONS

| NO. | DATE | AMOUNT | TERMS | DATE | TYPE OF TRANS. | AMOUNT |
|------|----------|---------|-------|----------|----------------|---------|
| 2002 | 03/05/77 | \$15.00 | NET | 06/10/77 | PURCHASE | \$15.00 |
| 2009 | 04/06/77 | \$21.00 | NET | 06/10/77 | PURCHASE | \$21.00 |
| 2020 | 06/08/77 | \$12.00 | NET | 06/10/77 | PURCHASE | \$12.00 |

THE HARRIS SUPPLY CO.
 ACCOUNTS RECEIVABLE
 AGING REPORT
 06/10/77

PAGE 1

| ACCT NO | CUSTOMER NAME | ***** | | | | |
|---------|-------------------------------|---------|--------|--------|---------|--------|
| INV.NO | DATE | CURRENT | 30-60 | 60-90 | OVER 90 | TOTAL |
| AUTO | THOMPSON'S AUTO | ***** | | | | |
| 2000 | 03/03/77 | | | | 101.00 | |
| 2011 | 04/20/77 | | 166.50 | | | |
| | | 0.00 | 166.50 | 0.00 | 101.00 | 267.50 |
| BANK | 3 RD NATIONAL BANK | ***** | | | | |
| 2002 | 03/05/77 | | | | 15.00 | |
| 2009 | 04/06/77 | | | 21.00 | | |
| 2020 | 06/08/77 | 12.00 | | | | |
| | | 12.00 | 0.00 | 21.00 | 15.00 | 48.00 |
| BOB | BOB'S BAR-B-QUE | ***** | | | | |
| 1001 | 01/01/77 | | | | 5.00 | |
| 1002 | 03/09/77 | | | | 8.00 | |
| 1003 | 03/10/77 | | | | 12.00 | |
| 1004 | 03/11/77 | | | | 10.00 | |
| 1005 | 04/09/77 | | | 12.00 | | |
| 1006 | 04/10/77 | | | 17.00 | | |
| 1007 | 04/11/77 | | 20.00 | | | |
| 1008 | 05/10/77 | | 100.00 | | | |
| 1009 | 05/11/77 | 152.00 | | | | |
| 1010 | 06/10/77 | 203.00 | | | | |
| 2008 | 04/02/77 | | | 110.01 | | |
| | | 355.00 | 120.00 | 139.01 | 35.00 | 649.01 |
| DAISY | DAISY REALTY COMPANY | ***** | | | | |
| 2007 | 03/29/77 | | | 27.50 | | |
| 2013 | 04/30/77 | | 100.00 | | | |
| 2017 | 05/20/77 | 90.00 | | | | |
| | | 90.00 | 100.00 | 27.50 | 0.00 | 217.50 |
| DTOWN | DOWNTOWN BUSINESS SUPPLY***** | ***** | | | | |
| 2018 | 05/29/77 | 22.83 | | | | 22.83 |

THE HARRIS SUPPLY CO.
 ACCOUNTS RECEIVABLE
 PERIODIC ACTIVITY REGISTER
 04/30/77

PAGE 1

| ACTIVITY ENTRY DATE | TYPE OF ACTIVITY | DATE OF ACTIVITY | INVOICE/ ACCOUNT CREDIT NO. | INVOICE/ CREDIT NO. | DATA 1 (SALE, PAY, CR OR ADJ VALUE) | DATA 2 (FREIGHT OR DISC.) | DATA 3 (TAX OR CUST. REF.) |
|---------------------------|------------------------|------------------------|-----------------------------------|---------------------------|---|---------------------------------|----------------------------------|
| 06/10/77 | PURCHASE | 06/08/77 | BANK | 2020 | \$ 12.00 | \$ 0.00 | \$ 0.00 |
| 06/10/77 | PURCHASE | 06/10/77 | BOB | 1010 | \$ 197.60 | \$ 5.40 | \$ 7.60 |
| 06/10/77 | PAYMENT | 06/10/77 | AUTO | | \$ 60.00 | | INV #0111 |

| | |
|----------------------------------|----------|
| TOTAL SALES FOR PERIOD | \$209.60 |
| TOTAL FREIGHT FOR PERIOD | \$ 5.40 |
| TOTAL TAX FOR PERIOD | \$ 7.60 |
| TOTAL PAYMENTS FOR PERIOD | \$ 60.00 |
| TOTAL CREDITS FOR PERIOD | \$ 0.00 |
| TOTAL ADJUSTMENTS FOR PERIOD | \$ 0.00 |
| TOTAL DISCOUNTS TAKEN FOR PERIOD | \$ 0.00 |

NET CHANGE IN ACCOUNTS RECEIVABLE \$149.60

1993

THE HARRIS SUPPLY CO.
33 NORTHSIDE AVE.
CHAMBLEE, GA 30340

SOLD TO:

THOMPSON'S AUTO
354 LAWRENCEVILLE RD.
MARIETTA, GA 30324

SHIP TO:
(SAME AS "SOLD TO" UNLESS INDICATED)

| CUSTOMER P. O. | CUSTOMER ID. | TERMS | SHIP VIA | P./C. | SALESMAN NO. | INVOICE DATE | INVOICE NO. |
|----------------|--------------|-------------|--------------------|---------------------|--------------|---------------|-------------|
| B-136 | AUTO | NET 30 | U.P.S. | | | 04/20/77 | 2011 |
| PART NUMBER | | QUANTITY | DESCRIPTION | UNIT PRICE | | DISC. AMOUNT | NET AMOUNT |
| P-21LP | | 10 | LINE PRINTER PAPER | 15.00 | | | 150.00 |
| SALES TAX 1 | SALES TAX 2 | SALES TAX 3 | FREIGHT | SPEC. CHARGE/CREDIT | | INVOICE TOTAL | |
| 4.50 | | | 12.00 | | | 166.60 | |

17989

THE HARRIS SUPPLY CO.
33 NORTHSIDE AVE.
CHAMBLEE, GA 30340

THE HARRIS SUPPLY CO.
33 NORTHSIDE AVE.
CHAMBLEE, GA 30340

STATEMENT OF ACCOUNT

PLEASE RETURN THIS PORTION WITH
YOUR PAYMENT.

| | |
|----------------|-------------|
| STATEMENT DATE | ACCOUNT NO. |
| 04/30/77 | AUTO |

| | |
|----------------|-------------|
| STATEMENT DATE | ACCOUNT NO. |
| 04/30/77 | AUTO |

THOMPSON'S AUTO
354 LAWRENCEVILLE RD.
MARIETTA, GA 30324

THOMPSON'S AUTO
354 LAWRENCEVILLE RD.
MARIETTA, GA 30324

AMOUNT REMITTED _____

IF PAYING BY INVOICE - CHECK INDI-
VIDUAL INVOICES PAID.

DATE PAID _____ CHECK NO. _____ AMOUNT _____

| TRANSACTION DATE | INVOICE NUMBER | DESCRIPTION | CHARGES | CREDITS | BALANCE | INVOICE NUMBER | AMOUNT DUE |
|------------------|----------------|-------------|---------|-------------------|-----------------|----------------|-----------------|
| 030377 | 2000 | PURCHASE | 101.00 | | 101.00 | 2000 | 101.00 |
| 042077 | 2011 | PURCHASE | 166.50 | | 267.50 | 2011 | 166.50 |
| CURRENT | | | | OVER 90 101.00 | TOTAL 267.50 | BALANCE DUE | TOTAL 267.50 |

Questions Frequently Asked About The Altair Accounting System

SHOULD I USE AN ALTAIR ACCOUNTING SYSTEM IN MY BUSINESS?

That depends on a number of factors. Some businesses have only a few record keeping functions and operate very well on a manual accounting system or with a service bureau. If your business has more than minimal accounting transactions each month you should consider the Altair Accounting System. Of utmost importance is that you not view your system simply as automated bookkeeping, but as a management tool for controlling your company. Also, one of the several advantages of the Altair Accounting System is that each of the packages operates on an Altair computer system which can be used for other general purpose computer applications such as inventory control, word processing, or engineering computations.

WHAT IS THE CAPACITY OF THE ALTAIR BUSINESS SYSTEM?

The capacity of the system depends on the type and number of storage devices which you use. Because the Altair Accounting System can be individually configured by your local Altair computer center to fit your needs, you have a wide range of options. The average system uses dual flexible diskettes for storage and will handle approximately 1600 General Ledger transactions each month, up to 500 employees in the Payroll system, and over 1000 normal transactions in each of the payables and receivables systems, allowing for a typical number of customers/vendors.

HOW DO THE SEPARATE ACCOUNTING PACKAGES FIT TOGETHER?

Each of the four packages of the accounting system — General Ledger, Payroll, Receivables, and Payables — will operate independently. Each package will produce a set of control reports that provide the information necessary to feed a manual accounting system. But more important, each of the three subsidiary packages — Payroll, Receivables, and Payables — interfaces with the General Ledger Package so that a company using the General Ledger and any of the subsidiary packages will have an integrated accounting system.

WOULD I HAVE TO CHANGE THE BOOKKEEPING PROCEDURES THAT I NOW USE IF I INSTALLED AN ALTAIR ACCOUNTING SYSTEM?

The Altair Accounting System has flexible accounting packages which are designed to be adaptable to a wide variety of business environments. At the time a system is installed the user can specify several options that will help the system conform to his particular needs. You should recognize, however, that many of your current accounting procedures may have been adopted for use in a manual accounting system and a slightly different procedure may be more appropriate for an automated accounting system. The Altair Accounting System is designed to provide extensive control reports and auditing trails and contains many other measures to insure auditing integrity. If your business has particular needs which are not handled by the altair Accounting System, your local Altair computer center can consult with you on the advisability of modifying modules of the Altair Accounting System to fit your individual needs. Special software customization of the Altair Accounting System is available, at additional cost, through your local Altair computer center or through the ASDC.

DO I NEED THE HELP OF AN ACCOUNTANT TO SET UP THE ACCOUNTING PACKAGES?

If your current books have a formal chart of accounts and if you are familiar with accounting procedures, you can probably set up your books to operate with each of the accounting packages in the Altair Accounting System. However, if you are not very familiar with accounting procedures you may find the services of an accountant to be helpful in initial system setup, since there are a number of options relating to particular accounting procedures which must be identified at setup time. In either case, of course, your Altair dealer is available to lead you through the installation and training phase. Once the system has been installed you will find that the daily and monthly activities may be performed on the system quite easily. Your local Altair computer center can discuss the setup requirements with you in more detail.

CAN I RUN OTHER COMPUTER PROGRAMS ON THE ALTAIR SYSTEM?

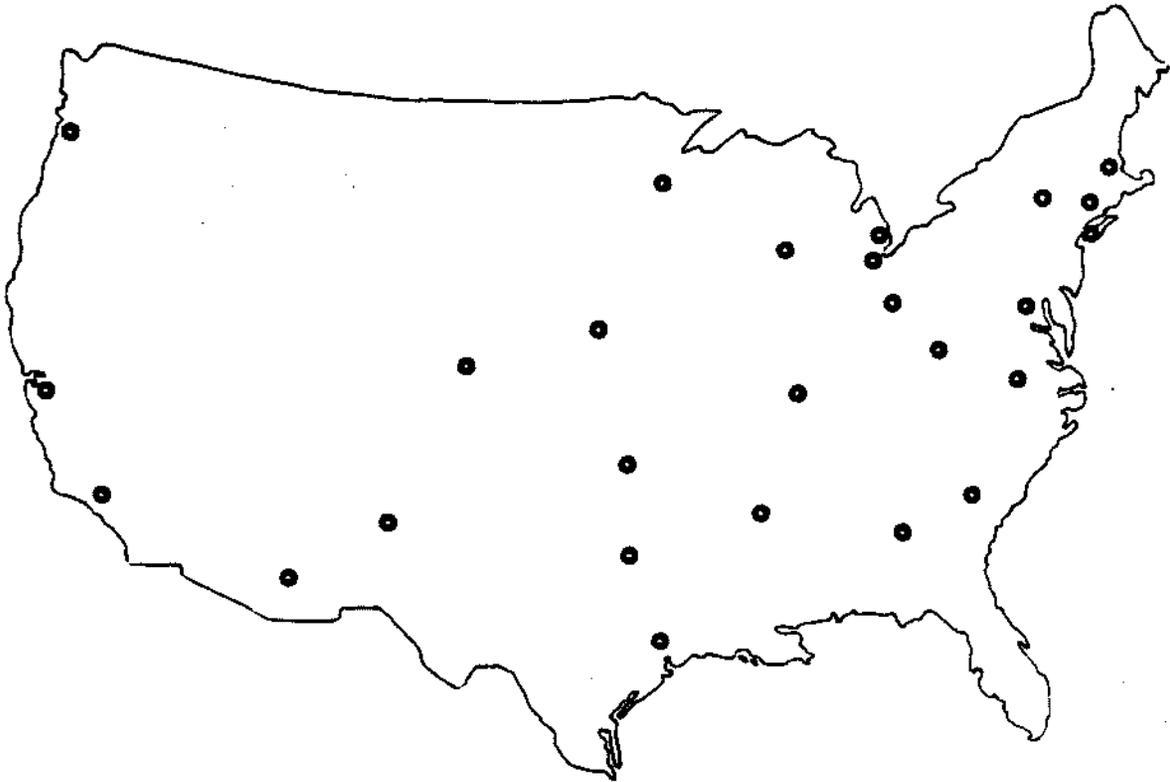
Yes. The Altair Accounting System operates on the Altair 8800 series of computers equipped with certain minimum specified hardware. The same computer will run Altair Disk BASIC, a powerful but easy to use computer programming language which allows you to write or have written other programs to run on the system. Quite a number of programs for special purposes, such as engineering and scientific computations and other business applications, are available. More than 10,000 Altair computers are in the field and an extensive body of software programs has been created. Your local Altair computer center can provide information on many of these programs.

WHAT KIND OF SERVICE IS AVAILABLE?

Your local Altair computer center has a variety of plans for maintaining your equipment, including maintenance contracts. The Altair Accounting System software is supported and maintained both by your local Altair computer center and by the ASDC. The Altair Accounting System is obtained under the terms of a one-fee Limited Use License Agreement which provides three years of software maintenance from the time of installation at no additional cost.

CAN I LEASE THE ALTAIR ACCOUNTING SYSTEM?

Yes. Your local Altair computer center can provide information on purchase and lease arrangements. You will be pleasantly surprised to find that the Altair Accounting System will lease for several hundred dollars a month less than a comparable minicomputer system.



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