

- **Unlimited history is maintained on all receipts. Reports allow monitoring of receipt activity for any date range, by receipt number range, and by application type.**
- **The General Ledger distribution can be entered on each Miscellaneous Receipting receipt or automatically distributed to the ledger based upon each application type.**
- **An interface to the General Ledger System allows ledger accounts to automatically be updated for all receipts.**
- **Transactions that involve no receipting can be done by “change given” or “cash checks” options for audit purposes.**
- **Cash drawer overages and shortages can be tracked to the cashier level.**
- **The Point-of-Sale System offers greater opportunities for cross training.**

Highlights

- Security
- Receipting
- Void Receipts
- Balance Cash Drawer
- Receipt History
- Transaction Versatility
- Check Endorsement
- Stub Validation

Access Methods

- Master Inquiry
- Receipt Number
- Receipt Date
- Payments by Name
- Payments by Check
- Payments by Receipt Of
- Payments by Payment Type

Interfaces

- Accounts Receivable
- Business License (TN)
- Miscellaneous Receipts
- Property Tax
- Utility Billing
- General Ledger
- The Point-of-Sale System can be used with a single system or integrated with several other existing systems.
- Extensive security features allow securing cash drawers by cashier.
- Multiple charges and payment types can be entered on a receipt. The system will automatically compute the customer's change.
- Check Endorsement and Stub Validation are one of the many features that are available that makes this system truly efficient.
- Customized receipts can be printed on a variety of forms through user-defined forms generation.
- Validation printing is available for payments such as checks or money orders. The validation is customized for each site through user-defined forms generation.
- Receipts can be voided on the system. All General Ledger entries necessary to void the receipt are done automatically.
- Cashiers can balance and close their cash drawers at any time. The breakdown of charges and payments can be displayed or printed.

- Print property tax receipts individually or in a batch
- Generate delinquent tax notices
- Be advised of bad check histories and bankruptcy filings
- Reconcile ACV's and submit ACV applications to the state via Internet
- Interface Property Tax with LGC's General Ledger system
- Use a laser or a dot-matrix printer to print reports

Miscellaneous Receipting

A system that is designed to key in receipts of anything that is not able to be receipted through other LGC software. It will provide you with reports and a link to the general ledger for updating the receipts taken in during for a day's activity.

Misc. Receipting features

- General Ledger Interface automatically allows accounts to be updated for all receipts and payments.
- Receipts that can be user-defined and printed by dot-matrix or laser printer.

Point of Sale

A centralized cash management system designed to guide cashiers through the process of receipting, balancing the cash drawer, and updating the General Ledger.

Point of Sale System Features

- General Ledger Interface automatically allows accounts to be updated for all receipts and payments.
- Customer history is accessible and helps determine which accounts and applications a returned check affects.
- Receipt and validation printers, electronic cash drawers, and bar code scanners can be used with the system.
- Security features restrict cashier access to specific receipting stations, receipt printers, or electronic cash drawers.
- Multiple charges and payment types can be entered on a receipt. The system will automatically compute the customer's change.
- Application forms such as business license and property tax can be printed while receipting.

Business License

Business License software is a true time-saver. The software keeps extensive information about local businesses. You may access information by a variety of criteria including business location, owner, and contact data. Handy look-up features make searching for business information quick and easy. Business License calculates business license fees based upon gross receipts. It allows you to place a business license application on hold until proper payment can be received from the business owner. The software calculates and applies penalty and interest charges for delinquent taxes, and it automatically generates business tax forms for license renewal. A special tax collection screen is provided for trade shows, special events, and transient vendors. Business License software tracks subcontractor work to determine business license qualification, and the program even handles privilege taxes.

The following are all standard features included with LGC's basic Business License package:

- Quickly create the State Department of Revenue Tax Report
- Print business licenses individually or in a batch
- Use a laser or a dot-matrix printer to print licenses and reports

Property Tax

Property Tax software eases the burden on city leaders by automating the calculation, tracking, receipting, and reporting of local taxes. Property Tax is designed for a standard state chart of accounts, but it can also be user-defined. All property tax rolls are generated by the state, formatted by LGC, and imported into your computer system, so no manual entry of tax roll data is necessary.

Property tax information is accessible through a variety of criteria including owner, address, parcel number, and receipt number. The software allows you to track who paid for a tax and what method of payment was used. Reports are available on what taxes are paid or unpaid, and property tax histories are available for each parcel. The Property Tax system allows the purging of taxes by year and by type. It also offers the ability to transfer delinquent tax information to the state and to the Clerk & Master on disk.

The following are all standard features included with LGC's basic Property Tax package:

Improving Productivity with Flexgen

We all want to improve the productivity within our offices. We all want our work to be easier and to be more efficient. There are different products that Local Government offers that may be able to help you in your daily activities within your office. Some of these products you may already be using within your office. Some of these products you may not have known that we had a product that could possibly fit one of your needs. We will take a brief look at some of the different products that LGC offers for your offices and hopefully you will see a product that may be able to help improve productivity within your office.

Accounts Receivable

Accounts Receivable is designed to automate the billing and receivable functions of service and/or product sales that do not fit within other applications such as Utility Billing, Property Tax, Courts, etc. The system can accommodate scheduled recurring billing such as commercial garbage containers, or random billings such as supply sales.

General features:

- Multiple departments with security by department
- Complete history of all transactions
- Easy inquiry into all historical data for a customer
- Extensive reporting

Specific features:

- Batch billing for recurring services
- Accommodates multiple billing cycles
- Penalty and interest assessment
- Laser printed invoices, statements, receipts, and notices
- User-defined forms for invoices, statements, receipts, and notices
- Cash drawer reconciliation
- Tracking of unapplied credits
- Bank deposits
- Multiple payment types
- Account aging
- Delinquent account tracking and reporting
- Interface to the LGC General Ledger system