

## Finance

The Finance module adds the full Nominal Ledger accounts to the Sales and Purchase Ledger functionality that is available within the Basic system to ensure your financial information complies with all audit requirements.

The EMIR Finance module has many useful features to help deliver real benefits to your business:



Finance

### Sales Ledger

The Sales Ledger is available within the Basic system and provides the essential functionality you need to control your debtors. This module includes Invoice and Credit Note production, receipt of Payments and Deposits, Aged Debtor Analysis, Statements and comprehensive reporting facilities.

### Purchase Ledger

Includes functionality to record the Receipt, Approval and Payment of Invoices; Holding invoices for non-payment and printing of Suggested Payments and O/S Creditors reports.

### Nominal Ledger (NL) & VAT

The NL provides a Full Trial Balance, instant Profit and Loss, Balance Sheet and Fixed Asset Control. The reports available include the VAT Return option which shows you all the totals and evidence you need to complete a VAT return.

### Cash Book and Bank Reconciliation

Automatically builds entries into a 'Cash Book' from transactions that are made during the normal running of accounts, such as Purchase Ledger payments, Sales Ledger payments and Journal entries. A Bank Reconciliation option allows you to 'tick off' entries that appear on your statements to ensure that you haven't missed any transactions.

### Open Postings

The Nominal Ledger allows the user to continue processing transactions in advance of the current financial month up to the current date. E.g. If you are in financial month of September, but it is the calendar month of October you can still do October transactions without affecting the month of September.

### Financial Reporting

All reports can be viewed or printed at any time of the month providing a complete audit trail:

- Trial Balance, full and summary
- Profit and Loss reporting with schedule
- Balance Sheet
- Journal entries, showing all transactions
- Cash Book and Bank Reconciliation reports
- Sales and Purchase 'Day Books'
- Sales and Purchase Credit Notes
- Sales and Purchase Ledger reports
- VAT Return reporting
- Fixed Asset reporting
- Production of debt chasing letters
- Multiple cash book setup available
- P&L analysis versus budget
- Export of BACS payments into CSV file
- Intrastat Purchase reporting [Pro only]
- Cash Flow forecasting [Pro only]
- Extended options for multi-site setup [Pro only]

“It's so easy for everyone to use, all our records are now readily accessible within seconds. (No more searching for hours for that lost piece of paperwork). The Finance system holds so much information that our audit went extremely smoothly and the ability to tailor the system to our individual needs for a reasonable cost is brilliant.”

*Ms Christine Swan, Finance Director,  
Brownings Electric Co Ltd, London*

- Track your sales right through from Job creation, via Invoice Production to Payment collection with detailed analysis of Debtor values at all times.

- The Finance module provides an auto-approval analysis, by checking the details of the Purchase Invoice against the original Purchase Order placed via the Purchasing module of EMIR. EMIR will check that the goods have been received and that the value of the purchase order matches the value of the entered Purchase Invoice. If all is well, then EMIR will approve the Invoice and allow the user to select the Nominal Ledger codes applicable for the spend, otherwise it informs the user of the reason why the invoice can't be approved, whilst still allowing the user to log the invoice for approval later.

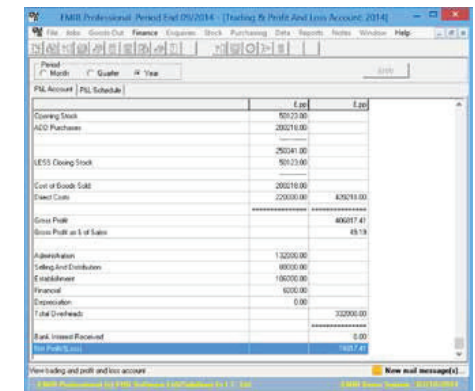
- A completely 'live' picture of your financial situation. At any time you can see the Profit and Loss Trading Account for the current month, quarter, and year-to-date. Look instantly at the current Balance Sheet or current Bank or VAT positions.

- This is a completely integrated solution, there is no need to enter any piece of financial information more than once, and EMIR will cross-check any information to make sure that you are getting the most intelligence from your data entry.

- VAT returns are a 15-minute job [and that includes filling in the form!]. You can instantly see the totals received and owed and separate 'tabs' of information give details behind the VAT inputs, outputs and totals.

- Open Postings allow you to work in more than one month at once, so you can still be receiving or paying cash and logging and approving purchase invoices in the current calendar month, even if you are still financially in the previous month. This means that you can keep up with the day-to-day transactions while still finalising your final month end accounts. You can do this in the knowledge that these 'future transactions' will not affect your current months' figures.

- EMIR also allows production of two types of Debt Chasing letters. Simply choose the type of letter [warning/final demand] and the account and it will then list the invoices due.
- Our Professional version also allows for Cashflow Forecasting using actual live invoice data. EMIR will forecast cash arriving or being paid out based on the days to pay for that customers or supplier, but each invoice can then be updated to show a revised payment date. EMIR makes use of the current bank position to forecast forward and will also store the forecast versus actual at the end of each month to see how accurate the forecast actually was.



P&L Account	£ amt	€ amt
Closing Stock	500.00	
AGD Payments	2000.00	
	2500.00	
LESS Closing Stock	500.00	
Cost of Goods Sold	2000.00	
Sales Cash	2500.00	830.00
Gross Profit		800.00
Profit on S of Sales		80.00
Administration	1200.00	
Selling and Distribution	800.00	
Establishment	1000.00	
Financial	600.00	
Depreciation	0.00	
Total Overhead		3200.00
Bank Interest Received		0.00
Net Profit		100.00