

PRODUCT SHEET

# Sage 300 Construction and Real Estate

## Accounting Features

Sage is the market leader in job cost accounting for construction and real estate companies with over 40 years of industry experience. Superior cost management is at the core of Sage 300 Construction and Real Estate. Features like accurate job costing, certified payroll, integrated general ledger, and efficient accounts payable and accounts receivable make Sage the right choice for your construction and real estate accounting needs.

### Job Cost

#### Drive project profitability

Collect all project related information and store it in a format customized to fit your business with job cost in Sage 300 Construction and Real Estate. From a simple costing structure with basic job codes and standard cost codes, to a sophisticated structure with multi-sectioned jobs, multi-sectioned cost codes and multiple cost categories, job cost can handle any level of tracking complexity.

You have complete control over commitments and change order management. Enter subcontracts and purchase orders directly into job cost or import them from other sources. Then track them against invoices for control of committed costs and manage every step of the change order process, from pending through approval, to ensure a positive return from the change order.

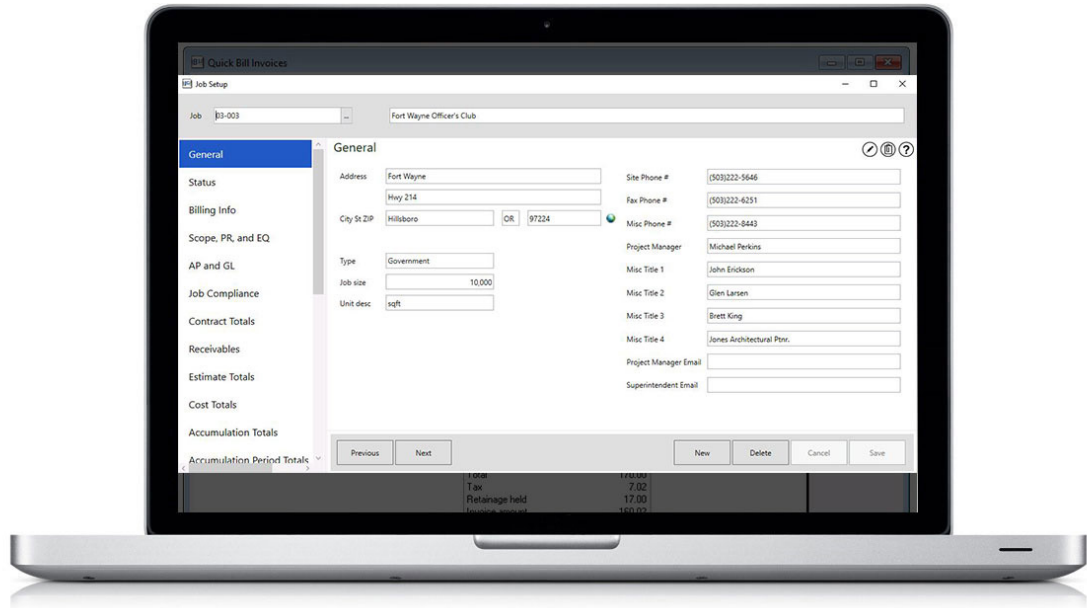
Project information is always readily available. Job central allows you to group various components of a job and find all project details in a single location. Plus, interactive inquiries let employees view information such as potential cost overruns, percent complete, and production units in place, and customizable reports let you calculate and print information in any format for in-depth project analysis.

Businesses choose to use Sage 300 Construction and Real Estate for job costing because of:

- Easy access to project information.
- Complete control of commitments and change order management.
- Improved job costing for even the most complex businesses.

“The biggest benefit that we get from Sage 300 is the ability to integrate all aspects of our operation... This gives us tremendous insight across the operation, and with all the data in one integrated solution, it eliminates the need for separate applications and duplicate data entry.”

- Linda Allstadt, CFO and Vice President of Finance, F.A. Peinado, LLC



**General Ledger**  
**Easy access to all financial information**

The general ledger is the storehouse for financial activity and history. Accounting information from Sage 300 Construction and Real Estate applications flow seamlessly to the general ledger account that is customized to fit your business. There, the information is easily retrieved and reported using integrated information access tools.

The integrated general ledger ensures that subsidiary ledgers stay in balance, clear audit trails lead to original activity, and account reconciliation is fast and efficient. The flexible accounting format allows you to maintain multiple divisions, regions, or companies within the same database with customizable reports and financial statements to present the numbers in the format required by your company or business partners.

Error correction capabilities in the general ledger allow you to adjust entries without compromising accounting integrity. Flexible entry lets you post to the correct GL period, whether it's current, prior, or future, and broad, secure inquiry access allows designated employees inside and outside of the accounting department to view the numbers without making changes.

The Workflow Center provides instant access to the tasks you perform most often in a simple, intuitive workflow layout.

Businesses choose to use the general ledger in Sage 300 Construction and Real Estate for:

- Easy access to complete and accurate financial activity information.
- Single point of entry for information that flows seamlessly to other Sage 300 applications.
- User-defined tracking of multiple companies and accounts.
- Customizable workflow center for frequently performed tasks specific to your business.

**Accounts Payable**  
**Streamline processes to improve visibility**

You oversee the entire payables process from the moment the invoice is received to the approval process, payment selection, and check printing. Invoice entry is simple and efficient with a familiar spreadsheet format. Payment selection is even easier with simple filters to select the correct invoices to pay and generating vendor checks couldn't be easier with advanced check-writing capabilities like two-party checks and customizable checks and stubs.

Your payables information is always immediately available. Interactive inquiries let you quickly view stored information to easily address customer questions and customizable reports let you calculate and print information in any format you choose for in-depth payables analysis.

Included with Accounts Payable is Sage Paperless APFlow Basic. This tool helps streamline the AP process with features such as convenient invoice storage and retrieval, improved AP workflows and simplified accounts payable check review.

Businesses choose to use accounts payable in Sage 300 Construction and Real Estate because of:

- Easy and accurate invoice tracking that starts as soon as the invoice is received.
- Customizable check printing adapts to your needs.
- Autofill information for fast, efficient invoice entry.
- Customize accurate vendor tracking to your organization's needs.

### **Accounts Receivable**

#### **Boost cash flow with improved processes**

All the tools necessary to keep in touch with clients and proactively manage your cash position can be found in accounts receivable. Here you can enter complete client profiles to monitor relationships and facilitate timely payments. A customer contacts list tracks titles, e-mail addresses, important phone numbers and other vital information to help you focus your communication on the correct contact with the right contact information. Plus, the correspondence log tracks client communications to help you follow up on concerns.

When payment is received, it's easy to process accurate cash receipts and automatically post payments to the oldest outstanding invoice or manually post to any other invoice record. Enter unapplied customer payments and job cost receipts all in one session and easily issue debit and credit adjustments as needed.

Businesses choose to use accounts receivable in Sage 300 Construction and Real Estate because of:

- Easy access to customized reports.
- Quick and easy cash receipt entries.

- Accurate, real-time customer tracking.
- Invoice entries specifically set up to meet the needs of your organization.

### **Billing**

#### **Deliver invoices that meet customer needs**

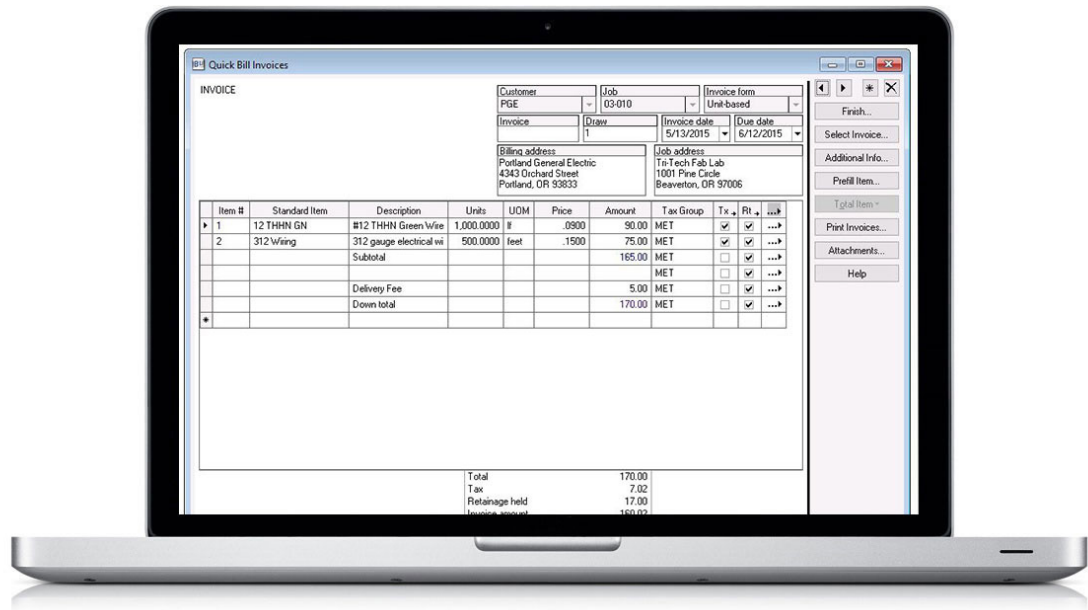
Use billing to automatically produce time-and-material, cost plus, lump sum, progress billing, and unit-priced invoices according to your contractual requirements. If these options don't meet the contract requirements, you can quickly and easily create free-form invoices independent of your contracts at any time.

For cost-based billings, collect and track costs from Sage 300 Construction and Real Estate applications for inclusion in your invoices. Billing automatically applies user-defined billing rates and markups to cost items. Then you can change, hold, write up, or write down work-in-progress amounts prior to invoicing. For fixed-priced invoices, enter amounts, percent complete, and units to bill. For free-form invoices, you simply enter billing information directly into an invoice template.

Design the layout and content of invoices starting from a library of predefined formats for the invoice header, body, totals, and footer sections to create an invoice that meets your contract requirements. Then preview invoices on screen before printing draft invoices for manager's review. After invoices are produced and delivered, the information is sent to Accounts Receivable for cash receipt processing.

Businesses choose to send invoices from Sage 300 Construction and Real Estate because of:

- Quick and easy billing management for all your customer invoicing needs.
- Valuable time savings from setting up user-defined billing rates and mark-ups to cost items.
- Highly customizable cost-based and fixed price contract billing allows total control of your billing processes.



## Payroll

### Easily handle the most complex payroll needs

Process even the most complex construction payroll with ease. Information generated in payroll is available in real-time to help you monitor and control labor costs.

Streamlined entry makes it easy to capture employee hours anytime, anywhere. Once the information is entered, every pay deduction, fringe benefit, and tax is calculated based on predefined controls. Plus, it automatically handles union processing, tax reciprocity, certified payroll, and workers comp. Then an automated check run process makes it easy to cut employee checks.

Payroll information is always immediately available and interactive inquiries let you view stored information such as total pay, overtime, and vacation hours taken. Taking your data even further, custom reports allow you to calculate and print information in any format you need to conduct in depth labor analysis.

Different versions of payroll are available to address the payroll requirements of different countries. Each version incorporates localized terminology, processing, and reporting requirements for the specific region.

Businesses choose to use Sage 300 Construction and Real Estate for payroll because of:

- Certified payroll handled automatically.
- Easy control over the most complex payroll needs.
- Customizable checks and stubs designed to meet the needs of your organization.

For more information contact your Sage business partner or customer account manager at **SageCRE.com** or **800-628-6583**.

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