Microsoft®

Microsoft Dynamics™ GP

Fixed Asset Management Sample Reports

Contents

Fixed Asset Management sample reports

This document includes information about and instructions for creating the most common Fixed Asset Management reports. Samples of each report also are included.

The following reports are explained:

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Fixed Assets Book Setup

The Fixed Assets Book Setup report displays the options selected in the Book Setup window. You can print information for a specific book, or for all books that are set up in Fixed Asset Management. The report is sorted by book.

Printing Instructions

1. Choose Tools >> Setup >> Fixed Assets >> Book to open the Book Setup window.

2. To print information for all books, choose File >> Print.

3. To print information for a specific book, enter or select a book ID and choose File >> Print.

4. Select a printing destination and choose OK.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Fixed Assets Book Setup

Ranges:
   Book: First to Last
Sorted By: Book ID

Book ID	Description	Book Index	Current Fiscal Year	Depreciation Period	Auto Add Book Info
AMT	Alternative Minimum Tax	3	2007	Daily	Yes
FEDERAL	Federal Tax	2	2007	Daily	Yes
INTERNAL	Internal	1	2007	Periodic	Yes

      3 Book Setup(s)

Annual Activity

The Annual Activity report displays beginning and ending year values for active assets or assets that were retired during the current fiscal year for the following fields:

- Quantity
- Cost
- Salvage
- Life-to-date depreciation
- Net book value

Printing Instructions

1. Choose Reports >> Fixed Assets >> Activity to open the Activity Reports window.

2. Select Annual Activity from the Reports list and choose New to open the Activity Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Activity Report Options window will be redisplayed.

5. Choose Print.

You can print the Annual Activity Report from either the Activity Reports window or the Activity Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Annual Activity

Annual Activity
For INTERNAL

Ranges:
    Asset ID: 00001-1 to 00009-1
    Description: First to Last
    Asset Type: First to Last
    Structure ID: First to Last
    Class ID: First to Last
    Location ID: First to Last
    Property Type: First to Last
    Date Added: First to Last
Sorted By: Asset ID
Asset ID   Description

      Begin Year   (+)   Additions   (+)   Changes (-)   Retirements (+) Year to Date   (=)   Ending   Net Change
Quantity
Cost
Salvage
Accum Depr
Net Book

	Begin Year	Additions	Changes	Retirements	Year to Date	Ending	Net Change
00001-1 Office Desk							
Quantity	1	0	0	0		1	0
Cost	$1,000.00	$0.00	$0.00	$0.00		$1,000.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$285.72	$0.00	$0.00	$0.00	$23.80	$309.52	$23.80
Net Book	$714.28					$690.48	($23.80)
00002-1 Office Desk							
Quantity	1	0	0	0		1	0
Cost	$1,200.00	$0.00	$0.00	$0.00		$1,200.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$342.86	$0.00	$0.00	$0.00	$28.58	$371.44	$28.58
Net Book	$857.14					$828.56	($28.58)
00003-1 Side Chair							
Quantity	1	0	0	0		1	0
Cost	$650.00	$0.00	$0.00	$0.00		$650.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$170.24	$0.00	$0.00	$0.00	$15.48	$185.72	$15.48
Net Book	$479.76					$464.28	($15.48)
00004-1 Big Automobile							
Quantity	1	0	0	0		1	0
Cost	$42,550.00	$0.00	$0.00	$0.00		$42,550.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$14,892.50	$0.00	$0.00	$0.00	$1,418.34	$16,310.84	$1,418.34
Net Book	$27,657.50					$26,239.16	($1,418.34)
00006-1 PC							
Quantity	1	0	0	0		1	0
Cost	$1,500.00	$0.00	$0.00	$0.00		$1,500.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$450.00	$0.00	$0.00	$0.00	$50.00	$500.00	$50.00
Net Book	$1,050.00					$1,000.00	($50.00)
00007-1 Monitor 17"							
Quantity	1	0	0	0		1	0
Cost	$400.00	$0.00	$0.00	$0.00		$400.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$120.00	$0.00	$0.00	$0.00	$13.34	$133.34	$13.34
Net Book	$280.00					$266.66	($13.34)

Quantity
Cost
Salvage
Accum Depr
Net Book

	Begin Year	Additions	Changes	Retirements	Year to Date	Ending	Net Change
00008-1 Duplicator							
Quantity	1	0	0	0		1	0
Cost	$24,000.00	$0.00	$0.00	$0.00		$24,000.00	$0.00
Salvage	$2,400.00	$0.00	$0.00	$0.00		$2,400.00	$0.00
Accum Depr	$3,857.14	$0.00	$0.00	$0.00	$514.28	$4,371.42	$514.28
Net Book	$20,142.86					$19,628.58	($514.28)
00009-1 Building 1							
Quantity	1	0	0	0		1	0
Cost	$100,000.00	$0.00	$0.00	$0.00		$100,000.00	$0.00
Salvage	$0.00	$0.00	$0.00	$0.00		$0.00	$0.00
Accum Depr	$3,888.89	$0.00	$0.00	$0.00	$555.56	$4,444.45	$555.56
Net Book	$96,111.11					$95,555.55	($555.56)

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Grand Totals:

	Begin Year	Ending	Net Change
Quantity	8	8	0
Cost	$171,300.00	$171,300.00	$0.00
Salvage	$2,400.00	$2,400.00	$0.00
Accum Depr	$24,007.35	$26,626.73	$2,619.38
Net Book	$147,292.65	$144,673.27	($2,619.38)

==================   ================= ==================
     8 Assets

Annual Activity - Cost

Report Writer name

FA Annual Activity - Cost

Report tables

Asset General Information
Master
Asset Book Master
Asset Retirement Master
Asset Cost Account
Account Master
Book Setup

Ranges

Asset ID
Asset Description
Asset Type
Structure ID
Class ID
Location ID
Property Type
Date Added

Sorting options

Asset ID
Asset Description

Book

Any book

The Annual Activity - Cost report displays the beginning and ending year costs of active assets or assets that were retired during the current fiscal year, and activities that changed the cost during the year. This report includes assets that are active or that were retired during the current fiscal year.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Activity to open the Activity Reports window.

2. Select Annual Activity - Cost from the Reports list and choose New to open the Activity Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Activity Report Options window will be redisplayed.

5. Choose Print.

You can print the Annual Activity - Cost Report from either the Activity Reports window or the Activity Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Annual Activity - Cost

```
System:    4/12/2007  11:16:17 AM          Fabrikam, Inc.                                    Page:    1
User Date: 4/12/2007                                                                         User ID:  LESSONUSER1
                                           Annual Activity - Cost
                                           For INTERNAL
Ranges:
   Asset ID:      00001-1 to 00009-1
   Description:   First to Last
   Asset Type:    First to Last
   Structure ID:  First to Last
   Class ID:      First to Last
   Location ID:   First to Last
   Property Type: First to Last
   Date Added:    First to Last
Sorted By: Asset ID
Description
Asset ID            G/L Cost Account Number
-------------------------------------------
                    Begin Year Cost  (+)  Additions  (+)  Changes  (-)  Retirements  (=)  Ending Cost      Net Change
-----------------------------------------------------------------------------------------------------------------------
Office Desk
00001-1             000-1500-00
                        $1,000.00         $0.00          $0.00         $0.00          $1,000.00          $0.00
Office Desk
00002-1             000-1500-00
                        $1,200.00         $0.00          $0.00         $0.00          $1,200.00          $0.00
Side Chair
00003-1             000-1500-00
                          $650.00         $0.00          $0.00         $0.00            $650.00          $0.00
Big Automobile
00004-1             000-1530-00
                       $42,550.00         $0.00          $0.00         $0.00         $42,550.00          $0.00
PC
00006-1             000-1510-00
                        $1,500.00         $0.00          $0.00         $0.00          $1,500.00          $0.00
Monitor 17"
00007-1             000-1510-00
                          $400.00         $0.00          $0.00         $0.00            $400.00          $0.00
Duplicator
00008-1             000-1520-00
                       $24,000.00         $0.00          $0.00         $0.00         $24,000.00          $0.00
Building 1
00009-1             000-1500-00
                      $100,000.00         $0.00          $0.00         $0.00        $100,000.00          $0.00
                   ----------------- ------------------ ------------------ ----------------- ----------------- ------------------
                      $171,300.00         $0.00          $0.00         $0.00        $171,300.00          $0.00
                   ================= ================== ================== ================= ================= ==================
        8 Assets
```

Fixed Assets to General Ledger Reconciliation

Report Writer name
    FA Fixed Assets to General
      Ledger Reconciliation

Report tables
    Asset Financial Detail Master
    Asset General Information
      Master
    Account Master

Ranges
    Asset ID
    Structure ID
    Class ID
    Location ID
    G/L Posting Trx Date
    FA Period
    FA Year
    Source Document
    G/L Account Number
    Transaction Account Type
    Batch Number

Include
    Only Not Integrated

Book
    Any book

The Fixed Assets to General Ledger Reconciliation report displays debit and credit totals by General Ledger account number. You can use the information in this report when you reconcile Fixed Asset Management periodic activity to General Ledger. The report is sorted by account.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Activity to open the Activity Reports window.

2. Select Fixed Assets to General Ledger Reconciliation from the Reports list and choose New to open the Activity Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Mark the In Detail option to print the detailed report. If the In Detail option is unmarked, the Fixed Assets to General Ledger Reconciliation - Summary Report will be printed.

5. Choose Destination. Select a printing destination and choose OK. The Activity Report Options window will be redisplayed.

6. Choose Print.

You can print the Fixed Assets to General Ledger Reconciliation Report from either the Activity Reports window or the Activity Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Fixed Assets to General Ledger Reconciliation

```
Ranges:
    Asset ID:      First to Last
    Structure ID:  First to Last
    Class ID:      First to Last              Trx Acct Type: First to Last
    Location ID:   First to Last              Batch Number:  First to Last
    GL Post Date:  First to Last
    FA Period:     First to Last
    FA Year:       First to Last
    Source Doc:    FAADD to FAADJ
    GL Post Acct:  First to Last
Sorted By: Account
```

Account Number	Account Description					Debit	Credit	Net
	Asset ID	Per/Year	GL Post Date	Batch Number	FA Srce			
000-1500-00	Furniture & Fixtures							
00001-1		1/2005	12/31/2006	FATRX00000001	FAADD	$1,000.00	$0.00	$1,000.00
00002-1		1/2005	12/31/2006	FATRX00000001	FAADD	$1,200.00	$0.00	$1,200.00
00003-1		3/2005	12/31/2006	FATRX00000001	FAADD	$650.00	$0.00	$650.00
00009-1		11/2005	12/31/2006	FATRX00000001	FAADD	$100,000.00	$0.00	$100,000.00
00010-1		11/2005	12/31/2006	FATRX00000001	FAADD	$120,000.00	$0.00	$120,000.00
00019-1		10/2006	12/31/2006	FATRX00000001	FAADD	$500.00	$0.00	$500.00
00020-1		10/2006	12/31/2006	FATRX00000001	FAADD	$2,200.00	$0.00	$2,200.00
00021-1		11/2006	12/31/2006	FATRX00000001	FAADD	$3,000.00	$0.00	$3,000.00
00022-1		1/2007	1/31/2007	FATRX00000002	FAADD	$1,600.00	$0.00	$1,600.00
00023-1		1/2007	1/31/2007	FATRX00000002	FAADD	$600.00	$0.00	$600.00
00024-1		2/2007	0/0/0000		FAADD	$1,000.00	$0.00	$1,000.00
000-1500-00	Furniture & Fixtures			Total		$231,750.00	$0.00	$231,750.00
000-1510-00	Computer Equipment							
00006-1		7/2005	12/31/2006	FATRX00000001	FAADD	$1,500.00	$0.00	$1,500.00
00007-1		7/2005	12/31/2006	FATRX00000001	FAADD	$400.00	$0.00	$400.00
00013-1		3/2006	12/31/2006	FATRX00000001	FAADD	$4,500.00	$0.00	$4,500.00
00014-1		4/2006	12/31/2006	FATRX00000001	FAADD	$1,300.00	$0.00	$1,300.00
00015-1		4/2006	12/31/2006	FATRX00000001	FAADD	$400.00	$0.00	$400.00
000-1510-00	Computer Equipment			Total		$8,100.00	$0.00	$8,100.00
000-1520-00	Machinery & Equipment							
00008-1		10/2005	12/31/2006	FATRX00000001	FAADD	$24,000.00	$0.00	$24,000.00
00016-1		5/2006	12/31/2006	FATRX00000001	FAADD	$1,200.00	$0.00	$1,200.00
00017-1		6/2006	12/31/2006	FATRX00000001	FAADD	$15,000.00	$0.00	$15,000.00
00018-1		8/2006	12/31/2006	FATRX00000001	FAADD	$12,000.00	$0.00	$12,000.00
000-1520-00	Machinery & Equipment			Total		$52,200.00	$0.00	$52,200.00
000-1530-00	Fleet Vehicles							
00004-1		4/2005	12/31/2006	FATRX00000001	FAADD	$42,550.00	$0.00	$42,550.00
00005-1		5/2005	12/31/2006	FATRX00000001	FAADD	$18,550.00	$0.00	$18,550.00
00011-1		1/2006	12/31/2006	FATRX00000001	FAADD	$65,000.00	$0.00	$65,000.00
00012-1		1/2006	12/31/2006	FATRX00000001	FAADD	$16,500.00	$0.00	$16,500.00
000-1530-00	Fleet Vehicles			Total		$142,600.00	$0.00	$142,600.00
000-1590-00	FA Clearing							
00001-1		1/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($1,000.00)	($1,000.00)
00002-1		1/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($1,200.00)	($1,200.00)
00003-1		3/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($650.00)	($650.00)
00004-1		4/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($42,550.00)	($42,550.00)
00005-1		5/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($18,550.00)	($18,550.00)
00006-1		7/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($1,500.00)	($1,500.00)
00007-1		7/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($400.00)	($400.00)
00008-1		10/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($24,000.00)	($24,000.00)
00009-1		11/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($100,000.00)	($100,000.00)
00010-1		11/2005	12/31/2006	FATRX00000001	FAADD	$0.00	($120,000.00)	($120,000.00)
00011-1		1/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($65,000.00)	($65,000.00)
00012-1		1/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($16,500.00)	($16,500.00)
00013-1		3/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($4,500.00)	($4,500.00)
00014-1		4/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($1,300.00)	($1,300.00)
00015-1		4/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($400.00)	($400.00)
00016-1		5/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($1,200.00)	($1,200.00)
00017-1		6/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($15,000.00)	($15,000.00)
00018-1		8/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($12,000.00)	($12,000.00)
00019-1		10/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($500.00)	($500.00)
00020-1		10/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($2,200.00)	($2,200.00)
00021-1		11/2006	12/31/2006	FATRX00000001	FAADD	$0.00	($3,000.00)	($3,000.00)
00022-1		1/2007	1/31/2007	FATRX00000002	FAADD	$0.00	($1,600.00)	($1,600.00)
00023-1		1/2007	1/31/2007	FATRX00000002	FAADD	$0.00	($600.00)	($600.00)
00024-1		2/2007	0/0/0000		FAADD	$0.00	($1,000.00)	($1,000.00)
000-1590-00	FA Clearing			Total		$0.00	($434,650.00)	($434,650.00)
				Total		$434,650.00	($434,650.00)	$0.00

```
        5 Accounts
```

Book to Book Reconciliation

The Book to Book Reconciliation report displays the cost basis, year-to-date depreciation, life-to-date depreciation, and net book value for two selected books for each asset. The report is sorted by asset ID, then suffix, then asset index, then book index.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Comparison to open the Comparison Reports window.

2. Select Book to Book Reconciliation from the Reports list and choose New to open the Comparison Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Comparison Report Options window will be redisplayed.

5. Choose Print.

You can print the Book to Book Reconciliation Report from either the Comparison Reports window or the Comparison Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Book to Book Reconciliation

```
                                        Book to Book Reconciliation
                                        For FEDERAL        to AMT
Ranges:
    Asset ID:      00001-1 to 00008-1
    Description:   First to Last
    Asset Type:    First to Last                        Fully Depr Dt: First to Last
    Structure ID:  First to Last                        Depr Method:   First to Last
    Class ID:      First to Last                        Avg Conv:      First to Last
    Location ID:   First to Last                        Cost Basis:    First to Last
    Property Type: First to Last                        YTD Depr:      First to Last
    Pl in Svc Date:First to Last                        Accum Depr:    First to Last
    Acquire Date:  First to Last                        Description:   First to Last
Sorted By: Asset ID
Include:   Status:  Active  Retired
Asset ID          Description
Class ID        Structure ID              Location ID
-------------------------------------------------------------------------------------------------------------
  Book ID    Depr Thru  Convention    Method              Cost Basis      YTD Depr     Accum Depr      Net Book
-------------------------------------------------------------------------------------------------------------
00001-1          Office Desk
FURN       200                     ALPHARETTA
  FEDERAL  2/28/2007  Half-Year    200% DB          $1,000.00        $28.28        $416.04       $583.96
  AMT      2/28/2007  Half-Year    150% DB          $1,000.00        $19.07        $232.82       $767.18
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $9.21        $183.22      ($183.22)
                                                ------------------ ------------------ ------------------ ------------------

00002-1          Office Desk
FURN       200                     ALPHARETTA
  FEDERAL  2/28/2007  Half-Year    200% DB          $1,200.00        $33.93        $499.24       $700.76
  AMT      2/28/2007  Half-Year    150% DB          $1,200.00        $22.88        $279.38       $920.62
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00        $11.05        $219.86      ($219.86)
                                                ------------------ ------------------ ------------------ ------------------

00003-1          Side Chair
FURN       100                     ALPHARETTA
  FEDERAL  2/28/2007  Half-Year    200% DB            $650.00        $18.38        $270.42       $379.58
  AMT      2/28/2007  Half-Year    150% DB            $650.00        $12.39        $151.33       $498.67
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $5.99        $119.09      ($119.09)
                                                ------------------ ------------------ ------------------ ------------------

00004-1          Big Automobile
AUTO       100                     ALPHARETTA
  FEDERAL  2/28/2007  Half-Year    200% DB         $42,550.00       $476.85      $8,436.85    $34,113.15
  AMT      2/28/2007  Half-Year    150% DB         $42,550.00       $476.85      $8,436.85    $34,113.15
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $0.00          $0.00         $0.00
                                                ------------------ ------------------ ------------------ ------------------

00005-1          Little Truck                                                                    * RET *
LTRK       400                     ALPHARETTA
  FEDERAL  7/1/2006   Half-Year    200% DB         $18,550.00        $0.00      $5,489.88    $13,060.12
  AMT      7/1/2006   Half-Year    150% DB         $18,550.00        $0.00      $5,128.20    $13,421.80
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $0.00        $361.68      ($361.68)
                                                ------------------ ------------------ ------------------ ------------------

00006-1          PC
COMP       200                     ATLANTA
  FEDERAL  2/28/2007  Half-Year    200% DB          $1,500.00        $46.55        $826.55       $673.45
  AMT      2/28/2007  Half-Year    150% DB          $1,500.00        $43.28        $650.78       $849.22
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $3.27        $175.77      ($175.77)
                                                ------------------ ------------------ ------------------ ------------------

00007-1          Monitor 17"
COMP       200                     ATLANTA
  FEDERAL  2/28/2007  Half-Year    200% DB            $400.00        $12.41        $220.41       $179.59
  AMT      2/28/2007  Half-Year    150% DB            $400.00        $11.54        $173.54       $226.46
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00         $0.87         $46.87       ($46.87)
                                                ------------------ ------------------ ------------------ ------------------

00008-1          Duplicator
EQPT       600                     ATLANTA
  FEDERAL  2/28/2007  Half-Year    200% DB         $24,000.00       $678.63      $9,984.75    $14,015.25
  AMT      2/28/2007  Half-Year    150% DB         $24,000.00       $457.53      $5,587.53    $18,412.47
                                                ------------------ ------------------ ------------------ ------------------
                                                     $0.00       $221.10      $4,397.22    ($4,397.22)
                                                ------------------ ------------------ ------------------ ------------------

        8 Assets
```

Book to Book YTD Depreciation Comparison

The Book to Book YTD Depreciation Comparison report displays the year-to-date depreciation amounts and the difference between the amounts for two selected books. The report is sorted by asset ID, then suffix, then asset index, then book index.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Comparison to open the Comparison Reports window.

2. Select Book to Book YTD Depreciation Comparison from the Reports list and choose New to open the Comparison Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Comparison Report Options window will be redisplayed.

5. Choose Print.

You can print the Book to Book YTD Depreciation Comparison Report from either the Comparison Reports window or the Comparison Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Book to Book YTD Depreciation Comparison

```
System:     4/12/2007  11:22:47 AM          Fabrikam, Inc.                                      Page:    1
User Date: 4/12/2007                                                                            User ID:  LESSONUSER1
                                            Book to Book YTD Depreciation Comparison
                                            For FEDERAL        to AMT
Ranges:
   Asset ID:     00001-1 to 00014-1
   Description:  First to Last
   Asset Type:   First to Last             Acquire Date:  First to Last
   Structure ID: First to Last             Fully Depr Dt: First to Last
   Class ID:     First to Last             YTD Depr:      First to Last
   Location ID:  First to Last             Depr Method:   First to Last
   Property Type: First to Last            Avg Conv:      First to Last
   Pl in Svc Date:First to Last
Sorted By: Asset ID
Include:   Status: Active  Retired
Asset ID            Description                  FEDERAL         AMT                  Difference
------------------------------------------------------------------------------------------------------------
00001-1             Office Desk                   $28.28          $19.07                 $9.21
00002-1             Office Desk                   $33.93          $22.88                $11.05
00003-1             Side Chair                    $18.38          $12.39                 $5.99
00004-1             Big Automobile               $476.85         $476.85                 $0.00
00005-1             Little Truck                   $0.00           $0.00                 $0.00        * RET *
00006-1             PC                            $46.55          $43.28                 $3.27
00007-1             Monitor 17"                   $12.41          $11.54                 $0.87
00008-1             Duplicator                   $678.63         $457.53               $221.10
00009-1             Building 1                   $414.47         $404.11                $10.36
00010-1             Building2                    $497.37         $484.94                $12.43
00011-1             Fancy Automobile             $792.06         $792.06                 $0.00
00012-1             Cool Truck                   $792.06         $680.12               $111.94
00013-1             Laser Printer                $232.77         $185.49                $47.28
00014-1             PC                            $67.24          $53.58                $13.66
                                              ------------------ ------------------ -------------------
        14 Assets                              $4,091.00        $3,643.84             $447.16
                                              ================== ================== ===================
```

Depreciation Detail

Report Writer name

FA Depreciation Detail

Report tables

Asset General Information
  Master
Asset Book Master
Asset Financial Detail Master
Book Setup

Ranges

Asset ID
Asset Description
Asset Type
Structure ID
Class ID
Location ID
Property Type
Place in Service Date
Acquisition Date
Fiscal Year Added
FA Period
FA Year
Original Life
Remaining Life
Cost Basis
Depreciation Method
Averaging Convention

Include

Active
Retired
Partial Open

Book

Any book

The Depreciation Detail report displays the periodic depreciation amount for each asset for a specific book, as well as the date the asset was placed in service, and the depreciation method and averaging convention used for the asset. The report is sorted by asset ID, then suffix, then asset index.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Depreciation to open the Depreciation Reports window.

2. Select Depreciation Detail from the Reports list and choose New to open the Depreciation Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Depreciation Report Options window will be redisplayed.

5. Choose Print.

You can print the Depreciation Detail Report from either the Depreciation Reports window or the Depreciation Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Depreciation Detail

```
Ranges:
    Asset ID:      00001-1 to 00002-1
    Description:   First to Last
    Asset Type:    First to Last              FA Period:    First to Last
    Structure ID:  First to Last              FA Year:      First to Last
    Class ID:      First to Last              Orig Life:    First to Last
    Location ID:   First to Last              Rem Life:     First to Last
    Property Type: First to Last              Cost Basis:   First to Last
    Pl in Svc Date:First to Last              Depr Method:  First to Last
    Acquire Date:  First to Last              Avg Conv:     First to Last
    Year Added:    First to Last
Sorted By: Asset ID
Include:   Status:  Active  Retired
Asset ID          Description
----------------------------------------------------------------
Pl in Svc  Method             Orig      Cost Basis   Per/Year   Depr From   Depr To          Amount
Depr Thru  Convention         Rem
------------------------------------------------------------------------------------------------------------------
00001-1              Office Desk
 1/1/2005   Straight-Line Ori  07-000     $1,000.00
 2/28/2007  Full Period        04-306
                                                      1/2005    1/1/2005    1/31/2005         $11.90
                                                      2/2005    2/1/2005    2/28/2005         $11.90
                                                      3/2005    3/1/2005    3/31/2005         $11.90
                                                      4/2005    4/1/2005    4/30/2005         $11.90
                                                      5/2005    5/1/2005    5/31/2005         $11.90
                                                      6/2005    6/1/2005    6/30/2005         $11.90
                                                      7/2005    7/1/2005    7/31/2005         $11.90
                                                      8/2005    8/1/2005    8/31/2005         $11.90
                                                      9/2005    9/1/2005    9/30/2005         $11.90
                                                     10/2005   10/1/2005   10/31/2005         $11.90
                                                     11/2005   11/1/2005   11/30/2005         $11.90
                                                     12/2005   12/1/2005   12/31/2005         $11.96
                                                      1/2006    1/1/2006    1/31/2006         $11.90
                                                      2/2006    2/1/2006    2/28/2006         $11.90
                                                      3/2006    3/1/2006    3/31/2006         $11.90
                                                      4/2006    4/1/2006    4/30/2006         $11.90
                                                      5/2006    5/1/2006    5/31/2006         $11.90
                                                      6/2006    6/1/2006    6/30/2006         $11.90
                                                      7/2006    7/1/2006    7/31/2006         $11.90
                                                      8/2006    8/1/2006    8/31/2006         $11.90
                                                      9/2006    9/1/2006    9/30/2006         $11.90
                                                     10/2006   10/1/2006   10/31/2006         $11.90
                                                     11/2006   11/1/2006   11/30/2006         $11.90
                                                     12/2006   12/1/2006   12/31/2006         $11.96
                                                      1/2007    1/1/2007    1/31/2007         $11.90
                                                      2/2007    2/1/2007    2/28/2007         $11.90
                                                                                      -------------------
                                           Total for Asset: 00001-1                          $309.52
00002-1              Office Desk
 1/31/2005  Straight-Line Ori  07-000     $1,200.00
 2/28/2007  Full Period        04-306
                                                      1/2005    1/1/2005    1/31/2005         $14.29
                                                      2/2005    2/1/2005    2/28/2005         $14.29
                                                      3/2005    3/1/2005    3/31/2005         $14.29
                                                      4/2005    4/1/2005    4/30/2005         $14.29
                                                      5/2005    5/1/2005    5/31/2005         $14.29
                                                      6/2005    6/1/2005    6/30/2005         $14.29
                                                      7/2005    7/1/2005    7/31/2005         $14.29
                                                      8/2005    8/1/2005    8/31/2005         $14.29
                                                      9/2005    9/1/2005    9/30/2005         $14.29
                                                     10/2005   10/1/2005   10/31/2005         $14.29
                                                     11/2005   11/1/2005   11/30/2005         $14.29
                                                     12/2005   12/1/2005   12/31/2005         $14.24
                                                      1/2006    1/1/2006    1/31/2006         $14.29
                                                      2/2006    2/1/2006    2/28/2006         $14.29
                                                      3/2006    3/1/2006    3/31/2006         $14.29
                                                      4/2006    4/1/2006    4/30/2006         $14.29
                                                      5/2006    5/1/2006    5/31/2006         $14.29
                                                      6/2006    6/1/2006    6/30/2006         $14.29
                                                      7/2006    7/1/2006    7/31/2006         $14.29
                                                      8/2006    8/1/2006    8/31/2006         $14.29
                                                      9/2006    9/1/2006    9/30/2006         $14.29
                                                     10/2006   10/1/2006   10/31/2006         $14.29
                                                     11/2006   11/1/2006   11/30/2006         $14.29
                                                     12/2006   12/1/2006   12/31/2006         $14.24
                                                      1/2007    1/1/2007    1/31/2007         $14.29
                                                      2/2007    2/1/2007    2/28/2007         $14.29
                                                                                      -------------------
                                           Total for Asset: 00002-1                          $371.44
                            -------------------                       ---------------------
            2 Assets              $2,200.00                                   $680.96
                            ===================                       =====================
```

Depreciation Expense to General Ledger

Report Writer name

FA Depreciation Expense to
General Ledger

Report tables

Asset General Information
Master

Asset Book Master

Asset Financial Detail Master

Book Setup

Account Master

Ranges

Asset ID

Asset Description

Asset Type

Structure ID

Class ID

Location ID

Property Type

Amortization Code

Place in Service Date

Acquisition Date

G/L Posting Trx Date

Fiscal Year Added

FA Period

FA Year

Source Document

G/L Account Number

Include

Active

Retired

Partial Open

Book

Corporate book only

The Depreciation Expense to General Ledger report displays the periodic depreciation amounts for the corporate book of each asset for each General Ledger expense account. The report is sorted by account number, then asset ID, then suffix, then asset index.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Depreciation to open the Depreciation Reports window.

2. Select Depreciation Expense to General Ledger from the Reports list and choose New to open the Depreciation Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Depreciation Report Options window will be redisplayed.

5. Choose Print.

You can print the Depreciation Expense to General Ledger Report from either the Depreciation Reports window or the Depreciation Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Depreciation Expense to General Ledger

                                              Depreciation Expense to General Ledger

```
Ranges:
    Asset ID:       00001-1 to 00002-1
    Description:    First to Last
    Asset Type:     First to Last                   Acquire Date:  First to Last
    Structure ID:   First to Last                   GL Post Date:  First to Last
    Class ID:       First to Last                   Year Added:    First to Last
    Location ID:    First to Last                   FA Period:     First to Last
    Property Type:  First to Last                   FA Year:       First to Last
    Amort Code:     First to Last                   Source Doc:    First to Last
    Pl in Svc Date: First to Last                   GL Post Acct:  First to Last
Sorted By: Asset ID
Include:   Status:  Active  Retired
G/L Account Number      Account Description          --- GL --- --------- Fixed Assets ---------
 Asset ID               Asset Description       FA Srce  Post Date Depr From  Depr To    Per/Year            Amount
---------------------------------------------------------------------------------------------------------------------
000-6200-00             Depreciation Expense - Furniture & Fixtures
 00001-1                Office Desk
                                                FADEP   12/31/2006 1/1/2005   1/31/2005    1/2005            $11.90
                                                FADEP   12/31/2006 2/1/2005   2/28/2005    2/2005            $11.90
                                                FADEP   12/31/2006 3/1/2005   3/31/2005    3/2005            $11.90
                                                FADEP   12/31/2006 4/1/2005   4/30/2005    4/2005            $11.90
                                                FADEP   12/31/2006 5/1/2005   5/31/2005    5/2005            $11.90
                                                FADEP   12/31/2006 6/1/2005   6/30/2005    6/2005            $11.90
                                                FADEP   12/31/2006 7/1/2005   7/31/2005    7/2005            $11.90
                                                FADEP   12/31/2006 8/1/2005   8/31/2005    8/2005            $11.90
                                                FADEP   12/31/2006 9/1/2005   9/30/2005    9/2005            $11.90
                                                FADEP   12/31/2006 10/1/2005  10/31/2005   10/2005           $11.90
                                                FADEP   12/31/2006 11/1/2005  11/30/2005   11/2005           $11.90
                                                FADEP   12/31/2006 12/1/2005  12/31/2005   12/2005           $11.96
                                                FADEP   12/31/2006 1/1/2006   1/31/2006    1/2006            $11.90
                                                FADEP   12/31/2006 2/1/2006   2/28/2006    2/2006            $11.90
                                                FADEP   12/31/2006 3/1/2006   3/31/2006    3/2006            $11.90
                                                FADEP   12/31/2006 4/1/2006   4/30/2006    4/2006            $11.90
                                                FADEP   12/31/2006 5/1/2006   5/31/2006    5/2006            $11.90
                                                FADEP   12/31/2006 6/1/2006   6/30/2006    6/2006            $11.90
                                                FADEP   12/31/2006 7/1/2006   7/31/2006    7/2006            $11.90
                                                FADEP   12/31/2006 8/1/2006   8/31/2006    8/2006            $11.90
                                                FADEP   12/31/2006 9/1/2006   9/30/2006    9/2006            $11.90
                                                FADEP   12/31/2006 10/1/2006  10/31/2006   10/2006           $11.90
                                                FAXFR   12/31/2006 11/1/2006  11/30/2006   11/2006           $11.90
                                                FADEP   12/31/2006 12/1/2006  12/31/2006   12/2006           $11.96
                                                FADEP   1/31/2007  1/1/2007   1/31/2007    1/2007            $11.90
                                                FADEP   0/0/0000   2/1/2007   2/28/2007    2/2007            $11.90
 00002-1                Office Desk
                                                FADEP   12/31/2006 1/1/2005   1/31/2005    1/2005            $14.29
                                                FADEP   12/31/2006 2/1/2005   2/28/2005    2/2005            $14.29
                                                FADEP   12/31/2006 3/1/2005   3/31/2005    3/2005            $14.29
                                                FADEP   12/31/2006 4/1/2005   4/30/2005    4/2005            $14.29
                                                FADEP   12/31/2006 5/1/2005   5/31/2005    5/2005            $14.29
                                                FADEP   12/31/2006 6/1/2005   6/30/2005    6/2005            $14.29
                                                FADEP   12/31/2006 7/1/2005   7/31/2005    7/2005            $14.29
                                                FADEP   12/31/2006 8/1/2005   8/31/2005    8/2005            $14.29
                                                FADEP   12/31/2006 9/1/2005   9/30/2005    9/2005            $14.29
                                                FADEP   12/31/2006 10/1/2005  10/31/2005   10/2005           $14.29
                                                FADEP   12/31/2006 11/1/2005  11/30/2005   11/2005           $14.29
                                                FADEP   12/31/2006 12/1/2005  12/31/2005   12/2005           $14.24
                                                FADEP   12/31/2006 1/1/2006   1/31/2006    1/2006            $14.29
                                                FADEP   12/31/2006 2/1/2006   2/28/2006    2/2006            $14.29
                                                FADEP   12/31/2006 3/1/2006   3/31/2006    3/2006            $14.29
                                                FADEP   12/31/2006 4/1/2006   4/30/2006    4/2006            $14.29
                                                FADEP   12/31/2006 5/1/2006   5/31/2006    5/2006            $14.29
                                                FADEP   12/31/2006 6/1/2006   6/30/2006    6/2006            $14.29
                                                FADEP   12/31/2006 7/1/2006   7/31/2006    7/2006            $14.29
                                                FADEP   12/31/2006 8/1/2006   8/31/2006    8/2006            $14.29
                                                FADEP   12/31/2006 9/1/2006   9/30/2006    9/2006            $14.29
                                                FADEP   12/31/2006 10/1/2006  10/31/2006   10/2006           $14.29
                                                FADEP   12/31/2006 11/1/2006  11/30/2006   11/2006           $14.29
                                                FADEP   12/31/2006 12/1/2006  12/31/2006   12/2006           $14.24
                                                FADEP   1/31/2007  1/1/2007   1/31/2007    1/2007            $14.29
                                                FADEP   0/0/0000   2/1/2007   2/28/2007    2/2007            $14.29
                                                                                                       ------------------
                                                         Total for Account: 000-6200-00                      $680.96
                                                                                                       ==================
                                                                                                       ------------------
                        1 Accounts                                                      Grand Total:         $680.96
                                                                                                       ==================
```

Depreciation Ledger

Report Writer name

FA Depreciation Ledger

Report tables

Asset General Information
    Master
Asset Book Master
Book Setup

Ranges

Asset ID
Asset Description
Asset Type
Structure ID
Class ID
Location ID
Property Type
Place in Service Date
Acquisition Date
Fully Depreciated Date
Switchover Date
Depreciation Method
Averaging Convention
Original Life
Remaining Life
Cost Basis
YTD Depreciation
LTD Depreciation
Net Book

Sorting options

Asset ID
Asset Index
Asset Description
Location ID
Class ID
Structure ID
Place in Service Date
Depreciated to Date

Include

Active
Retired
Partial Open

Book

Any Book

The Depreciation Ledger report displays general depreciation information for each asset for a specific book, including the cost basis, year-to-date and life-to-date depreciation amounts, and net book value. The depreciation method and averaging convention used for the asset, and the date the asset was placed in service also are displayed in this report.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Depreciation to open the Comparison Reports window.

2. Select Depreciation Ledger from the Reports list and choose New to open the Depreciation Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Depreciation Report Options window will be redisplayed.

5. Choose Print.

You can print the Depreciation Ledger Report from either the Depreciation Reports window or the Depreciation Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Depreciation Ledger

                                           Depreciation Ledger
                                           For INTERNAL

Ranges:
    Asset ID: 00001-1 to 00014-1
    Description: First to Last
    Asset Type: First to Last   Depr Method: First to Last
    Structure ID: First to Last   Avg Conv: First to Last
    Class ID: First to Last   Orig Life: First to Last
    Location ID: First to Last   Rem Life: First to Last
    Property Type: First to Last   Cost Basis: First to Last
    Pl in Svc Date: First to Last   YTD Depr: First to Last
    Acquire Date: First to Last   Accum Depr: First to Last
    Fully Depr Dt: First to Last   Net Book: First to Last
    Switchover Dt: First to Last
Sorted By: Asset ID
Include: Status: Active Retired
Asset ID   Description

Pl in Svc	Method	Orig	Cost Basis	Curr Depr	YTD Depr	Accum Depr	Net Book
Depr Thru	Convention	Rem					
Amort Code	Amort Amt/Pct						

Asset ID	Description						
00001-1	Office Desk						
1/1/2005	Straight-Line Ori	07-000	$1,000.00	$11.90	$23.80	$309.52	$690.48
2/28/2007	Full Period	04-306					
	$0.00						
00002-1	Office Desk						
1/31/2005	Straight-Line Ori	07-000	$1,200.00	$14.29	$28.58	$371.44	$828.56
2/28/2007	Full Period	04-306					
	$0.00						
00003-1	Side Chair						
3/1/2005	Straight-Line Ori	07-000	$650.00	$7.74	$15.48	$185.72	$464.28
2/28/2007	Full Period	05-000					
	$0.00						
00004-1	Big Automobile						
4/1/2005	Straight-Line Ori	05-000	$42,550.00	$709.17	$1,418.34	$16,310.84	$26,239.16
2/28/2007	Full Period	03-031					
	$0.00						
00005-1	Little Truck						* RET *
5/15/2005	Straight-Line Ori	05-000	$18,550.00	$0.00	$0.00	$5,565.03	$12,984.97
10/31/2006	Full Period	03-181					
	$0.00						
00006-1	PC						
7/1/2005	Straight-Line Ori	05-000	$1,500.00	$25.00	$50.00	$500.00	$1,000.00
2/28/2007	Full Period	03-122					
	$0.00						
00007-1	Monitor 17"						
7/1/2005	Straight-Line Ori	05-000	$400.00	$6.67	$13.34	$133.34	$266.66
2/28/2007	Full Period	03-122					
	$0.00						
00008-1	Duplicator						
10/1/2005	Straight-Line Ori	07-000	$24,000.00	$257.14	$514.28	$4,371.42	$19,628.58
2/28/2007	Full Period	05-215					
	$0.00						
00009-1	Building 1						
11/1/2005	Straight-Line Ori	30-000	$100,000.00	$277.78	$555.56	$4,444.45	$95,555.55
2/28/2007	Full Period	28-245					
	$0.00						
00010-1	Building2						
11/1/2005	Straight-Line Ori	30-000	$120,000.00	$333.33	$666.66	$5,333.33	$114,666.67
2/28/2007	Full Period	28-245					
	$0.00						
00011-1	Fancy Automobile						
1/1/2006	Straight-Line Ori	05-000	$65,000.00	$1,083.33	$2,166.66	$15,166.66	$49,833.34
2/28/2007	Full Period	03-306					
	$0.00						
00012-1	Cool Truck						
1/31/2006	Straight-Line Ori	05-000	$16,500.00	$275.00	$550.00	$3,850.00	$12,650.00
2/28/2007	Full Period	03-306					
	$0.00						
00013-1	Laser Printer						
3/1/2006	Straight-Line Ori	05-000	$4,500.00	$75.00	$150.00	$900.00	$3,600.00
2/28/2007	Full Period	04-000					
	$0.00						
00014-1	PC						
4/30/2006	Straight-Line Ori	05-000	$1,300.00	$21.67	$43.34	$238.34	$1,061.66
2/28/2007	Full Period	04-031					
	$0.00						

                    ------------------ ------------------ ------------------ ------------------ ------------------
        14 Assets $378,600.00 $3,098.02 $6,196.04 $52,115.06 $326,484.94
                    ================== ================== ================== ================== ==================

Fixed Assets Inventory List

Report Writer name

FA Fixed Assets Inventory List

Report tables

Asset General Information
Master
Asset Book Master
Book Setup

Ranges

Asset ID
Asset Description
Asset Type
Structure ID
Class ID
Location ID
Property Type
Asset Quantity
Cost Basis
LTD Depreciation
Net Book
Amortization Code
Place in Service Date
Acquisition Date

Sorting options

Asset ID
Asset Description
Location ID

Book

Corporate book only

The Fixed Assets Inventory List report displays the asset ID, description, location ID, quantity, corporate cost basis, corporate life-to-date depreciation, and corporate net book value for each active asset in the corporate book.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Inventory to open the Fixed Assets Inventory Reports window.

2. Select Fixed Assets Inventory List from the Reports list and choose New to open the Inventory Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Inventory Report Options window will be redisplayed.

5. Choose Print.

You can print the Fixed Assets Inventory List Report from either the Inventory Reports window or the Inventory Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Fixed Assets Inventory List

Ranges:
    Asset ID: 00001-1 to 00024-1
    Description: First to Last
    Asset Type: First to Last   Cost Basis: First to Last
    Structure ID: First to Last   Accum Depr: First to Last
    Class ID: First to Last   Net Book: First to Last
    Location ID: First to Last   Amort Code: First to Last
    Property Type: First to Last   Pl in Svc Date:First to Last
    Quantity: First to Last   Acquire Date: First to Last
Sorted By: Asset Description

Description	Asset ID	Location ID	Qty	Cost Basis	Accum Depr	Net Book
Big Automobile	00004-1	ALPHARETTA	1	$42,550.00	$16,310.84	$26,239.16
Bookcase	00019-1	ATLANTA	1	$500.00	$29.76	$470.24
Building 1	00009-1	ALPHARETTA	1	$100,000.00	$4,444.45	$95,555.55
Building2	00010-1	ATLANTA	1	$120,000.00	$5,333.33	$114,666.67
Cool Truck	00012-1	ATLANTA	1	$16,500.00	$3,850.00	$12,650.00
Duplicator	00008-1	ATLANTA	1	$24,000.00	$4,371.42	$19,628.58
Fancy Automobile	00011-1	ATLANTA	1	$65,000.00	$15,166.66	$49,833.34
Laser Printer	00013-1	ALPHARETTA	1	$4,500.00	$900.00	$3,600.00
Monitor 17"	00007-1	ATLANTA	1	$400.00	$133.34	$266.66
Monitor 17"	00015-1	ALPHARETTA	1	$400.00	$73.34	$326.66
Office Desk	00001-1	ALPHARETTA	1	$1,000.00	$309.52	$690.48
Office Desk	00002-1	ALPHARETTA	1	$1,200.00	$371.44	$828.56
Office Desk	00022-1	ATLANTA	1	$1,600.00	$38.10	$1,561.90
Office Desk	00024-1	ATLANTA	1	$1,000.00	$11.90	$988.10
PC	00006-1	ATLANTA	1	$1,500.00	$500.00	$1,000.00
PC	00014-1	ALPHARETTA	1	$1,300.00	$238.34	$1,061.66
Processing Machine	00017-1	ALPHARETTA	1	$15,000.00	$1,446.42	$13,553.58
Processing Machine	00018-1	ATLANTA	1	$12,000.00	$900.00	$11,100.00
Shredder	00016-1	ALPHARETTA	1	$1,200.00	$128.58	$1,071.42
Side Chair	00003-1	ALPHARETTA	1	$650.00	$185.72	$464.28
Side Chair	00023-1	ATLANTA	1	$600.00	$14.28	$585.72
Sofa	00020-1	ATLANTA	1	$2,200.00	$130.95	$2,069.05
Tables 2x6	00021-1	ATLANTA	20	$2,000.10	$95.24	$1,904.86
Tables 2x6	00021-2	ALPHARETTA	10	$999.90	$47.61	$952.29
24 Assets			**52**	**$416,100.00**	**$55,031.24**	**$361,068.76**

Property Ledger

The Property Ledger report displays the asset ID, description, asset type, property type, quantity, location, assessed value, city code, county code, state code, vendor, manufacturer, acquisition date, model number, serial number, and class ID for active assets. Book information, including the book ID, original life, remaining life, date the asset was placed in service, cost basis, salvage value, life-to-date depreciation, and net book value, also is displayed. The report is sorted by asset ID.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Inventory to open the Fixed Assets Inventory Reports window.

2. Select Property Ledger from the Reports list and choose New to open the Inventory Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Inventory Report Options window will be redisplayed.

5. Choose Print.

You can print the Property Ledger Report from either the Fixed Assets Inventory Reports window or the Fixed Assets Inventory Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Property Ledger

                                                   Property Ledger
Ranges:
      Asset ID: 00001-1 to 00007-1
      Description: First to Last
      Asset Type: First to Last
      Class ID: First to Last
      Location ID: First to Last
      Property Type: First to Last
      Quantity: First to Last
      Acquire Date: First to Last
Sort By: Asset ID
Asset ID   Description

 Type Property Type   Qty Location   Assessed Value
 City   County   State
          Manufacturer   Acq Date
 Model #   Serial #   Class ID

     Book ID   Ori Lf Rem Lf Plc Svc Depr Thru   Cost Basis   Salvage   Accum Depr   Net Book
     ----

Asset	Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book

00001-1   Office Desk
New   Personal   1 ALPHARETTA $0.00
   -                  -Fulton   -GA
          A. Datum Corporation   1/1/2005
                                    FURN

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	07-000	04-306	1/1/2005	2/28/2007	$1,000.00	$0.00	$309.52	$690.48
FEDERAL	07-000	05-125	1/1/2005	2/28/2007	$1,000.00	$0.00	$416.04	$583.96
AMT	10-000	08-124	1/1/2005	2/28/2007	$1,000.00	$0.00	$232.82	$767.18

00002-1   Office Desk
New   Personal   1 ALPHARETTA $0.00
   -                  -Fulton   -GA
          A. Datum Corporation   1/31/2005
                                    FURN

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	07-000	04-306	1/31/2005	2/28/2007	$1,200.00	$0.00	$371.44	$828.56
FEDERAL	07-000	05-125	1/31/2005	2/28/2007	$1,200.00	$0.00	$499.24	$700.76
AMT	10-000	08-124	1/31/2005	2/28/2007	$1,200.00	$0.00	$279.38	$920.62

00003-1   Side Chair
New   Personal   1 ALPHARETTA $0.00
   -                  -Fulton   -GA
                                    3/1/2005
                                    FURN

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	07-000	05-000	3/1/2005	2/28/2007	$650.00	$0.00	$185.72	$464.28
FEDERAL	07-000	05-125	3/1/2005	2/28/2007	$650.00	$0.00	$270.42	$379.58
AMT	10-000	08-124	3/1/2005	2/28/2007	$650.00	$0.00	$151.33	$498.67

00004-1   Big Automobile
New   Personal   1 ALPHARETTA $0.00
   -                  -Fulton   -GA
          Contoso, Ltd   4/1/2005
                                    AUTO

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	05-000	03-031	4/1/2005	2/28/2007	$42,550.00	$0.00	$16,310.84	$26,239.16
FEDERAL	05-000	03-124	4/1/2005	2/28/2007	$42,550.00	$0.00	$8,436.85	$34,113.15
AMT	05-000	03-124	4/1/2005	2/28/2007	$42,550.00	$0.00	$8,436.85	$34,113.15

00006-1   PC
New   Personal   1 ATLANTA $0.00
   -                  -   -GA
          Fabrikam, Inc.   7/1/2005
                                    COMP

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	05-000	03-122	7/1/2005	2/28/2007	$1,500.00	$0.00	$500.00	$1,000.00
FEDERAL	05-000	03-124	7/1/2005	2/28/2007	$1,500.00	$0.00	$826.55	$673.45
AMT	05-000	03-124	7/1/2005	2/28/2007	$1,500.00	$0.00	$650.78	$849.22

00007-1   Monitor 17"
New   Personal   1 ATLANTA $0.00
   -                  -   -GA
          Fabrikam, Inc.   7/1/2005
                                    COMP

Book ID	Ori Lf	Rem Lf	Plc Svc	Depr Thru	Cost Basis	Salvage	Accum Depr	Net Book
INTERNAL	05-000	03-122	7/1/2005	2/28/2007	$400.00	$0.00	$133.34	$266.66
FEDERAL	05-000	03-124	7/1/2005	2/28/2007	$400.00	$0.00	$220.41	$179.59
AMT	05-000	03-124	7/1/2005	2/28/2007	$400.00	$0.00	$173.54	$226.46

          6 Assets

Annual Projection - Detail

Report Writer name

FA Annual Projection - Detail

Report tables

Asset Book Master

Asset General Information
Master

Projections Report Master

Ranges

Asset ID

Asset Description

Asset Type

Structure ID

Class ID

Location ID

Property Type

Place in Service Date

Acquisition Date

Book

Any book

The Annual Projection - Detail report displays a detailed depreciation projection for each asset in a selected book for a selected year. The report is sorted by asset ID.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Projection to open the Projection Reports window.

2. Select Annual Projection - Detail from the Reports list and choose New to open the Projection Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Projection Report Options window will be redisplayed.

5. Choose Print.

You can print the Annual Projection - Detail Report from either the Projection Reports window or the Projection Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Annual Projection - Detail

```
System:    4/12/2007  10:45:43 AM          Fabrikam, Inc.                                Page:    1
User Date: 4/12/2007                                                                     User ID:  LESSONUSER1
                                           Annual Depreciation Projection - Detail
                                           From 3/1/2007   to 12/31/2013
                                           For  INTERNAL
Ranges:
    Asset ID:      00001-1 to 00003-1
    Description:   First to Last
    Asset Type:    First to Last
    Structure ID:  First to Last
    Class ID:      First to Last
    Location ID:   First to Last
    Property Type: First to Last
    Pl in Svc Date:First to Last
    Acquire Date:  First to Last
Sorted By: Asset ID
Asset ID            Description
------------------------------------------------------------
    Year Ending                    YTD Depreciation
--------------------------------------------------------------------------------------------------------------------
00001-1             Office Desk
    12/31/2007                         $119.06
    12/31/2008                         $142.86
    12/31/2009                         $142.86
    12/31/2010                         $142.86
    12/31/2011                         $142.84
                                   ---------------------
Totals for Asset: 00001-1
            Projection Grand Total:    $690.48
        Pre-Projection Grand Total:      $0.00
                                   =====================
00002-1             Office Desk
    12/31/2007                         $142.85
    12/31/2008                         $171.43
    12/31/2009                         $171.43
    12/31/2010                         $171.43
    12/31/2011                         $171.42
                                   ---------------------
Totals for Asset: 00002-1
            Projection Grand Total:    $828.56
        Pre-Projection Grand Total:      $0.00
                                   =====================
00003-1             Side Chair
    12/31/2007                          $77.38
    12/31/2008                          $92.86
    12/31/2009                          $92.86
    12/31/2010                          $92.86
    12/31/2011                          $92.86
    3/31/2012                           $15.46
                                   ---------------------
Totals for Asset: 00003-1
            Projection Grand Total:    $464.28
        Pre-Projection Grand Total:      $0.00
                                   =====================
Report Totals:
                                   ---------------------
            Projection Grand Total:  $1,983.32
        Pre-Projection Grand Total:      $0.00
                                   =====================
```

Asset Group Import

Report Writer name

FA Asset Group Import

Report tables

FA Asset Group Import Report
Temp

The Asset Group Import report displays the asset ID, description, and label for asset records that were imported to create an asset group process.

To import a file from an external source to create an asset group, choose Transactions >> Fixed Assets >> Select Assets to open the Select Assets window. This report will be printed automatically when you choose Import Group in the Select Assets window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Asset Group Import

Asset Label	Asset ID	Asset Description	Message
LABEL01	00001-1	Office Desk	Added to Asset Group
LABEL02	00002-1	Office Desk	Added to Asset Group
LABEL11	00013-1	Laser Printer	Added to Asset Group
LABEL12	00014-1	PC	Added to Asset Group
LABEL13	00015-1	Monitor 17"	Added to Asset Group

   5 Total import records printed.

Additions

The Additions report displays asset general information and related book information.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Transaction to open the Transaction Reports window.

2. Select Additions from the Reports list and choose New to open the Transaction Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Transaction Report Options window will be redisplayed.

5. Choose Print.

You can print the Additions Report from either the Transaction Reports window or the Transaction Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Additions

Ranges:
    Asset ID: 00001-1 to 00014-1
    Description: First to Last
    Asset Type: First to Last   Avg Conv: First to Last
    Structure ID: First to Last   Amort Code: First to Last
    Class ID: First to Last   Quantity: First to Last
    Location ID: First to Last   Orig Life: First to Last
    Property Type: First to Last   Rem Life: First to Last
    Pl in Svc Date:First to Last   Cost Basis: First to Last
    Acquire Date: First to Last   Accum Depr: First to Last
    Depr Method: First to Last   Net Book: First to Last
Sorted By: Asset ID
Include: Status: Active Retired
Asset ID   Description

&Bins	Class ID	Acq Date	Orig					
Property Type		Type Pl in Svc	Rem					
Method	Convention			Quantity	Cost Basis	Salvage	Accum Depr	Net Book
00001-1	Office Desk							
ALPHARETTA	FURN	1/1/2006	07-000					
Personal	New	1/1/2006	04-306					
Straight-Line Ori Full Period				1	$1,000.00	$0.00	$309.52	$690.48
00002-1	Office Desk							
ALPHARETTA	FURN	1/31/2006	07-000					
Personal	New	1/31/2006	04-306					
Straight-Line Ori Full Period				1	$1,200.00	$0.00	$371.44	$828.56
00003-1	Side Chair							
ALPHARETTA	FURN	3/1/2006	07-000					
Personal	New	3/1/2006	05-001					
Straight-Line Ori Full Period				1	$650.00	$0.00	$185.72	$464.28
00004-1	Big Automobile							
ALPHARETTA	AUTO	4/1/2006	05-000					
Personal	New	4/1/2006	03-031					
Straight-Line Ori Full Period				1	$42,550.00	$0.00	$16,310.84	$26,239.16
00005-1	Little Truck							* RET *
ALPHARETTA	LTRK	5/15/2006	05-000					
Personal	New	5/15/2006	03-181					
Straight-Line Ori Full Period				1	$18,550.00	$0.00	$5,565.03	$12,984.97
00006-1	PC							
ATLANTA	COMP	7/1/2006	05-000					
Personal	New	7/1/2006	03-122					
Straight-Line Ori Full Period				1	$1,500.00	$0.00	$500.00	$1,000.00
00007-1	Monitor 17"							
ATLANTA	COMP	7/1/2006	05-000					
Personal	New	7/1/2006	03-122					
Straight-Line Ori Full Period				1	$400.00	$0.00	$133.34	$266.66
00008-1	Duplicator							
ATLANTA	EQPT	10/1/2006	07-000					
Personal	New	10/1/2006	05-214					
Straight-Line Ori Full Period				1	$24,000.00	$2,400.00	$4,371.42	$19,628.58
00009-1	Building 1							
ALPHARETTA	BLDG	11/1/2006	30-000					
Real	New	11/1/2006	28-245					
Straight-Line Ori Full Period				1	$100,000.00	$0.00	$4,444.45	$95,555.55
00010-1	Building2							
ATLANTA	BLDG	11/1/2006	30-000					
Real	New	11/1/2006	28-245					
Straight-Line Ori Full Period				1	$120,000.00	$0.00	$5,333.33	$114,666.67
00011-1	Fancy Automobile							
ATLANTA	AUTO	1/1/2007	05-000					
Personal	New	1/1/2007	03-306					
Straight-Line Ori Full Period				1	$65,000.00	$0.00	$15,166.66	$49,833.34
00012-1	Cool Truck							
ATLANTA	LTRK	1/31/2007	05-000					
Personal	New	1/31/2007	03-306					
Straight-Line Ori Full Period				1	$16,500.00	$0.00	$3,850.00	$12,650.00
00013-1	Laser Printer							
ALPHARETTA	COMP	3/1/2007	05-000					
Personal	New	3/1/2007	04-000					
Straight-Line Ori Full Period				1	$4,500.00	$0.00	$900.00	$3,600.00
00014-1	PC							
ALPHARETTA	COMP	4/30/2007	05-000					
Personal	New	4/30/2007	04-031					
Straight-Line Ori Full Period				1	$1,300.00	$0.00	$238.34	$1,061.66

```
                                              ------ ------------------ ------------------ ------------------ ------------------
        14 Assets                                14     $397,150.00          $2,400.00         $57,680.09        $339,469.91
                                              ====== ================== ================== ================== ==================
```

Retirements

Report Writer name
FA Retirements
FA Retirements MC

Report tables
Asset General Information
   Master
Asset Book Master
Asset Retirement Master

Ranges
Asset ID
Asset Description
Asset Type
Structure ID
Class ID
Location ID
Property Type
Original Life
Remaining Life
Cost Basis
LTD Depreciation
Net Book Value
Amortization Code
Retirement Type
Place in Service Date
Acquisition Date
Retirement Date

Sorting options
Asset ID
Asset Description
Property Type
Structure ID
Class ID
Location ID
Place in Service Date

Include
Multicurrency Info

Book
Any book

The Retirements report displays the retirement date, retirement type, expenses of sale, recognized and non-recognized gain and loss, cost basis, salvage value, and net book value for retired assets in a selected book.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Transaction to open the Transaction Reports window.

2. Select Retirements from the Reports list and choose New to open the Transaction Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Transaction Report Options window will be redisplayed.

5. Choose Print.

You can print the Retirements Report from either the Transaction Reports window or the Transaction Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Retirements

Ranges:
   Asset ID: First to Last
   Description: First to Last
   Asset Type: First to Last   Accum Depr: First to Last
   Structure ID: First to Last   Net Book: First to Last
   Class ID: First to Last   Amort Code: First to Last
   Location ID: First to Last   Retire Type: First to Last
   Property Type: First to Last   Pl in Svc Date:First to Last
   Orig Life: First to Last   Acquire Date: First to Last
   Rem Life: First to Last   Retire Date: First to Last
   Cost Basis: First to Last

Sorted By: Asset ID

Asset ID	Description	Property Type				
Pl in Svc Depr Thru Retire Dt Orig	Ret Code Retire Type	Net Book	Proceeds: Cash	Gain: Recognized	Loss: Recognized	
Cost	Salvage	Accum Depr	Expenses of Sale	Non-Cash	Non-Recognized	Non-Recognized

----

00005-1   Little Truck   Personal
5/15/2004 10/31/2006 11/30/2006 05-000 SOLD   Sale
    $18,550.00 $0.00 $5,565.03 $12,984.97 $15,000.00 $2,015.03 $0.00
                                        $0.00 $0.00 $0.00 $0.00

  ----------------- ------------------ ------------------ ------------------ ----------------- ----------------- ------------------
    $18,550.00 $0.00 $5,565.03 $12,984.97 $15,000.00 $2,015.03 $0.00
                                        $0.00 $0.00 $0.00 $0.00

================= ================== ================== ================== ================= ================= ==================
    1 Assets

Transfers

Report Writer name
    FA Transfers

Report tables
    Asset Transfer Master
    Asset General Information
      Master
    Asset Financial Detail Master
    Transfers Report Temp

Ranges
    Asset ID
    Asset Description
    Asset Type
    Structure ID
    Class ID
    Location ID
    Property Type
    Asset Quantity
    Place in Service Date
    Acquisition Date
    Transfer Date

Book
    Any book

The Transfers report displays transfer information for a selected book, including the asset ID, description, transfer date, partial quantity, partial cost, partial percentage, cost, life-to-date depreciation, and net book value of each asset at the time the asset was transferred.

Printing Instructions

1. Choose Reports >> Fixed Assets >> Transaction to open the Transaction Reports window.

2. Select Transfers from the Reports list and choose New to open the Transaction Report Options window.

3. Enter an option name and create a report option to sort or restrict the report.

4. Choose Destination. Select a printing destination and choose OK. The Transaction Report Options window will be redisplayed.

5. Choose Print.

You can print the Transfers Report from either the Transaction Reports window or the Transaction Report Options window. You also can save the report option and print later.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Transfers

Ranges:
    Asset ID: First to Last
    Description: First to Last
    Asset Type: First to Last   Quantity: First to Last
    Structure ID: First to Last   Pl in Svc Date:First to Last
    Class ID: First to Last   Acquire Date: First to Last
    Location ID: First to Last   Transfer Date: First to Last
    Property Type: First to Last
Sorted By: Asset ID

Asset ID: 00001-1   Office Desk
    Transfer Date: 11/30/2006   Type: Full   Transfer Event: 1
    Transfer %: 100.00%   Transfer Cost: $0.00   Transfer Quantity: 0
                   FROM   TO
    -------------------------------------   ---
                                                  Asset ID: 00001-1
    Link NumberALPHARETTA   Link NumberALPHARETTA
    Structure: 100   Structure: 200
    Accounts: Accounts:
       Depreciation Expense 000-6200-00   Depreciation Expense 000-6200-00
       Depreciation Reserve 000-1505-00   Depreciation Reserve 000-1505-00
       Prior Year Depre Exp 000-6200-00   Prior Year Depre Exp 000-6200-00
       Asset Cost   000-1500-00   Asset Cost   000-1500-00
       Clearing   000-1590-00   Clearing   000-1590-00
       Proceeds   000-1190-00   Proceeds   000-1190-00
       Recognized Gain/Loss 000-8030-00   Recognized Gain/Loss 000-8030-00
       Non Recog Gain/Loss   000-8030-00   Non Recog Gain/Loss   000-8030-00
    Transferred Cost   : $1,000.00
    Transferred LTD Depreciation : $273.76
    Transferred Net Book   : $726.24
Asset ID: 00021-1   Tables 2x6
    Transfer Date: 1/31/2007   Type: Partial   Transfer Event: 2
    Transfer %: 33.33%   Transfer Cost: $0.00   Transfer Quantity: 10
                   FROM   TO
    -------------------------------------   ---
                                                  Asset ID: 00021-2
    Link NumberATLANTA   Link NumberALPHARETTA
    Structure: 200   Structure: 200
    Accounts: Accounts:
       Depreciation Expense 000-6200-00   Depreciation Expense 000-6220-00
       Depreciation Reserve 000-1505-00   Depreciation Reserve 000-1525-00
       Prior Year Depre Exp 000-6200-00   Prior Year Depre Exp 000-6220-00
       Asset Cost   000-1500-00   Asset Cost   000-1520-00
       Clearing   000-1590-00   Clearing   000-1590-00
       Proceeds   000-1190-00   Proceeds   000-1190-00
       Recognized Gain/Loss 000-8030-00   Recognized Gain/Loss 000-8030-00
       Non Recog Gain/Loss   000-8030-00   Non Recog Gain/Loss   000-8030-00
    Transferred Cost   : $999.90
    Transferred LTD Depreciation : $35.71
    Transferred Net Book   : $964.19
            2 Transfers

Financial Detail Summarize

Report Writer name
FA Financial Detail
    Summarize

Report tables
Asset Summarize Financial
    Detail History

The Financial Detail Summarize report displays the dates that asset information was summarized for and the number of asset records that were summarized. It also displays the date and time the asset information was summarized. Summarizing asset information often is done to free up hard disk space and is done typically at the end of the fiscal year. Once records have been summarized, you no longer can view detailed information.

To summarize asset information, choose Tools >> Routines >> Fixed Assets >> Summarize Financial to open the Asset Financial Detail Summarize window. This report will be printed automatically when you choose OK in the Asset Financial Detail Summarize window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Financial Detail Summarize

Financial Detail Summarize

Transaction Date: 5/18/2004

Trans Time	User ID	From Period	To Period	Read	Processed	Written
1:24:28 PMsa		2004-0	2006-0	588	54	54

FA Posting to General Ledger

Report Writer name
  FA GL Posting

Report tables
  Fixed Assets General Ledger
    Interface Work
  Account Master
  Asset General Information
    Master

The FA Posting to General Ledger report displays the asset ID and suffix, fiscal period, General Ledger account number, and account description for the asset posted to General Ledger.

To post Fixed Asset Management asset information to General Ledger, choose Tools >> Routines >> Fixed Assets >> GL Posting to open the Fixed Asset General Ledger Posting window. This report will be printed automatically when you choose OK in the Fixed Asset General Ledger Posting window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

FA Posting to General Ledger

FA Posting to General Ledger   3:14:10 PM
              Batch Number: FATRX00000003   TRX Date: 2/28/2007

                        FA Feb 2007 Activity

 000-6200-00
      Depreciation Expense - Furniture & Fixtures

   Asset ID and Suffix FA Yr/Period   FA Source Doc.   Amount

   00001-1   2007/2   FADEP $11.90
   00002-1   2007/2   FADEP $14.28
   00003-1   2007/2   FADEP $7.74
   00009-1   2007/2   FADEP $277.60
   00010-1   2007/2   FADEP $333.12
   00019-1   2007/2   FADEP $5.95
   00020-1   2007/2   FADEP $26.17
   00021-1   2007/2   FADEP $23.79
   00022-1   2007/2   FADEP $19.03
   00023-1   2007/2   FADEP $7.14
   00024-1   2007/2   FADEP $11.87

 000-6200-00   Total $738.59
      Depreciation Expense - Furniture & Fixtures

Misplaced Physical Inventory

Report Writer name
 FA Misplaced Physical
   Inventory

Report tables
 Misplaced Physical Inventory
   Report Temp

The Misplaced Physical Inventory report displays asset records identified as misplaced. A misplaced asset has one of the three following characteristics:

• The physical location in the fixed assets system is different from the inventoried asset, including no recorded physical location.

• The inventoried asset is not recorded in the fixed assets system.

• The inventoried asset is not active—it is retired or partially open.

To reconcile misplaced asset records, choose Tools >> Routines >> Fixed Assets >> Physical Inventory to open the Physical Inventory window. This report will be printed automatically when you choose Import in the Physical Inventory window and then Continue in the Physical Inventory Import window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Misplaced Physical Inventory

For Physical Location: All Physical Locations

Asset Label	Inventoried Physical Location	Recorded Physical Location	PIN	Verified Date	Reason
LABEL14	B1R100	B1R200	ABC	2/28/2007	*** Wrong Physical Location **
LABEL05	B1R200		ABC	2/28/2007	*** No Asset Found ***

2 Misplaced items printed

Asset Account Reconciliation

Report Writer name

FA Asset Account
Reconciliation

Report tables

Asset Account Reconciliation
Report TEMP

Asset General Information
Master

The Asset Account Reconciliation report displays assets that were updated during the asset account reconciliation process. Reconciling asset account records often is done when asset records are missing account numbers.

To reconcile asset accounts, choose Tools >> Utilities >> Fixed Assets >> Reconcile to open the Fixed Assets Reconcile window. Mark the Asset Accounts option. This report will be printed automatically when you choose Reconcile in the Fixed Assets Reconcile window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Asset Account Reconciliation

Asset ID	Accounts	Account Numbers	Message
00001	Depreciation Expense Account	000-6210-00	Updated
	Depreciation Reserve Account	000-6200-00	
	Prior Year Depreciation Account	000-1100-00	
	Asset Cost Amount	000-1100-00	
	Proceeds Account	000-1505-00	
	Recognized Gain Loss Account	000-1500-00	
	Non Recognized Gain Loss Account	000-8030-00	
	Clearing Account	000-1250-00	

Asset Label Reconciliation

Report Writer name

    FA Asset Label Reconciliation

Report tables

    Asset Label Reconciliation
      Report Temp

The Asset Label Reconciliation report displays the asset ID, description, and asset label for assets updated during the asset label reconciliation process. Updating asset labels often is done to insert account numbers into any accounts that were left blank at the asset level, and to update any blank accounts with the corresponding default accounts entered in the Fixed Assets Company Setup window.

To reconcile asset labels, choose Tools >> Utilities >> Fixed Assets >> Reconcile to open the Fixed Assets Reconcile window. Mark the Asset Label option. This report will be printed automatically when you choose Reconcile in the Fixed Assets Reconcile window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Asset Label Reconciliation

 Asset ID   Description   Asset Label   Message

00009-1   Building 1   00009-1   Updated
00010-1   Building2   00010-1   Updated
00021-1   Tables 2x6   00021-1   Updated
00021-2   Tables 2x6   00021-2   Updated
                         4 Assets printed

Asset Delete Report

Report Writer name
  FA Asset Delete Report

Report tables
  Asset Delete Report Temp

The Asset Delete Report displays the asset deleted and the number of records deleted. You should delete an asset only when the asset has been entered incorrectly.

To delete an asset, choose Tools >> Utilities >> Fixed Assets >> Delete to open the Asset Delete Utility window. The Asset Delete Report will be printed automatically when you choose OK in the Asset Delete Utility window.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Asset Delete Report

Table

  Account

  Book   Book ID: CORPORATE   Cost Basis: $600.00   YTD Depreciation: $14.28   LTD Depreciation: $14.28
  Book   Book ID: FEDERAL   Cost Basis: $600.00   YTD Depreciation: $10.99   LTD Depreciation: $10.99
  Book   Book ID: AMT   Cost Basis: $600.00   YTD Depreciation: $5.77   LTD Depreciation: $5.77

  Financial Detail   Book ID: CORPORATE   Amount: $600.00   Account: 000-1500-00   GL Interface
Batch Number: FATR G/L Interface Trx Date: 1/31/20
  Financial Detail   Book ID: CORPORATE   Amount: ($600.00)   Account: 000-1590-00   GL Interface
Batch Number: FATR G/L Interface Trx Date: 1/31/20
  Financial Detail   Book ID: CORPORATE   Amount: $7.14   Account: 000-6200-00   GL Interface
Batch Number: FATR G/L Interface Trx Date: 1/31/20
  Financial Detail   Book ID: CORPORATE   Amount: ($7.14)   Account: 000-1505-00   GL Interface
Batch Number: FATR G/L Interface Trx Date: 1/31/20
  Financial Detail   Book ID: CORPORATE   Amount: $7.14   Account: 000-6200-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: CORPORATE   Amount: ($7.14)   Account: 000-1505-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: $600.00   Account: 000-1500-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: ($600.00)   Account: 000-1590-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: $4.15   Account: 000-6200-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: ($4.15)   Account: 000-1505-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: $6.84   Account: 000-6200-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: FEDERAL   Amount: ($6.84)   Account: 000-1505-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: $600.00   Account: 000-1500-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: ($600.00)   Account: 000-1590-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: $2.18   Account: 000-6200-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: ($2.18)   Account: 000-1505-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: $3.59   Account: 000-6200-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000
  Financial Detail   Book ID: AMT   Amount: ($3.59)   Account: 000-1505-00   GL Interface
Batch Number: G/L Interface Trx Date: 0/0/000

  General

        17 Records deleted

Physical Inventory Info Import

Report Writer name

FA Physical Inventory Info
Import

Report tables

Physical Inventory Info Import
Report TEMP

The Physical Inventory Info Import report displays the asset label, asset ID, description, and physical location.

To import physical inventory location IDs for existing asset records, choose Tools >> Utilities >> Fixed Assets >> Asset Import/Export. The Asset Import/Export window opens. Mark Import and Physical Inventory Info. The Physical Inventory Info Import report will be printed automatically when you choose Continue.

For more information about printing Fixed Asset Management reports, refer to the Fixed Asset Management documentation.

Physical Inventory Info Import

Asset Label	Asset ID	Asset Description	Physical Location	Message
LABEL30	00050-1	Import General 1	B1R100	Updated successfully
LABEL31	00051-1	Import General 2	B1R100	Updated successfully
LABEL32	00052-1	Import General 3	B1R100	Updated successfully

3 Total import records printed