

LOCAL GOVERNMENT CORPORATION



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Purchasing

LGC offers a complete purchasing solution designed specifically for local governments and their fund-accounting needs. Purchasing keeps complete purchase order and invoice histories with information and reports accessible by a variety of criteria. Thorough vendor information is also available, and helpful lookup features provide quick and easy access to vendor lists, funds, and account numbers. The software even allows you to distribute invoices across multiple expenditure lines. Purchasing allows user-defined codes for terms and discounts, and vendors can be added at time of entry with little interruption to the purchase order process. Purchasing can handle manual check entry, will keep credit memos, and eases check reconciliation.

LGC's Purchasing software simplifies the year-end process as well. 1099 tracking is done at the invoice level, so selected lines of an invoice can be flagged for 1099 processing. The 1099 forms can be run in-house and users can submit data to the IRS on magnetic media.

THE FOLLOWING ARE ALL STANDARD FEATURES INCLUDED WITH LGC'S BASIC PURCHASING PACKAGE:

- ~ Run purchase orders, invoices, and checks individually or in a batch
- ~ Interface Purchasing with LGC's General Ledger and Fixed Assets systems
- ~ Use a mouse or a keyboard to navigate the program
- ~ Use a laser or a dot-matrix printer to print checks and reports

Vendor No.	A 000139	Status	01 TEMPORARY	Account Status	01 ACTIVE
Type				Establish Date	10/03/2001
Name			Mailing/Residence		
ADAM'S MARK HOTEL			ADAM'S MARK HOTEL		
Address 1			Address 2		
939 RIDGE LAKE BLVD			939 RIDGE LAKE BLVD		
City			City		
MEMPHIS			MEMPHIS		
St/Clty			St/Clty		
TN			TN		
Zip Type			Zip Type		
01 DOMESTIC			01 DOMESTIC		
Zip Code			Zip Code		
38120			38120		
Contact			Terms		
Dust No.			Phone No.		
1099 Flag			Vendor SSN		
02 NO					
1099 Type			Tax Number		
Comment					