

REALedger™ – Accounts Payable

Real Estate Accounting Ledger



Your Complete Real Estate Accounting Solution

The **Accounts Payable** module is where you record the operating expenses for your business. Vouchers can be allocated across offices, projects and agents. Voided vouchers can be reinstated with a single click. Corporate debit and credit card transactions can be downloaded from the internet and imported into REALedger to reduce data entry time.

REALedger Accounts Payable will help you:

- ◆ Charge agents directly from AP transactions
- ◆ Manage current & historical 1099 data
- ◆ Manage recurring AP transactions
- ◆ Print checks by responsible party
- ◆ Manage handwritten checks and debit card transactions
- ◆ Reinstate vouchers on voided transactions
- ◆ Track vendor activity by user defined classes
- ◆ Reduce data entry by importing debit/credit card activity

Line	Amount	G/L Code	Office ID	Project ID	Comment
1	261.58	61110	AA		September Advertising
2	312.61	61110	BB		September Advertising
0	0.00				

Sample Voucher Entry Screen

Date	Transaction	Date Posted	Name	Amount	G/L Code	Office ID	Project ID
8/29/2007	8/29/2007	Internet Provider		134.91	66162	AA	570-708-8788 VA
8/30/2007	8/30/2007	Staples		19.00	66105	BB	570-708-8788 VA
9/3/2007	9/3/2007	USPS - stamps.com		50.00	66410	BB	888-434-0055 CA
9/5/2007	9/5/2007	Phone company		109.43	65130	BB	AL-HELP.COM WA
9/8/2007	9/8/2007	Recruiting materials		120.00	68225	PR	PORTLAND OR
9/8/2007	9/8/2007	Betty's Floral		82.46	66340	AA	PORTLAND OR
9/11/2007	9/11/2007	Jake the Handyman		433.80	64210	AA	SEATTLE WA
9/14/2007	9/14/2007	Office Furniture.com		368.24	66105	PR	SEATTLE WA
9/15/2007	9/15/2007	Staples		409.40	66105	AA	SEATTLE WA
9/18/2007	9/18/2007	MLS Annual Dues		533.80	63110	PR	SEATTLE WA
9/24/2007	9/24/2007	Attorney for Hires		527.80	68200	PR	SEATTLE WA
				0.00			

Sample Debit Card Import Screen

Accounts Payable related reports include:

- Cash Requirements, By Day and Vendor
- Expenses, By Office and Project
- Purchases Journal
- Vendor Expenditures
- Vendor Rankings
- Vendor Mailing Labels
- Vendor Lists
- Vendor 1099s
- And many more...

Or, create your own custom reports – the database is open!



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