

Proof of Delivery System

Beckard Associates

Are you having problems
getting paid for shipments?

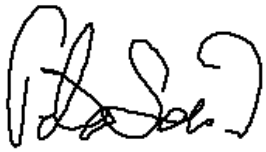


Goals for Proof of Delivery

Detailed History - Mozilla Firefox
https://eworks. /cgi/history.cgi?order= 146190&loc=OH

History For Order 146190

Activity	Date / Time	Operator
Order Entry	16-Jul-08 / 09:03:21	marcello
Sent to Credit	16-Jul-08 / 09:03:29	marcello
Pikpak Print	16-Jul-08 / 09:04:00	roses
Pikpak Queued	16-Jul-08 / 09:04:00	roses
Released Credit	16-Jul-08 / 09:04:00	roses
Notation	16-Jul-08 / 09:09:00	scanner
Received By: peter	Date: 16-Jul-08	Time: 09:09:00

Signature: 

Shipped	16-Jul-08 / 09:16:35	miked
Noted	47.04 00176943 XA01	2
Invoice Print	16-Jul-08 / 09:16:42	miked

Done eworks.canmade.com

- Make account collection easy for staff.
- Customers should have detailed supporting documents for all receipts.
- Reinforce the professional manor of your business operations with well designed and easy to understand documents.
- Provide staff with fast and easy-access to the detailed information they need to preform collections.

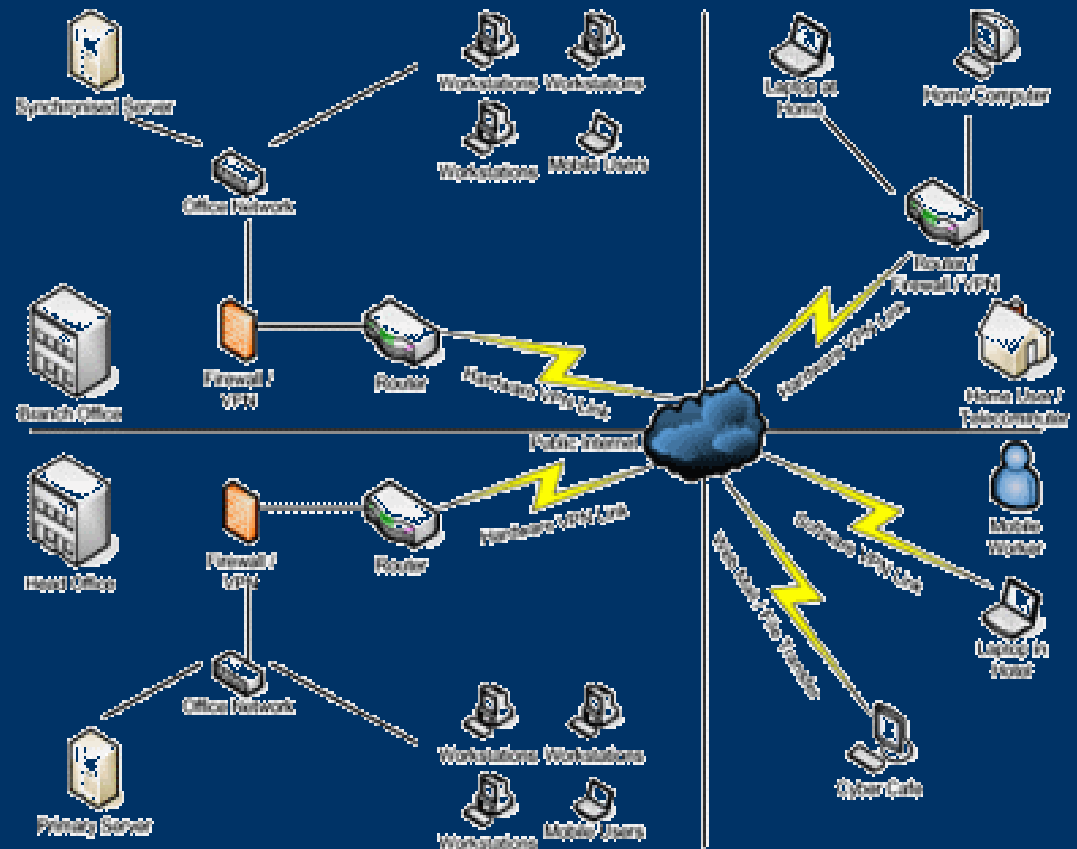
Customer Wishes



- Your customers need accurate information on all shipments and receipts.
- Documents should be quickly reproduced and accessed by your staff – instead, they are often misplaced, misfiled or lost.
- Information needs to be organized clearly for staff to work with customers during a collection process.

Centralized Electronic Documents

- Documents can be retrieved from any system on the network with correct user access rights.
- Documents can be Faxed, Printed, sent via PDF attachment in an eMail or viewed on the screen.
- All documents are in PDF format.
- Documents are grouped by order or by invoice and include all proof of delivery information.

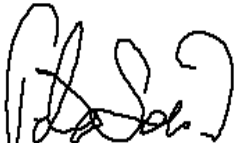


Cost Analysis

- How much time is wasted by staff in collecting supporting documents for collections process?
- Are you damaging your relationship with your customers through a chaotic collections process?
- Is proof of delivery a simple process to manage at your company?



Strengths and Advantages

Initial Release Invoice										
SOLD TO					SHIP TO			Invoice Number		
41 Ltd. Weston ON					41 Ltd. Weston			00176		
								Invoice Date Jul.16/08/Wed		
Customer Code	Sales Order	Order Date	Invoice No.	Invoice Date						
AL	146...	Jul.16/08/Wed	00176...	Jul.16/08/Wed						
Customer P.O.	Required	Shipped	SalesRep	Whse						
VERBAL	Jul.16/08/Wed	Jul.16/08/Wed	00	001						
Source	Ship Via	Payment Terms								
MZ	3 PICKUP ORDER	2%10 Net 30								
Product Code	Description/Messages	Line	Ordered	UOM	Shipped	B/O	Unit Price	T	Discount	Ext
SC17B	BRUSHED CHROME OVAL KNOB,30X20X28MM	001	4	EACH	4			C		
P37B	#8 NICKEL CUP WASHER 25000/BOX	002	2000	EACH	2000			C		
General Comments										
Shipping Info 1 Pallet,										
Shipped Merchandise	Charges	G.S.T.	P.S.T.	Total Invoice						
	0.00		0.00							
PROOF OF DELIVERY REPORT										
Dear Valued Customer: Below is the signature we captured on the delivery of the goods in the attached invoice. This signature was collected by our staff during the delivery of these products to your location. The signature, employee name, date of delivery and time of this delivery is as follows: Please forward payment of this outstanding invoice. If you require any further details on this shipment, please contact Rick Thank You, Accounts Receivable										
Received By: peter Date: 16-Jul-08 Time: 09:09:00										
Signature: 										

- All documents are electronic and backed up daily. Never loose a document again.
- All staff have easy access to retrieve and reproduce any order, invoice or signature file for a customer.
- Simple and quick access to all the information you need for collections.

Next Steps of Action

- Increase the effectiveness of your staff for account collections.
- Improve professionalism of your accounting department.
- Increase customer payment frequency and reduce bad debt.

