Sample FormTrap Outputs from NDS Invoices

This sample (5 invoices from input of 8 pages) shows FormTrap dealing with real world issues. The NDS system produces an invoice file for laser or matrix printing, all in Courier font as shown (names and other identifying data have been changed, and the "our company" lines dropped). This was implemented in FormTrap Version 7 and has run for five years at Cate Equipment (Salt Lake City). Version 8 does this very much better. We've updated the Cate forms to produce the attached. These forms produce the same documents, fully personalized, with **NO** changes, for other NDS users. Output is emailed, faxed and printed, your choice on individual documents.

These are the key points:

FormTrap Systems & Development
53 Balfour Street, Chippendale, NSW 2008, AUSTRALIA
P. O. Box 978 Strawberry Hills, NSW 2012
Phone: +61 2 8303 2400   Fax: +61 2 9310 5172

These are all lookup table entries and have Location in their key (Co-Name-099 for example). The above are for location 99. This allows many different entities to share common forms and the same input file, without any processing interruption on a change in details or addition of a new billing company. Logos are handled the same way.

CATE BOISE EQUIPMENT RENTAL & SALES, LLC
6418 West Gowen Road, Boise, Idaho 83709

Toll Free: 888) 711-2283   Phone: (208) 884-0500   Fax: (208) 884-3837

Sales - Rentals - Parts - Service

AT NEVADA, LLC
2055 South Pioneer Road, Salt Lake City, Utah 84104
P.O. Box 27073, Salt Lake City, Utah 84127-0073
Toll Free: (800) 453-8248   Phone: (801) 973-2900   Fax: (801) 975-0702

Sales - Rentals - Parts - Service

CEG, NEVADA MANAGEMENT, LLC
4530 Carey Avenue, Las Vegas, Nevada 89115

Toll Free: (888) 333-4561   Phone: (702) 562-9200   Fax: (702) 644-1860

Sales - Rentals - Parts - Service

These are the identifications for a few Cate companies, and to add a new one is a matter of moments.

Sold to:
KANGAROO KOAL CO.
P. O. BOX 3001
GUILARD VIC 3001

Lines Total:	67,930.00
G.S.T.:	0.00
Invoice Total:	67,930.00

(page 2) where less address lines than the full set are used, remaining lines are centered after deletion of top, middle or bottom "empty" lines. Lines are centered in this example. Alternately lines may position top or bottom. A full set of rectangle attributes are available, including controlled corner rounding. The right example shows this for a "totals" block that meets the invoice frame with square top corners, has blue lines and light blue shading.

Invoice ** CREDIT MEMO ** Rental Invoice Service Invoice

(pages 1-5) these are conditional on the content of the input. The output has three different forms, segregated automatically from the input by FormTrap without any other user action required. You'll see these later.

Salesman
Elvira Sanchez

Salesman
15

Manufacturer
**Astral Objects
RB**

(pages 1, 2 and 5) Lookup Substitutions replace system data when better information is available. This shows two Lookup Substitutions where the second example of each shows what happens with no lookup – system data is printed unchanged. This means progressive updates to the lookup table are possible, and the system never stops, never ever.

The Lookup table is an XML file with a key (**Salesman-36**) and a value (**Elvira Sanchez**), and a maintenance program. You may use complex keys (**Salesman-099-25**, 099 is Location, 25 is Salesman). Logos are done the same way. Replace anything not understood or coded or abbreviated with meaningful INFORMATION.

Manufacturer	Part Number	Description
	Please See Backorder Document W44716	
Astral Objects	2656799844	HOSE
Astral Objects	2656996499	Elbow, 90ml, Plastic
Astral Objects	2657386401	Elbow, 90ml, High-Grade Plastic with UV Protection
Astral Objects	2657439275	CLAMP, CONST

(page 2, top) Lookups are available for manufacturers and products, you decide if and when they're required. This shows manufacturer and two products from Lookup table where now you can see the difference.

Ordr Qty	B.O. Qty	Ship Qty	Unit Price	Amount
1	1			
-1		-1	90.21	-90.21
3		3	90.21	270.63

(page 2) the above shows how we remove redundant information, zero values are shown ONLY if they are useful. In the following example, NIS and List prices are shown, even when zero as that is useful information. Other zero values are suppressed. This makes documents simpler to look at and understand.

Ship'd Qty	BO Qty	NIS Price	List Price	RRP Price	Disc. %	GST	Line Amount (inc GST)
1 EA		0.00	19.46	29.25	100.00		
	3 EA	9.99	9.99	16.20			
3 EA		40.67	47.85	79.45	15.00	12.20	134.22

While not in this document, we can do this with entire structures, even to constants. In this example, the design shows a Buyer constant with a rule that eliminates that line when there is no Buyer data while FOB is shown, even where the data is absent (printed version at the right).

Revision: Revision
Confirmed: Y
Order Date: 12 Jun 2013
Print Date: 31 Dec 2011
Buyer: buyer
FOB: fob message
Ship Via: ship via

Revision: 0
Confirmed: yes
Order Date: 06 Jun 2011
Print Date: 18 Jun 2010
FOB:
Ship Via: FEDEX COLLECT

(pages 1 and 2) Suppression may also be logic-controlled. While "Total Parts" is present for each invoice, FormTrap prints it only where required, when two or more parts lines are present, so not on Page 1 ...

Description	Ordr Qty	B.O. Qty	Ship Qty	Unit Price	Amount
WIRE ROPE-5/8 - BULK	150		150	3.48	522.00
CONVERSE CTY WYOMING 5% TAX					26.10
WYOMING MOBILE MACHINERY					0.00

… while Page 2 has multiple parts lines - and we've moved this out of the "Amount" column, and greyed it so there is no possibility of confusion as there is with the existing output.

Description	Ordr Qty	B.O. Qty	Ship Qty	Unit Price	Amount
HOSE ASSY	1		1		
(Total Parts Taxable Amount is 575.27)					
CONVERSE CTY WYOMING 5% TAX					28.76
WYOMING MOBILE MACHINERY					0.00

In this job, we're outputting three different layouts from the former multi-purpose layout. While this is unusual, it very much better shows users relevent information. The document types are Parts (page 1 & 2), Credit in Parts layout (page 3), Rental Invoice (page 4) and Service Invoice (page 5). Rental and Service also have Credit equivalents.

We use tests (shown in green) to sequence document recognition so Parts is recognized after Rental (which would be a Part unless recognized earlier). The process also ignores the "fly sheet" pages.

Service Invoice

```
Ordr   Ship   B/O          Description          test Closed
---------------------------------------------
       Taken By   RAY PITTS                      Closed
¶
                   1/29/13 ERIC CALLED AND SAYS HE NEEDS 2 P
                   PULDOWN CYLINDER SN T-70626 NS AND 30213
                   TROUBLESHOOT FEED PRESSURE ISSUE.  FEED S
```

Rental Invoice

```
Ordr   Ship              Description
---------------------------------------------
       Taken By   NICKY BRUNELLI               Shipped
¶               test Rental Contract
                Rental Contract    R22628¶
                Period:    1/05/13 Thru  2/01/13¶
¶
```
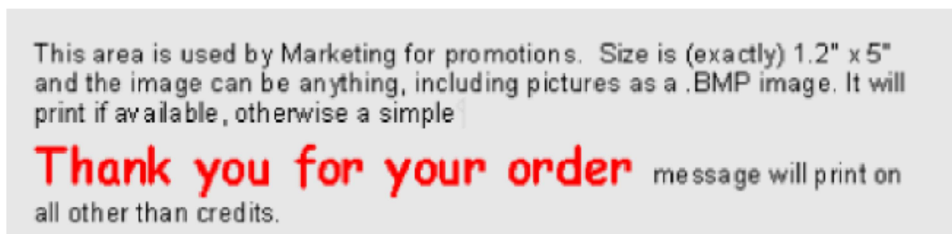
Parts Invoice

```
Ordr   Ship   B/O          Description          test Shipped
---------------------------------------------
       Taken By   JERRY FINGER                  Shipped
¶
                ********************************¶
                Please See Backorder Document W44716¶
¶
```

Output may be radically different, the examples are the original ("Cate") format, a revised format for the "Red" company and a further revision for a "dark green" company. Use YOUR corporate colors and email invoices in color (while still printing B&W if you require it).

(all pages except credit) have an otherwise unused area available for Marketing to run promotions. This is via a fixed-sized graphic, validated by Marketing (and which Marketing can view in FormTrap at their convenience, by submitting a standard document). This is "free" advertising, effectively what McDonald have been using for years. Consider this your electronic equivalent of "*Would you like fries with that??*" and is especially good for "remainder stock" promotions, changed each week or whenever Marketing decide to.

This area is used by Marketing for promotions. Size is (exactly) 1.2" x 5" and the image can be anything, including pictures as a .BMP image. It will print if available, otherwise a simple

Thank you for your order message will print on all other than credits.

Other items that are "sometime there" include the second line items (printed in red in place of document type at top right), "**Reprint**" and "**Duplicate**" printed in the base of the Invoice block, "**C.O.D.**" or other payment types only when present, "**Service Description**" printed only where Service Comments follow, "**Remit to:**" with the Postal address from Lookup Table or "**Credit Amount:**". Look through the documents for examples.

Service Invoices

(page 5) Service comments are handled as part of the document header. While not yet implemented (you'd need to instruct your staff), we could recognized a space line as a paragraph break and treat following lines after as one paragraph. We'd also recognise Indented text as lines with a standard indent.

```
Taken By   KEVIN FORD                    Closed    2/05/13

           SDMO J80U GENERATOR.

           CUSTOMER DELIVERED UNIT TO CATE SLC. CUSTOMER SAYS HIS GUYS
           GUYS DROPPED ONE OF THE HOT LEGS ONTO GROUND AND SOMETHING
           BLEW. REQUEST THAT WE TROUBLE SHOOT AND MAKE REPAIRS TO
           THIS PROBLEM. STARTED UNIT TO TEST VOLTAGE. NONE FOUND.
           CHECKED ALL BREAKERS AND WIRING FOR THE GENSET. FOUND An
           EXCITER WIRE ON THE ROTOR THAT HAS BEEN BURNED IN HALF.

               REPAIRED WIRE AND UNIT WILL PRODUCE THE PROPER VOLTAGE.
               COVERED GENERATOR AND CLEANED UNIT.
               CONNECTED TO LOAD BANK AND TESTED OUTPUT.

           ALL IS OK AT THE PRESENT TIME. REINSTALLED ALL COVERS AND
           CALLED CUSTOMER TO PICK UP.

           SHOP LABOR - CUSTOMER                          1,417.50
```

This was not in the sample data provided, however can be done at low cost and is factored in for the first NDS customer wanting to properly present their service invoices. We know what to do and the approximate cost to do this. As you can see, we can make comment lines look hugely more acceptable than current invoices, and we recommend using upper and lower case letters for even better legibility. Your instructions for data entry are to "***Press Enter twice to end a paragraph, and key leading spaces for indented lines***". It doesn't get any simpler than that for a huge increase in legibility and acceptance by your customers.

Location	Salesman	Customer P.O.	Taken By	Date Closed
007	15	146509	KEVIN FORD	5-Feb-2013

Service Description:

SDMO J80U GENERATOR.

CUSTOMER DELIVERED UNIT TO CATE SLC. CUSTOMER SAYS HIS GUYS DROPPED ONE OF THE HOT LEGS ONTO GROUND AND SOMETHING BLEW. REQUEST THAT WE TROUBLE SHOOT AND MAKE REPAIRS TO THIS PROBLEM. STARTED UNIT TO TEST VOLTAGE. NONE FOUND. CHECKED ALL BREAKERS AND WIRING FOR THE GENSET. FOUND A EXCITER WIRE ON THE ROTOR THAT HAS BEEN BURNED IN HALF.

   REPAIRED WIRE AND UNIT WILL PRODUCE THE PROPER VOLTAGE.
   COVERED GENERATOR AND CLEANED UNIT.
   CONNECTED TO LOAD BANK AND TESTED OUTPUT.

ALL IS OK AT THE PRESENT TIME. REINSTALLED ALL COVERS AND CALLED CUSTOMER TO PICK UP.

Manufacturer	Part Number	Description	Ordr Qty	B.O. Qty	Ship Qty	Unit Price	Amount
		SHOP LABOR - CUSTOMER					1,417.50

Note to NDS Users:

We now have the data recognized and identified for NDS Invoices, have the lookups in place to substitute for company entity (based on Location), Manufacturer, Salesman, Manufacturer and Product Description – all built into the documents. Rental Contracts are operational at Cate and while you'll need to rework your contractual terms, that's simple and we have the full "automated word processing" facilities to make those look good (indented several levels, inserted customer and supplier names, justified, multi-colored and/or multi-fonted), as below.

1.2. You may re-supply the goods to any person or entity before you have paid all amounts which are owing to us by you provided that:

  (a) the re-supply is in the ordinary course of your business; and
  (b) all money received by you for the goods will be held by you on trust for us; and
  (c) you must either:

      (i) pay that money immediately when it is received by you; or
      (ii) deposit that money into a bank account and hold as trustee for us.

1.3. Your permission to enter premises under clause 1.1 d) is irrevocable and you agree that our employees or agents may enter those premises at any reasonable time after default of payment by you or before default if we believe default is likely.

1.4. We will not be liable, in contract or in tort or otherwise, for any costs, damages, expenses or losses incurred by you or any third party as a result of any action taken under this clause 1.

2. Payment terms: 7 days less 2.5% or strictly net 30 days from the date of receipt of goods, unless otherwise stipulated in a formal Trading Terms agreement. We reserve the right to withdraw terms for certain Customers we deem appropriate.

We'd like your business. We recognize and produce three different invoices from the data. The invoices split is Rental Invoice, Service Invoice (with the service lines concatenated, re-line wrapped and produced above the invoice body) and the remaining Parts invoices. This process also discards the "Fly Sheet" totals pages.

All the above is done, it's all working and implemented and "stuff" we no longer need to do. To "move items around" on the page, change colors (to YOUR corporate colors), change fonts, sizes etc. is dead simple – as you can see from what we've presented. You can do this or we can, and it's easy. You can install and be running in a **day**, run in parallel for a **week** (just in case you might have new wrinkles we haven't seen before) and be in production **next week**. We'll even allow you to delay payment until you've been in production for a month, just in case you're uncomfortable dealing over the distance from USA to Australia (and yes, we speak English, although with a "British" accent and occasional spelling differences, NOT reflected in our manuals where we use American conventions).

We also have tools for your marketing peoples (think quotes, promotions, letters, direct mail and so on), for your management (graphs, totalling reports), for your credit control (letters, statements), for purchasing (PO's) and for daily operations (stock control, parts allocations – anything you do now that can look better or operate more efficiently). We have Bar Code Labelling software that runs in the same Spooler as FormTrap, software for casual form filling and much, much more.

FormTrap History

We started in 1987 with bar code software on laser printers – when a six page a minute laser printer cost $6,000, pre-Windows, pre C++. It took less than three months to complete that product and the manual was around 10 pages.

1994 FormTrap drew breath for the first time.

Version 7 is installed in China, Korea, Japan and other "difficult" language areas as well as many single byte languages. At this point we have not implemented a "right-to-left" language. The product intends to support all languages and runs entirely in UTF-8 (Unicode).

Version 8 is last year's (2012) product, two years in development, completed in May 2012 for early sites and fully functional by August, 2012. This utilizes the Version 8 Spooler, with new features. Version 7 forms continue to run under Version 8 – with zero other activity required. We have released upgrades every three months and expect to continue to do so. These are largely in the area of automated word processing, where the features of FormTrap are even BETTER than Word for regularly produced documents. You can automate virtually all "regular" documents, including contracts and other "verbose" documents. We still have a number of features for enhancement, these will be progressively released throughout this (2013) year and beyond.

We welcome with open arms sites willing to help us test new features, if that appeals please contact Paul Green (Paul.Green@FormTrap.com).