

MyAssistant

For Sage Timberline Office



Specialty Construction

Would you like your Timberline Office software to automatically

- Send past due GC's or owners a list of their delinquent invoices?
- Generate and distribute personalized reports on a regular schedule?
- Notify executives when jobs drop below a profit threshold?
- Send each project manager a list of costs codes that are over budget for their jobs?
- Audit processes such as job or employee setup to ensure they are completed correctly?

With MyAssistant,
it can

Be informed ▼

Customers with aging balances - Message (HTML)

From: Jeff Adams [jeff.adams@i-s-design.com]
To: Jeff Adams
Cc:
Subject: Your balance
Attachments: AR Aging Detail.pdf (38 KB)

Sent: Fri 8/22/2008 2:41 PM

August 22, 2008

Please see below for a summary of your account. Please direct your attention to amounts over 30 days old. Thank you.

Account Summary For Roland Smith Contracting

Invoice Number	Date	Amount	Current	Over 30	Over 60	Over 90	Retainage	
Roland Smith Contracting								
Paul Jones - Purchasing Agent (503)988-9898								
Invoice	010010000002	02/28/2001					-13,000.00	
Invoice	010010000003	03/31/2001					-23,860.00	
Invoice	010010000004	04/30/2001	233,160.00		233,160.00		-35,380.00	
Invoice	1009	05/23/2001	2,937.87	2,937.87			-326.43	
Invoice	010010000005	05/31/2001	120,510.00	120,510.00			-13,390.00	
Invoice	1013	05/31/2001	2,950.00	2,950.00				
Roland Smith Contracting Totals:			359,557.87	123,460.00	2,937.87	233,160.00	0.00	-85,956.43

Specifically designed for Timberline Office, MyAssistant proactively identifies what needs to be done, determines who needs to be informed, and automatically performs the task. MyAssistant uses Microsoft Outlook to deliver essential information, when it's needed.



