PBS V12.06 Update Enhancements

June 07, 2019

This document describes the enhancements released for the Passport Business Solutions update versions of 12.06.01, 12.06.02 and 12.06.03.

PBS v12.06.03 Enhancement

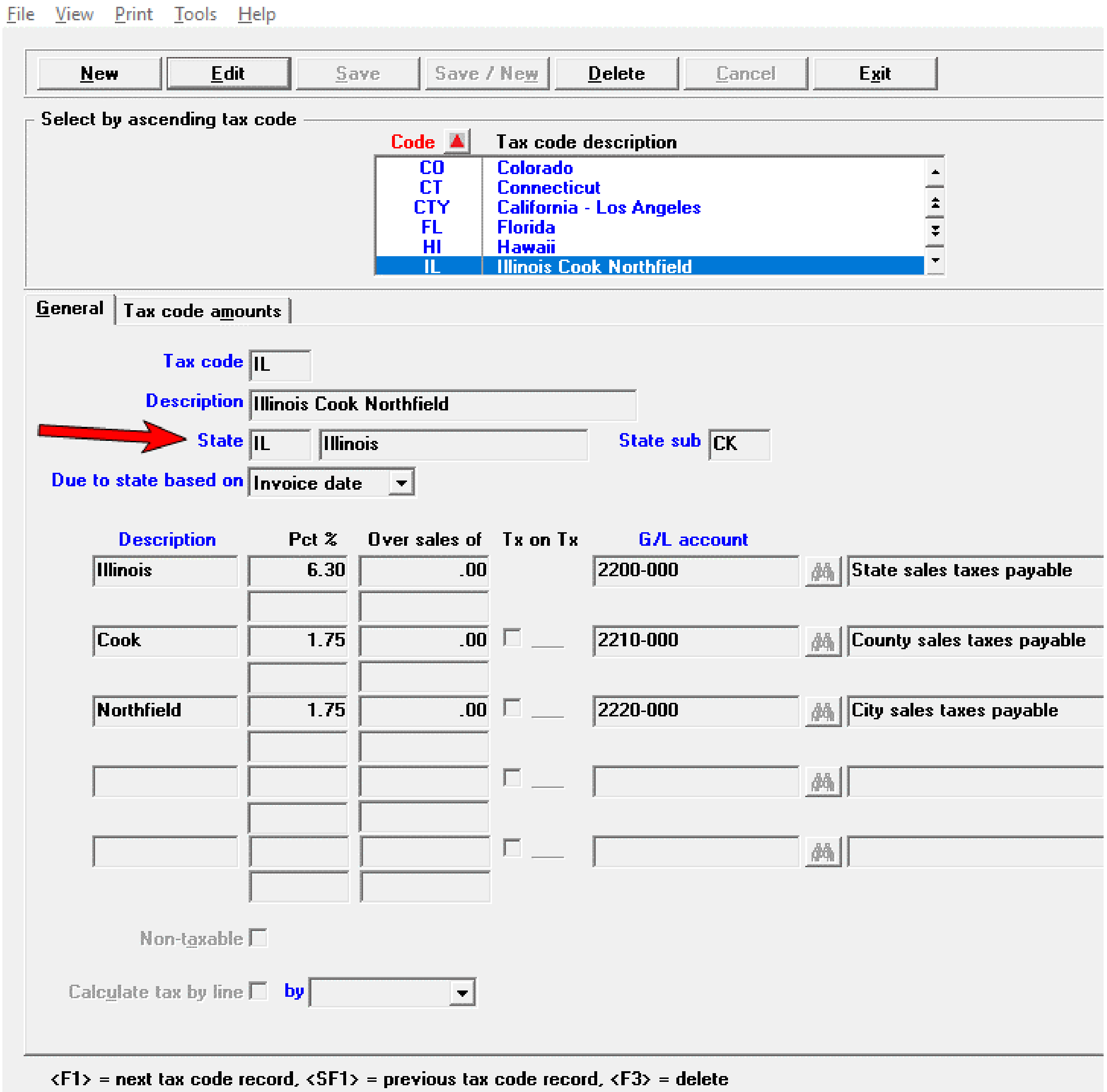
Sales Tax Tracking by State

In response to all the changes happening since the Supreme Court Wayfair decision, with this update Passport is releasing programs to support the new sales and use tax collection obligations of "remote sellers". This is phase 1 of the changes. Phase 2 will be released at a later time. This is what is included:

Accounts Receivable

Master information – Tax codes

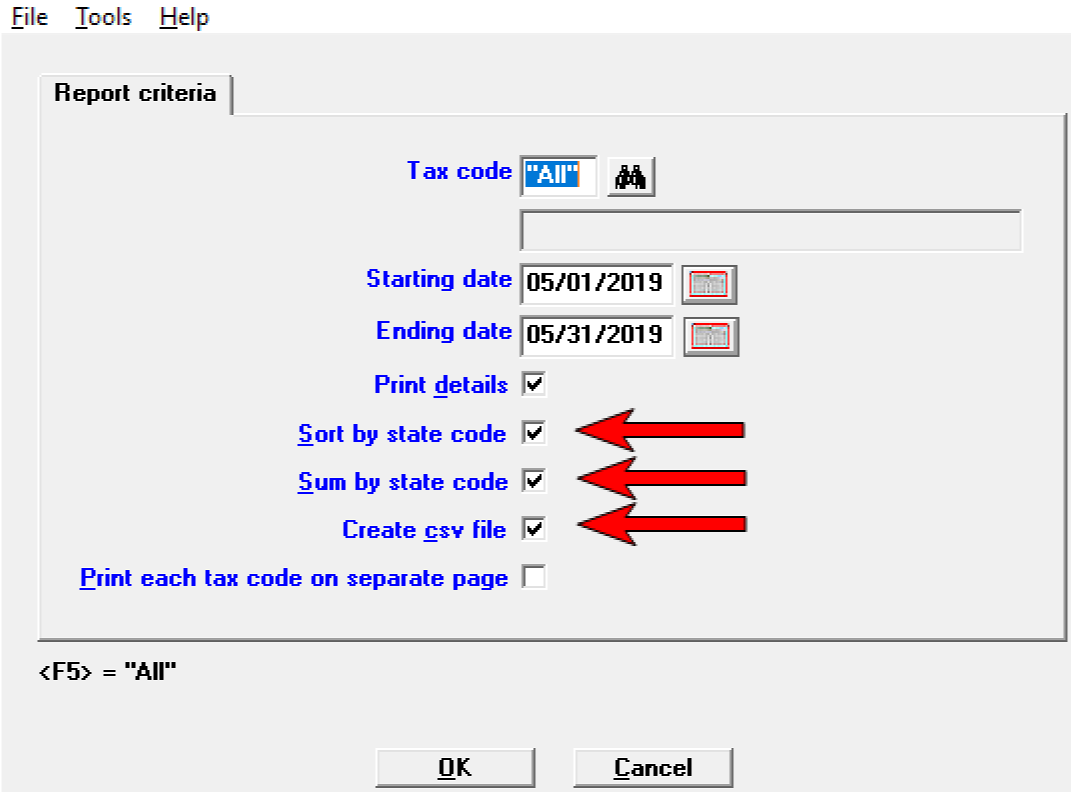
A new state field has been added to tax code. This field is used for sorting when running the sales tax reports.



The State sub field is for future use.

Reports, general – Sales tax reports (Sales tax report)

The *Sales tax report* has new options that include Sort by state code, Sum by state code and create csv file:



Below is a *Sales tax report* for the month of May for the state of Illinois. Notice that the state code is IL. The report contains two sub totals for the tax codes, ILC and IL. The bottom line has the State total.

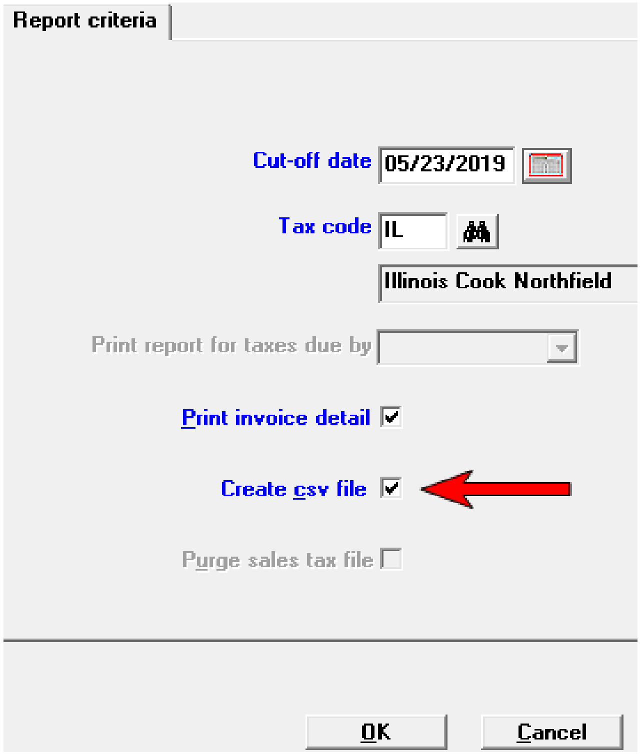
```
 Code  Description                            Sale-amt      Taxable-amt      Non-txbl-amt       Sales-tax

State code: IL   State code of IL
ILC   Illinois Cook Chicago                    235.50           200.00             17.00           18.50

    Doc-#    Doc-type Doc-date Customer-#          Sale-amt         Txbl-amt   Non-txbl-amt     Sales-tax  Comment
    1245     Invc      5/10/19 JEANS                 235.50           200.00          17.00         18.50

State code: IL   State code of IL
IL    Illinois Cook Northfield                 201.32           152.00             35.00           14.32

    Doc-#    Doc-type Doc-date Customer-#          Sale-amt         Txbl-amt   Non-txbl-amt     Sales-tax  Comment
    12134    Invc      5/02/19 6547                  151.76           120.00          20.00         11.76
    1000100  Invc      5/13/19 JOHNSON MFG            49.56            32.00          15.00          2.56

State Total  IL Illinois   IL State code total  436.82          352.00            52.00           32.82
```

This is the same report with the data sent to csv and displayed in Excel:

	A	B	C	D	E	F	G	H	I	J	K
1	State	Code	Description	Doc-#	Doc-type	Doc-date	Cust-#	Sale-amt	Txbl-amt	Non-txbl-	Sales-tax
2		ILC	Illinois Cook Chicago					235.5	200	17	18.5
3	IL	ILC	Illinois Cook Chicago	1245	Invc	5/10/2019	JEANS	235.5	200	17	18.5
4		IL	Illinois Cook Northfield					201.32	152	35	14.32
5	IL	IL	Illinois Cook Northfield	12134	Invc	5/2/2019	6547	151.76	120	20	11.76
6	IL	IL	Illinois Cook Northfield	1000100	Invc	5/13/2019	JOHNSON	49.56	32	15	2.56
7	State Total	IL	Illinois					436.82	352	52	32.82

Reports, general – Sales tax reports (Sales tax due edit list)

The Sale tax due edit list has a new option to create a csv file.



This is the printed *Sales tax due edit list*:

```
 Acct #          Description
  Doc-no  Cust-no   Doc-dat Tx-cd Ovrd Doc-typ         Total amt           Taxable amt           Tax amt     Uncol Tax amt
-------------------------------------------------------------------------------------------------------------------------------

 2200-000        State sales taxes payable
  12134    6547        5/02/19 IL  No   INVOICE             151.76                120.00              7.56              0.00

Acct-Totals                                                 151.76                120.00              7.56              0.00

 2210-000        County sales taxes payable
  12134    6547        5/02/19 IL  No   INVOICE             151.76                120.00              2.10              0.00

Acct-Totals                                                 151.76                120.00              2.10              0.00

 2220-000        City sales taxes payable
  12134    6547        5/02/19 IL  No   INVOICE             151.76                120.00              2.10              0.00

Acct-Totals                                                 151.76                120.00              2.10              0.00

 2222-000        Sales tax
  1000100  JOHNSON MFG 5/13/19 IL  No   INVOICE              49.56                 32.00              2.56              0.00

Acct-Totals                                                  49.56                 32.00              2.56              0.00


   Tax Totals                                                                                        14.32              0.00
```

Here is the same data to a CSV file:

	A	B	C	D	E	F	G	H	I	J
1	Doc-no	Cust-no	Doc-dat	Tx-cd	Ovrd	Doc-typ	Total amt	Taxable a	Tax amt	Uncol Tax amt
2	2200-000	State sales taxes payable								
3	12134	6547	5/2/2019	IL	No	INVOICE	$ 151.76	$ 120.00	$ 7.56	$ -
4	Acct-Totals						$ 151.76	$ 120.00	$ 7.56	$ -
5	2210-000	County sales taxes payable								
6	12134	6547	5/2/2019	IL	No	INVOICE	$ 151.76	$ 120.00	$ 2.10	$ -
7	Acct-Totals						$ 151.76	$ 120.00	$ 2.10	$ -
8	2220-000	City sales taxes payable								
9	12134	6547	5/2/2019	IL	No	INVOICE	$ 151.76	$ 120.00	$ 2.10	$ -
10	Acct-Totals						$ 151.76	$ 120.00	$ 2.10	$ -
11	2222-000	Sales tax								
12	1000100	JOHNSON	5/13/2019	IL	No	INVOICE	$ 49.56	$ 32.00	$ 2.56	$ -
13	Acct-Totals						$ 49.56	$ 32.00	$ 2.56	$ -
14	Tax Totals								$ 14.32	$ -

PBS v12.06.02 Enhancements

This section contains information about the v12.06.02 enhancements previously released early May of 2019.

Accounts Payable

Time Machine (SQL)

The A/P Time Machine (SQL) report can be useful for any business. It is especially useful if your business requires entering payables weeks, months or more in advance. The report not only provides the printing of past and current due payables, but future payables as well.

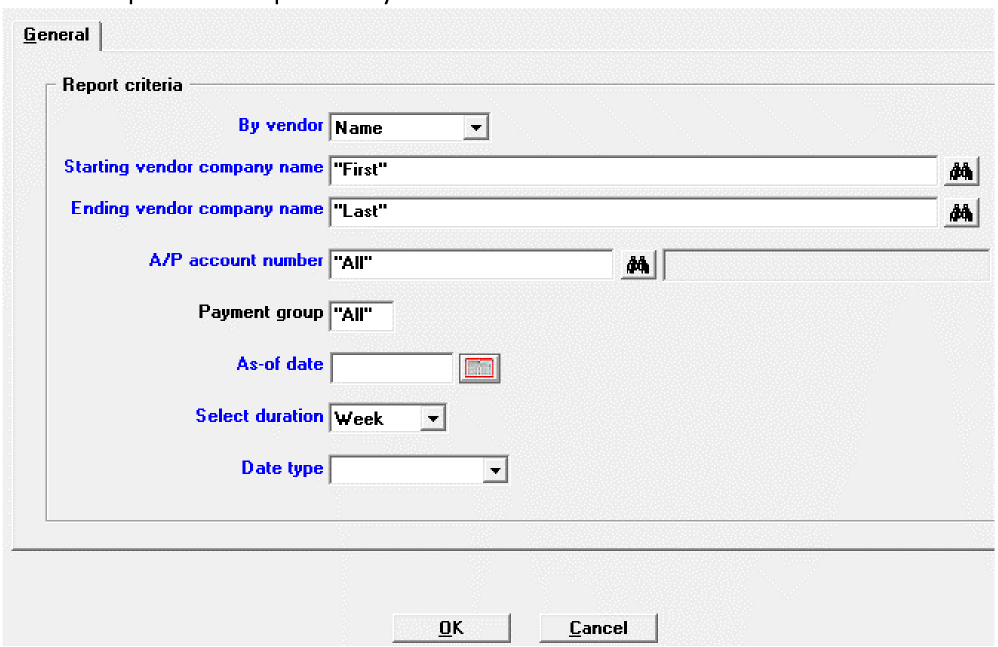
The A/P Time Machine (SQL) report has some similarities and differences to the Open payables by date report. Here are some of the features in Time Machine, not available in Open payables by date:

- Like all SQL reports it displays the report data in your default browser.
- You may filter the data by payment group.
- The Time machine report will group data by week, month or quarter.
- The report data is exportable to Excel for easy data manipulation.
- Based on the as-of date, the report will include columns of data from both past and future open items for multiple weeks, months or quarters. The due date determines the column where the data resides. When the invoice date or distribution date is current or in the past and the due date is in the future, the open payables will print in future columns.
- In this example the as-of date is 01/05/19 and the periods are months. There are five payables for the same vendor, each with an invoice date and distribution date of 12/31/18. The due dates are 30, 60, 90, 120 and 150 days so they all appear in future columns. The blue cell date columns on the left are past due where the future dates in the gray cells are on the right:

10/05/2018 11/04/2018	11/05/2018 12/04/2018	12/05/2018 01/04/2019	01/05/2019 02/04/2019	02/05/2019 03/04/2019	03/05/2019 04/04/2019	04/05/2019 05/04/2019	05/05/2019 06/04/2019	06/05/2019 07/04/2019
			100.00					
0.00	0.00	0.00	0.00	99.00	0.00	0.00	0.00	0.00
					101.00			
0.00	0.00	0.00	0.00	0.00	0.00	102.00	0.00	0.00
							100.50	
0.00	**0.00**	**0.00**	**100.00**	**99.00**	**101.00**	**102.00**	**100.50**	**0.00**

The totals in the yellow cells include the same date ranges.

A/P time machine (SQL) report can only be used on a PBS SQL system in graphical mode. This is an example of the report entry screen:



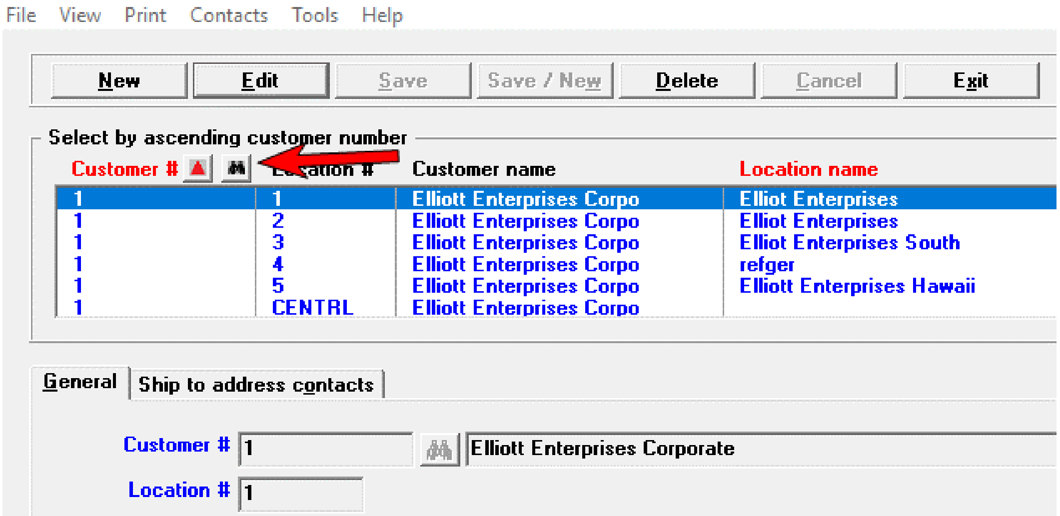
Positive Pay

A new option to generate a CSV positive pay file, without quotations and commas, can now be generated. This is a requirement for Wells Fargo Bank.

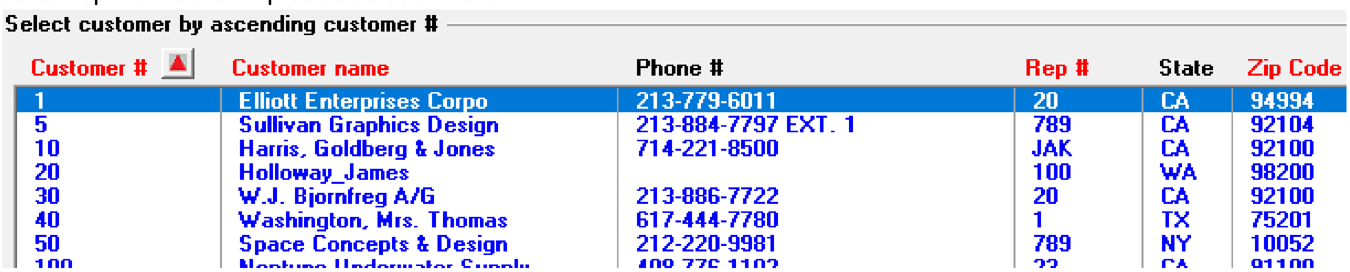
Accounts Receivable

Master information – Ship-to addresses

The search for a customer is improved. In order to find a ship-to address the customer has to be located first. Customer number is not always sufficient for finding a customer. This enhancement provides a button next to the Customer # column label. This button accesses the standard customer lookup that allows you to find a customer by customer number, customer name, sale rep number or zip code.



The standard customer lookup allows you to find a customer by customer number, customer name, sales rep number or zip code as seen here:



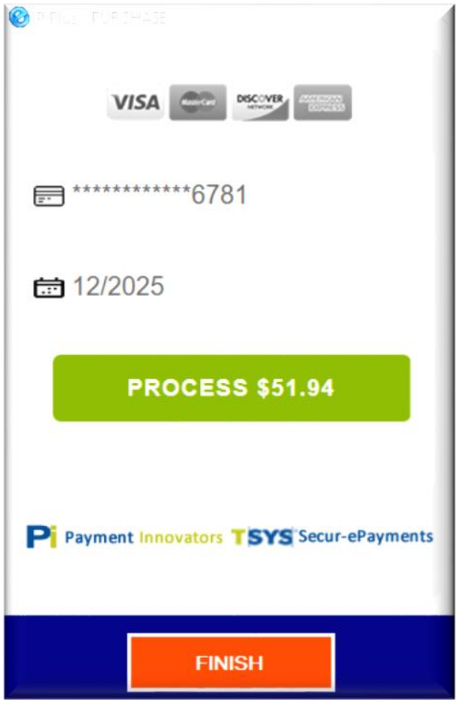
Accounts Receivable and Order Entry

Payment Processing (Credit Cards)

Multi-payment processing is available for *Accounts Receivable* Cash Receipts and Invoices as well as *Order Entry* Orders and Invoices. In addition to paying by check and cash, one of the payment methods is credit card. To utilize the credit card payment method of multi-payment/credit card processing you must have a merchant account with a merchant services provider. Currently we still integrate with XCharge from OpenEdge. With v12.06.02 we are adding PI Plus software from Payment Innovators.

The PI Plus software is easy to setup in PBS, it is well supported by Payment Innovators and the credit card payment process is easy to use. To learn more:
http://pipayapp.com/partners/pass-port/

This is the PI Plus simplified payment purchase window.



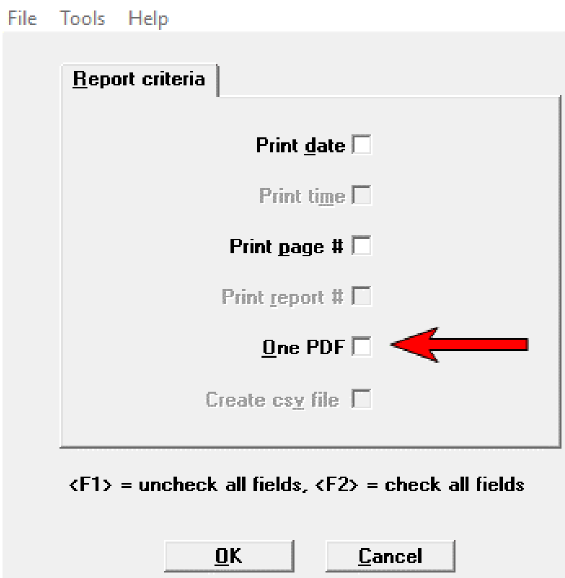
The PI Plus and PBS integration allows storing, in a virtual vault, the customer's credit card information securely on the Payment Integrator's server. This provides greater credit card PCI compliant security because there is no local storage of the credit card information in PBS. Through a token (link) within PBS, the customer's card information can be reused for paying cash receipts, invoices and orders within PBS Accounts Receivable and Order Entry. This token speeds up the payment process in PBS making your users more efficient.

General Ledger

Statements – Print financial statements

Multiple financial statements are often generated in a financial statement run. A new convenient option has been added that allows you to print all the statements to one PDF file. This makes it much easier to email and share a group of financial statement with others in your company.

To use this option you must select either a -PDF-, -PDFP- or View as PDF printer. When you do, the *One PDF* field becomes available:



Inventory Control

Item price lookup

The item price lookup allows a PBS user or even a retail customer to look up an item price.

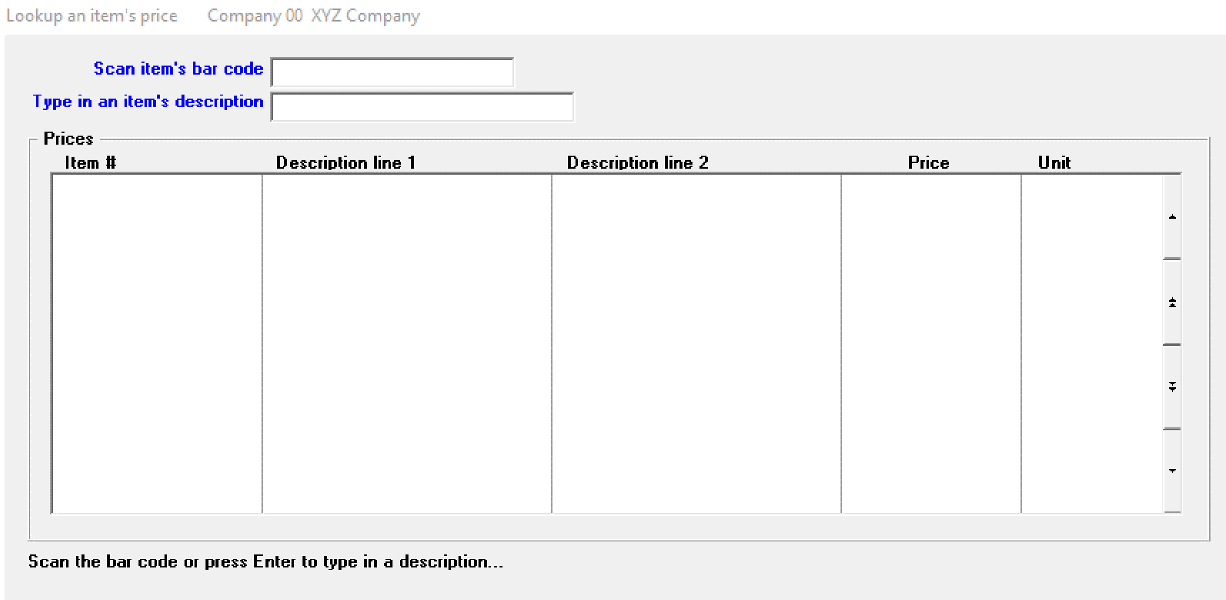
With the item price lookup you may type or scan an item number to search for the item. When the item is found, the item number, description 1, description 2, price and unit display.

You may also type a complete or partial item description to find one or more items that match the description. The prices display for each.

Any PBS user can use this program, but as this is also intended for a retail customer's use, exiting the screen and going back to the menu can only be done with <Sft+F11>. The standard escape key will <u>not</u> allow a user to return to the menu. This provides security as the customer cannot access any other PBS menu selection that may contain sensitive data. For added security, it is recommended that a general user be created and a menu assigned to that user so that only the price lookup menu can be accessed.

The graphical screen has none of the standard menu selections or buttons. Help is provided by the prompts at the bottom of the screen.

This is the item price lookup screen:



The field entry includes:

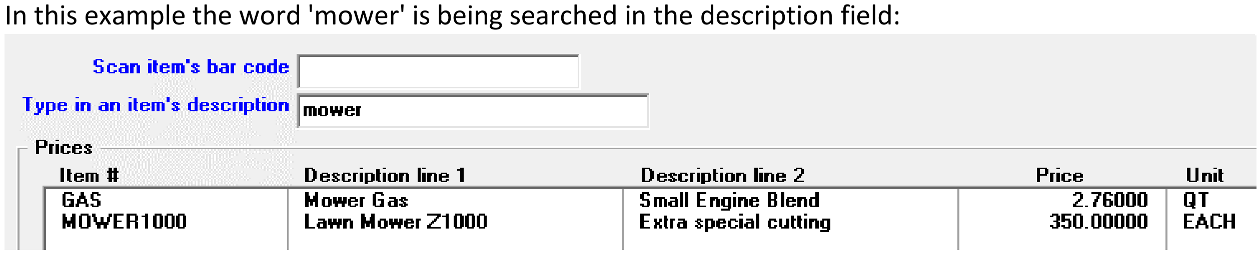
Scan item's bar code

With a scanner, scan the item number or bar code. You may also type the number with a keyboard.

Type in an item's description

With a keyboard, type a description. Select enter and one or more items that fit that description will display. The program searches through all four item descriptions for a match. If nothing matches, the message "No items match these search parameters" displays. If needed, type a new search.

In this example the word 'mower' is being searched in the description field:



Payroll

Employees

There is now a warning when attempting to enter an employee Social Security Number with a letter.

Checks

When the combination of the first and last name is 14 characters, the program now prints the name correctly on checks and mailers as non-compressed.

941 Prep. report

The f941.pdf and f941sb.pdf forms for 941 reporting, have been updated for 2019.

Positive Pay

The program is no longer ignoring the employee name configuration options.

A new option that complies with Wells Fargo Bank positive pay file requirements is now available.

Affordable Care Act

The mass update feature has been enhanced to be able to update Line 15 contribution amounts based on an employee's hourly rate and a user-specified affordability percentage. This is in addition to the capability to enter a specific dollar amount.

The Generate Employee ACA records feature has been enhanced to code waiting period months (with the duration defined in the ACA groups) as PT (part time). This also allows finer control of the Mass Update function.

If a new employee is entered and there is no ACA Control record for the year matching the hire date, the software will now create one.

In addition to Social Security Numbers, the software now allows valid ITINs (Individual Taxpayer Identification Numbers).

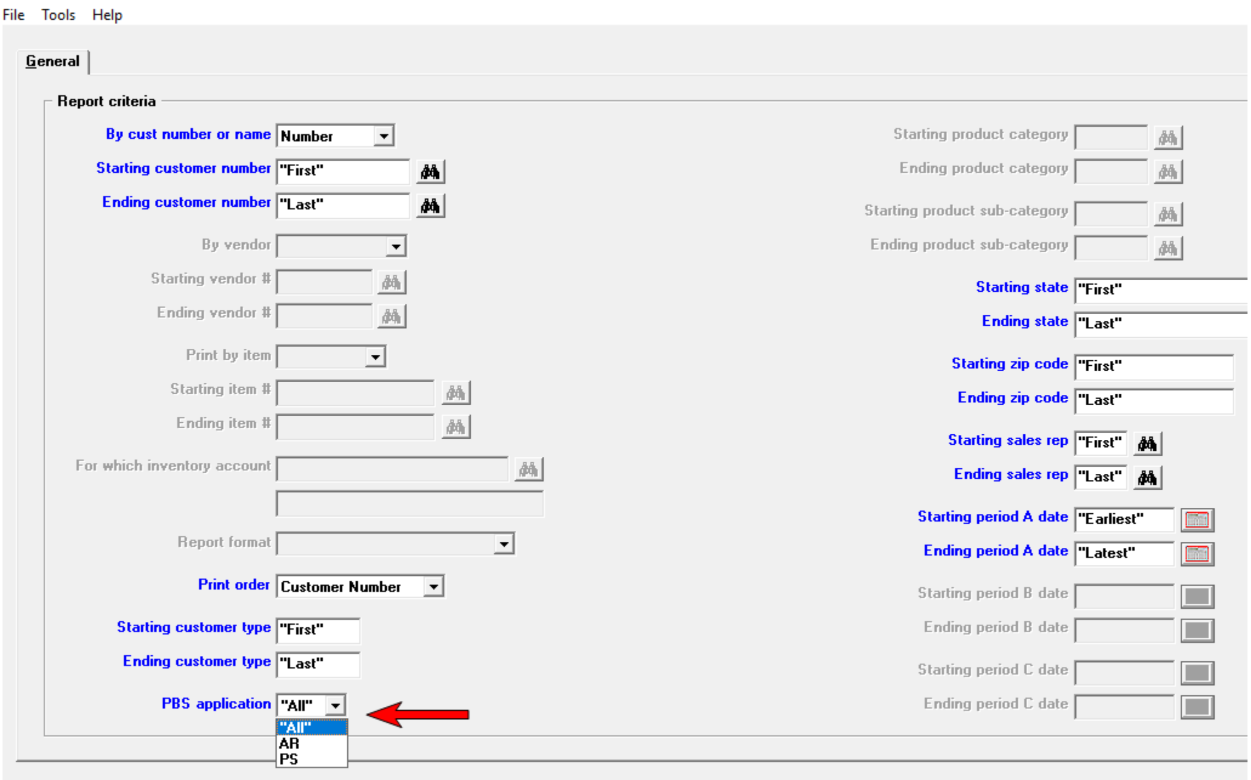
In the ACA stand-alone version, import functionality has been improved and Pay Frequency is now displaying correctly.

Sales Analysis

Enhanced Sales Analysis

The Enhanced Sales Analysis reports are new SQL reports added in PBS v12.06. There are eight variations of this report. A new option has been added to each.

Invoice history can exist in both Accounts Receivable and Point of Sale. The new option allows you to print data from Accounts Receivable history, Point of Sale history or combining data from both for each report.



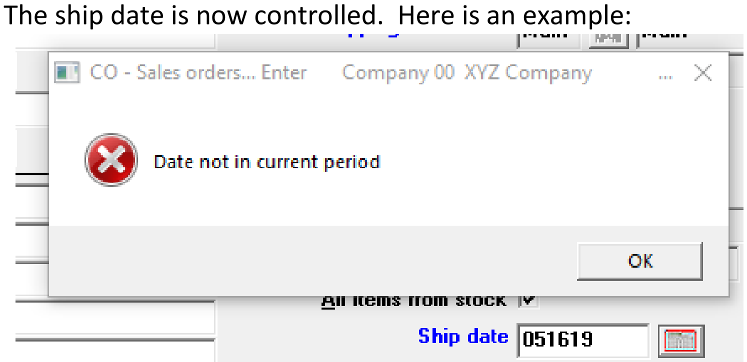
Manufacturing Customer Orders and Product Purchasing Date Controls

Date controls, an option in both A/P Control information and A/R Control information, restricts the entry of various date fields to a range of dates. This control has been extended to date fields in the following programs:

Customer Orders

Sales orders – Enter

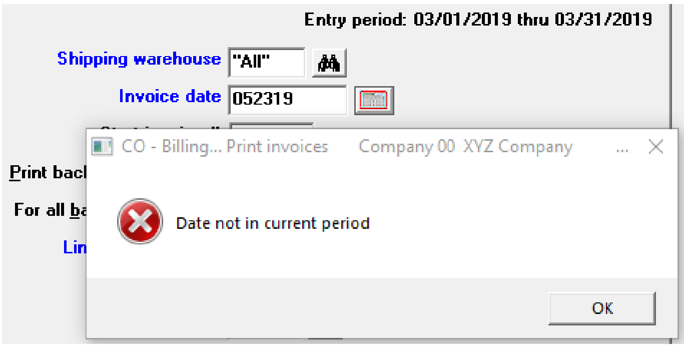
The ship date is now controlled. Here is an example:



Customer Orders

Billing – Print invoices

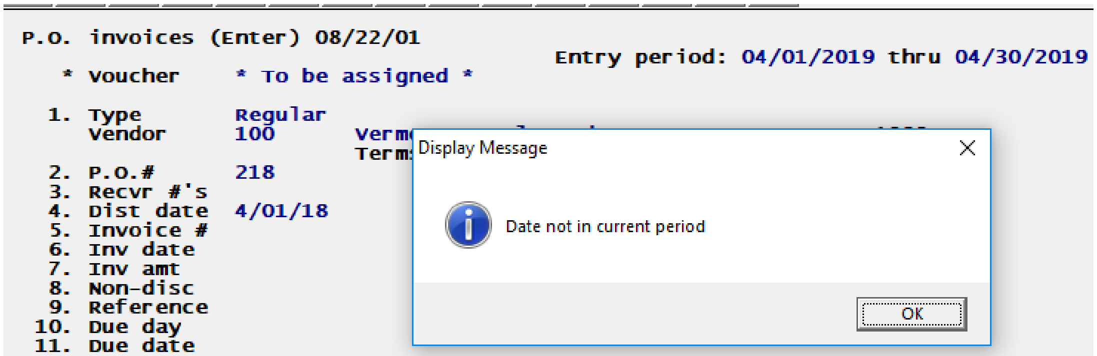
The control on the invoice date field produces a warning.



Product Purchasing

P.O. invoices – Enter

The date control has been extended to the distribution date in the *P.O. invoices* entry program in Product Purchasing. Here is an example of the message:



Manufacturing Master Scheduling and Product Definition

These changes make it far easier and more convenient to use these modules.

Master Scheduling and MRP

Explode Requirements - Run MRP explosion

When running the explosion, other PBS users do not have to be out of other Manufacturing modules. The stopping point is eliminated. It is still recommended that the program be run during a lower use time so as not to impact PBS performance. If an update of the low level codes is required before running MRP, a selective update will be done automatically allowing you to do an unattended MRP run at virtually any time.

Production Definition

Update low level codes

The low level codes program can be run while others are working in item masters. If an item master record is in use at the time of the run, the record will be skipped, added to the low level code file and will be updated on the next selective update. We also added an automatic run of the *Update low level codes, Selective update* during the MRP Explosion process.

PBS v12.06.01 - Year-end 2018

Accounts Payable and Payroll Magnetic Media Export Folders

To eliminate top-level clutter and increase security, a new folder is now used to receive the W-2 and 1099 and magnetic media output e-files. The folder is called Electronic_Media and there is a sub folder for each year which will look something like this: PBS1206\Electronic_Media\2018

This is the top-level PBS folder:

ditxt	7/24/2015 4:12 PM	File folder
diwrk	7/24/2015 4:12 PM	File folder
Electronic_Media	11/7/2018 2:39 PM	File folder
etc	10/1/2018 3:58 PM	File folder
EZEXP	10/1/2018 3:58 PM	File folder
fonts	10/1/2018 3:58 PM	File folder

Under that folder are three more folders; 2018, 2019 and 2020. Folders for additional years will be added in future updates. For this year-end we include folders for 2018, 2019 and 2020:

2018	11/7/2018 2:42 PM	File folder
2019	9/19/2018 3:07 PM	File folder
2020	10/3/2018 2:54 PM	File folder

For 2018 year-end, the e-files are generated in the 2018 folder. They will look something like this if you generated both A/P and PR Federal e-files as well as e-files for all the available states:

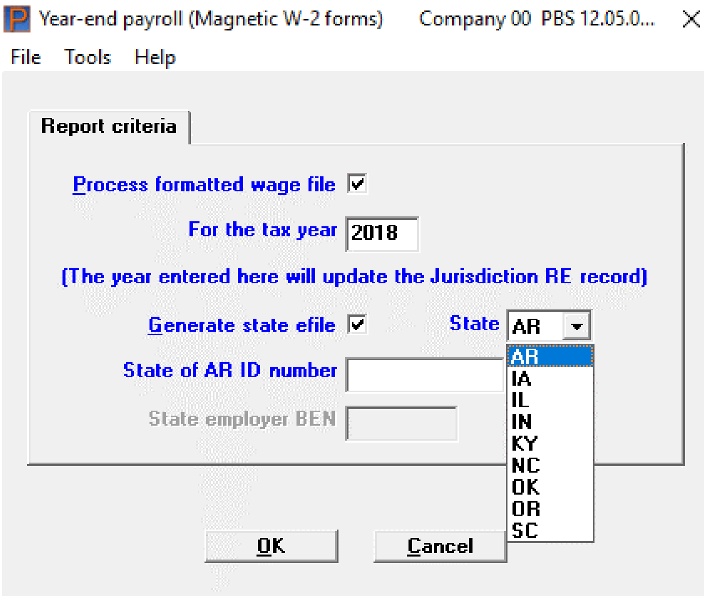
IRSTAX00	10/23/2018 4:00 PM	File	5 KB
W2REPORT00	11/7/2018 2:42 PM	File	9 KB
W2REPORT00AR	10/30/2018 2:20 PM	File	4 KB
W2REPORT00IA	10/30/2018 2:21 PM	File	4 KB
W2REPORT00IL	10/30/2018 2:22 PM	File	4 KB
W2REPORT00KY	10/30/2018 2:22 PM	File	4 KB
W2REPORT00NC.txt	10/30/2018 2:24 PM	TXT File	4 KB
W2REPORT00OK	10/30/2018 2:56 PM	File	4 KB
W2REPORT00OR	10/30/2018 2:58 PM	File	4 KB
W2REPORT00SC_18	10/30/2018 2:55 PM	File	5 KB

Payroll W-2s

Magnetic Media E-files for States

When generating the magnetic media, in addition to creating a Federal W-2 e-file, there is now an option to create e-files for some states.

The Magnetic W-2 forms screen has been changed to allow choosing outputs for states:



The states that are included in v12.06 are Arkansas, Iowa, Illinois, Indiana, Kentucky, North Carolina, Oklahoma, Oregon and South Carolina.

There are different file names and data entry requirements for each state:

State	Data Entry Requirements	File name
Arkansas	State of Arkansas ID 11 digit number.	W2REPORTxx.TXT
Iowa	Employer account number and Iowa Business E-file Number (BEN).	W2REPORTxxIA
Illinois	No entry required.	W2REPORTxxIL
Indiana	Indiana employer TID and Indiana employer TID location. The Indiana county must be entered for each employee before you generate the e-file. Exact spelling is important.	W2REPORTxxIN
Kentucky	Employer account number.	W2REPORTxxKY
North Carolina	State employer account number.	W2REPORTxxNC
Oklahoma	Oklahoma withholding (WTH) account number.	W2REPORTxxOK
Pennsylvania *	PA account number.	W2REPORTxxPA
Oregon	State employer withholding account #.	W2REPORTxxOR
South Carolina	State employer account number.	W2REPORTxxSC_99

The xx in the file names represent the company ID. The 99 in the South Carolina file name represents the year. The federal e-file name is still W2REPORTxx.

* You must install the v12.06.00.02 hot fix to use the Pennsylvania W2 e-filing.

Note: The magnetic media e-files will be upgraded when moving to a later version.

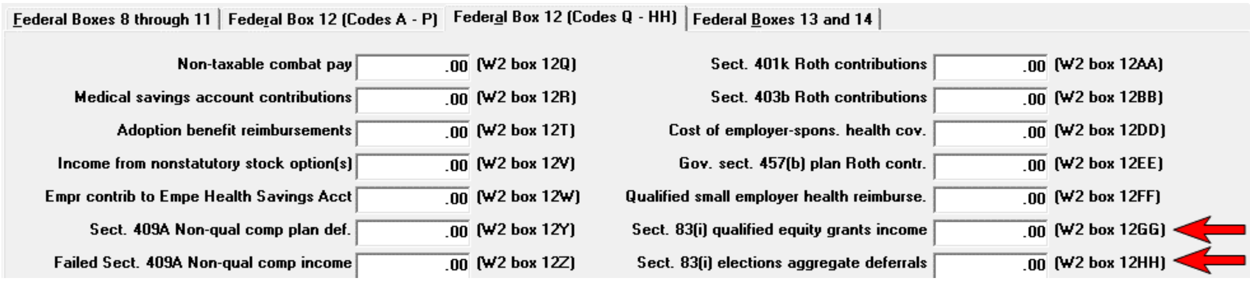
The annual and quarterly user-defined Magnetic Media Formats are still created in the top-level PBS folder.

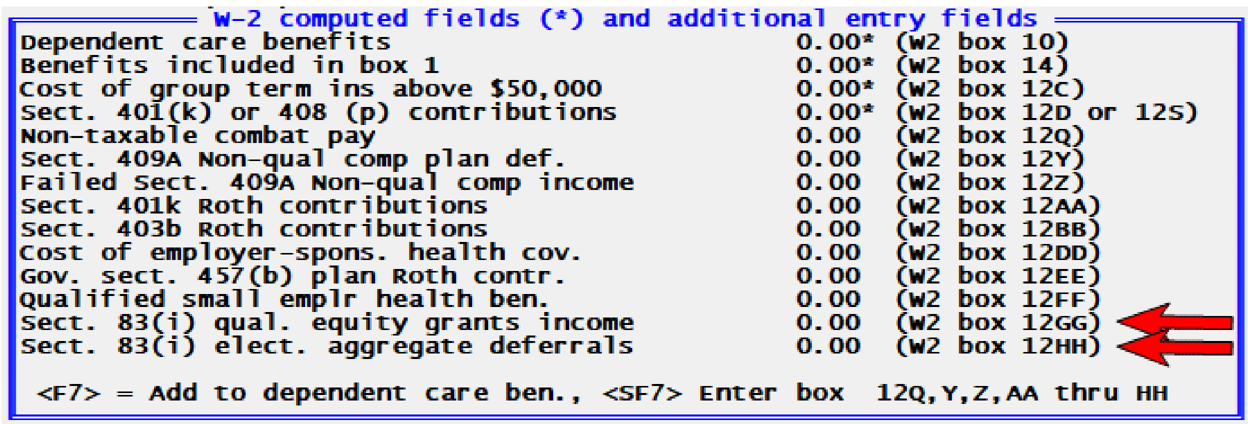
New Box 12, Code GG Income from Qualified Equity Grants Under Section 83(i)

and

New Box 12, Code HH Aggregate Deferrals Under Section 83(i) Elections as of the Close of the Calendar Year

The new box 12 fields were added for entering W-2 information for both character and graphical modes. These screens display the new entry fields:





Adding the new Box 12 changes the Federal Auxiliary data. This means that:

- If you have existing data you must export it first.
- Following the install of the update you must run a utility to initialize the Payroll Federal Auxiliary data Vision file or SQL table and if exported data exists, restore that data. This must be done for every PBS Company that has Payroll installed.

W-2 Information List

With the addition of the Box 12GG and Box 12HH fields, the *Print W-2 information* program was modified to print this data. Here is an example:

```
                                                         Statutory [ ]  Retirement [X]  3rd party [ ]
                                                         employee       plan            sick pay

7 Holmes, Peter G.          .00       .00       .00       .00       .00       .00       .00
                            .00       .00       .00       .00       .00       .00       .00
                            .00       .00       .00       .00       .00       .00       .00
                                      .00       .00       .00       .00       .00
                       Box 12AA  Box 12BB  Box 12DD  Box 12EE  Box 12FF  Box 12GG  Box 12HH
                            .00       .00       .00       .00       .00       .00       .00
```

W-2 Reporting of the New Box 12 Fields

The amounts for the new box 12 fields print on the W-2 forms and are written to the W-2 magnetic media file.

Expanded Employee Name and Address Year-end Reporting

This is especially relevant if you upgraded from PBS version 12.04 or earlier in 2018. It may also be important if you entered new employees or edited addresses during the year.

W-2 Forms

You must use a laser printer or dot matrix printer that is PCL 5 compatible.

When there is a middle name, only the first letter of the middle name prints on the form.
It is recommended that for the state field you use the standard two letter designation.

Due to the increased length of the name and address fields, the W-2 forms printing has been expanded to take advantage of these new lengths. For the Single W-2 form the name and address fields may print compressed:

- **Single W-2 Form** (2 per page)**.** The non-compressed font prints for short names and addresses. When the names and addresses are a longer length, the font prints in compressed mode to allow the longer data to fit on the form. The name and address fields print compressed when any of the following occur:
  The employee's first name with a middle initial is 17 or more characters.
  The employee's last name is 20 or more characters.
  Either address field is 41 or more characters.
  The city field is 26 or more characters.

- **Double Laser** (4 per page). The double laser form, which is already compressed, will allow printing the full expanded name, address, and city fields.

W-2 Magnetic Media (electronic file)

The First, Last and Middle name will now print 15, 15 and 20 characters respectively. In previous PBS versions the program would only provide up to 25 characters for the entire name. The electronic file maximums can now be utilized. The *Name and Address Field Notes* in the Employees chapter of the Payroll documentation goes into detail for each field.

Payroll 1099 Forms

For long non-employee names and addresses, in order to print more characters on the 1099-MISC forms, the names and addresses will print compressed (smaller font).

Payroll 1099 Magnetic Media (electronic file)

The expanded employee name and address fields are written to the electronic 1099 forms file. The full payroll non-employee name, up to 50 characters, is written to the file.

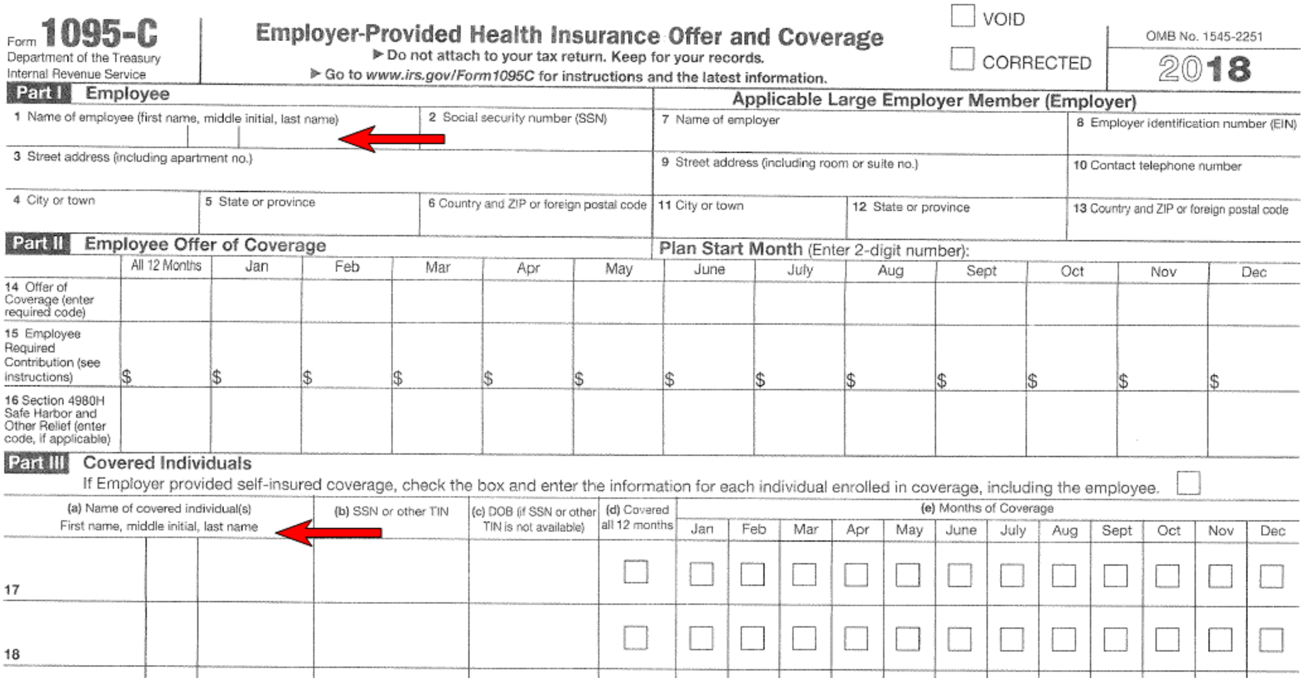
Testing the W-2 Magnetic Media E-file

Use the Social Security Administration *Business Services Online* to test your W-2 Magnetic Media e-file when you do your final Federal reporting. If you have not already done so, you will have to register to create an account to login. Use this link: https://www.ssa.gov/bso/bsowelcome.htm

Affordable Care Act

The Affordable Care Act changes for 2018 include:

The 1095-C form has the first name, middle name and last name divided into three separate fields. This includes the employee's name in Part I on field 1 and the covered individuals in Part III. For 2017 and earlier the name was in one field. Here is part of the new form for 2018:



Form **1095-C**
Department of the Treasury
Internal Revenue Service

Employer-Provided Health Insurance Offer and Coverage
▶ Do not attach to your tax return. Keep for your records.
▶ Go to *www.irs.gov/Form1095C* for instructions and the latest information.

VOID
CORRECTED

OMB No. 1545-2251
2018

Part I Employee

1 Name of employee (first name, middle initial, last name)
2 Social security number (SSN)
3 Street address (including apartment no.)
4 City or town
5 State or province
6 Country and ZIP or foreign postal code

Applicable Large Employer Member (Employer)

7 Name of employer
8 Employer identification number (EIN)
9 Street address (including room or suite no.)
10 Contact telephone number
11 City or town
12 State or province
13 Country and ZIP or foreign postal code

Part II Employee Offer of Coverage

Plan Start Month (Enter 2-digit number):

	All 12 Months	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
14 Offer of Coverage (enter required code)													
15 Employee Required Contribution (see instructions)	$	$	$	$	$	$	$	$	$	$	$	$	$
16 Section 4980H Safe Harbor and Other Relief (enter code, if applicable)													

Part III Covered Individuals

If Employer provided self-insured coverage, check the box and enter the information for each individual enrolled in coverage, including the employee.

	(a) Name of covered individual(s) First name, middle initial, last name	(b) SSN or other TIN	(c) DOB (if SSN or other TIN is not available)	(d) Covered all 12 months	(e) Months of Coverage Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
17				☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
18				☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Every year your ACA license expires on December 31. You must get a new license from your PBS provider for the next tax year.

The Affordability rate for 2018 is 9.56% and the Federal Poverty Level is $12,140. These default amounts were updated in Payroll *Control information*.

12.06.03 Update Fix Details

Accounts Payable

Vendors

In character mode, the ACH entry field Bank code now displays properly and the lookup is returning a value.

Payables – Enter

In character mode, when a duplicate invoice is found in memory, the text for the full warning displays.

In character mode, when not using 1099 processing and when entering a Non-A/P voucher, the Check number field now displays correctly.

Open items – Edit list

When printing to HTML the report header information is now included.

Recurring payables – Edit list and Selection list

When selecting the print by vendor name and the vendor is a person, the program now accepts the data.

Reports – Purchase journal

When there are two or more cancellations the program now prints both.

Accounts Receivable

Invoices – Enter

In this example, the Ship-to sales rep is different than the Bill-to sales rep. In graphical mode, after entering a ship-to address selecting <F2> on the Sales rep field now accepts the Ship-to Sales rep.

After entering additional notes for an item the notes will now display using View – Invoice history and print using Invoices – Reprint, Invoices – Print invoices and Reports, general – Invoice history.

Invoices – Print

When the P.O. number is 16 characters or more and the line is compressed, it now prints on the correct row.
A literal field to the left of a long name and address prints once as expected.

Invoices – Reprint, Invoices – Print invoices, View – Invoice history and Reports, general – Invoice history

When an invoice has additional line notes, the data now displays and prints correctly.

Reports, general – Collections

Character mode help has been added for this screen.

Reports, general – Sales tax reports

This is the *Sales tax due edit list* on a PBS SQL system with the tax code set for Collection date. After the payment is collected, the Tax amount is now printing correctly.

View – Invoice history

In character mode, the city, state and zip code fields now display.

Master information – Ship-to addresses

In graphical mode, the entry of the Tax code and Sales rep fields accept upper case only.
In character mode, when the credit card processor is PI Technology, the *Processor account* field can now be left blank.
In character mode, the tax code lookup is now correct.
In character mode and change mode line 24 help data is now working properly.

Master information – Goods and services

In graphical mode, the description entry fields have been shortened to match the available length.

Customer Orders

Billing – Post

All the address information is now posting to the A/R Invoice history auxiliary data.

Billing – Certifications

The city, state and zip fields are now printing for both the bill-to address and the ship-to address.
The program now allows printing line comments.

General Ledger

View accounts

The display of the Reference field has been expanded to 50 characters. In order to fit 50 characters in character mode a second line displays.

Job Cost

Reports – Jobs

For the Amt-billed, Amt-paid Pmt-date, Ret-billed and Ret-paid columns, the amounts now report correctly.

Order Entry

Orders – Enter

In character mode, selecting <F1> for next ship-to updates the ship-to number correctly.
The "Order status has changed! Exiting order." message is now correct.
When typing an order number into the graphical mode list box, it always goes to the correct order.

Recurring orders – Enter

When entering a note after entering an item, the order total does not change.

Billing – Select for billing

An order of $0.00 can now be selected for billing.
When immediately printing an invoice, the invoice number can now be as much as 7 digits.
In graphical mode, when typing the order number the focus goes to the correct order.

Master information – Forms

The "15 Drawing rev. date" field is now a date type and can be used when designing forms.

Payroll

Employees – Enter

If entering the Social Security Number with a letter, a warning now displays.

Year-end – Magnetic W-2 forms

The Pennsylvania e-file now has the city (local) tax information.

Product Purchasing

Purchase orders – Print P.O. change log

When deleting or closing a line and printing the report, the program no longer overwrites the deleted or closed line message with the Order qty.

The line counter that is used to suppress the line #, item #, description, etc. is now resetting when changing to the next order.

Purchase Order

Purchase orders – Enter

With the Multi-drop P.O.'s flag set to No in P/O Control information, the field value now lines up with the *Is this a blanket order?* label.

Affordable Care Act

The report descriptions in reports printed to disk are now displaying for the Import ACA Data Report and the Mass-Update Employee ACA Information report.

Reports, Initial measurement period

This corrects an invalid 02/29/20xx leap year date and an inconsistency in total and average hours compared to the Monthly Labor Summary report.

System

Basic Accounting Conversion

The error message no longer displays when restoring vendor data.

Passport Query Builder

Passport Query Builder Reports button

After clicking on the Passport Query Builder Reports button, there is now an option to view reports for a particular company.

Contact

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