



## HOUSE ACCOUNTS MANAGER

House Accounts Manager tracks in-house accounts and produces detailed statements and other reports using sales information from your Squirrel POS System.

### PRIMARY FEATURES

House Accounts Manager interfaces with your POS system via real-time software to enable users to check account balances, amounts owed, and settlements.

Track and report each accounts sales and payment history such as last visit, last sales, Month-to-Date and Year-to-Date visits and sales.

Easily enter payments and credits.

Designate accounts as "Active", "Credit Hold", or "Inactive" and define each account as any one of user defined account types for reporting purposes.

### ADDITIONAL FEATURES

Maintain a profile of each account including birth-days, anniversaries, as well as spouses and dependants names and birth-dates.

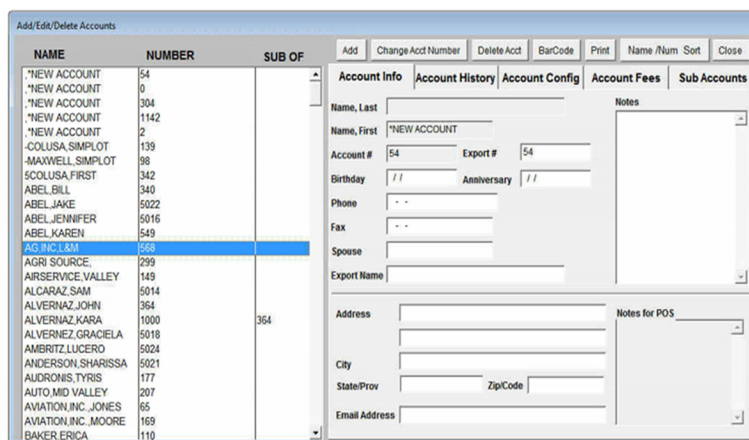
Utilize the built-in bar-code feature to create inexpensive account card labels.

Use for many scenarios - schools (student lunches), staff (payroll deductible meals), hotels (room charges) as well as in-house charge accounts.

Interfaces with Squirrel Member and Quickbooks.

### DETAILED REPORTING

- Account Statements
- Transaction Summary
- Balance Report
- Aging Report
- Check Detail
- Tax Report
- Payment and Credit Report
- Account List
- Top Spenders
- Minimum Spending Report
- Credit Hold



The screenshot displays the 'Add/Edit/Delete Accounts' window. On the left is a table of accounts:

NAME	NUMBER	SUB OF
NEW ACCOUNT	54	
NEW ACCOUNT	0	
NEW ACCOUNT	304	
NEW ACCOUNT	1142	
NEW ACCOUNT	2	
COLUSA SIMPLOT	139	
MAXWELL SIMPLOT	98	
SCOLUSA FIRST	342	
ABEL BILL	340	
ABEL JAKE	5022	
ABEL JENNIFER	5016	
ABEL KAREN	549	
AG INCLAM	558	
AGRI SOURCE	299	
ARISERVICE VALLEY	148	
ALCARAZ SAM	5014	
ALVERNAZ JOHN	954	
ALVERNAZ KARA	1000	354
ALVERNEZ GRACIELA	5018	
AMBRITZ LUCERO	5024	
ANDERSON SHARISSA	5021	
AUDRONIS TYRIS	177	
AUTO MID VALLEY	207	
AVIATION INC JONES	85	
AVIATION INC MOORE	169	
BAKER ERICA	110	

On the right is a detailed form for the selected account (NEW ACCOUNT, #54). It includes fields for Name, First, Last, Account #, Export #, Birthday, Anniversary, Phone, Fax, Spouse, Export Name, Address, City, State/Prov, Zip/Code, Email Address, and Notes. There are also tabs for Account Info, Account History, Account Config, Account Fees, and Sub Accounts.

## ACCOUNT STATEMENT:

Report Preview

**Account Statement - 10/1/2015 To 10/28/2015**  
 Louis Cairo's  
 P.O. Box 325  
 Williams, CA 95987  
 Phone (530) 473-5927 Fax (530) 473-3916

Statement Date - 10/29/2015

Account Of	SAM ALCARAZ	Account Number	5014
		Current Balance	\$69.12

Previous Balance	Added Purchases	Payments Received	Credits Applied	Current Balance
\$69.12	\$0.00	\$0.00	\$0.00	\$69.12

Date	Transaction #	Description	Amount	Balance
10/1/20...		Previous Bal	\$69.12	\$69.12

Current	30 Days	Interest	60 Days	Interest	90 Days	Interest	120 Days	Interest	Total
\$0.00	\$0.00	\$0.00	\$38.61	\$0.00	\$30.51	\$0.00	\$0.00	\$0.00	\$69.12

Terms

Thank you for your business.

## ACCOUNT TRANSACTION SUMMARY:

Report Preview

**House Accounts Manager**  
**Account Transaction Summary Report**  
 Louis Cairo's  
 For 11/28/2013 To 10/29/2015

Run Date 10/29/2015  
Run Time 13:06

Account Name	Account #	Count	Sales	Fees	Payments	Credits	Taxes	Tips	POS Promos	House Accts Food	Discounts Bar	Total
AG, INC, L&M	568	17	\$70.75	0.00	462.48	0.00	45.66	80.00	0.00	0.00	0.00	233.93
DENNIS, KEVIN	569	2	0.00	0.00	180.98	0.00	0.00	0.00	0.00	0.00	0.00	-180.98
FREED, BOB	57	15	461.23	0.00	948.00	0.00	36.90	42.00	0.00	0.00	0.00	-313.87
ELEM, SCHOOL...	572	2	458.00	0.00	494.64	0.00	36.64	0.00	0.00	0.00	0.00	0.00
GASSAWAY, DOUG	58	24	329.53	0.00	357.29	0.00	25.39	0.00	0.00	0.00	0.00	-1.37
GEYER, INC., ALSCO	59	3	9.26	0.00	322.22	0.00	0.74	2.00	0.00	0.00	0.00	-310.22
, *NEWACCOUNT	6	1	0.00	0.00	7.56	0.00	0.00	0.00	0.00	0.00	0.00	-7.56
AVIATION, INC., JONES	65	2	121.24	0.00	161.00	0.00	9.76	30.00	0.00	0.00	0.00	0.00
KALFSBEEK, JAKE	66	40	1453.48	0.00	1930.62	0.00	116.29	380.00	0.00	0.00	0.00	4.15
KEEGAN, JIM	68	2	30.50	0.00	111.92	0.00	2.44	10.00	0.00	0.00	0.00	-73.98
, *NEWACCOUNT	7	1	0.00	0.00	5.40	0.00	0.00	0.00	0.00	0.00	0.00	-5.40
LA GRANDE, KEN	74	1	55.00	0.00	0.00	0.00	4.40	25.00	0.00	0.00	0.00	84.40
LA GRANDE, MIKE	76	1	27.00	0.00	0.00	0.00	2.16	5.00	0.00	0.00	0.00	34.16
LAGRANDE, SBL	78	11	651.96	0.00	353.66	0.00	52.16	103.00	0.00	0.00	0.00	453.46
LA GRANDE, VIC	79	8	126.00	0.00	142.95	0.00	10.08	24.00	0.00	0.00	0.00	17.13
, *NEWACCOUNT	8	1	0.00	0.00	5.40	0.00	0.00	0.00	0.00	0.00	0.00	-5.40
MILLER JR., LESTER	82	2	0.00	0.00	160.00	0.00	0.00	0.00	0.00	0.00	0.00	-160.00
PACKING, MORNING...	83	10	770.00	0.00	861.89	0.00	53.60	28.00	0.00	0.00	0.00	-10.29
MUSSETTER, ROBERT	84	117	3420.23	0.00	2792.86	0.00	273.31	366.58	5.32	0.00	0.00	1262.43
CAIN, GEORGE	85	1	33.50	0.00	0.00	0.00	2.68	0.00	0.00	0.00	0.00	36.18
, *NEWACCOUNT	9	1	0.00	0.00	5.40	0.00	0.00	0.00	0.00	0.00	0.00	-5.40
RABEDAW, STEVE	91	4	309.50	0.00	389.00	0.00	24.76	54.74	0.00	0.00	0.00	0.00
REYNOLDS, ROBERT	92	41	539.25	0.00	636.84	0.00	43.14	162.12	0.00	0.00	0.00	107.67
, *NEWACCOUNT	CHUHAR	1	15.00	0.00	0.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00
<b>Total</b>		<b>1251</b>	<b>27725.65</b>	<b>0.00</b>	<b>27365.15</b>	<b>0.00</b>	<b>1898.02</b>	<b>3532.31</b>	<b>2908.07</b>	<b>0.00</b>	<b>0.00</b>	<b>2829.52</b>
											<b>Total of Checks</b>	<b>30154.67</b>

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Page 4