

Ability Consignment for QuickBooks Point of Sale



Summary

Solution for tracking, reporting, and making payments to consignees while keeping your inventory and accounts payable accurate and up to date with QuickBooks Point of Sale and QuickBooks Financial software.

Features	Benefits	Industries
 ✓ Track by Percentage % ✓ Track by Flat Dollar \$ ✓ Generate Payout Report ✓ Insert Bills into QuickBooks ✓ Price Drop Feature ✓ Additional Reports 	 ✓ Easy to Use ✓ Accurate ✓ Flexible Settings ✓ Track Owned Inventory ✓ Track Consigned Inventory 	 ✓ Antique Malls ✓ Consignment Stores ✓ Resale Shops ✓ Co-ops ✓ Art Galleries ✓ Boutiques





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Ability Consignment

Designed to work with QuickBooks Point of Sale Desktop and QuickBooks Financial Software to streamline your business.

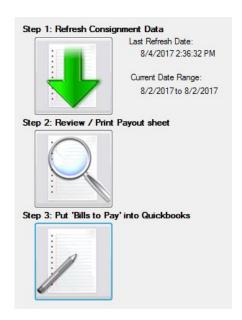
QuickBooks Point of Sale

Receive Inventory
Print tags
Make Sales



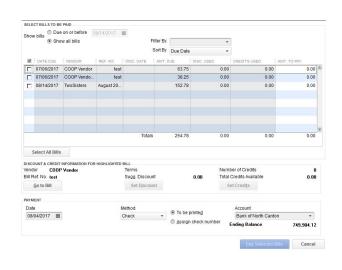
Ability Consignment

Refresh Sales Data Review Payouts Insert Bills



QuickBooks Financial

Pay Bills







QuickBooks Point of Sale Sell Items Make a Sale **Ability Consignment** Refresh Sales Data Last Refresh Date: 8/2/2017 12:33:37 PM Current Date Range: 8/2/2017 to 8/2/2017

QuickBooks Point of
Sale
Receive Items



Workflow

Three Softwares - 1 Solution

QuickBooks Point of sale Ability Consignment QuickBooks Financial

4
Ability Consignment
Review/Print Reports







5
Ability Consignment
Insert Bills







Ability Consignment Options & Settings Overview

Setting	Description
QB Company Data	Configure your QuickBooks Point of Sale and QuickBooks Connection.
QuickBooks Point of Sale	
Server	Computer Name
Company	QuickBooks Point of Sale File Name
POS Version	Enter your QuickBooks POS version. Examples: 6, 8, 9, 10, 11, 12
QuickBooks Financial	
Datafile Location	Select location of your QuickBooks file.
Item Payout Options	Configure how you want to calculate the payout for your Consignment Items.
POS Level	Select your QuickBooks Point of Sale Level: Basic, Pro, or Multi-Store
Calculation	Ability Consignment offers 3 options to select how you want to calculate the payout. Select One (1) Setting.
Fixed % for all Items	One (1) payout percentage (%) for every item and you do not track any owned inventory. Requires QBPOS Basic, Pro and Multi-Store.
Percentage by Dept Code	Enter payout percentage (%) in the Department Code field of QuickBooks Point of Sale. Requires QBPOS Basic, Pro and Multi-Store.
Custom Fields	Utilize QuickBooks Point of Sale Custom Fields to notate the payout percentage (%) or the flat dollar (\$) amount. Requires QBPOS Pro and Multi-Store.





Setting	Description	
Item Payout Options Continued		
Calculate Payout	Select one. Global Setting.	
Sale Price from Sales Receipt	Calculate Payout from the final price from the QuickBooks Point of Sale Sales Receipt.	
Regular Price from Inventory	Calculate Payout from the QuickBooks Point of Sale Item Record Regular Price.	
Decrease Payout for items paid with a credit card.	This option, allows you to enter a percentage (%) to decrease the payout amount when a credit card is used as payment during the transaction. *See <i>Credit Card Fees</i> Report in the Report Style options under Payout Report Options .	
Percentage Box	Enter Percentage.	
Taken from Vendor Payout	Selecting this option will calculate the fee and subtract from the Vendor Payout Amount.	
Taken from Selling Price	Selecting this option will calculate the fee and subtract from the Selling Price.	
Account for receipt wide discounts on payouts	Check this option if you use global (receipt wide) discounts and want to have this discount calculated on payouts.	
Set Customer Job Line on Bills in QB	*Advanced Option. Discuss with an Ability Business Representative. QuickBooks Point of Sale and QuickBooks Financial software are required to be set up and syncing. QuickBooks Point of Sale Company Preferences -> Customers must be set to Use with QuickBooks. QuickBooks Point of Sale Company Preferences -> Financial setting for send receipts must be set to Detailed Item descriptions.	





Setting	Description
Payout Report Options	Select your Vendor Payout Report Options.
Report Title	Name your Report. This title will appear on the Vendor Payout Report.
Additional Lines	Add your company information, address, phone number, email, etc.
Company Logo	Select your logo. Size: No larger than 300 pixels (width) by 100 pixels (height).
Report Style	Select your report Style.
Classic Report	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due. <u>See Appendix A-1</u> .
Credit Card Fees	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Credit Card Fee, Vendor Payout Amount. Total Quantity Sold, Credit Card Fee, and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under Item Payout Options. See Appendix A-2 .
Credit Card Without Fees	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under Item Payout Options . See Appendix A-3.
Landscape (Detailed)	Landscape Report. Includes the following info: Sale Date, Item Number, Item Name, Item Description, Qty, Price, Discount, Final Price, Payment Type, Percentage, Commission, Vendor Payout Amount. Total Quantity Sold, Final Price, Commission, and Total Due. See Appendix A-4.
Sales with Departments	Portrait Report. Includes the following info: Sale Date, Department Name, Item Number, Item Name, Item Description, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due. <u>See Appendix A-5</u> .
Windowed Envelope	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Attribute, Size, Qty, and Vendor Payout Amount. Total Quantity Sold and Total Due. <u>See Appendix A-6</u> .





Setting	Description
Payout Report Options Continued	
Sales Without Sales Price	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, ALU, Qty, and Vendor Payout Amount(Ext Cost). Total Quantity Sold and Total Due. See Appendix A-7.
Report Style Options	Select Options for what is displayed on the report.
Show Address for Vendors	Check this option if you would like to have the Vendor's address info appear on the report. This information is entered in the QuickBooks Point of Sale Vendor Record.
	*If you have selected the Window Enveloped Report, then you will want to select this option. Otherwise it is optional.
Show Item Description instead of Item Name	Optional. Depends on how you enter item info in your QuickBooks Point of Sale.
	Check this option if you would like the Item Description to appear on the Classic Report (Simple Report) instead of the Item Name.
Show ALU (Alternate Lookup) instead of Item Number	Optional. Depends on how you enter item info in your QuickBooks Point of Sale.
	Check this option if you would like the ALU to appear on the Sales Report instead of the Item Number.
Show All Sales	Check this option if you want to show all sales including non-consignment items .
Prompt for date and store	Check this option if you want to be able to run reports for a date range within the "Refreshed Data - Step 1" daterange and/or Store (QuickBooks Point of Sale Multi-Store).



Setting	Description
Miscellaneous Options	
Max Discount	Optional. Global Setting. Enable this option and enter the percentage (%), if you have an agreement with your Vendors that limits the Maximum Discount that can be given.
Vendor Cut Off	Optional. Global Setting. Enable this option and enter the number of days (Example: 90) for Cut Off.
	*Used by stores that have an agreement with their Vendors that items not sold must be picked up after a certain length of time or the items are considered property of the store.
	The Cut Off date is based on the Received Date.
	Check out the Sales Post Cut Off Date Report.
Hide Items on Sales Reports that have gone past the cut off date.	Check this option if you do not want to display Items past cut off date on the Vendor Payout Report.
I use Price Dropping and would like the cut off date to apply xx days after the last price drop.	Optional if you are using Price Drop feature in Ability Consignment.
Inventory Reporting	
Show report with less than quantity of 1 on-hand.	Check this option if you want to display items that have quantity of less than 1 on hand. Used with the <i>Inventory Report</i> in Ability Consignment.





Setting	Description
Reporting Website	Consignment Web Reporting Module
Web Reporting	This module allows your consignors to log into a portal that allows them to view their item list and see what has sold.
Subscription	\$499 First Year/\$199 Renewal
Requirements	Ability Consignment Vendors are required to have an email.
Multi-Store Options	Advanced Settings. QuickBooks Point of Sale Multi-Store required.
Multi-Store Setup	
Number of Stores	Select the number of stores from the dropdown.
Define & Set QuickBooks Classes for Stores	Select Store, Select Class, Select Set. Repeat for the number of Stores you have.
	In QuickBooks, you can create classes that you assign to transactions. This lets you track and run reports based on your business.





Ability Consignment - Fixed % for all Items

Select Payout Fixed Percentage (%) for all items sold.

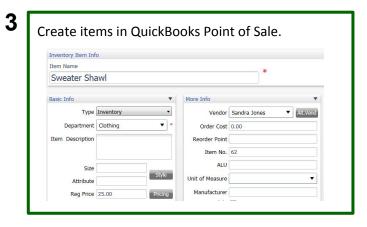
Open Ability Consignment. Select File->Setup Interview. Then choose Item Payout Options.

Payout Fixed Percentage(%) for all items sold 1
60 %

Add Consignors as
Vendors in QuickBooks
Point of Sale.

Vendor List

2



Receive items in QuickBooks Point of Sale with a Zero Cost.

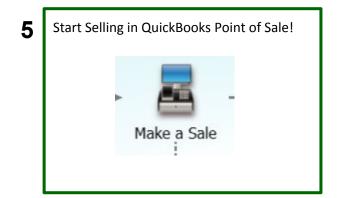
Voucher

Sandra Jones 8310 Port Jackson Ave NW North Canton 44720

Item # Department Item Name Qty Regular Price Voucher Cost Ext Cost
62 Clothing Sweater Shawl 1 25.00 0.00 0.00

Edit Return Item

Qty/Cost Qty+ Qty- Remove







Ability Consignment - Percentage by Dept Code

Select Pull Cost Percentage (%) out of Department Code.

Open Ability Consignment. Select File->Setup Interview. Then choose Item Payout Options.

Pull Cost Percentage(%) out of Department Code (XXA) Where XX% will be paid to the vendor

Add Departments in QuickBooks Point of Sale.

Open QuickBooks Point of Sale. Go to Inventory>Departments List. Add Departments and input the Payout Percentage in the Dept Code Field.

Departments Detail

Department Info

Dept Code 60

Department Clothing

Tax Code Tax

Margin % 0

Markup % 0

mturt quickbooks.
Solution Provider

Add Consignors as
Vendors in QuickBooks
Point of Sale.

Vendor List

3

Create items in QuickBooks Point of Sale.

As you create your consignment items, select the department.

Inventory Item Info
Item Name
Sweater Shawl

Basic Info
Type Inventory
Department Clothing
Type Inventory
Department Clothing
Item No. 62
ALU
Unit of Measure
Reg Price 25.00
Price Price Info

Wanufacturer

Receive items in QuickBooks Point of Sale with a Zero Cost.

Voucher

Scan or enter item information

Enter vendor name or phone

Sandra Jones 8310 Port Jackson Ave NW North Canton 44720

Item # Dept Code Department Item Name Qty Regular Price Voucher Cost Ext Cost 62 60 Clothing Sweater Shawl 1 25.00 0.00

Edit Return Item

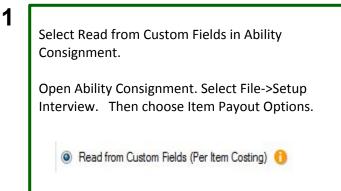
Qty/Cost Qty+ Qty- Remove

Start Selling in QuickBooks Point of Sale!

Make a Sale

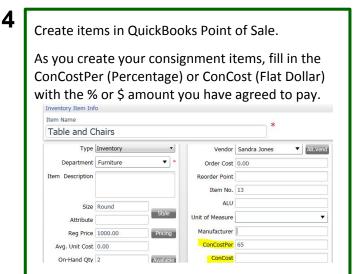


Ability Consignment - Custom Fields Setup





6







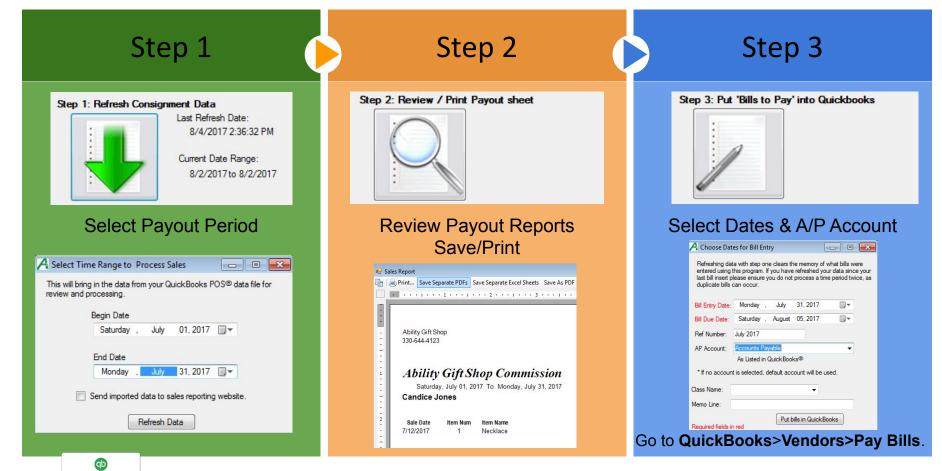


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Solution Provider

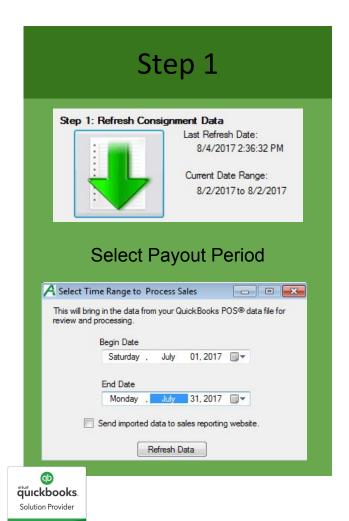
Ability Consignment Payout Procedure Overview

Important: Before running Ability Consignment, be sure to complete your Financial ->Update QuickBooks in QuickBooks Point of Sale.





Ability Consignment Payout Procedure - Step 1



Sync QuickBooks POS and QB FInancial.
In QB POS, go to Financial -> Update QuickBooks.

Open Ability Consignment by double clicking the icon on the desktop and and select Step 1.

Enter the date span for your payout period.

Is it weekly, monthly, quarterly?

Select Refresh Data.

Ability Consignment will query your consigned items, sales data and vendor info based on your selected dates.



Solution Provider

Ability Consignment Payout Procedure - Step 2



1 Review Payout Reports. Select Step 2.

Each Consignor has their own Report.

Tip: Use the Binoculars located in the Navigator Bar to Search/Find Vendors or Items quickly.

Print or Save Reports.

Save Options:

✓ as a PDF

✓ as Separate PDFs

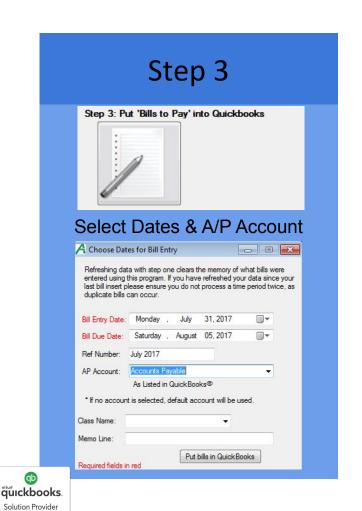
✓ as Excel

✓ as Separate Excel Sheets

Tidbit: Change the Report Style by go to File->Setup Interview->Payout Report Options



Ability Consignment Payout Procedure - Step 3



1 Insert Bills. Select Step 3.

Required Fields:

- ✓ Bill Entry Date-> The date that the bill will be entered into your Quickbooks.
- ✓ Bill Due Date-> The date you pay your Vendors.

Optional Fields:

- ✓ Reference Number-> Internal use, you define.
- ✓ AP Account-> Select AP account.
- ✓ Class Name-> Select Class
- ✓ Memo Line-> Notes for you.

Select Put Bills in QuickBooks.

Now you are ready to go to QuickBooks & print checks!



Ability Consignment Price & Requirements

Subscription – Licensed Add-On

\$499 First Year Installed on one station.

Yearly Renewal

\$199 Annual Renewal/Per Station

Requirements

QuickBooks Point of Sale v6, v8, v9, v10, v11 (2013), v12, v18 Active internet connection

Support

Technical Support and updates are included in your yearly subscription for the add-on.

Need Additional Options/Features or Report Style?

Ability Business offers development services . Call 888-582-2454 to discuss your needs.





Appendix - Vendor Report Styles

Report Style	Summary	Appendix
Classic Report	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due.	<u>A-1</u>
Credit Card Fees	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Credit Card Fee, Vendor Payout Amount. Total Quantity Sold, Credit Card Fee, and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under Item Payout Options.	<u>A-2</u>
Credit Card Without Fees	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under Item Payout Options.	<u>A-3</u>
Landscape (Detailed)	Landscape Report. Includes the following info: Sale Date, Item Number, Item Name, Item Description, Qty, Price, Discount, Final Price, Payment Type, Percentage, Commission, Vendor Payout Amount. Total Quantity Sold, Final Price, Commission, and Total Due.	<u>A-4</u>
Sales with Departments	Portrait Report. Includes the following info: Sale Date, Department Name, Item Number, Item Name, Item Description, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due.	<u>A-5</u>
Windowed Envelope	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Attribute, Size, Qty, and Vendor Payout Amount. Total Quantity Sold and Total Due.	<u>A-6</u>
Sales Without Sales Price	Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, ALU, Qty, and Vendor Payout Amount(Ext Cost). Total Quantity Sold and Total Due.	<u>A-7</u>





Classic

Summary: Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due.

Ability Gift Shop 330-644-4123

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Vendor Commission Report

Monday, August 07, 2017 To Wednesday, August 09, 2017

Sandra Jones

Sale Date	Item Num	Item Name
8/7/2017	62	Sweater Shawl
8/8/2017	63	Pant Suit
8/9/2017	64	Jacket



8310 Port Jackson Ave NW

Q	ty	Price	Vendor Amount
	1	\$25.00	\$16.25
	1	\$33.95	\$22.07
	1	\$45.00	\$29.25
TOTAL DUE:	3		\$67.57





Credit Card with Fees

Summary: Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Credit Card Fee, Vendor Payout Amount. Total Quantity Sold, Credit Card Fee, and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under **Item Payout Options**.

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Monday, August 07, 2017 To Wednesday, August 09, 2017

Sandra Jones

8310 Port Jackson Ave NW

Sale Date	Item Num	Item Name	Qty		Price	CC Fee	Vendor Amount
8/7/2017	62	Sweater Shawl	1		\$25.00	\$0.00	\$16.25
8/8/2017	63	Pant Suit	1		\$33.95	\$1.05	\$22.07
8/9/2017	64	Jacket	1		\$45.00	\$0.00	\$29.25
			TOTAL DUE:	3		\$1.05	\$67.57





Credit Card without Fees

Summary: Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due. *This report style is used in conjunction with the Decrease Payout for items paid with a credit card feature under **Item Payout Options**.

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Vendor Commission Report

Monday, August 07, 2017 To Wednesday, August 09, 2017



 Sale Date
 Item Num
 Item Name

 8/7/2017
 62
 Sweater Shawl

 8/8/2017
 63
 Pant Suit

 8/9/2017
 64
 Jacket



8310 Port Jackson Ave NW

	Qty	Price	Vendor Amount
	1	\$25.00	\$16.25
	1	\$33.95	\$22.07
	1	\$45.00	\$29.25
TOTAL DUE:	3	\$103.95	\$67.57





Landscape (Detailed)

Summary: Landscape Report. Includes the following info: Sale Date, Item Number, Item Name, Item Description, Qty, Price, Discount, Final Price, Payment Type, Percentage, Commission, Vendor Payout Amount. Total Quantity Sold, Final Price, Commission, and Total Due.

Ability Gift Shop 330-644-4123

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Vendor Commission Report

Monday, August 07, 2017 To Wednesday, August 09, 2017

Sandra Jones

Sale Date	Item Num	Prod. Num	Item Description	Qty	Price	Discount	Final Price	Tender Type	Percentage	Commission	Vendor
8/7/2017	62	Sweater Sh	Cozy & comfy, wrap around s	1	\$25.00	\$0.00	\$25.00	Cash	65	\$8.75	\$16.25
8/8/2017	63	Pant Suit	3 Piece Linen Suit with White	1	\$35.00	\$1.05	\$33.95	Credit Card	65	\$11.88	\$22.07
8/9/2017	64	Jacket	Faux Leather	1	\$45.00	\$0.00	\$45.00	Check	65	\$15.75	\$29.25
			TOTAL DUE:	3			\$103.95			\$36.38	\$67.57





Sales with Departments

Summary: Portrait Report. Includes the following info: Sale Date, Department Name, Item Number, Item Name, Item Description, Qty, Price, Vendor Payout Amount. Total Quantity Sold and Total Due.

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Vendor Commission Report

Monday, August 07, 2017 To Wednesday, August 09, 2017

Sandra Jones

8310 Port Jackson Ave NW North Canton, OH 44720

Sale Date	Dept. Name	Item Num	Item Name	Item Description	Qty	Price	Vendor Amount
8/7/2017	Clothing	62	Sweater Shawl	Cozy & comfy, wrap around:	1	\$25.00	\$16.25
8/8/2017	Clothing	63	Pant Suit	3 Piece Linen Suit with White	1	\$33.95	\$22.07
8/9/2017	Clothing	64	Jacket	Faux Leather	1	\$45.00	\$29.25
				TOTAL DUE:	3		\$67.57





Windowed Envelope

Summary: Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, Attribute, Size, Qty, and Vendor Payout Amount. Total Quantity Sold and Total Due.

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Vendor Commission Report

8/7/2017 To 8/9/2017

Sandra Jones

8310 Port Jackson Ave NW

Sale Date	Item Num	Item Name	Attribute	Size	Qty	Vendor Amount
8/7/2017	62	Sweater Shawl	Blue	L	1	\$16.25
8/8/2017	63	Pant Suit	Pin Stripe	10	1	\$22.07
8/9/2017	64	Jacket	Black	L	1	\$29.25
			The state of the s	TOTAL DUE: 3		\$67.57





Sales without Sales Price

Summary: Portrait Report. Includes the following info: Sale Date, Item Number, Item Name, ALU, Qty, and Vendor Payout Amount(Ext Cost). Total Quantity Sold and Total Due.

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Vendor Commission Report

Monday, August 07, 2017 To Wednesday, August 09, 2017

Sandra Jones

Sale Date	Item Num	Item Name	
8/7/2017	62	Sweater Shawl	
8/8/2017	63	Pant Suit	
8/9/2017	64	Jacket	



8310 Port Jackson Ave NW

ALU	Qty	Ext Cost
SJ-105	1	\$16.25
SJ-107	1	\$22.07
SJ-106	1	\$29.25
TOTAL DUE: 3		\$67.57

