



## Rebate Processing For Sage 100 ERP

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## Installation Instructions and Cautions

**PLEASE NOTE: SAGE 100 ERP** must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 ERP installation and setup now; then allow any updating to be accomplished automatically.

Once SAGE 100 ERP installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

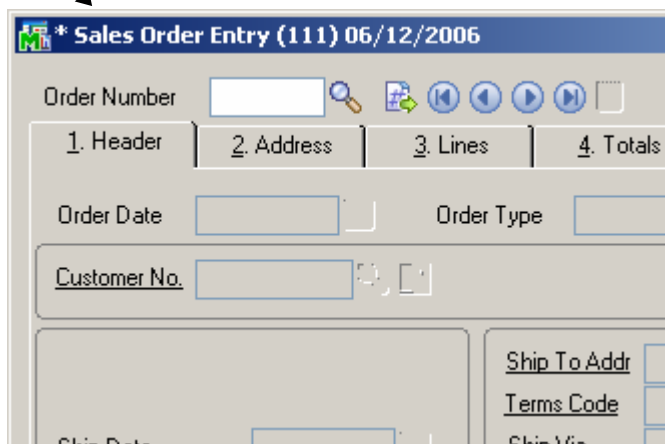
### Wait! Before You Install – Do You Use CUSTOM OFFICE?

**THIS IS AN IMPORTANT CAUTION:** If you have Custom Office installed, **and** if you have modified any SAGE 100 ERP screens, you must run **Customizer Update** after you do an enhancement installation.

**But wait! BEFORE** you run **Customizer Update**, it is very important that you **print all of your tab lists**. Running **Customizer Update** will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update. **Custom Office** is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.

An **asterisk** in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

Follow all the instructions on this page before you run **Customizer Update!**



## Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the SAGE 100 ERP.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

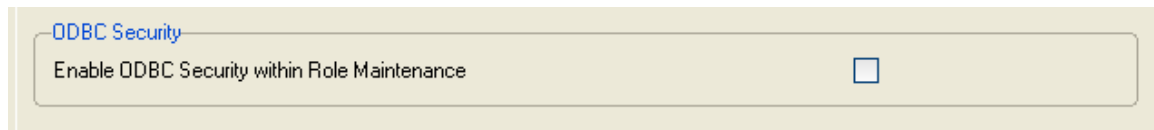
Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

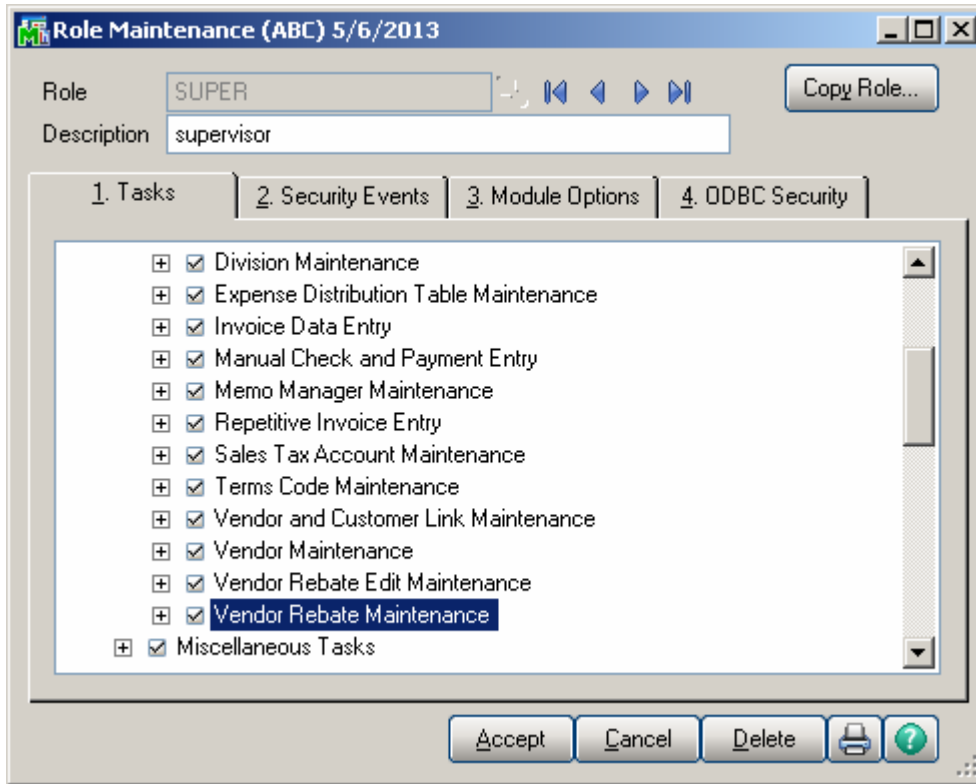
## ODBC Security

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.



## Role Maintenance

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



## Introduction

The **Rebate Processing** enhancement allows for Vendor Rebates to be set up and maintained for Item Number /Customer combinations.

### Sales Order Options

The **Rebate Receivable** field added on the Main tab of the **Sales Order Options** screen is intended for specifying the **G/L Account** to be used for the Rebate posting.

**Sales Order Options (ABC) 4/11/2013**

1. Main | 2. Entry | 3. Line Entry | 4. Forms | 5. Printing | 6. Quick Print | 7. History | 8. Job Cost

Enable Shipping

Post Sales to General Ledger by Division Yes

Post Customer Deposits by Division

Post Deposits in Detail

Calendar Month: 04  
Current Calendar Year: 2013  
Current Period: 04

Integrate with:  
General Ledger   
Inventory Management   
Job Cost

Default General Ledger Accounts:

Customer Deposits	201-00-00	Customer Deposits
Special Item Sales	400-01-01	Distribution sales - East
Special Item COGS	450-10-00	Cost of Goods Sold
Special Item Purchases	450-01-00	Purchases

Rebate Processing:

Rebate Receivable: 111-00-00 | Rebate Receivables

Accept | Cancel | [Print] | [Help]



## Rebate Maintenance

Vendor Rebates are setup in the **Rebate Maintenance** added under the **Accounts Payable Setup Menu**:

The screenshot shows the 'Rebate Maintenance (ABC) 4/11/2013' window. It contains the following fields and controls:

- Vendor No.: [Empty text box]
- Name: [Empty text box]
- Item Code: [Empty text box]
- Customer No.: [Empty text box]
- Start Date: [Empty date box]
- End Date: [Empty date box]
- Item Rebate section:
  - Rebate Amount: [Text box containing '.00']
- Buttons: Accept, Cancel, Delete, and a printer icon.

Select **Vendor Number**. Multiple Rebates can be specified for the same Vendor.

Select the **Item Code** and the **Customer Number**.

Enter **Starting** and **Ending Dates** to set the period when the **Rebate** is effective. Rebate will be calculated for the invoices entered during the specified period.

The screenshot shows the 'Rebate Maintenance (ABC) 5/6/2013' window with the following data entered:

- Vendor No.: 01-AIRWAY
- Name: Airway Property
- Item Code: 1001-HON-H252LK (Description: HON 2 DRAWER LETTER F)
- Customer No.: 01-AVNET (Description: Avnet Processing Corp)
- Start Date: 5/6/2013
- End Date: 5/24/2013
- Item Rebate section:
  - Rebate Amount: [Text box containing '25.00']
- Buttons: Accept, Cancel, Delete, and a printer icon.

Enter the **Rebate Amount** to be applied when current Item is sold to the selected Customer in the specified period (Start – End dates range).

## Sales Order Entry

Enter a **Sales Order** for a Customer linked to a Vendor in the **Vendor and Customer Link Maintenance** and having Rebate Amount for some Item/Items setup in the Rebate Maintenance.

**Sales Order Entry (ABC) 5/6/2013**

Order Number: 0000179

Order Date: 5/6/2013 | Order Type: Standard Order | Master/Repeating No.:

Customer No.: 01-AVNET | Avnet Processing Corp

Ship Date: 5/6/2013

Status: New | Reason: | Whse: 002 WEST WAREHOUSE

Sales Tax: CA

Ship To Addr: 2 Irvine Warehouse

Terms Code: 01 Net 30 Days

Ship Via: UPS BLUE | FOB:

Confirm To: Terry Stafford

E-mail: tonys@avnet.com

Fax No.: (949) 555-2223 | Batch Fax:

Comment:

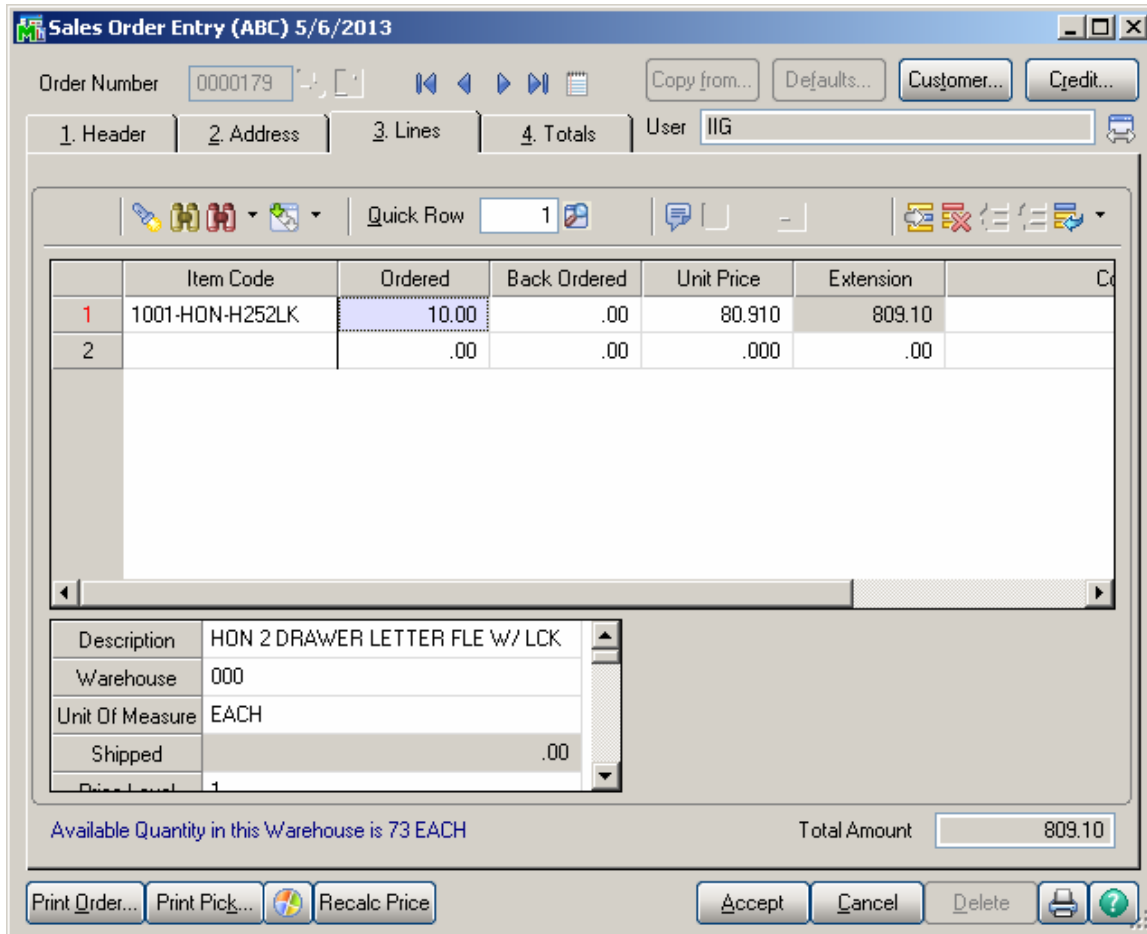
Salesperson: 0200 Shelly Westland

Split Comm.: No

Print Order:  | Print Pick Sheets:

Quick Print Without Displaying Printing Window:

Buttons: Print Order..., Print Pick..., Recalc Price, Accept, Cancel, Delete



Rebate Processing

Rebates are calculated during the **Daily Sales Reports/Updates**.

After updating the invoice, during the **Daily Transaction Register**, the calculated Rebate amount is posted to the account specified for Rebate Receivable in the **Sales Order Options**.

**View Daily Transaction Register**  
 ABC Distribution and Service Corp. (ABC)  
 Postings For: 5/6/2013

Source Journal	Account Number	Account Description/Posting Comment	Debit	Credit
SD-000010	105-00-01	Accts. receiv. - East Warehse SD Invoice Entry - 5/6/2013	824.38	
	111-00-00	Rebate Receivables	250.00	
	115-00-03	Rebate Receivable/Earned Inventory - Central Warehouse		371.50
	235-01-00	Avnet Processing C REF: 0100059 Sales tax payable - East Cnty		55.73
	400-01-00	DIV: 01 EAST SALES OFFICE Distribution sales (history)		809.10
	450-01-00	Avnet Processing C REF: 0100059 Purchases	121.50	
	950-02-04	Avnet Processing C REF: 0100059 Discounts allowed DIV: 01 EAST SALES OFFICE	40.45	
<b>Journal 000010 Totals:</b>			<u>1,236.33</u>	<u>1,236.33</u>
<b>Source SD Totals:</b>			<u>1,236.33</u>	<u>1,236.33</u>
<b>5/6/2013 Totals:</b>			<u>1,236.33</u>	<u>1,236.33</u>
<b>Report Totals:</b>			<u>1,236.33</u>	<u>1,236.33</u>

The Rebate Amount being posted is calculated as **QtyShipped\* Rebate Amount** setup for current item in the **Rebate Maintenance**.

## Vendor Rebate Edit Maintenance

After the **Daily Transaction Register** is updated the posted Rebate Amount will be available in the **Vendor Rebate Edit Maintenance** added under the **Accounts Payable Period End** menu. Here the user can select any Rebate record and edit it, if needed, before registering calculated rebates:

The screenshot shows the 'Vendor Rebate Edit Maintenance (ABC) 5/6/2013' window with the following fields:

- Vendor Number: [Empty]
- Name: [Empty]
- Customer Number: [Empty]
- Invoice Number: [Empty]
- Invoice Date: [Empty]
- Invoice Total: [Empty]
- Sales Sub to Rebate: [Empty]
- Cost Sub to Rebate: [Empty]
- Rebate Amt to Be Paid: [Empty]
- Rebate Amt to Pay: [Empty]

Buttons at the bottom: Accept, Cancel, Delete, and a printer icon.

The screenshot shows the 'Vendor Rebate Edit Maintenance (ABC) 5/6/2013' window with the following populated data:

- Vendor Number: 01-AIRWAY
- Name: Airway Property
- Customer Number: 01-AVNET (Avnet Processing Corp)
- Invoice Number: 0100059-IN
- Invoice Date: 5/6/2013
- Invoice Total: 824.38
- Sales Sub to Rebate: 809.10
- Cost Sub to Rebate: 121.50
- Rebate Amt to Be Paid: 250.00
- Rebate Amt to Pay: 250.00

Buttons at the bottom: Accept, Cancel, Delete, and a printer icon.

**Sales Sub to Rebate-** is the sum of Extension Amounts for all lines of the Invoice having Rebates due from current vendor.

**Sales Cost to Rebate-** is the sum of Costs (Unit Cost\*QtyShipped) for all lines of the Invoice having Rebates due from current vendor.

**Rebate Amt to Be Paid** – is the amount posted to the Rebate Receivable account during the **Daily Transaction Register** update.

**Rebate Amt to Pay-** is defaulted to the **Rebate Amt to Be Paid**. You can accept the **Rebate Amt to Pay** or you can enter a different amount.

## Vendor Rebate Edit Register

**Vendor Rebate Edit Register** program added under the **Accounts Payable Period End** menu is intended for registering calculated Rebates.

Vendor Rebate Edit Register (ABC) 6/24/2013

Report Setting: STANDARD

Description: Vendor Rebate Edit Register

Number of Copies: 1 Collated:

Select Field	Operand	Value
Vendor Number	All	
Invoice Date	All	

Adobe PDF

Print Preview Setup

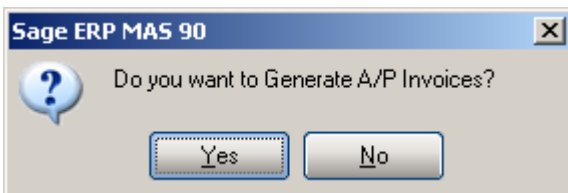
**Vendor Number** and **Invoice Date** selections are available.

You can select the **Rebates** to register by **Vendors**, and filter by **Invoice Date**.

The screenshot shows a window titled "View Vendor Rebate Edit Register" with a "Preview" tab. The window displays a table of rebate data for "ABC Distribution and Service Corp. (ABC)".

Invoice No	Invoice Date	Invoice Total	Sales Subject To Rebate	Cost Subject To Rebate	Total Rebate Amount	Rebate Amount To Pay
<b>Vendor:</b> 01-AIRWAY		Airway Property				
<b>Customer:</b> 01-AVNET		Amet Processing Corp				
0100059-IN	5/6/2013	824.38	809.10	121.50	250.00	250.00
<b>Customer Total:</b> 01-AVNET					250.00	250.00
<b>Vendor Total:</b> 01-AIRWAY					250.00	250.00
<b>Report Total:</b>					250.00	250.00

During the **Rebate Register**, the program prompts about generating A/P Invoices for the Rebates.



Select Yes to generate the A/P Invoice:

The SO Invoice number and Customer number are loaded in the **Comment** field to indicate the Invoice number and Customer Number to whom Rebate should be paid.

After **Accounts Payable Invoice Register** is updated the Rebate Amounts are respectively credited to the **Rebate Receivable G/L Account** specified in the Sales Order Options:



**Account Maintenance (ABC) 5/7/2013**

Account No. 111-00-00      Budget

Description Rebate Receivables

1. Main    2. History    3. Variance    4. Transactions      Fiscal Year 2013

Per ▲	Date	Journal	Posting Remark	Debit	Credit
04	4/13/2013	AP-000015	Airway Property /IN: 1304130000		2,400.00
04	4/13/2013	AP-000015	Airway Property /IN: 1304130001		6,000.00
04	4/13/2013	SO-000007	Rebate Receivable/Earned	2,400.00	
04	4/13/2013	SO-000008	Rebate Receivable/Earned	6,000.00	
05	5/6/2013	SO-000009	Rebate Receivable/Earned	250.00	
05	5/6/2013	SO-000010	Rebate Receivable/Earned	250.00	
05	5/7/2013	AP-000016	Airway Property /IN: 1305060000		250.00
05	5/7/2013	AP-000016	Airway Property /IN: 1305060001		250.00

Beginning	Debit	Credit	Net Change	Ending Balance
0.00	8,900.00	8,900.00	0.00	0.00

Accept    Cancel    Delete    [Print]    [Help]