



“More than an accounting package”

Can help you generate new business

Monitor customers, identify the winners

Control your debtors

Manage your purchases

Plan your future

Smooth to drive

What our users say:

"Keeps everything organised and easily accessible"
- Bernard from Wilmslow

"Has been a massive help in saving time and reducing errors" – Terry from Humberside

"Easy to use" – Reg from Gloucestershire

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Nectare can do a lot, or a little, you decide what you need and see how Nectare can help you?

CUSTOMERS & PROSPECTS



Customers



Receipts

Quotes*



Invoices*

Sales Orders*

Stock Control*

* Optional

From the very beginning Nectare can help. Nectare can store details of prospective customers / clients / patients / tenants together with details of sales calls, estimates and quotations.

Do you want to be able to -

1. Enter details of prospective customers? **Yes** / No
2. Import lists of names and addresses of prospective customers? **Yes** / No
3. Generate estimates and quotations on screen so that you have a record of your verbal quotes? **Yes** / No
4. Print/email/fax an estimate or quotation? **Yes** / No
5. Revise an estimate or quotation and see all the revisions you have made? **Yes** / No
6. Convert a quotation to an order or invoice with a few clicks? **Yes** / No
7. Send sales order acknowledgements? **Yes** / No

CONTACT MANAGEMENT (CRM - Customer Relations Management)

1. Keep "ToDo" and work "Done" lists for each user, department or the whole organisation? **Yes** / No
2. Identify tasks to be performed by sub-contractors? **Yes** / No
3. Print lists of outstanding tasks as a job list? **Yes** / No
4. Keep a record of completed tasks? **Yes** / No

JOB COSTING

1. Monitor both income and expenditure on any job at any time? **Yes** / No
2. Handle any type of job, in house job, contract, sales order, works order, refurbishment, rental and leases? **Yes** / No
3. Post any line on any sales or purchase invoice against a job? **Yes** / No

SALES & INVOICING

1. Create different styles of invoice depending on whether one is selling a service or product? **Yes** / No
2. View invoices on screen and re-print, fax or email copy invoices and statements? **Yes** / No
3. Post sales without creating an invoice? **Yes** / No
4. Create an invoice or a credit note by copying an existing invoice? **Yes** / No
5. Have the option of picking up the description / price of your products or services from a product file? **Yes** / No
6. Have the sales invoicing linked to the stock control system so that you can select which stock is issued when the invoice is raised? **Yes** / No (Requires Stock Control*)
7. Easily find anything in the sales ledger? **Yes** / No
Nectare's "PowerSearch" will enable you to search on a field, or combination of fields in the sales ledger – A "must have" feature missing from most other accounting systems.
8. Show on any line of an invoice, the period the charge is for e.g. warranty, rental or service charge? **Yes** / No
9. Flag an invoice or any line of an invoice as disputed? **Yes** / No
10. View a graph that shows trends in turnover / payment history? **Yes** / No
11. Print invoices in foreign currency (Requires foreign currency option)? **Yes** / No

PERIOD INVOICING

Generate repeat invoices for rent or services? **Yes** / No

PURCHASES / EXPENDITURE

1. Show on any line of an invoice the period the charge is for e.g. warranty, rental, insurance etc? **Yes** / No
2. Flag whole purchase invoice or any line as disputed? **Yes** / No
3. View a graph showing business placed with a supplier over the year? **Yes** / No
4. Approve purchase invoices before they are posted? **Yes** / No **Nectare includes a purchase invoice register to monitor who is approving which invoice.**
5. Find anything in the purchase ledger using Nectare's unique "PowerSearch" tool? **Yes** / No
6. Post invoices against purchase orders? **Yes** / No
7. Create remittance advice notes? **Yes** / No
8. Print combined cheques/remittance advice notes? **Yes** / No
9. Post foreign currency invoices (Requires foreign currency option)? **Yes** / No

PURCHASE ORDER PROCESSING

1. View purchase orders on screen then print, email or fax them? **Yes** / No
2. Automatically allocate goods or services to specific jobs? **Yes** / No
3. Have multiple locations? **Yes** / No
4. Order goods/services for more than one job on one purchase order? **Yes** / No
5. Handle customer's own material? **Yes** / No

STOCK CONTROL

Have a powerful stock control with the ability of, allocating items to specific jobs, de-allocate or transfer items to other jobs, issue and return materials, hold, release or move stock between locations? **Yes** / No

BANK ACCOUNTS

Do you want your accounting system to include -

1. Multiple bank accounts? **Yes** / No
2. Simple bank statement reconciliation? **Yes** / No
3. A cashbook? **Yes** / No

NOMINAL LEDGER / COST CENTRES**

1. Profit & Loss reporting? **Yes** / No
2. Balance Sheet – Full & Summary? **Yes** / No
3. Multiple Cost Centres? **Yes** / No

REPORTS

A comprehensive range of management and audit reports? **Yes** / No

IF YOU THINK NECTARE CAN HELP YOU PLEASE VISIT OUR WEBSITE www.nectare.info TO CHECK THE LATEST FEATURES, DOWNLOAD ONE OF OUR POWERPOINT DEMOS OR REQUEST A DEMONSTRATION.

Nectare – AFFORDABLE POWER FOR YOUR BUSSINESS

If there is anything you need that is not listed or shown on our website please email us at sales@nectare.co.uk with details of your requirements and we will try to help.

* Stock Control – If you require stock control please visit www.nectare.info for more details of our comprehensive stock control system.

** There is a simpler edition of Nectare, designed for the smaller business, called EASIBOOKKEEPER.