

Microsoft® Business Solutions Financials–Great Plains®



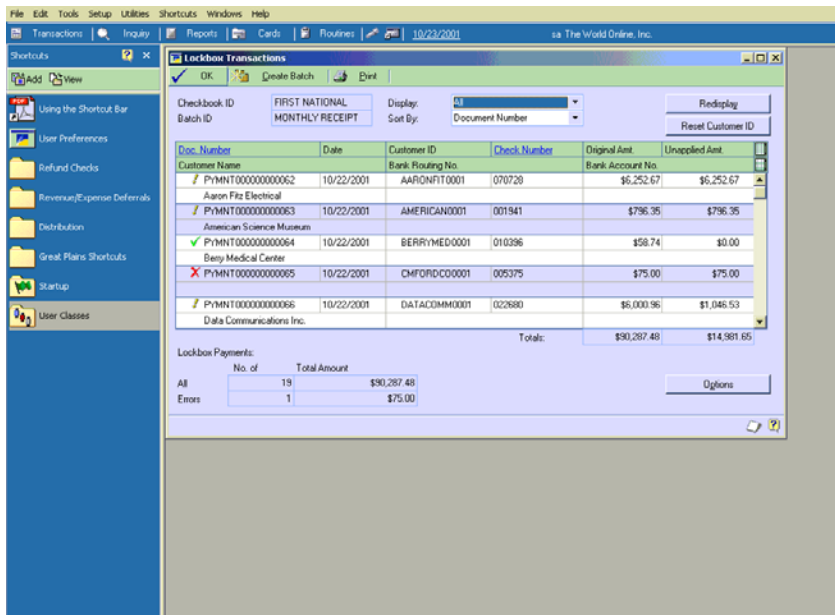
Lockbox Processing

Electronically Connect with Your Bank

Lockbox Processing automatically imports and applies customer payment information from a lockbox transaction file provided by your bank. Because the file is received automatically and applied to Accounts Receivable, Lockbox Processing streamlines manual data entry and cash application while reducing data entry errors. The results include reliable receivables information, improved funds availability, increased productivity and greater fraud protection.

Automate Customer Payment Processes

The Lockbox Transactions window provides an easy interface to quickly process and match transactions. After the Lockbox file from your bank is mapped to the fields within Financials, you are ready to begin receiving customer payment information into Accounts Receivable. A status is assigned to each transaction, which is then either matched with a customer and fully applied, matched with a customer and not fully applied or not matched with a customer until further instructed.



Line item receipts are easily applied from your bank lockbox, and verified for accuracy.

Matching Customer Records

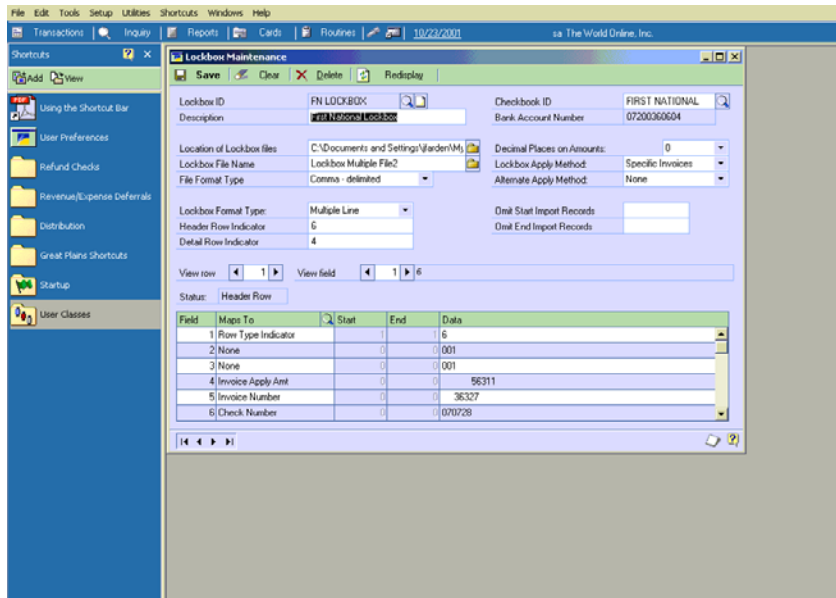
Lockbox Processing uses several different methods to find the appropriate customer to whom the payment applies, such as matching the bank account information, invoice number, or customer number included with the transaction. Over time, Lockbox Processing will also track historical customer activity to improve the client-matching percentage in future transactions.

Adapting to Your Bank Processes

Lockbox Processing works easily with your bank records to automate all steps of applying customer payments to outstanding invoices in Microsoft Business Solutions Financials. If the bank file includes the remittance/invoice information, the payment can be automatically applied to specific invoices. If the bank does not supply a list of the paid invoices, Lockbox Processing can use one of several methods to apply a payment to invoices, including the oldest document, oldest invoice, due date, as well as an option to leave the payments unapplied. The payments that can not be automatically applied will be imported and left as unapplied payments within Cash Receipts. And, Lockbox Processing works with an unlimited number of banks, ensuring your full support for all financial institutions you work with.

Simple Field Mapping

Within Lockbox Processing, the Maintenance feature provides an easy method for mapping to a new lockbox format. Users simply map the locations of key fields in the file—such as the Bank Account or Check Amount—to the appropriate fields within Accounts Receivable. The format can then be saved and used every time customer payment information is imported from your lockbox.



Setup multiple lockbox profiles, mapping your bank's fields to Accounts Receivable fields. Use these profiles time and again for convenience and time savings.