



SUITE ACCOUNTING

EASY! AUTOMATED! COMPREHENSIVE! FOOLPROOF!

CTI Software's Accounts Receivable Module, "Suite Accounting" is specifically designed to integrate with Suite Answer Center software. "Suite Accounting" is Windows based software developed for Executive Suites and Answering Services. "Suite Accounting" eliminates the need to manually enter recurring billable items such as suite rental, furniture rental, T1 and Internet Access. It automatically captures all tasks performed for the client including: calls answered, outgoing calls, copy services, conference room rentals and all other services which can be customized for each client on an individual basis. Items are posted to your clients' accounts, and invoices can be generated automatically. Record keeping is simplified! Current account balance information is accessible at all times, with uninterrupted updates on customer activities.

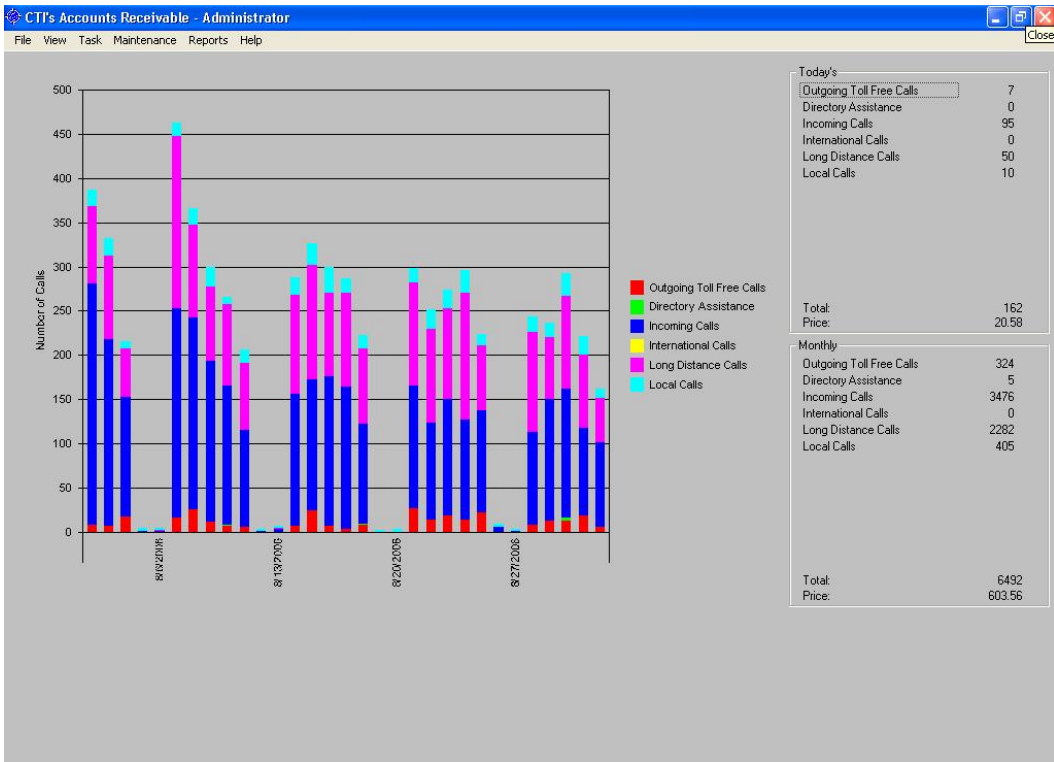
MULTIPLE BENEFITS TO STREAMLINE YOUR BUSINESS!

- Lease Management is simplified.
- Automatically posts all billable outgoing phone calls from SMDR software.
- Generate Invoices/Statements automatically, calculates finance charges if they apply.
- Credit Memos applied quickly and easily.
- Cash Receipts applications have two options:
 - A) Automatic application – Applies payment automatically to oldest outstanding invoice.
 - B) Manual application – Apply payment to statement of your choosing.

GENERATE ACCOUNTING REPORTS

A/R Aging
Cash Receipts Journal
Sales Tax Reports
Customer Ledgers
Invoice Registry
Activities
A/R w/ G/L Codes

Unknown Ext/Acct Code Activity
Sales Report
Phone Calls
Trend Analysis
Customer Maintenance
Sales Tax Codes
Billing Cycles



In Suite Accounting, the system administrator can view real time call charts for your office. A bar graph shows the number of calls coming in and going out of your site. The calls are broken down by incoming calls, local calls, long distance and international calls.

At a glance, you can see the total number of calls that have been processed and the total cost of those calls.

When setting up your client information in Suite Accounting, by entering monthly recurring billable items under the client's profile, their standard monthly charges are automatically posted to the client's account every month, thereby eliminating the need to manually enter recurring monthly charges for billing.

Customer Maintenance

Company: CTI SOFTWARE Customer No.: 2023

General Employees Contract Pricing Lease Info General Notes **Recurring Billing**

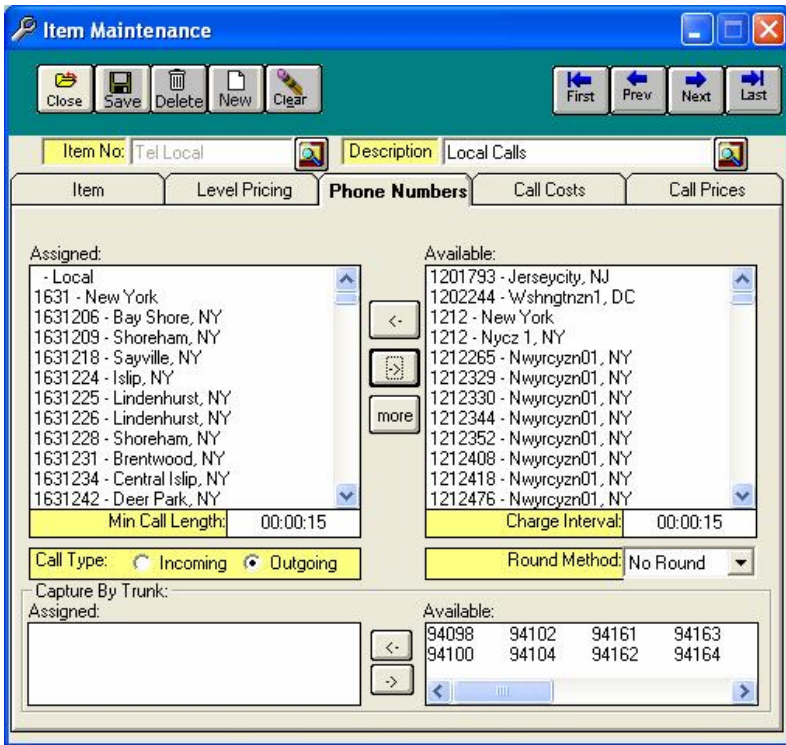
Effective Period	Item No	Description	Qty	Unit	Price	Ext. Price
1/1/2003 - 12/16/2003	Suite	Suite Rental	1	Room	\$2,500.00	\$2,500.00
1/1/2003 - 12/16/2003	Lg Desk	Large Desk	4	Each	\$40.00	\$160.00
1/1/2003 - 12/16/2003	Phone Equi	Phone Equipment	4	Each	\$15.00	\$60.00
1/1/2003 - 1/1/2004	T1	T1 Access	4	Each	\$120.00	\$480.00

Start Date: 1/1/2003 Renewal Date: 12/16/2003
Next Bill Date: 6/23/2003

Item No: Suite Description: Suite Rental
Price: \$2,500.00 QTY: 1 Ext Price: \$2,500.00
Unit Cost: \$0.00 Taxable:
Units of Measure: Room
General Ledger Code: 1000 Default:

Monthly Rent Totals

Subtotal	\$3,200.00
Sales Tax	+\$0.00
Total Rent	\$3,200.00



BUILT IN SMDR SOFTWARE

Have the ability to customize your clients billable calls with Suite Accounting's built in SMDR Software.

Call charges can be set up according to your specifications – (charge intervals, length of call rounding, call cost and call charge prices)

Call charges to your clients can be marked up from your cost on either a price or percentage basis.

AUTOMATICALLY GENERATE MONTHLY INVOICES

Invoices can be automatically generated on a monthly basis. Invoices will show all the monthly activity as line items showing the type of activity, the quantity used, the quantity charged, the unit of measurement for the item, the unit price (if applicable) and the total price for the item.

Invoices also show the last payment amount, the balance forward (if any), total new charges, a total account balance as well as the aging of any past due amounts.

44 JEF RYN BLVD
DEER PARK, NY 11729
516-242-5450 - TEL
516-242-0365 - FAX

INVOICE

Invoice Number	203
Account Number	2023
Billing Period	4/1/2003 to 4/30/2003
Invoice Date	5/7/2003
Payment Terms	Net 30

Bill to:
CTI SOFTWARE
17 BRANDYWINE RD
11111
DEER PARK NY 11729

Client:
CTI SOFTWARE
17 BRANDYWINE RD
11111
DEER PARK NY 11729

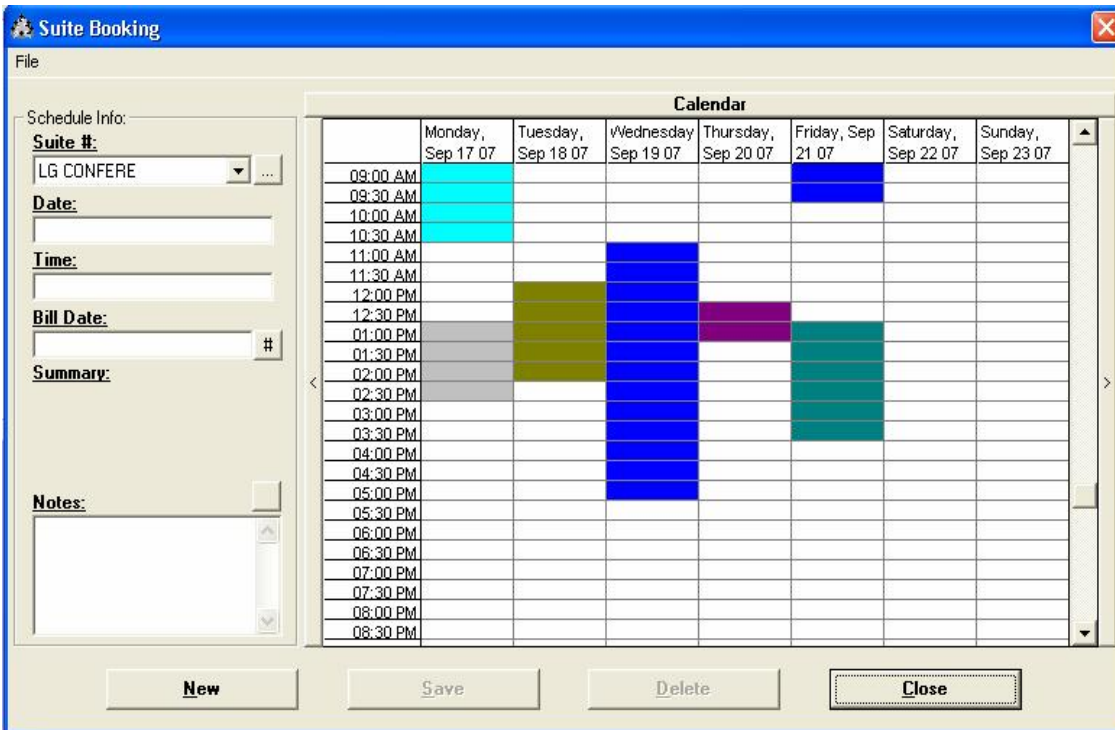
Payment	Balance Forwarded	New Charge	Balance
\$0.00	\$1,421.23	\$3,462.63	\$4,883.86

ITEMIZED ACCOUNT					
Activity	Qty Used	Qty Chrgd	Unit	Unit Price	Ext Price
Incoming Calls	1994.2	1994.2	Mins		\$0.00
Large Desk	4	4	Each	\$40.00	\$160.00
Local Calls	730.4	730.4	Mins		\$73.11
Long Distance Calls	668.0	668.0	Mins		\$114.52
Phone Equipment	4	4	Each	\$15.00	\$60.00
Rented Suite Room	1	1	Each	\$2,500.00	\$2,500.00
Secretarial Services	5	5	Hours	\$15.00	\$75.00
T1 Access	4	4	Each	\$120.00	\$480.00
	0	0	Mins	\$0.00	\$0.00

Current	31 - 60	61 - 90	Over 90	Sub-Total	
\$3,462.63	\$0.00	\$0.00	\$0.00	\$3,462.63	Tax \$0.00
				TOTAL	\$3,462.63

Last Payment - Rec No -

Thank you for your last payment.



NEW

Conference Room Booking Module - Suite Accountings' conference room booking module was designed to allow you to track and schedule conference room usage in addition to automatically posting charges for used conference room time.

Activity Report: (summary or detailed)

Displays the activities posted to client accounts. Activities shown are:

- Phone calls - (incoming, local, long distance and international)
- Manually entered billable items - (Secretarial Services, Copy and Fax machine usage, etc.)
- Suite Rental and other recurring billing charges.
- Suite Answer Center activities

5/15/2003 at 4:34:16 PM

CTI SOFTWARE
Activity Report (Summary)
All Dates

Employee: General

Manually Entered Items:

Description	Qty	Chrgd	Unit	Ext Price
Secretarial Services	5	Hours		\$75.00

Other Items:

Description	Qty	Chrgd	Unit	Ext Price
Suite Rental	1	Room		\$1,500.00

Employee: Roth, Terri

Call Listings:

Description	Qty	Chrgd	Unit	Ext Price
Incoming Calls	121.9	Mins		\$0.00
Local Calls	37.3	Mins		\$0.00
Long Distance Calls	39.8	Mins		\$3.99
	48.7	Mins		\$9.77

Employee: Leuenroth, Ernie

Call Listings:

Description	Qty	Chrgd	Unit	Ext Price
Incoming Calls	428	Mins		\$0.00
Local Calls	1971.9	Mins		\$0.00
Long Distance Calls	437.3	Mins		\$43.79
	552.4	Mins		\$105.03

Employee: Unknown employee

Call Listings:

Description	Qty	Chrgd	Unit	Ext Price
Incoming Calls	26.6	Mins		\$0.00
Local Calls	67.9	Mins		\$6.79