# **DAC** User Guide

## **Vendor Receivables**

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### **Working With Vendor Receivables**

The Vendor Receivables applications are used to define deals offered to distributors by their vendors, some of which may be passed on to their customers. Unlike buying allowances, users can track vendor deals to monitor the amounts due from vendors, and control which customers are eligible to receive rebates. Refer to Adding Billing-Related Vendor Deals and Adding Purchasing-Related Vendor Deals below for detailed descriptions of the numerous types of vendor deals which users can define.

Before using the Vendor Receivables applications to track vendor deals, enter \*YES for the Vendor Recv/Vendor Deals Active? field of the SYS006 default system option. Refer to the DAC Default System Options document for additional information. Contact CDR support personnel for information about using the SYS011 (User Point: End of Day) default system option to automatically enroll new customers in vendor deals.

Refer to Adding Purchasing-Related Vendor Deals below for information about **Auto PO-Adjustment Item#** field of the SYS008 default system option.

```
User: JEANNINE
                           Menu: PUCV1
                                                      Date: 8/06/12
          =======> P U R C H A S I N G <======
12. Import Costs
SYSTEM | |
          4. Work With Buyer Control File
||||||| 5. Work With Buying Allowances
          6. Work With Dock Receiving
          7. Work With A/P Transfers
          8. Work With RF Receiving
          9. Work With Buyer Messages
          10. Vendor Receivables
         11. Work With Vendor Groups
                   MENU CALLS
20. A/P Menu
19. Truck Scheduling
                                              21. Purchasing Reports
                      23. Dac Main Menu
22. Inventory Menu
                                              90. Sign Off
COPYRIGHT @1992-2007@ Creative Data Research, Inc.
```

To begin working with vendor receivables, select option 10 (Vendor Receivables) from the Purchasing screen. The Vendor Relations screen appears (see below).

The Customer Loyalty Program, a DAC optional module, can be used with Vendor Receivables applications to define the goal-oriented types of deals offered by manufacturers who require that multi-level conditions are met before retailers qualify to earn rebates.

#### **Adding Billing-Related Vendor Deals**

The Work With Vendor Deals application is used to enter the following types of billing-related vendor deal records:

- Buydown allowance (B) an amount is deducted from the customer's billing price on an order, and another amount can be tracked for rebate to the distributor. This type of deal is recommended for use in reporting cigarette buydowns.
- Percentage off allowance (%) a percentage of customer's contract price is deducted from (or added to) the customer's billing price on an order.
- Vendor rebate (*R*) an incentive amount can be tracked for rebate to the distributor, and another amount can be tracked for rebate to the customer. The customer's billing price on an order is not affected.
- Fixed vendor price (*F*) a specific amount is designated, by the vendor, as the customer's fixed billing price, and another amount can be tracked for rebate to the distributor. The fixed price overrides any existing customer contract, billing matrix contract, and selling allowance, including a fixed type selling allowance, which would otherwise affect the customer's billing price.
- Rebate based on net cost (N) a percentage of the item's net cost is tracked for rebate to the distributor, and another amount, also based on a percentage of the item's net cost, can be tracked for rebate to the customer. The customer's billing price on an order is not affected.
- Rebate based on price (1) a percentage of the customer's billing price for an item is tracked for rebate to the distributor, and another amount, also based on a percentage of the customer's billing price for an item, can be tracked for rebate to the customer. The customer's billing price on an order is not affected.
- Standard booking (S) and Trade show booking (T) an amount is deducted from the customer's billing price for an item, or a fixed amount is designated as the billing price, and an incentive amount can be tracked for rebate to the distributor.

A fixed price amount overrides any existing customer contract, billing matrix contract, and selling allowance, including a fixed type selling allowance, which would otherwise affect the customer's billing price.

Users can also designate retail price overrides for the standard and "eaches" selling levels of the items of standard booking and trade show booking vendor deals.

A standard booking and trade show booking deal can only be used when working with the Pre-book Ordering System of DAC. Refer to the Pre-book Orders document for additional information.

When defining billing-related vendor deals, users can:

- Designate that credits are ignored when calculating the amounts due from vendors, and when tracking amounts for rebate to customers. Refer to Adding A Credit Memo of the Billing document for additional information about billing credits.
- Designate that an item's base cost, net cost or both is adjusted when a vendor deal is used. Base cost adjustments (which affects DAC calculations such as profitability and sales analysis) and net cost adjustments do not affect the **Base**Cost and Net Cost fields of an item's record. Refer to Adding Item Records of the Item File Maintenance document for additional information about item base and net cost.

When using a vendor deal type with fixed prices (fixed vendor price, standard booking and trade show booking) and enrolling items for which a super item selling allowance is used, item details continue to be printed on invoices. Refer to Working With Selling Allowances of the Billing File Maintenance document for information about super item selling allowances and the **Print Option** field of super item selling allowance records.

Billing-related vendor deals are not incorporated in the purchasing calculations of suggested order quantities. Refer to Purchasing Calculations of the Purchasing document for additional information.

These steps are followed when working with billing-related vendor deals:

- **Step 1:** Add the vendor deal. This step includes designating the beginning date and the ending date (after which the deal expires).
- **Step 2:** Enroll the items to which the vendor deal applies. Refer to Enrolling Items In Vendor Deals for additional information.
- **Step 3:** Enroll customers in the deal to designate to whom items must be sold in order for the distributor to qualify for the deal. As the enrolled customers' orders are posted, receivable amounts due are accumulated automatically. Refer to Enrolling Customers In Vendor Deals for additional information.
- **Step 4:** If necessary, receivable amounts due can be retroactively re-posted for a vendor deal for which items or customers are enrolled after the customer orders are posted. Refer to Re-Posting Sales for additional information.
- **Step 5:** Export the receivable amounts due of a bill-related vendor deal after it expires (and after all receivable amounts due are posted) to create a vendor receivable debit transaction for the deal. Refer to Exporting Vendor Deals for additional information.

**Step 6:** Define the reasons which will be used when entering credit (and debit) receivable transactions. Refer to Adding Vendor Relations Reasons for additional information.

**Step 7:** Enter and post receivable credit transactions as amounts due are received from vendors. If necessary, debit transactions can also be entered and posted. Users also have the option of selecting credit transactions to be automatically applied to designated debit transactions when posting is done. Refer to Adding Vendor Receivable Transactions for additional information.

**Step 8:** Apply credit transactions to debit transactions. Refer to Applying Vendor Receivable Transactions for additional information. Note: This is not a required step if users selected receivable credit transactions to be automatically applied before posting in the previous step.

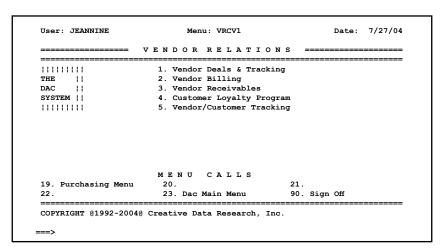
#### **Adding Vendor Deals For Pre-book Orders**

The instructions below describe using the Define Vendor Deals application to enter a standard booking and trade show booking type of vendor deal.

When using either one of these types of vendor deal, an amount is deducted from the customer's billing price, or a fixed amount is designated as the billing price. A fixed price amount overrides any existing customer contract, billing matrix contract, and selling allowance, including a fixed type selling allowance, which would otherwise affect the customer's billing price. Both types of deals can also be used to track an incentive amount for rebate to the distributor.

The standard booking and trade show booking vendor deals can only be used when working with the Pre-book Ordering System of DAC. Refer to the Pre-book Orders document for additional information.

When using vendor deals for pre-book orders, retail prices can be designated for an item's standard and "eaches" selling levels. Refer to Enrolling Items In Vendor Deals below for additional information.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

```
User: JEANNINE
                            Menu: VRDCV1
                                                        Date: 3/05/10
  ========== VR DEALS & TRACKING ===
111111111
                     1. Define Vendor Deals
                      2. Enroll Customers in Deals
DAC
                      3. Work with Deal Activity
SYSTEM | |
                      4. Print Vendor Deal Definitions
1111111111
                      5. Deal Tracking Report (History)
                      6. Deal Activity Recap Report
                      7. Search Deals for An Item
                      8. Deal Comparison
                      9. Deal Salesrep PM Report
                      MENU CALLS
19. Purchasing Menu
                                               21. Billing Menu
22. Vendor Relations
                      23. Dac Main Menu
                                               90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

```
CVHXDFR DISPLAY Creative Data Research 7/27/04 15:04:29

Work with Deals

Vendor Deal Deal Type CLP Only?

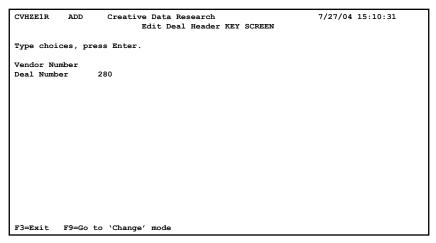
N Dates Cents Off Price Incentive

Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program

? Vendor Name

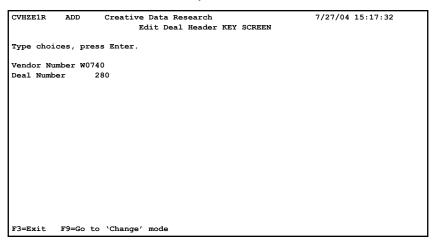
F3=Exit F4=Search F10=Add
No data to display.
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a standard booking and trade show booking type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                    Creative Data Research
           ADD
                                                                 7/27/04 15:18:55
                                Edit Deal Header
Vendor Number W0740 BIC CORPORATION
Deal Number :
                   280
Type changes, press Enter.
Deal Type . . . . . . . .
                               (? for Values)
Deal Description . .
Deal Start Date . .
                              Ignore Tracking Credits? (Y/N)
Deal End Date . . .
Cents Off . . . . .
                               Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . . . . . Rebate % . . . . . .
                                (for Wholesaler)
                                 (for Retailer)
Affect Cost? . . . . . .
                               (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                                Net Cents Off
                                Base Cents Off
F3=Exit
```

6. Enter *S* (Standard Booking) or *T* (Show Booking) for the **Deal Type** (1,a) field and press <Enter>. The *Affects Pricing On Pre-book Orders Only* message appears.

```
CVHZE1R
          ADD
                  Creative Data Research
                                                             7/27/04 15:21:26
                              Edit Deal Header
Vendor Number W0740 BIC CORPORATION
                  280
Deal Number :
Type changes, press Enter.
Affects Pricing On Pre-book Orders Only
Deal Type . . . . . S (? for Values) Standard Booking (PreBook) Deal Description . .
Deal Start Date . .
                             Ignore Tracking Credits?
                                                         (Y/N)
Deal End Date . . .
                           Add-on to an existing allowance? N
Cents Off . . . .
Distributor Incentive
Affect Cost? . . . . .
                             (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
                              Net Cents Off
Fixed Base Cost .
                              Base Cents Off
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which the shipping date of a customer's order must fall to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which the shipping date of a customer's order must fall to qualify for the vendor deal.
- 8. Enter data for only one of the following fields and press <Field Exit>:
  - Cents Off (5.2,n) an amount deducted from the customer's billing price for the item at the standard selling level (unit of measure). This amount is deducted, with one exception, after other pricing factors (contracts, selling allowances, rebates, discounts and surcharges) are calculated. Exception: If a cents off type of selling allowance exists, it will be superseded by the amount entered for the Cents Off field when the vendor deal is a show booking type (T). The amount of the Cents Off field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the \$ Off field.

• **Deal Price** (7.2,n) - a specific amount designated as the customer's billing price for the item at the standard selling level (unit of measure). This price overrides any existing contracts, selling allowances, rebates, discounts and surcharges.

The amount of the **Deal Price** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Fixed\$** field.

9. If necessary, enter an amount for the **Distributor Incentive** (5.2,n) field to designate an incentive for each item sold at the standard selling level (unit of measure). As items are sold to the customer, this incentive is tracked for rebate to the distributor. The value of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.

```
CVHZE1R
                      Creative Data Research
                                                                         7/27/04 15:22:03
                                    Edit Deal Header
Vendor Number W0740 BIC CORPORATION
                     280
Deal Number :
Type changes, press Enter.
Affects Pricing On Pre-book Orders Only
Deal Type . .
                  . . . .
                                S (? for Values) Standard Booking(PreBook)
Deal Description . Bic Corp Pre-book

Deal Start Date . 080104 Ignore Tracking Credits? (Y/N)

Deal End Date . 081504

Cents Off . . . 0.25 Add-on to an existing allowance? N
Deal Price . . .
Distributor Incentive
(B=Base, N=Net, A=ALL, X=Neither)
                                    Net Cents Off
Fixed Base Cost .
                                    Base Cents Off
```

- 10. Enter one of the following values for the **Affect Cost?** (1,a) field and press <Enter>:
  - B to designate that the vendor deal affects the item's base cost.
  - N to designate that the vendor deal affects the item's net cost.
  - A to designate that the vendor deal affects the item's base and net costs.
  - X to designate that the vendor deal affects neither the item's base cost nor its net cost.

```
CVHZE1R
                                                          7/27/04 16:01:10
                 Creative Data Research
                             Edit Deal Header
Vendor Number W0740 BIC CORPORATION
Deal Number :
                 280
Type changes, press Enter.
Affects Pricing On Pre-book Orders Only
S (? for Values) Standard Booking(PreBook)
                      80104 Ignore Tracking Credits? (Y/N)
Cents Off . . . . . . Deal Price . . . .
                       .25 Add-on to an existing allowance? N
Distributor Incentive
Affect Cost? . . . . . B (B=Base, N=Net, A=ALL, X=Neither)
Fixed Base Cost .
                             Base Cents Off
F3=Exit
```

- 11. If *B* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Base Cost** (7.2,n) a specific amount designated as the item's base cost. This amount overrides any base cost designated by an existing contract and selling allowance.
  - Base Cents Off (5.2,n) an amount deducted from the item's base cost.

```
CVHZE1R
                                                                           7/27/04 16:02:06
                       Creative Data Research
                                     Edit Deal Header
Vendor Number W0740 BIC CORPORATION
Deal Number :
                      280
Type changes, press Enter.
Affects Pricing On Pre-book Orders Only
Deal Type . . . . S (? for Value Deal Description . Bic Corp Pre-book Deal Start Date . . 80104 Ignore Trade I End Date . . 81504
                                 S (? for Values) Standard Booking(PreBook)
                             80104 Ignore Tracking Credits? (Y/N)
                             .25 Add-on to an existing allowance? N
Cents Off . . . . . . Deal Price . . . .
Distributor Incentive
Affect Cost? . . . . . N (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
                                     Net Cents Off
```

- 12. If *N* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Net Cost** (7.2,n) a specific amount designated as the item's net cost. This amount overrides any net cost designated by an existing contract and selling allowance.
  - Net Cents Off (5.2,n) an amount deducted from the item's net cost.

```
7/27/04 16:03:05
                    Creative Data Research
                                 Edit Deal Header
Vendor Number W0740 BIC CORPORATION
Deal Number :
                    280
Type changes, press Enter.
Affects Pricing On Pre-book Orders Only
Deal Type . . . . . . . . S (? for Values) Standard Booking(PreBook)
Deal Description . . Bic Corp Pre-book
Deal Start Date . . 80104 Ignore Tracking Credits? (Y/N)
Deal End Date . . . 81504
Cents Off . . . . .
                          .25 Add-on to an existing allowance? N
Deal Price . . . .
Distributor Incentive
Affect Cost? . . . . . A (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . Net Cents Off
                                 Base Cents Off
Fixed Base Cost .
```

- 13. If A was entered for the **Affect Cost?** field:
  - Enter either a specific amount to be designated as the item's net cost for the **Fixed Net Cost** (7.2,n) field, or an amount to be deducted from the item's net cost for the **Net Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Net Cost** field, it overrides any net cost designated by an existing contract and selling allowance.
  - Enter either a specific amount to be designated as the item's base cost for the **Fixed Base Cost** (7.2,n) field, or an amount to be deducted from the item's base cost for the **Base Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Base Cost** field, it overrides any base cost designated by an existing contract and selling allowance.

- 14. If *X* was not entered for the **Affect Cost?** field, press <Enter>.
- 15. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/27/04 16:05:48

Deal Details

Vendor W0740 BIC CORPORATION Master Vendor

Deal 280 Bic Corp Pre-book S

Item Start End $ Off Fixed$ Incentive

8/01/04 8/15/04 .25

Base Cents Off .25

2=Edit D=Delete Item from Deal

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

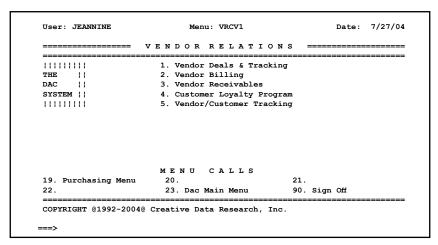
Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

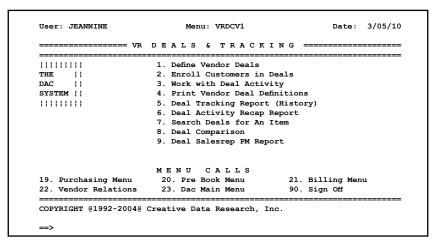
#### **Adding Buydown Allowance Deals**

The instructions below describe using the Define Vendor Deals application to enter a buydown allowance type of vendor deal. This type of deal (which is recommended for use in reporting cigarette buydowns) is used to deduct an amount from the customer's billing price on an order, and to track another amount for rebate to the distributor.

The details of a customer's price for an item, which appears on the Price Inquiry screen, includes the affect of implementing a buydown allowance type of vendor deal. Refer to Working With Price Inquiry of the Billing document for additional information.



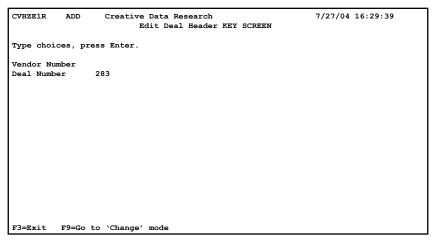
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

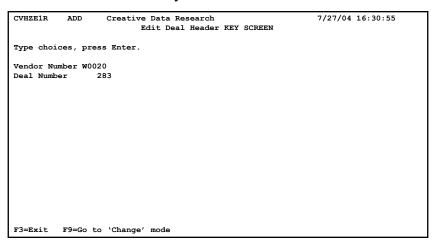
```
DISPLAY Creative Data Research
                                                          7/27/04 16:28:31
                              Work with Deals
Vendor Deal Deal Type CLP Only?
         280
                                   Dates Cents Off Price
                                                           Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 BIC CORPORATION
                                    8/01/04
    280 Bic Corp Pre-book
                                               .25 /
                                s 8/15/04
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a buydown allowance and vendor rebate type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                   Creative Data Research
                                                               7/27/04 16:31:53
                               Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                   283
Type changes, press Enter.
                        Ignore Tracking Credits? (Y/N)
Deal Type . .
                              (? for Values)
Deal Type . . . Deal Description . . .
Deal Start Date . .
Deal End Date . . .
Cents Off . . . .
                             Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . .
                               (for Wholesaler)
Rebate % . . . . . .
                               (for Retailer)
Affect Cost?
             . . . . . .
                              (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                               Net Cents Off
                               Base Cents Off
F3=Exit
```

6. Enter *B* (Buydown Allowance) for the **Deal Type** (1,a) field and press <Enter>. The *Affects Customer Pricing* message appears.

```
CVHZE1R ADD
              Creative Data Research
                                                7/27/04 16:33:03
Vendor Number W0020 ACE BAKING COMPANY
              283
Type changes, press Enter.
Affects Customer Pricing.
                     B (? for Values) Buydown Allowance
Deal End Date . . .
Cents Off . . . . .
                      Add-on to an existing allowance? N
Distributor Incentive
(B=Base, N=Net, A=ALL, X=Neither)
                        Net Cents Off
                        Base Cents Off
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.

Refer to Adding An Order of the Billing document for additional information about entering customer orders.

- 8. Enter data for one or both of the following fields and press <Field Exit>:
  - Cents Off (5.2,n) an amount deducted from the customer's billing price for the item at the standard selling level (unit of measure), but only after other pricing factors (contracts, rebates, discounts and surcharges) are calculated. If Y is entered for the Add-on to an existing allowance? field (see the following step), any existing selling allowance will also be included in the calculation of the customer's billing price.

As items are sold to the customer, the amounts deducted are tracked for reporting purposes.

The amount entered for the **Cents Off** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **\$ Off** field.

- **Distributor Incentive** (5.2,n) an amount designated for each item at the standard selling level (unit of measure). As items are sold to the customer, this incentive is tracked for rebate to the distributor. The value of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.
- 9. Enter *Y* for the **Add-on to an existing allowance?** field to include any existing selling allowance with the amount entered for the **Cents Off** field. If *N* is entered for this field, a selling allowance is not included in the calculation of the customer's billing price.

```
CVHZE1R
           ADD
                    Creative Data Research
                                                                 7/27/04 16:34:38
                                Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                   283
Type changes, press Enter.
Affects Customer Pricing.
Deal Type . . . . . . .
                           B (? for Values) Buydown Allowance
Deal Description . . Buydown - Ace Baking Co
Deal Start Date . . Deal End Date . . . Cents Off . . . . .
                         80104 Ignore Tracking Credits? (Y/N)
                         81504
                          .15 Add-on to an existing allowance? N
Distributor Incentive
                        0 20
                                (B=Base, N=Net, A=ALL, X=Neither)
Affect Cost?
Fixed Net Cost . .
                                Net Cents Off
Fixed Base Cost .
                                Base Cents Off
F3=Exit
```

- 10. Enter one of the following values for the **Affect Cost?** (1,a) field and press <Enter>:
  - B to designate that the vendor deal affects the item's base cost.
  - N to designate that the vendor deal affects the item's net cost.
  - A to designate that the vendor deal affects the item's base and net costs.
  - X to designate that the vendor deal affects neither the item's base cost nor its net cost.

```
Creative Data Research
                                                                     7/27/04 16:35:45
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                     283
Type changes, press Enter.
Affects Customer Pricing.
                          . B (? for Values) Buydown Allowance
Deal Type . . . . . .
Deal Description . . Buydown - Ace Baking Co
Deal Start Date . . 80104 Ignore Tracking
Deal End Date . . 81504
                          80104 Ignore Tracking Credits? (Y/N)
                           .15 Add-on to an existing allowance? N
Cents Off . . . . .
Distributor Incentive
Affect Cost? . . . . . B (B=Base, N=Net, A=ALL, X=Neither)
Fixed Base Cost .
                                  Base Cents Off
F3=Exit
```

- 11. If *B* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Base Cost** (7.2,n) a specific amount designated as the item's base cost. This amount overrides any base cost designated by an existing contract and selling allowance.
  - Base Cents Off (5.2,n) an amount deducted from the item's base cost.

```
CVHZE1R
                                                                    7/27/04 16:36:35
                    Creative Data Research
                                 Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                    283
Type changes, press Enter.
Affects Customer Pricing.
Deal Type . . . . . . .
                          . B (? for Values) Buydown Allowance
Deal Description . Buydown - Ace Baking Co
Deal Start Date . 80104 Ignore Tracking
Deal End Date . 81504
                          80104 Ignore Tracking Credits? (Y/N)
Cents Off . . . . .
                         .15 Add-on to an existing allowance? N
Distributor Incentive
Affect Cost? . . . . . N (B=Base, N=Net, A=ALL, X=Neither)
                                 Net Cents Off
F3=Exit
```

- 12. If *N* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - Fixed Net Cost (7.2,n) a specific amount designated as the item's net cost. This amount overrides any net cost designated by an existing contract and selling allowance.
  - Net Cents Off (5.2,n) an amount deducted from the item's net cost.

```
CVHZE1R
                                               7/27/04 16:37:04
        ADD
              Creative Data Research
                       Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
Type changes, press Enter.
Affects Customer Pricing.
Cents Off . . . . .
                 .15 Add-on to an existing allowance? N
Distributor Incentive .20
Affect Cost? . . . . . . A (B=Base, N=Net, A=ALL, X=Neither)
Net Cents Off
```

- 13. If A was entered for the **Affect Cost?** field:
  - Enter either a specific amount to be designated as the item's net cost for the **Fixed Net Cost** (7.2,n) field, or an amount to be deducted from the item's net cost for the **Net Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Net Cost** field, it overrides any net cost designated by an existing contract and selling allowance.
  - Enter either a specific amount to be designated as the item's base cost for the **Fixed Base Cost** (7.2,n) field, or an amount to be deducted from the item's base cost for the **Base Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Base Cost** field, it overrides any base cost designated by an existing contract and selling allowance.

- 14. If *X* was not entered for the Affect Cost? field, press <Enter>.
- 15. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/27/04 16:38:10

Deal Details

Vendor W0020 ACE BAKING COMPANY Master Vendor

Deal 283 Buydown - Ace Baking Co B BUYDOWN ALLOWANCE

Item Start End $ Off Incentive

8/01/04 8/15/04 .15 .20

Base Cents Off .15

2=Edit D=Delete Item from Deal

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

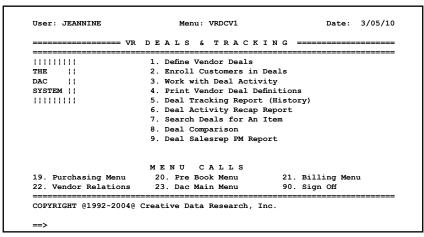
Refer to Printing a Deal Activity Recap for information about the Deal Activity Recap report which can be used for reporting cigarette buydowns.

#### **Adding Vendor Rebate Deals**

The instructions below describe using the Define Vendor Deals application to enter a vendor rebate type of vendor deal. This type of deal is used to track an incentive amount for rebate to the distributor, and another amount can be tracked for rebate to the customer. The customer's billing price on an order is not affected.

```
User: JEANNINE
                          Menu: VRCV1
                                                     Date: 8/09/04
=========== VENDOR RELATIONS ===========
                     1. Vendor Deals & Tracking
THE ||
                     2. Vendor Billing
DAC
     11
                     Vendor Receivables
SYSTEM ||
                     4. Customer Loyalty Program
111111111
                     5. Vendor/Customer Tracking
                     MENU CALLS
                      20.
                                             21
22.
                      23. Dac Main Menu
                                             90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

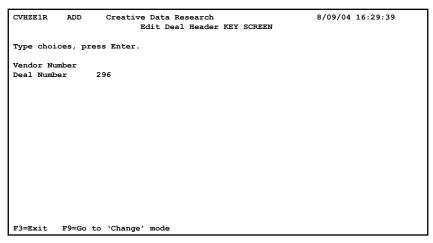
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

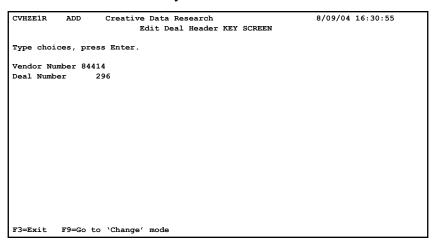
```
DISPLAY Creative Data Research
                                                            8/09/04 16:28:31
                              Work with Deals
Vendor Deal Deal Type CLP Only?
                                    Dates Cents Off Price
                                                              Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
 283 Buydown - Ace Baking Co B 8/15/04
BIC CORPORATION 8/01/04
                                                .15 /
                                                                      .20
    280 Bic Corp Pre-book S 8/15/04
                                               .25 /
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a buydown allowance and vendor rebate type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                   Creative Data Research
                                                              7/27/04 16:31:53
                               Edit Deal Header
Vendor Number 84414 WET PLANET BEVERAGES
Deal Number :
                  296
Type changes, press Enter.
Deal Type . . . . . . . .
                              (? for Values)
Deal Description . .
Deal Start Date . .
                              Ignore Tracking Credits?
Deal End Date . . .
Cents Off
                              Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . .
                               (for Wholesaler)
                               (for Retailer)
Affect Cost?
                              (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                               Net Cents Off
                               Base Cents Off
F3=Exit
```

6. Enter *R* (Vendor Rebate) for the **Deal Type** (1,a) field and press <Enter>. The *Affects Customer Pricing. Tracks Vendor\$* message appears.

```
Creative Data Research
                                                           8/09/04 17:58:39
                             Edit Deal Header
Vendor Number 84414 WET PLANET BEVERAGES
Deal Number :
Type changes, press Enter.
Affects Customer Pricing. Tracks Vendor$
             . . . . . . R (? for Values) Vendor $-based rebate
Deal Type .
Deal Description . .
Deal Start Date . .
                            Ignore Tracking Credits? (Y/N)
Deal End Date . . .
Cents Off . . . . .
                           Add-on to an existing allowance? N
Distributor Incentive
(B=Base, N=Net, A=ALL, X=Neither)
                             Net Cents Off
                             Base Cents Off
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors, and the amounts for rebate to customers. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.

Refer to Adding An Order of the Billing document for additional information about entering customer orders.

- 8. Enter data for one or both of the following fields and press <Field Exit>:
  - Cents Off (5.2,n) an amount designated for each item at the standard selling level (unit of measure) which is only tracked for rebate to the customer as items are sold to the customer. The customer's billing price on an order is not affected. The amount entered for the Cents Off field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the \$ Off field.
  - **Distributor Incentive** (5.2,n) an amount designated for each item at the standard selling level (unit of measure). As items are sold to the customer, this incentive is tracked for rebate to the distributor. The value of the **Distributor**

**Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.

```
CVHZE1R
                                                    8/09/04 17:58:39
         ADD
                Creative Data Research
                          Edit Deal Header
Vendor Number 84414 WET PLANET BEVERAGES
Deal Number :
Type changes, press Enter.
Affects Customer Pricing. Tracks Vendor$
Distributor Incentive 13.95
Affect Cost? . . . . .
                        (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
Fixed Base Cost .
                          Net Cents Off
                         Base Cents Off
F3=Exit
```

- 9. Enter one of the following values for the **Affect Cost?** (1,a) field and press <Enter>:
  - B to designate that the vendor deal affects the item's base cost.
  - N to designate that the vendor deal affects the item's net cost.
  - A to designate that the vendor deal affects the item's base and net costs.
  - X to designate that the vendor deal affects neither the item's base cost nor its net cost.

```
CVHZEIR CHANGE Creative Data Research
Edit Deal Header

Vendor Number 84414 WET PLANET BEVERAGES
Deal Number: 296

Type changes, press Enter.
Affects Customer Pricing. Tracks Vendor$
Deal Type . . . . . . R (? for Values) Vendor $-based rebate
Deal Description . Wet Planet Deal
Deal Start Date . 80104 Ignore Tracking Credits? (Y/N)
Deal End Date . . 81504
Cents Off . . . . 11.95 Add-on to an existing allowance? N

Distributor Incentive 13.95

Affect Cost? . . . B (B=Base, N=Net, A=ALL, X=Neither)

Fixed Base Cost : Base Cents Off

F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive F11=Delete
```

- 10. If *B* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Base Cost** (7.2,n) a specific amount designated as the item's base cost. This amount overrides any base cost designated by an existing contract and selling allowance.
  - Base Cents Off (5.2,n) an amount deducted from the item's base cost.

```
CVHZEIR CHANGE Creative Data Research
Edit Deal Header

Vendor Number 84414 WET PLANET BEVERAGES
Deal Number: 296

Type changes, press Enter.
Affects Customer Pricing. Tracks Vendor$
Deal Type . . . . . . R (? for Values) Vendor $-based rebate
Deal Description . Wet Planet Deal
Deal Start Date . 80104 Ignore Tracking Credits? (Y/N)
Deal End Date . . 81504
Cents Off . . . . 11.95 Add-on to an existing allowance? N

Distributor Incentive 13.95

Affect Cost? . . . . N (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost .: Net Cents Off

F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive F11=Delete
```

- 11. If N was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Net Cost** (7.2,n) a specific amount designated as the item's net cost. This amount overrides any net cost designated by an existing contract and selling allowance.
  - Net Cents Off (5.2,n) an amount deducted from the item's net cost.

```
CVHZEIR CHANGE Creative Data Research
Edit Deal Header

Vendor Number 84414 WET PLANET BEVERAGES
Deal Number: 296

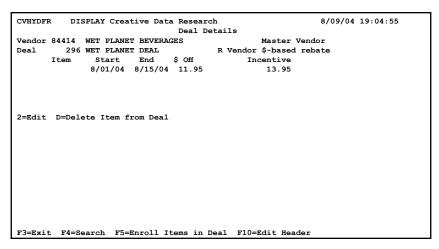
Type changes, press Enter.
Affects Customer Pricing. Tracks Vendor$
Deal Type . . . . . . R (? for Values) Vendor $-based rebate
Deal Description . Wet Planet Deal
Deal Start Date . 80104 Ignore Tracking Credits? (Y/N)
Deal End Date . . 81504
Cents Off . . . . 11.95 Add-on to an existing allowance? N

Distributor Incentive 13.95

Affect Cost? . . . A (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost .: Net Cents Off
Fixed Base Cost : Base Cents Off

F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive F11=Delete
```

- 12. If A was entered for the Affect Cost? field:
  - Enter either a specific amount to be designated as the item's net cost for the **Fixed Net Cost** (7.2,n) field, or an amount to be deducted from the item's net cost for the **Net Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Net Cost** field, it overrides any net cost designated by an existing contract and selling allowance.
  - Enter either a specific amount to be designated as the item's base cost for the **Fixed Base Cost** (7.2,n) field, or an amount to be deducted from the item's base cost for the **Base Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Base Cost** field, it overrides any base cost designated by an existing contract and selling allowance.
- 13. If X was not entered for the Affect Cost? field, press <Enter>.
- 14. Press <Enter> when prompted to confirm. The Deal Details screen appears.



Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

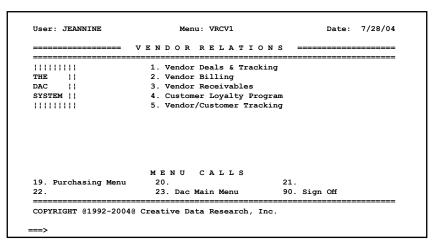
Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

#### **Adding Fixed Vendor Price Deals**

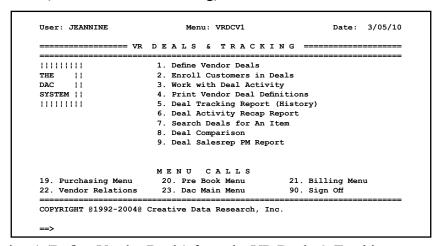
The instructions below describe using the Define Vendor Deals application to enter a fixed vendor price type of vendor deal. This type of vendor deal is used when a vendor designates a specific amount as the customer's billing price. This fixed price overrides any existing customer contract, billing matrix contract, and selling allowance, including a fixed type selling allowance, which would otherwise affect the customer's billing price.

The fixed vendor price type of vendor deal can also be used to track an incentive amount for rebate to the distributor.

The details of a customer's price for an item, which appears on the Price Inquiry screen, includes the affect of implementing a fixed vendor price type of vendor deal. Refer to Working With Price Inquiry of the Billing document for additional information.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

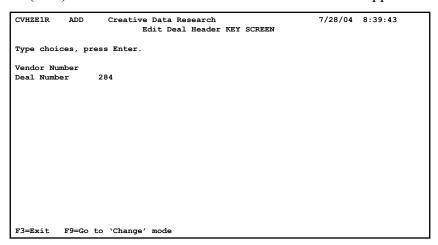


2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

```
DISPLAY Creative Data Research
                                                             7/28/04 8:34:57
                               Work with Deals
Vendor Deal Deal Type CLP Only?
                                     Dates Cents Off Price Incentive
Type options, press Enter.

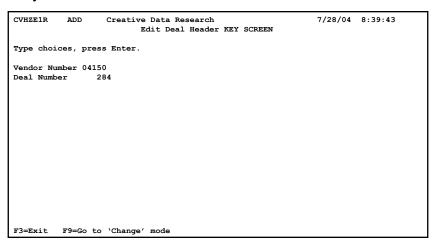
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
                                      8/01/04
     283 Buydown - Ace Baking Co B 8/15/04
                                                                      .20
                                                 .15 /
 BIC CORPORATION
                                      8/01/04
    280 Bic Corp Pre-book S 8/15/04
                                               .25 /
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a fixed vendor price type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
7/28/04 10:11:38
CVHZE1R
                Creative Data Research
                           Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
                284
Type changes, press Enter.
Deal Type . . . . . . .
                         (? for Values)
Deal Description . .
Deal Start Date . .
                          Ignore Tracking Credits?
Deal End Date . . .
Cents Off
                         Add-on to an existing allowance? N
Deal Price . . .
Distributor Incentive
Discount % . . . .
                           (for Wholesaler)
(for Retailer)
                          (B=Base, N=Net, A=ALL, X=Neither)
           . . . . . .
Net Cents Off
Fixed Base Cost .
                           Base Cents Off
F3=Exit
```

6. Enter *F* (Fixed Vendor Price) for the **Deal Type** (1,a) field and press <Enter>. The *Affects Customer Pricing* message appears.

```
CVHZE1R
                                                                7/28/04 10:12:38
          ADD
                   Creative Data Research
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Affects Customer Pricing.
Deal Type . . . . . . . F (? for Values) Fixed Vendor Price
Deal Description . .
Deal Start Date . .
                             Ignore Tracking Credits? (Y/N)
Deal End Date . . .
Deal Price . . .
Distributor Incentive
Affect Cost? . . . . . .
                              (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                               Net Cents Off
                                Base Cents Off
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.

Refer to Adding An Order of the Billing document for additional information about entering customer orders.

8. Enter a vendor-designated price for the **Deal Price** (7.2,n) field, and press <Field Exit>. This amount, which will be used as the customer's billing price for the item at the standard selling level (unit of measure), overrides any existing contracts, selling allowances, rebates, discounts and surcharges. The amount of the **Deal Price** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Fixed\$** field.

```
CVHZE1R
               Creative Data Research
                                                   7/28/04 10:12:38
                         Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Affects Customer Pricing.
2.45
Deal Price . . .
Distributor Incentive
Affect Cost? . . . . .
                         (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
                         Net Cents Off
Fixed Base Cost .
                         Base Cents Off
F3=Exit
```

- 9. If necessary, enter an amount for the **Distributor Incentive** (5.2,n) field to designate an incentive for each item sold at the standard selling level (unit of measure). As items are sold to the customer, this incentive is tracked for rebate to the distributor. The amount of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.
- 10. Enter one of the following values for the **Affect Cost?** (1,a) field and press <Enter>:
  - B to designate that the vendor deal affects the item's base cost.
  - N to designate that the vendor deal affects the item's net cost.
  - A to designate that the vendor deal affects the item's base and net costs.
  - X to designate that the vendor deal affects neither the item's base cost nor its net cost.

- 11. If *B* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Base Cost** (7.2,n) a specific amount designated as the item's base cost. This amount overrides any base cost designated by an existing contract and selling allowance.
  - Base Cents Off (5.2,n) an amount deducted from the item's base cost.

```
CVHZE1R
                                                      7/28/04 10:19:38
                Creative Data Research
                           Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Affects Customer Pricing.
. F (? for Values) Fixed Vendor Price
                    80104 Ignore Tracking Credits? (Y/N)
                    2.45
Deal Price . . . .
Distributor Incentive
Affect Cost? . . . . . N (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
                           Net Cents Off
F3=Exit
```

- 12. If *N* was entered for the **Affect Cost?** field, enter data for only one of the following fields and press <Field Exit>:
  - **Fixed Net Cost** (7.2,n) a specific amount designated as the item's net cost. This amount overrides any net cost designated by an existing contract and selling allowance.
  - Net Cents Off (5.2,n) an amount deducted from the item's net cost.

```
7/28/04 10:20:00
                     Creative Data Research
                                   Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
                     284
Type changes, press Enter.
Affects Customer Pricing.
Deal Type . . . . . . .
                              F (? for Values) Fixed Vendor Price
Deal Description . . Battery Supply Deal
Deal Start Date . . 80104 Ignore Tracking Credits? (Y/N)
Deal End Date . . . 81504
Deal Price . . .
Distributor Incentive
              . . . . . A (B=Base, N=Net, A=ALL, X=Neither)
Affect Cost?
Fixed Net Cost . .
Fixed Base Cost .
                                   Net Cents Off
                                  Base Cents Off
```

- 13. If A was entered for the Affect Cost? field:
  - Enter either a specific amount to be designated as the item's net cost for the **Fixed Net Cost** (7.2,n) field, or an amount to be deducted from the item's net cost for the **Net Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Net Cost** field, it overrides any net cost designated by an existing contract and selling allowance.
  - Enter either a specific amount to be designated as the item's base cost for the **Fixed Base Cost** (7.2,n) field, or an amount to be deducted from the item's base cost for the **Base Cents Off** (5.2,n) field, and press <Field Exit>. If an amount is entered for the **Fixed Base Cost** field, it overrides any base cost designated by an existing contract and selling allowance.
- 14. If *X* was not entered for the Affect Cost? field, press <Enter>.
- 15. Press <Enter> when prompted to confirm. The Deal Details screen appears.

CVHYDFR DISPLAY Creative Data Research 7/28/0	4 10:21:11		
Vendor 04150 BATTERY SUPPLY   Master Vendor			
Deal COA Dettern Complex Deal History Worden Deduc			
Deal 284 Battery Supply Deal F Fixed Vendor Price			
Item Start End Fixed\$ Incentive			
•			
8/01/04 8/15/04 2.45			
Base Cents Off .1	.0		
2=Edit D=Delete Item from Deal			
F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header			

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

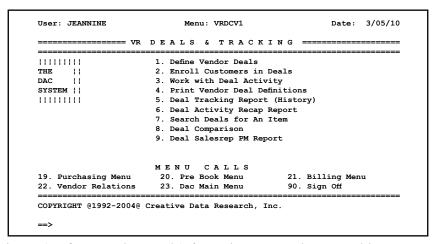
Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

#### **Adding Rebate Based On Net Cost Deals**

The instructions below describe using the Define Vendor Deals application to enter a rebate based on net cost type of vendor deal. It is used to track a percentage of the item's net cost for rebate to the distributor and, if necessary, for rebate to the customer. This type of deal does not affect the customer's billing price.

```
User: JEANNINE
                                                    Date: 3/05/10
----- VENDOR RELATIONS -----
                     1. Vendor Deals & Tracking
111111111
                     2. Vendor Billing
                    3. Vendor Receivables
DAC
      1.1
SYSTEM | |
                     4. Customer Loyalty Program
111111111
                    5. Vendor/Customer Tracking
19. Purchasing Menu
                      20. Vendor Spoils Mgmt
                                             21
22.
                     23. Dac Main Menu
                                             90. Sign Off
```

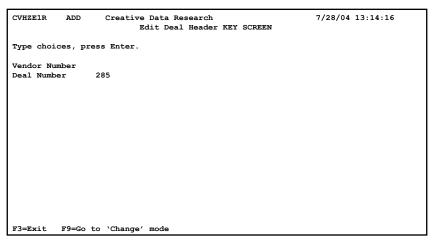
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

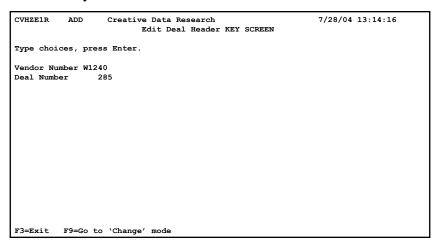
```
DISPLAY Creative Data Research
                                                             7/28/04 13:10:04
                               Work with Deals
Vendor Deal Deal Type CLP Only?
                                     Dates Cents Off Price
                                                               Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
  Vendor Name
  ACE BAKING COMPANY
                                      8/01/04
  283 Buydown - Ace Baking Co B
BIC CORPORATION
                                                                       .20
                                                 .15 /
                                      8/01/04
    C CORPORATION 8/01/04
280 Bic Corp Pre-book S 8/15/04
                                                .25 /
  BATTERY SUPPLY
                                      8/01/04
     284 Battery Supply Deal
                                  F 8/15/04
                                                            2.45 /
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a rebate based on net cost type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                  Creative Data Research
                                                             7/28/04 13:23:50
                              Edit Deal Header
Vendor Number W1240 CAMPBELL SALES COMPANY
Deal Number :
                  285
Type changes, press Enter.
Deal Type . . . . . . . .
                           (? for Values)
Ignore Tracking Credits?

Add-on to an existing allow
Deal Start Date . .
Deal End Date . . .
Cents Off
                             Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . . .
                              (for Wholesaler)
Rebate % .
                              (for Retailer)
Affect Cost? . . . . .
                             (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                              Net Cents Off
                              Base Cents Off
F3=Exit
```

6. Enter *N* (Rebate Based on Net Cost) for the **Deal Type** (1,a) field and press <Enter>. The *Tracked Only, Pricing Unaffected* message appears.

```
CVHZE1R
                  Creative Data Research
                                                             7/28/04 13:24:32
          ADD
                              Edit Deal Header
Vendor Number W1240 CAMPBELL SALES COMPANY
Deal Number :
                  285
Type changes, press Enter.
Tracked Only, Pricing Unaffected.
Deal Type . . . . . . . . . N (? for Values) Rebate Based on Net Cost
Deal Description . .
Deal Start Date . . . Deal End Date . . .
                             Ignore Tracking Credits? (Y/N)
(for Wholesaler)
                              (for Retailer)
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors, and the amounts for rebate to customers. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.

Refer to Adding An Order of the Billing document for additional information about entering customer orders.

- 8. Enter data for one or both of the following fields and press <Field Exit>:
  - **Discount** % (5.2,n) a percentage of the item's net cost at the standard selling level (unit of measure) which is tracked for rebate to the distributor.
  - **Rebate** % (5.2,n) a percentage of the item's net cost at the standard selling level (unit of measure) which is tracked for rebate to the customer.

```
CVHZEIR ADD Creative Data Research 7/28/04 13:26:28

Edit Deal Header

Vendor Number W1240 CAMPBELL SALES COMPANY
Deal Number: 285

Type changes, press Enter.
Tracked Only, Pricing Unaffected.
Deal Type . . . . . . N (? for Values) Rebate Based on Net Cost
Deal Description . Campbell Sales Deal
Deal Start Date . . 080104 Ignore Tracking Credits? (Y/N)
Deal End Date . . . 081504

Discount % . . . . 5 (for Wholesaler)
Rebate % . . . . . 5 (for Retailer)
```

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/28/04 13:46:48

Deal Details

Vendor W1240 CAMPBELL SALES COMPANY Master Vendor

Deal 285 Campbell Sales Deal N Rebate Based on Net Cost

Item Start End Percent Retail %

8/01/04 8/15/04 5.00 5.00

2=Edit D=Delete Item from Deal

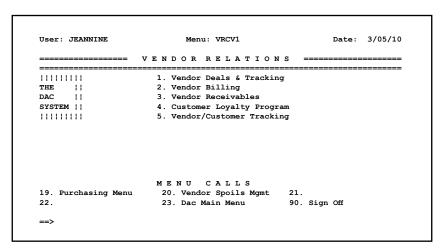
F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

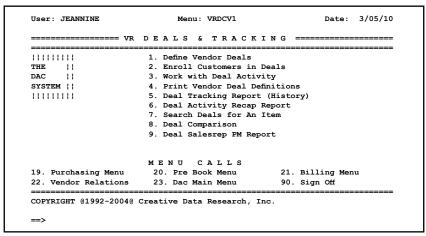
Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

#### **Adding Rebate Based On Price Deals**

The instructions below describe using the Define Vendor Deals application to enter a price based rebate type of vendor deal. It is used to track a percentage of the customer's billing price for rebate to the distributor and, if necessary, for rebate to the customer. This type of deal does not affect the customer's billing price.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



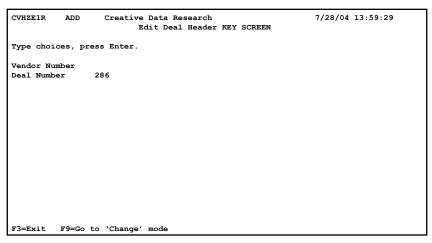
2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

```
DISPLAY Creative Data Research
                                                              7/28/04 13:56:55
                               Work with Deals
Vendor Deal Deal Type CLP Only?
                                      Dates Cents Off Price Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
                                       8/01/04
 283 Buydown - Ace Baking Co B
BIC CORPORATION
                                       8/15/04
                                                  .15 /
                                                                         .20
                                       8/01/04
    C CORPORATION

280 Bic Corp Pre-book S

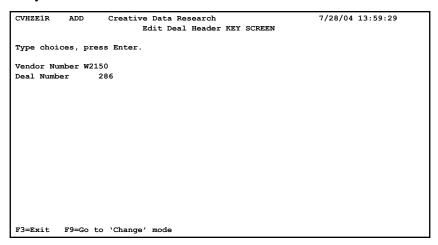
MPRELL SALES COMPANY
                                      8/15/04
                                                  .25 /
  CAMPBELL SALES COMPANY
                                       8/01/04
    285 Campbell Sales Deal
                                  N 8/15/04
  BATTERY SUPPLY
                                       8/01/04
    284 Battery Supply Deal F 8/15/04
                                                             2.45 /
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a price based rebate type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                  Creative Data Research
                                                             7/28/04 14:01:35
                              Edit Deal Header
Vendor Number W2150 DAVID & SONS
Deal Number :
Type changes, press Enter.
Deal Description . .
Deal Start Date . .
                             Ignore Tracking Credits?
Deal End Date . . .
                             Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . . .
                              (for Wholesaler)
                              (for Retailer)
Affect Cost? . . . . .
                             (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                              Net Cents Off
F3=Exit
```

6. Enter *I* (Rebate Based on Price) for the **Deal Type** (1,a) field and press <Enter>. The *Tracked Only, Pricing Unaffected* message appears.

```
CVHZE1R ADD
                    Creative Data Research
                                                                   7/28/04 14:02:20
                                 Edit Deal Header
Vendor Number W2150 DAVID & SONS
Deal Number :
Type changes, press Enter.
Tracked Only, Pricing Unaffected.
Deal Type . . . . . . . . . . . . . . . . 1 (? for Values) Rebate Based on Price
Deal Description . .
Deal Start Date . .
                                Ignore Tracking Credits? (Y/N)
Deal End Date . . .
                                (for Wholesaler)
Rebate % . . . . . .
                                 (for Retailer)
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.
  - **Ignore Tracking Credits?** (1,a) enter *Y* to designate that credits are ignored when calculating the amounts due from vendors, and the amounts for rebate to customers. If left blank, credits are not ignored.
  - **Deal End Date** (6,n) the last day of the range of dates within which a customer's order must be entered to qualify for the vendor deal.

Refer to Adding An Order of the Billing document for additional information about entering customer orders.

- 8. Enter data for one or both of the following fields and press <Field Exit>:
  - **Discount** % (5.2,n) a percentage of the customer's billing price for the item at the standard selling level (unit of measure) which is tracked for rebate to the distributor.
  - **Rebate** % (5.2,n) a percentage of the customer's billing price for the item at the standard selling level (unit of measure) which is tracked for rebate to the customer.

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/28/04 14:04:34

Deal Details

Vendor W2150 DAVID & SONS Master Vendor

Deal 286 David & Sons Deal 1 Rebate Based on Price

Item Start End Percent Retail %

8/01/04 8/15/04 5.00 5.00

2=Edit D=Delete Item from Deal

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

Refer to Editing Vendor Deals for information about using the F10=Edit Header option to change the values of the fields of the Edit Deal Header screen as described above.

# **Adding Purchasing-Related Vendor Deals**

The Work With Vendor Deals application is used to enter the following types of purchasing-related vendor deal records:

- Off PO discount (P) a discount amount based on the total amount of a purchase order appears as a single line item, and is deducted from the purchase order when it is printed. This discount can be calculated using a designated percentage of the total purchase order, or using a single designated amount per order.
- PO off invoice deduction (5) a discount amount based on the total amount of a purchase order is calculated using a designated percentage of the total purchase order, or using a single designated amount per order. The discount is not deducted from the purchase order when it is printed, but a total of the discounts appears on the P/O Receiving Posting Report.
- Purchasing item allowance (2) a discount amount is deducted from an item's unit cost when a purchase order is printed. This discount can be calculated using a designated percentage, or a single designated amount per item.
- Item Allow-IO Deduction (4) a discount amount is calculated, either by using a designated percentage or a single designated amount per item, to be deducted from an item's unit cost, but not when a purchase order is printed. Each discount amount appears per item on the P/O Receiving Posting Report.
- Purchasing tracker (3) a specific amount or a percentage of the item's net cost is tracked for rebate to the distributor, and not deducted from the purchase order.

As with billing-related vendor deals, purchasing-related deals are not incorporated in the purchasing calculations of suggested order quantities.

Before using any off PO discount (P) type or purchasing item allowance (2) type of vendor deal, an item record (see example below) must be added using the Work With Items application, and the item's number must be entered for the **Auto PO-Adjustment Item#** field of the SYS008 default system option. Refer to Working With Sales Classes of the Item File Maintenance document for information about defining a sales class record for adding miscellaneous item records, such as a PO discount item, which should be excluded from profitability and sales analysis calculations.

DCBJE1R	CHANGE	Creative Data	Research			7/27/04 9:07:46
		Edi	t Item V3	Detai	ls	
W.H. 1		Descript	ion			Retail PK Status
Item 00	0200 - 8	PO DISCOUNT	ITEM			C A
Categor	у 1	.0 Vendor	Mfr#			Standard U/M 1
Sales C	class 99	9 Mfg. List	.010			Buying U/M 1 A
Product	Class	Net Cost	.010	N%M	.00	Catch Weight N
Tax Cla	iss .	Base Cost	.010	B%M	.00	Inventory Sts Y
Book He	ading	List Price	.010	L%M	.00	Location
Book Se	q	MSRP		R%M	.00	Consumable Units
Book Ex	clusion					
17 /M N	fult Call M	OQ Mult UPC Nur	hana	Waish	+- On H	and Avail. On Order
1 EA	1 Y	N N	mers	weign	cs on n	and Avail. On Older
2	1	N				
3	1	N N				
4	1	N N				
-	-	41				
Substit	ute Item/Ty	mpe .	Mfr. Ou	t of S	tock Co	de Guarantee Return Y
Max. Al	location Qt	y & U/M	Backord	er Cod	е	N Seasonal Code
Restock	ing Fee % .		Daily t	rackin	g Statu	s N
Pallet	Tie/High .	/	Origina	l Date	7/2	6/04
F1=Show	Command Ke	ys F3=Exit	=			

To use an off PO discount (P) type or PO off invoice deduction (5) type of deal, the user only needs to add the vendor deal. Refer to Adding Off PO Discount Deals and Adding PO Off Invoice Deduction Deals for additional information.

To use a purchasing item allowance (2) type or Item Allow-OI Deduction (4) type of deal, the user must "enroll" items after adding the deal. Refer to Adding Purchasing Item Allowance Deals, Adding Item Allow-OI Deduction Deals, and Enrolling Items In Vendor Deals for additional information.

The steps below are followed to use a purchasing tracker type of deal:

- **Step 1:** Add the vendor deal. This step includes designating the beginning date and the ending date (after which the deal expires). Refer to Adding Purchasing Tracker Deals for additional information.
- **Step 2:** Enroll the items to which the vendor deal applies. Refer to Enrolling Items In Vendor Deals for additional information.
- **Step 3:** Import the receivable amounts due for purchasing tracker deals. Importing can be done by order date as purchase orders are printed, or by the date received as purchase orders are received. Refer to Importing Receivable Amounts Due for additional information.
- **Step 4:** Export the receivable amounts due of a purchasing tracker deal after it expires (and after all receivable amounts due are imported) to create a vendor receivable debit transaction for the deal. Refer to Exporting Vendor Deals for additional information.
- **Step 5:** Define the reasons which will be used when entering credit (and debit) receivable transactions. Refer to Adding Vendor Relations Reasons for additional information.

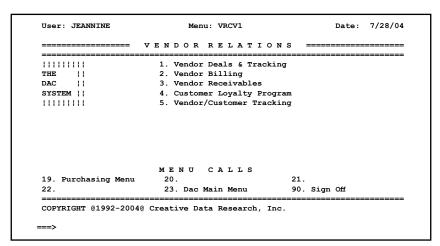
**Step 6:** Enter and post receivable credit transactions as amounts due are received from vendors. If necessary, debit transactions can also be entered and posted. Users also have the option of selecting credit transactions to be automatically applied to designated debit transactions when posting is done. Refer to Adding Vendor Receivable Transactions for additional information.

**Step 7:** Apply credit transactions to debit transactions. Refer to Applying Vendor Receivable Transactions for additional information. Note: This is not a required step if users selected receivable credit transactions to be automatically applied before posting in the previous step.

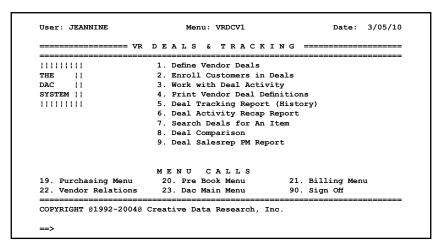
### **Adding Off PO Discount Deals**

The instructions below describe using the Define Vendor Deals application to enter an off PO discount (P) type of purchasing-related vendor deal. It is used to deduct a discount amount from a purchase order when it is printed. The discount, which appears as a line item on the purchase order, is calculated using a designated percentage of the total purchase order, or using a single designated amount per order. Unlike other purchasing-related deals, items are not enrolled in an off PO discount type of vendor deal.

Before using any off PO discount type of deal, an item number must be entered for the **Auto PO-Adjustment Item#** field of the SYS008 default system option. Refer to the DAC Default System Options document for additional information.



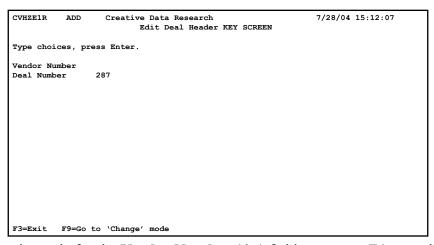
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



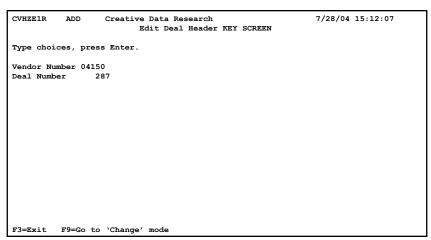
2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

```
CVHXDFR DISPLAY Creative Data Research
                                                               7/28/04 15:08:33
                                Work with Deals
Vendor Deal Deal Type CLP Only?
                                      Dates Cents Off Price Incentive
Type options, press {\tt Enter.}
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
                                       8/01/04
    283 Buydown - Ace Baking Co B
                                       8/15/04
                                                  .15 /
                                                                        .20
 280 Bic Corp Pre-book S 8/15/04
CAMPBELL SALES COMPANY 8/01/04
285 Campbell S
                                                 .25 /
    285 Campbell Sales Deal
                                  N 8/15/04
 DAVID & SONS
                                       8/01/04
    VID & SONS 8/01/04
286 David & Sons Deal 1 8/15/04
  BATTERY SUPPLY
                                       8/01/04
                                  F 8/15/04
    284 Battery Supply Deal
                                                             2.45 /
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                  Creative Data Research
                                                           7/28/04 15:14:45
                             Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Deal Type . . . . . . .
                            (? for Values)
Deal Description . .
Deal Start Date . .
Deal End Date . . .
Cents Off
                            Add-on to an existing allowance? N
Deal Price .
Distributor Incentive
Discount % . . . .
                             (for Wholesaler)
(for Retailer)
                            (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                             Net Cents Off
                             Base Cents Off
F3=Exit
```

6. Enter *P* (Off PO Discount) for the **Deal Type** (1,a) field and press <Enter>. The *Only Affects Purchase Orders to Vendor* message appears.

```
CVHZE1R
                                                            7/28/04 15:15:49
          ADD
                  Creative Data Research
                              Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Only Affects Purchase Orders to Vendor.
Deal Type . . . . . . . . P (? for Values) Off PO Discount
                                               Max# of Buys->
Deal Description . .
Deal Start Date . .
Deal End Date . . .
Deal Price . . . .
                           (Off-Invoice $Amt)
Discount % . . . .
                             (for Wholesaler)
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
  - **Deal End Date** (6,n) the last day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.

Note: Any value entered for the **Max# of Buys** (5,n) field has no effect on the vendor deal. It is used for informational purposes only.

- 8. Enter data for only one of the following fields and press <Field Exit>:
  - **Deal Price** (7.2,n) an amount which the vendor is offering to deduct from purchase orders.
  - **Discount** % (5.2,n) a percentage of the distributor's purchase order total which the vendor is offering to deduct.

```
CVHZEIR ADD Creative Data Research
Edit Deal Header

Vendor Number 04150 BATTERY SUPPLY
Deal Number: 287

Type changes, press Enter.
Only Affects Purchase Orders to Vendor.
Deal Type . . . . . . . P (? for Values) Off FO Discount
Deal Description . Battery Supply FO % Off Max# of Buys->
Deal Start Date . . 072904
Deal End Date . . . 073104

Deal Price . . . . (Off-Invoice $Amt)
Discount % . . . . 5 (for Wholesaler)
```

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

Refer to Editing Vendor Deals for information about using the F10=Edit Deal Header option to change the values of the fields of the Edit Deal Header Details screen as described above.

#### **Adding PO Off Invoice Deduction Deals**

The instructions below describe using the Define Vendor Deals application to enter a PO off invoice deduction (5) type of purchasing-related vendor deal. It is used to deduct a discount amount from a purchase order, but unlike the off invoice discount (P) type of deal, the discount does not appear as a line item on the purchase order.

The discount amount is based on the total amount of the purchase order, and is calculated using a designated percentage of the total purchase order, or using a single designated amount per order.

The discount is not deducted from the purchase order when it is printed, but a total of the discounts appears on the P/O Receiving Posting Report.

Like off invoice discount (P) type deals, items are not enrolled in a PO off invoice deduction (5) type of vendor deal.

Before using any PO off invoice deduction (5) type of deal, 4 must be entered for the **Seq.of POSTRPT** field, and 3 must be entered for the **P.O Print Verson** field of the SYS008 default system option. Refer to the DAC Default System Options document for additional information.

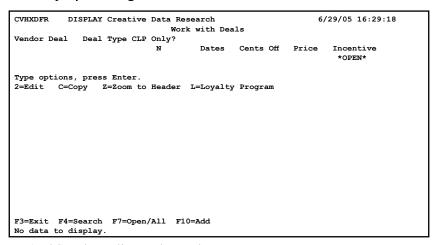
If the DAC Accounts Payable (A/P) System is used, the *VRDEAL5* A/P item record must be added before using any PO off invoice deduction (5) type of deal. Refer to Working With A/P Item Records of the Accounts Payable document for additional information.

```
User: JEANNINE
  ======== VENDOR RELATIONS =========
                     1. Vendor Deals & Tracking
                     2. Vendor Billing
THE ||
DAC ||
                    Vendor Receivables
SYSTEM ||
                     4. Customer Loyalty Program
111111111
                     5. Vendor/Customer Tracking
                     MENU CALLS
19. Purchasing Menu
                      20. Vendor Spoils Mgmt
                                             21.
                      23. Dac Main Menu
                                             90. Sign Off
22.
```

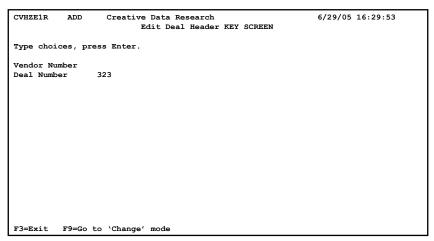
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

```
User: JEANNINE
                             Menu: VRDCV1
                                                         Date: 3/05/10
       ======= VR DEALS & TRACKING ===
111111111
                      1. Define Vendor Deals
                       2. Enroll Customers in Deals
                       3. Work with Deal Activity
SYSTEM !!
                      4. Print Vendor Deal Definitions
111111111
                       5. Deal Tracking Report (History)
                       6. Deal Activity Recap Report
                       7. Search Deals for An Item
                       8. Deal Comparison
                       9. Deal Salesrep PM Report
                       MENU CALLS
                       20. Pre Book Menu
                                                 21. Billing Menu
19. Purchasing Menu
                       23. Dac Main Menu
22. Vendor Relations
                                                 90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

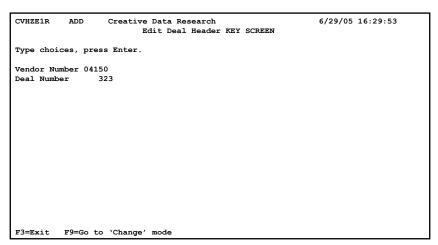
2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.



3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                   Creative Data Research
                                                                6/29/05 16:31:22
                                Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
                   323
Type changes, press Enter.
                            (? for Values)
Deal Type . . . . . . .
Deal Description . .
Deal Start Date . .
                               Ignore Tracking Credits?
Deal End Date . . .
                              Add-on to an existing allowance? N
Deal Price . . .
Distributor Incentive
(for Wholesaler)
                                (for Retailer)
Affect Cost?
Fixed Net Cost
Fixed Base Cost
Last Changed by:
                              (B=Base, N=Net, A=ALL, X=Neither)
                               Net Cents Off
                               Base Cents Off
                                     0:00:00 Created
F3=Exit
```

6. Enter 5 (PO Off Invoice Deduction) for the **Deal Type** (1,a) field and press <Enter>.

```
CVHZE1R ADD Creative Data Research 6/29/05 16:32:36
Edit Deal Header

Vendor Number 04150 BATTERY SUPPLY
Deal Number: 323

Type changes, press Enter.

Deal Type . . . . . . . 5 (? for Values) PO Off Invoice Deduction
Deal Description . . . . . . Max# of Buys->
Deal Start Date . .
Deal End Date . . .

Deal Price . . . .

Discount % . . . . . . (for Wholesaler)

Last Changed by: 0:00:00 Created
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
  - **Deal End Date** (6,n) the last day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.

Note: Any value entered for the **Max# of Buys** (5,n) field has no effect on the vendor deal. It is used for informational purposes only.

- 8. Enter data for only one of the following fields and press <Field Exit>:
  - **Deal Price** (7.2,n) an amount which the vendor is offering to deduct from purchase orders.
  - **Discount** % (5.2,n) a percentage of the distributor's purchase order total which the vendor is offering to deduct.

Note: The discount is not deducted from the purchase order when it is printed, but a total of the discounts appears on the P/O Receiving Posting Report.

```
CVHZEIR CHANGE Creative Data Research
Edit Deal Header

Vendor Number 04150 BATTERY SUPPLY
Deal Number: 323

Type changes, press Enter.
Affects Total PO Amount
Deal Type . . . . . . . 5 (? for Values) PO Off Invoice Deduction
Deal Description . Battery Supply Deal Max# of Buys->
Deal Start Date . . 070105
Deal End Date . . . 123105

Deal Price . . .

Discount % . . . . . . 10 (for Wholesaler)

Last Changed by: JEANNINE 7/01/05 11:02:17 Created 7/01/05
F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive F11=Delete
```

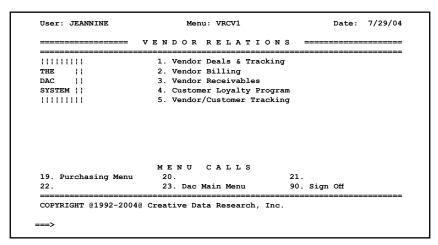
- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

Refer to Editing Vendor Deals for information about using the F10=Edit Deal Header option to change the values of the fields of the Edit Deal Header Details screen as described above.

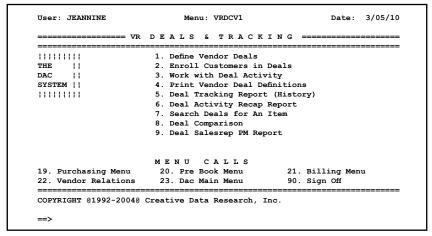
#### **Adding Purchasing Item Allowance Deals**

The instructions below describe using the Define Vendor Deals application to enter a purchasing item allowance (2) type of vendor deal. It is used to deduct a discount amount from an item's unit cost when a purchase order is printed. The discount is calculated using a designated percentage of an item's net cost, or using a single designated amount per item.

Before using any purchasing item allowance type of deal, an item number must be entered for the **Auto PO-Adjustment Item#** field of the SYS008 default system option. Refer to the DAC Default System Options document for additional information.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

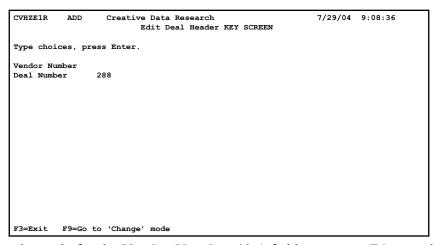


2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

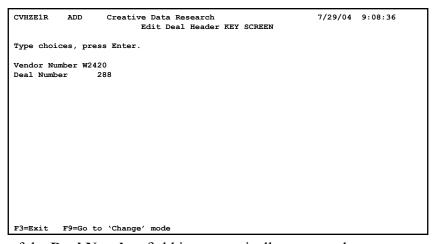
```
7/29/04 9:04:56
        DISPLAY Creative Data Research
                               Work with Deals
Vendor Deal Deal Type CLP Only?
                                    Dates Cents Off Price Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
                                      8/01/04
 283 Buydown - Ace Baking Co B
BIC CORPORATION
                                                                     .20
                                     8/15/04
                                                .15 /
    C CORPORATION

280 Bic Corp Pre-book S
                                     8/15/04
                                                .25 /
  CAMPBELL SALES COMPANY
                                     8/01/04
    285 Campbell Sales Deal
                                     8/15/04
 286 David & Sons Deal 1 8/15/04
BATTERY SUPPLY
    284 Battery Supply Deal
                                F 8/15/04
  BATTERY SUPPLY
                                     7/29/04
    287 Battery Supply PO % Off P 7/31/04
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                  Creative Data Research
                                                            7/29/04 9:16:39
                              Edit Deal Header
Vendor Number W2420 DYER INTERNATIONAL
Deal Number :
                  288
Type changes, press Enter.
                             (? for Values)
Deal Type . . . . . . . .
Deal Description . .
Deal Start Date . .
Deal End Date . . .
Cents Off . . . . .
                            Add-on to an existing allowance? N
Distributor Incentive
(for Wholesaler)
                              (for Retailer)
                             (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                              Net Cents Off
                             Base Cents Off
F3=Exit
```

6. Enter 2 (Purchasing Item Allowance) for the **Deal Type** (1,a) field and press <Enter>. The *Only Affects Purchase Order Items* message appears.

```
CVHZE1R ADD
                  Creative Data Research
                                                             7/29/04 9:17:18
                              Edit Deal Header
Vendor Number W2420 DYER INTERNATIONAL
Deal Number :
Type changes, press Enter.
Only Affects Purchase Order Items.
Deal Type . . . . . . . . 2 (? for Values) Purchasing Item Allowance
Deal Description . .
                                                Max# of Buys->
Deal Start Date . .
Deal End Date . . .
Distributor Incentive
                             (for Wholesaler)
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
  - **Deal End Date** (6,n) the last day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.

Note: Any value entered for the **Max# of Buys** (5,n) field has no effect on the vendor deal. It is used for informational purposes only.

- 8. Enter data for only one of the following fields and press <Field Exit>:
  - **Distributor Incentive** (5.2,n) an amount which is deducted from the unit cost of an item on a purchase order. The value of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.
  - **Discount** % (5.2,n) a percentage which is deducted from an item's unit cost on a purchase order.

```
CVHZE1R ADD Creative Data Research 7/29/04 9:17:18

Edit Deal Header

Vendor Number W2420 DYER INTERNATIONAL
Deal Number: 288

Type changes, press Enter.
Only Affects Purchase Order Items.
Deal Type . . . . . . . . 2 (? for Values) Purchasing Item Allowance
Deal Description . Dyer Intl Deal
Deal Start Date . . . 080104

Deal End Date . . . 081504

Distributor Incentive 5
Discount % . . . . . (for Wholesaler)
```

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/29/04 9:17:48
Deal Details

Vendor W2420 DYER INTERNATIONAL Master Vendor
Deal 288 Dyer Intl Deal 2
Item Start End Incentive
8/01/04 8/15/04 5.00

2=Edit D=Delete Item from Deal
? Item Item Description $ Off Fixed$ Incent Whsle%

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

Refer to Editing Vendor Deals for information about using the F10=Edit Deal Header option to change the values of the fields of the Edit Deal Header screen as described above.

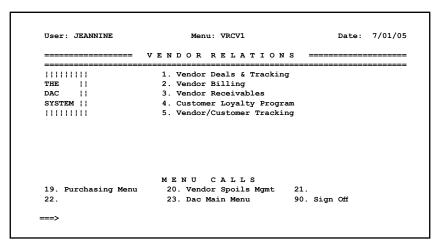
#### **Adding Item Allow-OI Deduction Deals**

The instructions below describe using the Define Vendor Deals application to enter an item allow-OI deduction (4) type of vendor deal. It is used to deduct a discount amount from an item's unit cost, but not when a purchase order is printed. Unlike the purchasing item allowance (2) type of deal, the discount amount appears per item on the P/O Receiving Posting Report. A total of the discounts also appears on the posting report.

The discount is calculated using a designated percentage of an item's net cost, or using a single designated amount per item.

Before using any item allow-OI deduction (4) type of deal, 4 must be entered for the **Seq.of POSTRPT** field, and 3 must be entered for the **P.O Print Verson** field of the SYS008 default system option. Refer to the DAC Default System Options document for additional information.

If the DAC Accounts Payable (A/P) System is used, the *VRDEAL4* A/P item record must be added before using any item allow-OI deduction (4) type of deal. Refer to Working With A/P Item Records of the Accounts Payable document for additional information.

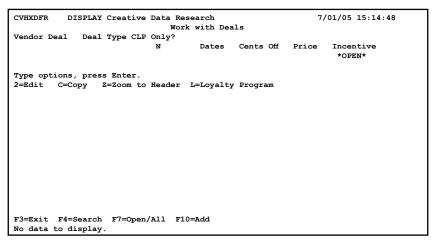


1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

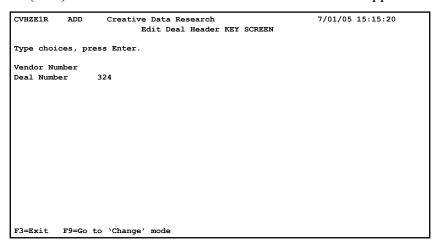
```
User: JEANNINE
                             Menu: VRDCV1
                                                          Date: 3/05/10
            ===== VR DEALS & TRACKING ====
                       1. Define Vendor Deals
111111111
THE
                       2. Enroll Customers in Deals
DAC
                       3. Work with Deal Activity
SYSTEM ||
                       4. Print Vendor Deal Definitions
111111111
                       5. Deal Tracking Report (History)
                       6. Deal Activity Recap Report
                       7. Search Deals for An Item
                       8. Deal Comparison
                       9. Deal Salesrep PM Report
                       MENU CALLS
19. Purchasing Menu
                        20. Pre Book Menu
                                                 21. Billing Menu
22. Vendor Relations
                        23. Dac Main Menu
                                                 90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The

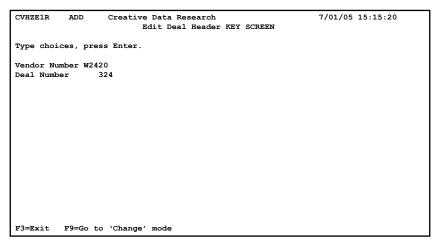
Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.



3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                 Creative Data Research
                                                          7/01/05 15:16:58
                             Edit Deal Header
Vendor Number W2420 DYER INTERNATIONAL
Deal Number :
                 324
Type changes, press Enter.
Deal Type . . . . . . . .
                           (? for Values)
Deal Description . .
Deal Start Date . .
                            Ignore Tracking Credits?
Deal End Date . . .
                            Add-on to an existing allowance? N
Distributor Incentive
(for Wholesaler)
                             (for Retailer)
                            (B=Base, N=Net, A=ALL, X=Neither)
                            Net Cents Off
                            Base Cents Off
                                 0:00:00 Created
Last Changed by:
F3=Exit
```

6. Enter 4 (Item Allow-OI Deduction) for the **Deal Type** (1,a) field and press <Enter>.

```
CVHZE1R ADD Creative Data Research
                                                            7/01/05 15:17:34
                              Edit Deal Header
Vendor Number W2420 DYER INTERNATIONAL
                  324
Deal Number :
Type changes, press Enter.
Only Affects Purchase (Off Invoice Deduc
Deal Type . . . . . . . . 4 (? for Values) Item Allow(OI Dedcution)
Deal Description . .
                                               Max# of Buys->
Deal Start Date . .
Deal End Date . . .
                             Add-on to an existing allowance? N
Distributor Incentive
Discount % . . . .
                             (for Wholesaler)
Last Changed by:
                                   0:00:00 Created
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
  - **Deal End Date** (6,n) the last day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.

Note: Any value entered for the **Max# of Buys** (5,n) field has no effect on the vendor deal. It is used for informational purposes only.

- 8. Enter data for only one of the following fields and press <Field Exit>:
  - **Distributor Incentive** (5.2,n) an amount which is deducted from the unit cost of an item on a purchase order. The value of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.
  - **Discount** % (5.2,n) a percentage which is deducted from an item's unit cost on a purchase order.

```
CVHZE1R
               Creative Data Research
                                                   7/01/05 15:17:34
                         Edit Deal Header
Vendor Number W2420 DYER INTERNATIONAL
Deal Number :
               324
Type changes, press Enter.
Only Affects Purchase (Off Invoice Deduc
Add-on to an existing allowance? N
Distributor Incentive
                          (for Wholesaler)
Discount % . . . . .
Last Changed by:
                              0:00:00 Created
F3=Exit
```

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/01/05 15:27:40
Deal Details

Vendor W2420 DYER INTERNATIONAL Master Vendor
Deal 324 Dyer Intl Deal 4
Item Start End Incentive
7/01/05 9/30/05 5.00

2=Edit D=Delete Item from Deal

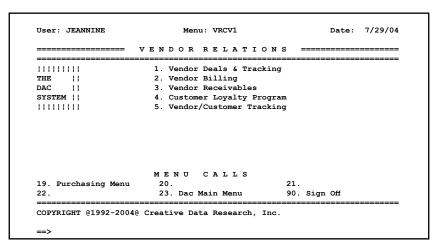
F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
No data to display.
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

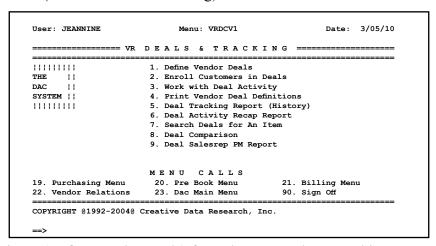
Refer to Editing Vendor Deals for information about using the F10=Edit Deal Header option to change the values of the fields of the Edit Deal Header screen as described above.

### **Adding Purchasing Tracker Deals**

The instructions below describe using the Define Vendor Deals application to enter a purchasing tracker (3) type of vendor deal. It is used to designate a billback incentive amount which is tracked for rebate to the distributor. The discount is calculated using a specific amount per item, or using a percentage of an item's unit cost, and is not deducted from purchase orders.



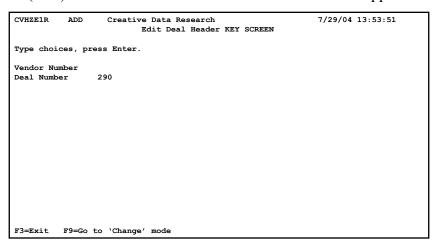
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals, or the *No data to display* message.

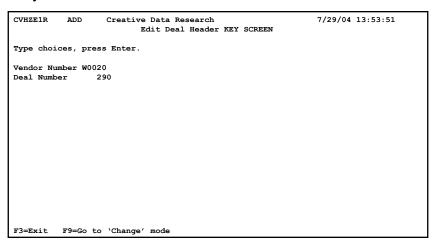
```
DISPLAY Creative Data Research
                                                           7/29/04 13:53:10
                              Work with Deals
Vendor Deal Deal Type CLP Only?
                                                             Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
 ACE BAKING COMPANY
                                     8/01/04
                                                                    .20
    283 Buydown - Ace Baking Co B
                                               .15 /
 BIC CORPORATION
                                     8/01/04
    280 Bic Corp Pre-book S
                                               .25 /
                                    8/15/04
 CAMPBELL SALES COMPANY
                                     8/01/04
    285 Campbell Sales Deal
 DAVID & SONS
                                     8/01/04
    286 David & Sons Deal
                                     8/15/04
  BATTERY SUPPLY
                                     8/01/04
    284 Battery Supply Deal
                                     8/15/04
                                                          2.45 /
 BATTERY SUPPLY
                                     7/29/04
    287 Battery Supply PO % Off P 7/31/04
F3=Exit F4=Search F10=Add
```

3. Press <F10> (Add). The Edit Deal Header KEY SCREEN screen appears.



4. Enter a vendor code for the **Vendor Number** (6,a) field, or press <F4> to select a vendor code from the Select Vendor Master screen.

Note: When entering a purchasing tracker type of deal, users can include items in the deal which are purchased from vendors other than the vendor whose vendor code is initially entered for the **Vendor Number** field.



The value of the **Deal Number** field is automatically generated.

5. Press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
          ADD
                  Creative Data Research
                                                            7/29/04 13:56:33
                              Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                  290
Type changes, press Enter.
Deal Type . .
                             (? for Values)
Deal Description . .
Deal Start Date . .
Deal End Date . . .
                            Add-on to an existing allowance? N
Cents Off . . . . .
Deal Price .
Distributor Incentive
(for Wholesaler)
                              (for Retailer)
                             (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . . Fixed Base Cost .
                              Net Cents Off
                              Base Cents Off
F3=Exit
```

6. Enter 3 (Purchasing Tracker) for the **Deal Type** (1,a) field and press <Enter>.

```
CVHZE1R
                                                                7/29/04 13:57:37
                   Creative Data Research
                                Edit Deal Header
Vendor Number W0020 ACE BAKING COMPANY
Deal Number :
                   290
Type changes, press Enter.
Deal Type . . . . . . . . . . . . . . . . 3 (? for Values) Purchasing Tracker
Deal Description . .
Deal Start Date . .
Deal End Date .
Distributor Incentive
Discount % . . . . .
                               (for Wholesaler)
F3=Exit
```

- 7. Enter data for the following fields:
  - **Deal Description** (25,a) a description of the vendor deal.
  - **Deal Start Date** (6,n) the first day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
  - **Deal End Date** (6,n) the last day of the range of dates within which a purchase order must be entered to qualify for the vendor deal.
- 8. Enter data for only one of the following fields and press <Field Exit>:
  - **Distributor Incentive** (5.2,n) an amount per item which is tracked for rebate to the distributor. The value of the **Distributor Incentive** field is used as the default value when enrolling items in the vendor deal. Refer to Enrolling Items In Vendor Deals for information about the **Incentive** field.
  - **Discount** % (5.2,n) a percentage of an item's unit cost which is tracked for rebate to the distributor..

```
CVHZEIR ADD Creative Data Research 7/29/04 13:57:37

Edit Deal Header

Vendor Number W0020 ACE BAKING COMPANY
Deal Number: 290

Type changes, press Enter.

Deal Type . . . . . . . 3 (? for Values) Purchasing Tracker
Deal Description . Ace Baking Co Deal
Deal Start Date . . 080104
Deal End Date . . . 081504

Distributor Incentive 0.10
Discount % . . . . . (for Wholesaler)
```

- 9. Press <Enter> when data entry is complete.
- 10. Press <Enter> when prompted to confirm. The Deal Details screen appears.

```
CVHYDFR DISPLAY Creative Data Research 7/29/04 14:16:23
Deal Details

Vendor W0020 ACE BAKING COMPANY Master Vendor
Deal 290 Ace Baking Co Deal 3 PURCHASING TRACKER

Item Start End Incentive Percent
8/01/04 8/15/04 .10

2=Edit D=Delete Item from Deal
? Item Item Description $ Off Fixed$ Incent Whsle%
```

Refer to Enrolling Items In Vendor Deals (beginning with step 4) for information about designating which items are included in the deal.

Refer to Editing Vendor Deals for information about using the F10=Edit Deal Header option to change the values of the fields of the Edit Deal Header screen as described above.

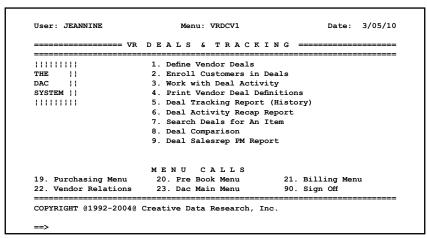
Refer to Importing Receivable Amounts Due for information about accumulating receivable amounts for purchasing tracker deals.

# **Editing Vendor Deals**

The instructions below describe using the Define Vendor Deals application to edit a vendor deal. Refer to Editing Items In Vendor Deals for information about using the Define Vendor Deals application to edit the items enrolled in a deal.

```
User: JEANNINE
                          Menu: VRCV1
                                                     Date: 8/04/04
     ----- VENDOR RELATIONS -----
111111111
                     1. Vendor Deals & Tracking
                     2. Vendor Billing
DAC
                     3. Vendor Receivables
SYSTEM !!
                     4. Customer Loyalty Program
                     5. Vendor/Customer Tracking
111111111
                     MENU CALLS
22.
                     23. Dac Main Menu
                                             90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals.

```
CVHXDFR DISPLAY Creative Data Research
                                                                                 8/04/04 10:40:17
                                          Work with Deals
Vendor Deal Deal Type CLP Only?
                                                 Dates Cents Off Price Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
  ACE BAKING COMPANY
  283 Buydown - Ace Baking Co B 8/15/04 BIC CORPORATION 8/01/04
                                                                                              .20
                                                  8/01/04
      C CORPORATION 8/01/04
280 Bic Corp Pre-book S 8/15/04
MDRELL SALES COMPANY 8/01/04
                                                               .25 /
  CAMPBELL SALES COMPANY
                                                  8/01/04
     #MPDLL SALES CUMPANY 8/01/04
285 Campbell Sales Deal N 8/15/04
VID & SONS 8/01/04
286 David & Sons Deal 1 8/15/04
TTERY SUPPLY 8/01/04
284 Battery Supply Deal F 8/15/04
TTERY SUPPLY 7/29/04
  DAVID & SONS
  BATTERY SUPPLY
                                                                               2.45 /
  BATTERY SUPPLY
      287 Battery Supply PO % Off P 7/31/04
F3=Exit F4=Search F10=Add
```

When using the Work With Deals screen, the following restrictor fields can be used:

- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal.
- **Deal Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **CLP Only?** (1,a) enter *Y* and press <Enter> to display only deals defined with the Customer Loyalty Program.
- 3. Locate the desired deal in the screen's list (use the restrictor fields or <Page Down> if necessary), enter Z (Zoom to Header) in the selection column next to the vendor name, and press <Enter>. The Edit Deal Header screen appears.

The fields which appear on the Edit Deal Header screen, as illustrated above, will vary according to the type of vendor deal that is edited. Refer to the detailed descriptions of all the fields in the previous sections.

4. Press <Enter> when editing is complete.

```
CVHZE1R CHANGE Creative Data Research
                                             8/04/04 10:57:06
                      Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
Deal Number :
Type changes, press Enter.
Affects Customer Pricing.
F (? for Values) Fixed Vendor Price
                2.35
Distributor Incentive
Fixed Net Cost . .
                     Net Cents Off .10
F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive
                                             CONFIRM: Y (Y/N)
```

- 5. Press <Enter> when prompted to confirm. The *Replace deal item incentives with deal header level values?* message appears.
- 6. Press <Enter> to apply the changes to items already enrolled for the deal; otherwise, enter N (no) and press <Enter>. The Work With Deals screen appears.

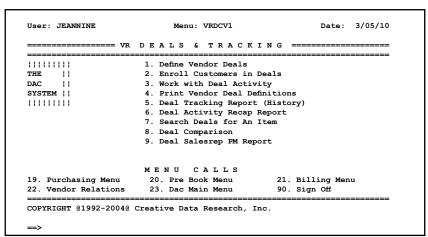
```
CVHXDFR DISPLAY Creative Data Research
                                                                                               8/04/04 10:58:24
                                                Work with Deals
Vendor Deal Deal Type CLP Only?
                                                         Dates Cents Off Price Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
? Vendor Name
  ACE BAKING COMPANY
                                                           8/01/04
      283 Buydown - Ace Baking Co B 8/15/04
                                                                           .15 /
                                                                                                              .20
  ZOS BUYGOWN - ACE BAKING CO B 8/15/04 .15 / BIC CORPORATION 8/01/04 280 Bic Corp Pre-book S 8/15/04 .25 / / CAMPBELL SALES COMPANY 8/01/04 285 Campbell Sales Deal N 8/15/04 / / DAVID & SONS 8/01/04 286 David & Sons Deal 1 8/15/04 / / BATTERY SUPPLY 8/01/04 284 Battery Supply Deal F 8/15/04 / 2.35 / BATTERY SUPPLY 7/29/04 287 Battery Supply PO % Off P 7/31/04
       287 Battery Supply PO % Off P 7/31/04
F3=Exit F4=Search F10=Add
```

## **Deleting Vendor Deals**

The instructions below describe using the Define Vendor Deals application to delete a vendor deal. Refer to Enrolling Items In Vendor Deals for information about deleting items from a vendor deal. Refer to Enrolling Customers In Vendor Deals for information about deleting customers from a vendor deal.

```
User: JEANNINE
                           Menu: VRCV1
                                                      Date: 8/05/04
   ====== VENDOR RELATIONS ========
111111111
                    1. Vendor Deals & Tracking
THE ||
DAC ||
                     2. Vendor Billing
                    3. Vendor Receivables
SYSTEM | |
                     4. Customer Loyalty Program
111111111
                     5. Vendor/Customer Tracking
                     MENU CALLS
19. Purchasing Menu
                      20.
                      23. Dac Main Menu
                                              90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals.

```
CVHXDFR DISPLAY Creative Data Research
                                                                                                        8/05/04 8:21:10
                                                      Work with Deals
Vendor Deal Deal Type CLP Only?
                                                               Dates Cents Off Price Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
   ACE BAKING COMPANY
                                                                 8/01/04
   283 Buydown - Ace Baking Co B 8/15/04
BIC CORPORATION 8/01/04
                                                                                   .15 /
                                                                                                                         .20
       C CORPORATION 8/01/04
280 Bic Corp Pre-book S 8/15/04
MDDELL CALES COMPANY 8/01/04
                                                                                 .25 /
      280 Bic Corp Fie 2001
MPBELL SALES COMPANY 8/01/04
285 Campbell Sales Deal N 8/15/04 /
IVID & SONS 8/01/04
286 David & Sons Deal 1 8/15/04 /
ATTERY SUPPLY 8/01/04
284 Battery Supply Deal F 8/15/04 /
287 Campany Supply Deal F 8/15/04 /
288 Battery Supply Deal F 8/15/04 /
289 Battery Supply Deal F 8/15/04 /
   CAMPBELL SALES COMPANY
   DAVID & SONS
   BATTERY SUPPLY
                                                                                                     2.35 /
   BATTERY SUPPLY
        287 Battery Supply PO % Off P 7/31/04
F3=Exit F4=Search F10=Add
```

When using the Work With Deals screen, the following restrictor fields can be used:

- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal.
- **Deal Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **CLP Only?** (1,a) enter *Y* and press <Enter> to display only deals defined with the Customer Loyalty Program.
- 3. Locate the desired deal in the screen's list (use the restrictor fields or <Page Down> if necessary), enter *Z* (Zoom to Header) in the selection column next to the vendor name, and press <Enter>. The Edit Deal Header screen appears.

```
CVHZE1R
                                                         8/05/04 8:57:06
          CHANGE Creative Data Research
                            Edit Deal Header
Vendor Number 04150 BATTERY SUPPLY
                 284
Deal Number :
Type changes, press Enter.
Type changes, page . Affects Customer Pricing.

F (? for Values) Fixed Vendor Price
2.35
Deal Price . . .
Distributor Incentive
Affect Cost? . . . . . . N (B=Base, N=Net, A=ALL, X=Neither)
Fixed Net Cost . .
                            Net Cents Off
                                            .10
F3=Exit F5=Customer Loyalty Program F8=Salesrep Incentive F11=Delete
```

The fields which appear on the Edit Deal Header screen, as illustrated above, will vary according to the type of vendor deal that is edited. Refer to the detailed descriptions of all the fields in the previous sections.

4. Press <F11> (Delete), and press <Enter> when prompted to confirm. The Work With Deals screen appears without the deleted vendor deal.

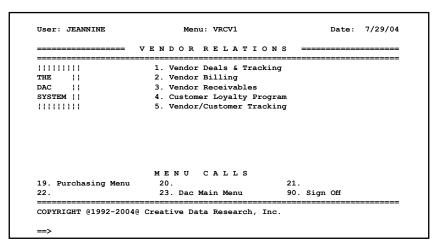
CVHXDFR DISPLAY Creative Data	Rese	arch			8/05/04	8:59:10
W	ork	with Deal	s			
Vendor Deal Deal Type CLP Only?						
N		Dates	Cents Off	Pric	e Incer	ntive
Type options, press Enter.						
2=Edit C=Copy Z=Zoom to Heade	r I	=Loyalty	Program			
? Vendor Name						
ACE BAKING COMPANY		8/01/04	l			
283 Buydown - Ace Baking Co	В	8/15/04	.15	/	/	.20
BIC CORPORATION		8/01/04	l			
280 Bic Corp Pre-book	s	8/15/04	.25	/	/	
CAMPBELL SALES COMPANY		8/01/04	l			
285 Campbell Sales Deal	N	8/15/04	ı	/	/	
DAVID & SONS		8/01/04	l			
286 David & Sons Deal	1	8/15/04	l	/	/	
BATTERY SUPPLY		7/29/04	l			
287 Battery Supply PO % Off	P	7/31/04				
F3=Exit F4=Search F10=Add						

## **Enrolling Items In Vendor Deals**

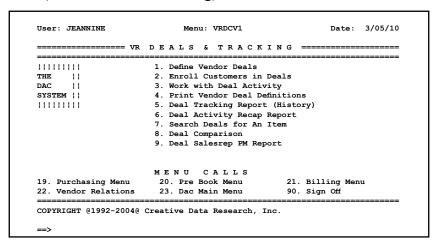
After a vendor deal (other than an off PO discount type) is added, the Define Vendor Deals application is used to designate the items to which the deal applies. Items can be enrolled individually by item number, or as a group according to item category number, sales class number or product class number.

Note: Users can enroll items in billing-related vendor deals which are purchased from vendors other than the vendor for whom the deal is added.

The instructions below describe adding items to and deleting items from a vendor deal.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 1 (Define Vendor Deals) from the VR Deals & Tracking screen. The Work With Deals screen appears with a list of previously entered vendor deals.

CVHXDFR DISPLAY Creative Data Research						7/29/04 16:40:17			
Wo	ork	with Deal	Ls						
Vendor Deal Deal Type CLP Only?		Dates	Cents	Off	Price	,	Incen	tive	
Type options, press Enter.									
2=Edit C=Copy Z=Zoom to Header	r I	=Loyalty	Progra	ım					
? Vendor Name									
? Vendor Name ACE BAKING COMPANY		8/01/04							
283 Buydown - Ace Baking Co	В			.5	/		/	.20	
BIC CORPORATION	_	8/01/04			•		•	,	
280 Bic Corp Pre-book	s	8/15/04		25	/		/		
		8/01/04					•		
285 Campbell Sales Deal	N	8/15/04	1		/		/		
DAVID & SONS		8/01/04	1						
286 David & Sons Deal	1	8/15/04	1		/		/		
BATTERY SUPPLY		8/01/04	1						
284 Battery Supply Deal	F	8/15/04	1		/ 2	. 45	/		
BATTERY SUPPLY		7/29/04	1						
287 Battery Supply PO % Off	P	7/31/04							
287 Battery Supply PO % Off F3=Exit F4=Search F10=Add	P								

When using the Work With Deals screen, the following restrictor fields can be used:

- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal.
- **Deal Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **CLP Only?** (1,a) enter *Y* and press <Enter> to display only deals defined with the Customer Loyalty Program.
- 3. Locate the desired deal in the screen's list (use the restrictor fields or <Page Down> if necessary), enter 2 (Edit) in the selection column next to the vendor name, and press <Enter>. The Deal Details screen appears with a list of previously enrolled items, or the *No data to display* message.

```
CVHYDFR DISPLAY Creative Data Research 7/29/04 16:52:58

Deal Details

Vendor W0740 BIC CORPORATION Master Vendor

Deal 280 Bic Corp Pre-book S

Item Start End $ Off Fixed$ Incentive

8/01/04 8/15/04 .25

Base Cents Off .25

2=Edit D=Delete Item from Deal

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header

No data to display.
```

- 4. To enroll individual items, one by one, enter data for the following fields, as necessary, and press <Field Exit> after each entry:
  - Item (6,n) the item number for the desired item. If necessary, press <F4> to select an item number from the Select Item screen.

    Note: Users can include items in billing-related vendor deals which are purchased from vendors other than the vendor for whom the deal is added.

- Optional: **\$ Off** (5.2,n) When enrolling items for buydown allowance, standard booking, and trade show booking vendor deals, the amount entered for the **\$ Off** field designates an amount deducted from the customers' billing price for the item at the standard selling level (unit of measure). When enrolling items for vendor rebate deals, the amount entered for the **\$ Off** field designates designates an amount for each item sold at the standard selling level (unit of measure) which is only tracked for rebate to the customer, and does not affect the customer's billing price on an order.

  The default value of the **\$ Off** field is derived from the **Cents Off** field when enrolling items for standard booking, trade show booking, buydown allowance and vendor rebate deals. Refer to Adding Vendor Deals For Pre-Book Orders, Adding Buydown Allowance and Adding Vendor Rebate Deals for additional information about the calculation of the customers' billing price.
- Optional: Fixed\$ (7.2,n) a specific amount designated as the customer's billing price for the item at the standard selling level (unit of measure). The default value of the Fixed\$ field is derived from the Deal Price field when enrolling items for standard booking, trade show booking and fixed vendor rebate types of vendor deals. Refer to Adding Vendor Deals For Pre-Book Orders, and Adding Fixed Vendor Price Deals for additional information about the calculation of the customers' billing price.
- Optional: **Incentive** (5.2,n) When enrolling items for billing-related vendor deals (standard booking, trade show booking, buydown allowance, vendor rebate, and fixed vendor rebate deals), the amount entered for the **Incentive** field designates an amount for each item sold at the standard selling level (unit of measure) which is tracked for rebate to the distributor. When enrolling items for purchasing item allowance type of deal, the amount entered for the **Incentive** field is deducted from the unit cost of an item on a purchase order. When enrolling items for purchasing tracker type of deal, the amount entered for the **Incentive** field is tracked for rebate to the distributor.

```
CVHYDFR DISPLAY Creative Data Research 7/29/04 16:52:58

Deal Details

Vendor W0740 BIC CORPORATION Master Vendor

Deal 280 Bic Corp Pre-book S

Item Start End $ Off Fixed$ Incentive

146280 8/01/04 8/15/04 .25

Base Cents Off .25

2=Edit D=Delete Item from Deal

F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header

No data to display.
```

Press <Enter> when an item's entry is complete. A list of the deal's items is created and displayed on the screen (see below) as items are added. Repeat this step until the vendor deal is complete.

```
DISPLAY Creative Data Research
                                                               7/29/04 17:00:09
                                 Deal Details
Vendor W0740 BIC CORPORATION
                                                   Master Vendor
         280 Bic Corp Pre-book
                                         s
              Start End $ Off Fixed$ Incentive 8/01/04 8/15/04 .25
      Item
                                                  Base Cents Off
2=Edit D=Delete Item from Deal
         Item Description
                                   $ Off Fixed$ Incent Whsle%
 146280 BIC MSP-11 BLUE MED
                                      . 25
F3=Exit F4=Search F5=Enroll Items in Deal F10=Edit Header
```

- 5. If necessary, clear the **Item** field, and press <Enter> to redisplay the screen's list with all the enrolled items.
- 6. If necessary, the F10=Edit Deal Header option can be used to edit the fields of the Edit Deal Header Details screen. Refer to Editing Vendor Deals for additional information.
- 7. To delete an item from the vendor deal, locate the desired item, enter *D* (Delete Item from Deal) in the selection column next to its item number, and press <Enter>. The screen's list is redisplayed without the deleted item.
- 8. To enroll a group of items, press <F5> (Enroll Items in Deal). The Deal Item Enrollment window appears.

```
Deal Item Enrollment

Enroll Products In This Deal
Vendor W0740 BIC CORPORATION
Deal 280 Bic Corp Pre-book
Dates 8/01/04 - 8/15/04
Use the entries below to further qualify products
Category . . .
Sales Class
Product Class
This Vendor Only? Y

F3=Exit F4=Search F10=Enroll Qualified Items
```

Enter data for the following fields, as necessary, to designate the desired group of items:

- Category (2,n) an item category number. If necessary, press <F4> to select a category number from the Select Item Category Master screen.
- Sales Class (5,n) a sales class number. If necessary, press <F4> to select a sales class number from the Select Sales Class Master screen.
- **Product Class** (5,n) a product class number. If necessary, press <F4> to select a product class number from the Select Product Class screen.

If a value is entered for more than one of the above fields, an item will not be enrolled if it is excluded on the basis of any one of the fields.

Enter N for the **This Vendor Only?** field to enroll items which are purchased from vendors other than the vendor for whom the deal was added.

Press <F10> (Enroll Qualified Items) when data entry is complete.

9. To designate retail prices for an item when working with a standard booking or trade show booking type of vendor deal, locate the desired item in the screen's list (use the **Item** field or <Page Down> if necessary), enter 2 (Edit) in the selection column next to the item number, and press <Enter>. The Edit Deal Details screen appears.

```
7/30/04 13:51:40
CVH0E1R
          CHANGE Creative Data Research
                             Edit Deal Details
Vendor . . : W0740 BIC CORPORATION
                  280 Bic Corp Pre-book
Deal . . . :
Item . . . : 146280 BIC MSP-11 BLUE MED
               Add-on to an existing allowance? N
               Customer Loyalty Attribute .
Type changes, press Enter.
Deal Type . . . . S Standard Booking(PreBook)
Deal Start Date . . . :
                          80104
                                               ==== Special Retail ==
Deal End Date
                          81504
                                                     DOZ
Qty Sold/Purchased . . :
Cents Off . . . . . . .
                            25
Deal Price . . . .
Distributor Incentive .
Affect Cost ? . . . . . . X (N=Net, B=Base, A=ALL, X=Neither)
F3=Exit F11=Delete F12=Key screen F15=Unlock Dates
```

The two fields for which retail prices can be entered appear under the screen's *Special Retail* heading, and are used as follows:

- Left field the amount entered is applied to the item's standard selling level which is determined by the **Standard U/M** field of the item's record. The abbreviated description used to identify this unit of measure, such as *DOZ* in the screen above, is derived from the corresponding **U/M** field of the item's record.
- Right field the amount entered is applied to the "eaches" selling level if such a level exists for the item. The abbreviated description used to identify this unit of measure, such as *EA* in the screen above, is derived from the corresponding **U/M** field of the item's record. If the item's standard selling level is the "eaches" level, the right field does not appear on the Edit Deal Details screen.

Refer to Working With Items of the Item File Maintenance document for information about item record fields.

The retail prices designated for items of a vendor deal override any retail prices that are calculated by other DAC applications such as Work With Retail Contracts. Refer to the Billing File Maintenance document for additional information about retail pricing.

```
CHANGE Creative Data Research
                                                               7/30/04 15:01:25
                               Edit Deal Details
               W0740 BIC CORPORATION
Deal . . . :
                  280 Bic Corp Pre-book
Item . . . :
               146280 BIC MSP-11 BLUE MED
                Add-on to an existing allowance? N
                Customer Loyalty Attribute . .
Type changes, press Enter.
Deal Type . . . S Standard Booking (PreBook)
Deal Start Date . . . : 80104
                                                  ==== Special Retail =====
Deal End Date . . . :
                            81504
                                                       DOZ
                                                                    EA
Qty Sold/Purchased . . :
Cents Off . . . . . .
                             .25
                                                         4.99
                                                                       . 89
Deal Price .
Distributor Incentive .
Affect Cost ? . . . . . . . X (N=Net, B=Base, A=ALL, X=Neither)
F3=Exit
        F11=Delete F12=Key screen F15=Unlock Dates
```

Press <Enter> when data entry is complete, and press <Enter> when prompted to confirm. The Deal Details screen appears.

10. Press <F3> (Exit) when item enrollment is complete. The Work With Deals screen appears.

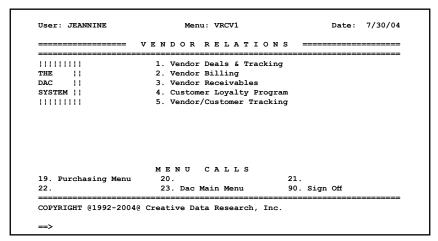
```
CVHXDFR
          DISPLAY Creative Data Research
                                                           7/30/04 15:04:27
                              Work with Deals
            Deal Type CLP Only?
Vendor Deal
         280
                                            Cents Off Price
                                                             Incentive
Type options, press Enter.
2=Edit C=Copy Z=Zoom to Header L=Loyalty Program
 Vendor Name
 BIC CORPORATION
                                     8/01/04
    280 Bic Corp Pre-book
                                               .25 /
                                 s 8/15/04
F3=Exit F4=Search F10=Add
```

11. Press <F3> (Exit). The VR Deals & Tracking screen appears.

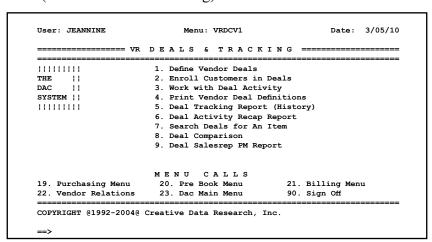
Refer to Searching Deals For An Item for information about locating the vendor deals in which an item is enrolled.

#### **Searching Deals For An Item**

The Search Deals For An Item application is used to determine for which vendor deals an item is currently enrolled.



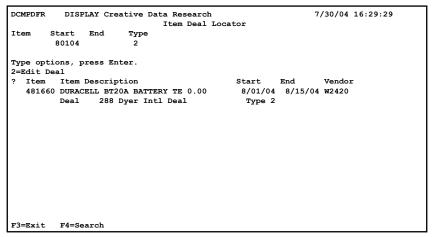
1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 7 (Search Deals For An Item) from the VR Deals & Tracking screen. The Item Deal Locator screen appears with a list of all the items previously enrolled in vendor deals.

```
7/30/04 16:23:33
DCMPDFR
           DISPLAY Creative Data Research
                               Item Deal Locator
Type options, press Enter.
  Ttem
         Item Description
                                              Start
                                                       End
                                                                Vendor
   39636 BATTERY ALK 2 PAK D CELL 0.00
                                               8/01/04 8/15/04 W2150
                 294 David & Sons Deal
                                                 Type 1
    39644 BATTERY ALK 2 PAK C CELL 0.00
                                               8/01/04
                                                        8/15/04 W1240
                                               Type N
8/01/04
         Deal
                 285 Campbell Sales Deal
   39651 BATTERY ALK 4 PAK AA (EAC 0.00
                                                        8/31/04 W2300
                 295 Dist Resources Deal
                                                Type B
   146100 BIC PEN MS11 RED MEDIUM 0.00
                                                8/01/04 8/15/04 W0740
         Deal
                 280 Bic Corp Pre-book
                                                Type S
   146280 BIC MSP-11 BLUE MED
                                                8/01/04
                                                        8/15/04 W0740
         Deal
                 280 Bic Corp Pre-book
   395501 EAGLE BRAND MILK 14 OZ
                 RAND MILK 14 OZ 0.00
283 Buydown - Ace Baking Co
                                                        8/15/04 W0020
                                                8/01/04
         Deal
                                                Type B
F3=Exit
         F4=Search
```

- 3. Use the restrictor fields described below (or <Page Down>) to locate the vendor deals in which the desired item is enrolled:
  - Item (6,n) enter an item number and press <Enter>. The list is redisplayed with vendor deals in which the item is enrolled. If necessary, press <F4> to select an item from the Select Item By Description screen.
  - **Start** (6,n) enter a date and press <Enter> to display only the vendor deals which have a starting date equal to or later than the date entered.
  - End (6,n) enter a date and press <Enter> to display only the vendor deals which have an ending date equal to the date entered.
  - Type (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.



- 4. If desired, the *2=Edit Deal* option can be used to edit the deal. Refer to Editing Vendor Deals for additional information.
- 5. Press <F3> (Exit). The VR Deals & Tracking screen appears.

# **Enrolling Customers In Vendor Deals**

After a billing-related vendor deal is added, the Customer Deal Enrollment and Deal Enrollment Tool screens are used to link customers to specific vendor deals. Customer enrollment can be done globally (all customers are enrolled at once), individually (by customer number) and as a group (by billing matrix number, customer corporate number, tax jurisdiction, etc.).

Contact CDR support personnel for information about using the SYS011 (User Point: End of Day) default system option to automatically enroll new customers.

The instructions below also describe excluding globally enrolled customers from a vendor deal, including previously excluded customers in a vendor deal, and deleting a customer from a vendor deal.

```
User: JEANNINE
                              Menu: VRCV1
                                                             Date: 8/04/04
             ===== VENDOR RELATIONS
             2. Vendor Billing
3. Vendor Receivables
4. Customer Loyalty P
                        1. Vendor Deals & Tracking
111111111
THE ||
DAC ||
SYSTEM | |
                        4. Customer Loyalty Program
111111111
                        Vendor/Customer Tracking
                        MENU CALLS
19. Purchasing Menu
                         20.
                                                    90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

```
User: JEANNINE
                            Menu: VRDCV1
                                                        Date: 3/05/10
      ====== VR DEALS & TRACKING =======
                      1. Define Vendor Deals
111111111
                      2. Enroll Customers in Deals
THE
                      3. Work with Deal Activity
SYSTEM !!
                      4. Print Vendor Deal Definitions
                      5. Deal Tracking Report (History)
111111111
                      6. Deal Activity Recap Report
                      7. Search Deals for An Item
                      8. Deal Comparison
                      9. Deal Salesrep PM Report
                      MENU CALLS
19. Purchasing Menu
                       20. Pre Book Menu
                                                21. Billing Menu
                       23. Dac Main Menu
                                                90. Sign Off
22. Vendor Relations
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

2. Select option 2 (Enroll Customers In Deals) from the VR Deals & Tracking screen. The Customer Deal Enrollment screen appears with a list of previously enrolled customers, or the *No data to display* message.

```
CVH1DFR
            DISPLAY Creative Data Research
                                                                          8/04/04 9:32:50
                                Customer Deal Enrollment
Customer Deal Vendor
                                    (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
  Cust# Customer Name
                                         Deal
                                                 Vendor Deal Description
                                                                                         STS
   20384 AIRPORT GIFT SHOP
                                            294 W2150 David & Sons Deal
   25193 ALBERTSON'S #2020 - TREMP
                                             294 W2150 David & Sons Deal
   25198 ALBERTSON'S #2018 - KALIS
30023 ALBERTSON'S #2007 - BUTTE
                                             294 W2150 David & Sons Deal
                                             294 W2150 David & Sons Deal
   40158 ALBERTSON'S #2010 - RUSSE
                                             294 W2150 David & Sons Deal
   45012 ALBERTSON'S -#2002 G. FAL 294 W2150 David & Sons Deal 45015 ALBERTSON'S #2004- HELENA 294 W2150 David & Sons Deal 45016 ALBERTSON'S #2008- HELENA 294 W2150 David & Sons Deal
F3=Exit
           F4=Search
                         F8=Global Enrollment F10=Enrollment Tool
```

When using the Customer Deal Enrollment screen, the following fields can be used to limit the enrolled customers appearing on the screen's list:

• Customer (6,n) - enter a customer number and press <Enter> to limit the list to include only the desired customer. If necessary, press <F4> to select a customer number from the Select Customer Master screen.

```
CVHIDFR DISPLAY Creative Data Research 8/04/04 9:54:26
Customer Deal Enrollment
Customer Deal Vendor
40158 Status (CLP Levels 1-3, X=Excluded)

Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include

? Cust# Customer Name Deal Vendor Deal Description STS
40158 ALBERTSON'S #2010 - RUSSE 294 W2150 David & Sons Deal

F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

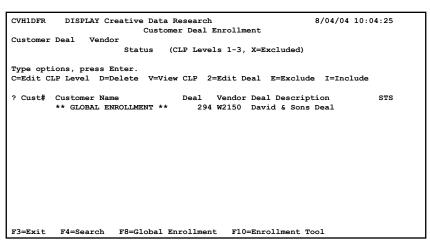
- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal. If necessary, press <F4> to select a vendor deal number from the Select Deal screen.
- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Status** (1,a) enter *X* and press <Enter> to limit the list to include only customers who are excluded from vendor deals.

  If the list includes deals defined with the Customer Loyalty Program, enter *I*, 2 or 3 and press <Enter> to limit the list according to CLP levels attained by customers who are enrolled in the deals.

To display all customers enrolled in all deals, delete the values entered for the **Deal, Vendor** and **Customer** fields, and press <Enter>.

```
DISPLAY Creative Data Research
                                                                         8/04/04 9:58:50
                               Customer Deal Enrollment
Customer Deal Vendor
                           Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
  Cust# Customer Name
                                                 Vendor Deal Description
                                                                                        STS
                                            294 W2150 David & Sons Deal
   20384 AIRPORT GIFT SHOP
   25193 ALBERTSON'S #2020 - TREMP
   25198 ALBERTSON'S #2018 - KALIS
30023 ALBERTSON'S #2007 - BUTTE
                                            294 W2150 David & Sons Deal
                                            294 W2150 David & Sons Deal
   40158 ALBERTSON'S #2010 - RUSSE
                                            294 W2150 David & Sons Deal
   45012 ALBERTSON'S -#2002 G. FAL
                                            294 W2150 David & Sons Deal
   45012 ALBERTSON'S -#2002 G. FAL 294 W2150 David & Sons Deal 45015 ALBERTSON'S #2004- HELENA 294 W2150 David & Sons Deal 45016 ALBERTSON'S #2008- HELENA 294 W2150 David & Sons Deal
F3=Exit
           F4=Search
                         F8=Global Enrollment
                                                    F10=Enrollment Tool
```

3. To enroll all of the customers in a deal, enter values for the **Deal** and **Vendor** fields, press <Enter>, press <F8> (Global Enrollment), and press <Enter> when prompted to continue. The screen is redisplayed with \*\* *GLOBAL ENROLLMENT* \*\* and the number, vendor code and description of the vendor deal. The vendor deal will be automatically linked to customers that are added later.



- 4. To enroll individual customers (one by one) in a deal, enter data for the following fields, and press <Field Exit> after each entry:
  - Customer (6,n) a customer number to designate the customer to whom the items of the vendor deal must be sold in order for the distributor to qualify for the deal. If necessary, press <F4> to select a customer number from the Select Customer Master screen.
  - **Deal** (6,n) the deal number previously used to add the desired vendor deal. If necessary, press <F4> to select a vendor deal number from the Select Deal screen.
  - **Vendor** (6,a) the vendor code of the vendor which was used to add the vendor deal designated by the **Deal** field above. If necessary, press <F4> to select a vendor code from Select Vendor Master screen.

```
CVH1DFR DISPLAY Creative Data Research 8/04/04 10:07:57
Customer Deal Enrollment
Customer Deal Vendor
010089 000286 W1240 Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLF 2=Edit Deal E=Exclude I=Include
? Cust# Customer Name Deal Vendor Deal Description STS

F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

Press <Enter> when data entry is complete, and press <Enter> when the *Enroll customer in this deal?* prompt appears. The enrolled customer and vendor deal appear on the screen (see below) as customers are added.

```
CVH1DFR DISPLAY Creative Data Research 8/04/04 10:07:57
Customer Deal Enrollment

Customer Deal Vendor
010089 000286 W1240 Status (CLP Levels 1-3, X=Excluded)

Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include

? Cust# Customer Name Deal Vendor Deal Description STS
10089 AITKIEN'S QUICK STOP 286 W0020 Buydown - Ace Baking Co

F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

Repeat this step until customer enrollment is complete.

5. To exclude individual customers (one-by-one), who were previously enrolled globally in a deal, repeat the previous step to enroll the individual customers, and use the E=Exclude option (as illustrated below) to exclude them.

```
CVH1DFR DISPLAY Creative Data Research 8/04/04 11:04:25
Customer Deal Vendor
Status (CLP Levels 1-3, X=Excluded)

Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include

? Cust# Customer Name Deal Vendor Deal Description STS
** GLOBAL ENROLLMENT ** 294 W2150 David & Sons Deal
E 40158 ALBERTSON'S #2010 - RUSSE 294 W2150 David & Sons Deal
10089 AITKIEN'S QUICK STOP 286 W1240 Campbell Sales Deal
```

After pressing <Enter>, and entering Y and pressing <Enter> when the This

customer will be excluded from this deal message appears, the value of X appears for the status of excluded customer.

```
8/04/04 11:04:58
          DISPLAY Creative Data Research
                         Customer Deal Enrollment
Customer Deal Vendor
                     Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
                                                                      STS
? Cust# Customer Name
                                Deal Vendor Deal Description
  ** GLOBAL ENROLLMENT ** 294 W2150 David & Sons Deal
  10089 AITKIEN'S OUICK STOP
                                   286 W1240 Campbell Sales Deal
F3=Exit
         F4=Search
                   F8=Global Enrollment
                                          F10=Enrollment Tool
```

6. To enroll groups of customers in a deal, enter values for the **Deal** and **Vendor** fields, press <Enter>, and press <F10> (Enrollment Tool). The *Select a valid Vendor and Deal before using this function* message appears if no value (or an invalid value) is entered for one of the **Deal** and **Vendor** fields; otherwise, the Deal Enrollment Tool window appears.

```
Deal Enrollment Tool
Vendor W2150 DAVID & SONS
Deal 294 David & Sons Deal
             QUALIFIERS
Billing Matrix
                        (Blank for ALL)
Corporate Number
                        (Blank for ALL)
Account Type . .
                        (Blank for ALL)
Sales Group .
Demographic . .
                        (Blank for ALL)
Collection . .
                        (Blank for ALL)
State
                        (Blank for ALL)
Tax Jurisdiction
                       (Blank for ALL)
         Create Exclusion Record Instead?
Exclude? . . . . .
                    N (Y/N)
F3=Exit F4=Search F10=Enroll Qualified F17=Global Enroll
```

Enter data for the following fields to designate the desired group of customers:

- **Billing Matrix** (6,n) a billing matrix number. If necessary, press <F4> to select a number from the Select Billing Matrix screen.
- Corporate Number (6,n) a customer corporate number. If necessary, press <F4> to select a number from the Select Corporate Master screen.
- **Account Type** (4,a) an account type code. If necessary, press <F4> to select a code from the Select Account Type screen.
- Sales Group (6,a) a sales group code. If necessary, press <F4> to select a code from the Select Sales Group Master screen.
- **Demographic** (4,a) a demographic area code. If necessary, press <F4> to select a code from the Select Demographic Code screen.
- Collection (5,n) a customer collection number. If necessary, press <F4> to select a collection from the Work With Customer Collections screen. Refer to Working With Customer Collections of the Customer File Maintenance document for information about using the screen to create a collection.

- State (2,a) a state abbreviation.
- Tax Jurisdiction (6,a) a tax jurisdiction code. If necessary, press <F4> to select a code from the Select Tax Jurisdiction screen.

If a value is entered for more than one of the above fields, a customer will not be enrolled if it is excluded on the basis of any one of the fields.

```
Deal Enrollment Tool
Vendor W2150 DAVID & SONS
Deal 294 David & Sons Deal
              QUALIFIERS
Billing Matrix
                         (Blank for ALL)
Corporate Number
                         (Blank for ALL)
Account Type . . Sales Group .
                         (Blank for ALL)
                         (Blank for ALL)
Demographic . . Collection . . State . . . . . .
                         (Blank for ALL)
                         (Blank for ALL)
                          (Blank for ALL)
Tax Jurisdiction TX0001 (Blank for ALL)
          Create Exclusion Record Instead?
Exclude? . . . . . N (Y/N)
F3=Exit F4=Search F10=Enroll Qualified F17=Global Enroll
```

Press <F10> (Enroll Qualified) when data entry is complete. The Customer Deal Enrollment screen appears without the Deal Enrollment Tool window.

7. To exclude groups of customers who were previously enrolled globally, enter values for the **Deal** and **Vendor** fields, press <Enter>, and press <F10> (Enrollment Tool). The *Select a valid Vendor and Deal before using this function* message appears if no value (or an invalid value) is entered for one of the **Deal** and **Vendor** fields; otherwise, the Deal Enrollment Tool window appears.

```
Deal Enrollment Tool
Vendor W2150 DAVID & SONS
Deal 294 David & Sons Deal
            OUALIFIERS
                (Blank for ALL)
Corporate Number
                       (Blank for ALL)
Account Type . .
                      (Blank for ALL)
Sales Group .
Demographic . .
                       (Blank for ALL)
Collection . .
                       (Blank for ALL)
                       (Blank for ALL)
State .
Tax Jurisdiction
                       (Blank for ALL)
         Create Exclusion Record Instead?
Exclude? . . . . . N (Y/N)
F3=Exit F4=Search F10=Enroll Qualified F17=Global Enroll
```

Enter data for the fields of the Deal Enrollment Tool window (as described above) to designate the desired group of customers, and enter *Y* for the **Exclude?** (1,a) field.

```
Vendor W2150 DAVID & SONS
Deal 294 David & SOns Deal
Q U A L I F I E R S
Billing Matrix (Blank for ALL)
Corporate Number (Blank for ALL)
Account Type . (Blank for ALL)
Sales Group (Blank for ALL)
Demographic . OSOT (Blank for ALL)
Collection . (Blank for ALL)
State . . . (Blank for ALL)
Tax Jurisdiction (Blank for ALL)

Create Exclusion Record Instead?
Exclude? . . . Y (Y/N)
F3=Exit F4=Search F10=Enroll Qualified F17=Global Enroll
```

Press <F10> (Enroll Qualified). The Customer Deal Enrollment screen appears without the Deal Enrollment Tool window.

```
DISPLAY Creative Data Research
                                                                                                                                                                                                                            8/04/04 12:14:25
                                                                                                Customer Deal Enrollment
Customer Deal Vendor
                                                                                                             (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
                                ** GLOBAL ENROLLMENT ** 294 W2150 This is a second to the 
          vendor Deal Description
LUBAL ENROLLMENT ** 294 W2150 David & Sons Deal
25193 ALBERTSON'S #2020 - TREMP 294 W2150 David & Sons Deal
25198 ALBERTSON'S #2020 - TREMP
? Cust# Customer Name
                                                                                                                                     294 W2150 David & Sons Deal
          25193 ALBERTSON'S #2020 - TREMP
25198 ALBERTSON'S #2018 - KALIS
30023 ALBERTSON'S #2007 - BUTTE
40158 ALBERTSON'S #2010 - RUSSE
                                                                                                                                     294 W2150 David & Sons Deal
                                                                                                                                     294 W2150 David & Sons Deal
          40158 ALBERTSON'S #2010 - RUSSE
                                                                                                                                     294 W2150 David & Sons Deal
          45012 ALBERTSON'S -#2002 G. FAL
45015 ALBERTSON'S #2004- HELENA
45016 ALBERTSON'S #2008- HELENA
                                                                                                                                     294 W2150 David & Sons Deal
                                                                                                                                     294 W2150 David & Sons Deal
                                                                                                                                     294 W2150 David & Sons Deal
          10089 AITKIEN'S QUICK STOP
                                                                                                                                     283 W0020 Buydown - Ace Baking Co
           10089 AITKIEN'S QUICK STOP
                                                                                                                                     286 W1240 Campbell Sales Deal
F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

A value of X appears for the status of excluded customers.

8. To include a customer who was previously excluded from a deal, locate the desired customer in the screen's list (use the restrictor fields or <Page Down>), and use the *I=Include* option (as illustrated below) to include them.

```
8/04/04 12:14:25
CVH1DFR
                                   DISPLAY Creative Data Research
                                                                                         Customer Deal Enrollment
                                                                            Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
                             ** GLOBAL ENROLLMENT ** 294 W2150 Barrier
? Cust# Customer Name
                                                                                                                        294 W2150 David & Sons Deal
        25193 ALBERTSON'S #2020 - TREMP 294 W2150 David & Sons Deal 25198 ALBERTSON'S #2018 - KALIS 294 W2150 David & Sons Deal 30023 ALBERTSON'S #2007 - BUTTE 294 W2150 David & Sons Deal 40158 ALBERTSON'S #2010 - RUSSE 294 W2150 David & Sons Deal 294 W2150 Davi
          40158 ALBERTSON'S #2010 - RUSSE
                                                                                                                           294 W2150 David & Sons Deal
          45012 ALBERTSON'S -#2002 G. FAL
                                                                                                                            294 W2150 David & Sons Deal
        45015 ALBERTSON'S #2004- HELENA
                                                                                                                            294 W2150 David & Sons Deal
          45016 ALBERTSON'S #2004- HELENA 294 W2150 David & Sons Deal
          10089 AITKIEN'S QUICK STOP
                                                                                                                             283 W0020
                                                                                                                                                                 Buydown - Ace Baking Co
                                                                                                                            286 W1240 Campbell Sales Deal
          10089 AITKIEN'S OUICK STOP
F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

After pressing  $\langle Enter \rangle$ , and entering Y and pressing  $\langle Enter \rangle$  when the *This customer will be included in the deal* message appears, the value of X no longer appears for the status of customer.

```
DISPLAY Creative Data Research
                                                              8/04/04 12:16:20
                           Customer Deal Enrollment
Customer Deal Vendor
                       Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
         Vendor Deal Description
294 W2150 David & Sons Deal
294 W2150 P----
? Cust# Customer Name
                                                                           STS
  25193 ALBERTSON'S #2020 - TREMP
25198 ALBERTSON'S #2018 - KALIS
                                     294 W2150
                                                 David & Sons Deal
                                     294 W2150 David & Sons Deal
   30023 ALBERTSON'S #2007 - BUTTE
                                     294 W2150 David & Sons Deal
   40158 ALBERTSON'S #2010 - RUSSE
                                     294 W2150 David & Sons Deal
   45012 ALBERTSON'S -#2002 G. FAL
                                     294 W2150 David & Sons Deal
  45015 ALBERTSON'S #2004- HELENA
45016 ALBERTSON'S #2008- HELENA
                                     294 W2150 David & Sons Deal
                                     294 W2150 David & Sons Deal
   10089 AITKIEN'S QUICK STOP
                                      283 W0020 Buydown - Ace Baking Co
   10089 AITKIEN'S QUICK STOP
                                      286 W1240 Campbell Sales Deal
F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

9. To delete an enrolled customer, locate the desired customer in the screen's list (use the restrictor fields or <Page Down>), and use the *D=Delete* option (as illustrated below) to delete them.

```
CVH1DFR
                   DISPLAY Creative Data Research
                                                                                                               8/04/04 12:16:20
                                                Customer Deal Enrollment
Customer Deal Vendor
                                         Status
                                                      (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
   ** GLOBAL ENROLLMENT ** 294 W2150 David & Sons Deal 25193 ALBERTSON'S #2010 - TREMP 294 W2150 David & Sons Deal 25198 ALBERTSON'S #2018 - KALIS 294 W2150 David & Sons Deal 30023 ALBERTSON'S #2017 - BUTTE 294 W2150 David & Sons Deal 40158 ALBERTSON'S #2010 - RUSSE 294 W2150 David & Sons Deal 45012 ALBERTSON'S -#2002 C 757
? Cust# Customer Name
                ** GLOBAL ENROLLMENT **
                                                             Deal Vendor Deal Description
                                                                                                                                      STS
     45012 ALBERTSON'S -#2002 G. FAL

45015 ALBERTSON'S #2004 HELENA 294 W2150 David & Sons Deal

45016 ALBERTSON'S #2008 HELENA 294 W2150 David & Sons Deal

294 W2150 David & Sons Deal

294 W2150 David & Sons Deal

298 W0020 Buydown - Ace Baking Co
F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

After pressing <Enter>, the screen's list is redisplayed without the deleted customer.

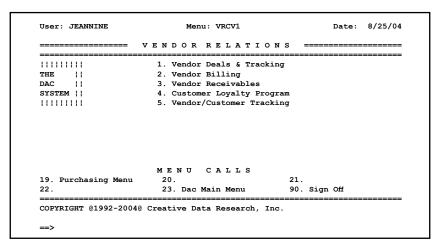
```
CVH1DFR
             DISPLAY Creative Data Research
Customer Deal Enrollment
                                                                                  8/04/04 12:16:20
Customer Deal Vendor
                             Status (CLP Levels 1-3, X=Excluded)
Type options, press Enter.
C=Edit CLP Level D=Delete V=View CLP 2=Edit Deal E=Exclude I=Include
            ** GLOBAL ENROLLMENT ** 294 W2150 Dead Description
? Cust# Customer Name
                                                                                                   STS
                                                294 W2150 David & Sons Deal
294 W2150 David & Sons Deal
294 W2150 David & Sons Deal
   25193 ALBERTSON'S #2020 - TREMP
25198 ALBERTSON'S #2018 - KALIS
40158 ALBERTSON'S #2010 - RUSSE
                                                 294 W2150 David & Sons Deal
   45012 ALBERTSON'S -#2002 G. FAL
45015 ALBERTSON'S #2004- HELENA
45016 ALBERTSON'S #2008- HELENA
                                                  294 W2150 David & Sons Deal
                                                 294 W2150 David & Sons Deal
294 W2150 David & Sons Deal
283 W0020 Buydown - Ace Baking Co
                                                                                                    х
    10089 AITKIEN'S QUICK STOP
    10089 AITKIEN'S QUICK STOP
                                                 286 W1240 Campbell Sales Deal
F3=Exit F4=Search F8=Global Enrollment F10=Enrollment Tool
```

10. Press <F3> (Exit) when customer enrollment is complete. The VR Deals & Tracking screen appears.

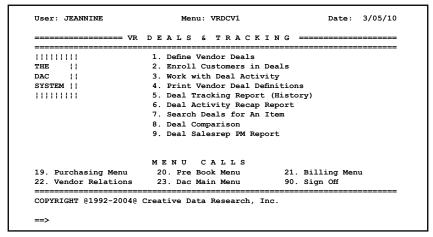
# **Re-Posting Sales**

The receivables amounts due from vendors and due to customers are automatically accumulated for billing-related deals when customer orders are posted. The instructions below describe using the Work With Deal Activity application to retroactively accumulate receivable amounts due. This is necessary when the items or customers are enrolled for a deal after the customers' orders are posted.

During the process of re-posting, any receivable amounts due that were previously accumulated for a billing-related deal are overridden.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 3 (Work With Deal Activity) from the VR Deals & Tracking screen. The Work With Deal Activity-Open screen appears with a list of the vendor deals which have not been exported.

CATGDEK	DISPLAY	Creative Data	Research	8/25/04	13:36:47
		Work	with Deal Activity		
Deal	Vendor Type	Due \$	End Date		
		> Than	< Than		
			OPEN		
Type op	tions, press	Enter.			
			chases R=Re-Post Sales		
	-	U=UnMark Se			
? Vendo	r Name		Deal Description	From	To
ACE B	AKING COMPAN	Y	Buydown - Ace Baking Co		
ACE B	AKING COMPAN		Buydown - Ace Baking Co		
ACE B	AKING COMPAN	Y \$ Credited	Buydown - Ace Baking Co	8/01/04	8/31/04
ACE B \$ Due BIC CO	AKING COMPAN 5.80 RPORATION	Y \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book	8/01/04	8/31/04
ACE B \$ Due BIC CO \$ Due	AKING COMPAN 5.80 RPORATION	\$ Credited \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book	8/01/04 8/01/04	8/31/04 8/31/04
ACE B \$ Due BIC CO \$ Due CAMPB	AKING COMPAN 5.80 RPORATION ELL SALES CO	\$ Credited \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal	8/01/04 8/01/04	8/31/04 8/31/04
ACE B \$ Due BIC CO \$ Due CAMPB \$ Due	AKING COMPAN 5.80 RPORATION ELL SALES CO	Y \$ Credited \$ Credited MPANY	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal	8/01/04 8/01/04 8/16/04	8/31/04 8/31/04
ACE B \$ Due BIC CO \$ Due CAMPB \$ Due CHARM	AKING COMPAN 5.80 RPORATION ELL SALES CO 7.00 S COMPANY	Y \$ Credited \$ Credited MPANY	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal *OPEN* Charms Co Deal	8/01/04 8/01/04 8/16/04	8/31/04 8/31/04 8/17/04
ACE B \$ Due BIC CO \$ Due CAMPB \$ Due CHARM \$ Due	AKING COMPAN 5.80 RPORATION ELL SALES CO 7.00 S COMPANY	Y \$ Credited \$ Credited MPANY \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal *OPEN* Charms Co Deal	8/01/04 8/01/04 8/16/04 8/01/04	8/31/04 8/31/04 8/17/04 8/31/04

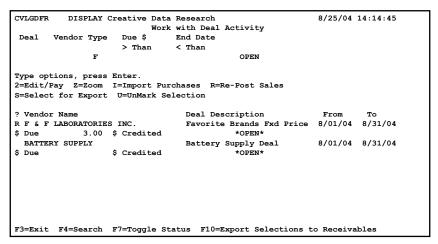
During the course of working with the vendor deals which appear on the Work With Deal Activity screen, the following restrictor fields can be used:

- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal. If necessary, press <F4> to select a vendor deal number from the Select Deal screen.
- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **Due** \$ > **Than** enter an amount, press < Field Exit> and press < Enter> to display only the deals for which the total reeivable amount due is above the amount entered.
- End Date < Than (6,n) enter a date, press < Field Exit> and press < Enter> to display only the deals for which the ending date is prior to the date entered.

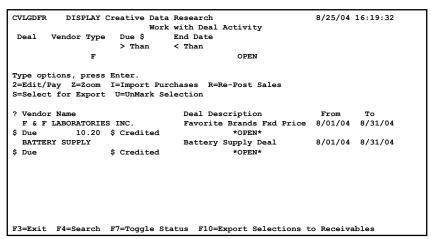
As illustrated above, the total receivable amount due from a vendor which has been posted to date appears for the \$ **Due** field on the Work With Deal Activity screen. The Z=Zoom option can be used to open the Vendor Receivable Details screen on which the incentive amounts or rebates due to customers appear for the **Retailer**\$ field (see below).

Vendor Receivable Details   Cust# Inv# Item# M.Vendor	VKZDFR DISPLAY Creative	e Data Research	8/	25/04 14:01:45
DAVID & SONS 294 David & Sons Deal From 8/01/04 To 8/31/04 @Incentive  Type options, press Enter.  Z=Zoom ? Name Item Description Incentive AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 Vendor W2150 Qty U/M 2 Qty U/M 1 Retailer\$ .70		Vendor Receivable Deta	ails	
294 David & Sons Deal From 8/01/04 To 8/31/04 @Incentive  Type options, press Enter.  Z=Zoom ? Name Item Description Incentive AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 Vendor W2150 Qty U/M 2 Qty U/M 1 Retailer\$ AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 .70 Vendor W2150 Qty U/M 2 4 Qty U/M 1 Retailer\$ .70		Cust#	Inv# Item#	M. Vendor
Type options, press Enter.  Z=Zoom ? Name	AVID & SONS			
Z=Zoom  ? Name	294 David & Sons Deal	From 8/01/04 To	8/31/04 @Ince	ntive
? Name Item Description Incentive AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 Vendor W2150 Qty U/M 2 Qty U/M 1 Retailer\$ .70 Vendor W2150 Qty U/M 2 4 Qty U/M 1 Retailer\$ .70	ype options, press Enter.			
AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 Vendor W2150 Qty U/M 2 Qty U/M 1 Retailer\$ AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 .70 Vendor W2150 Qty U/M 2 4 Qty U/M 1 Retailer\$ .70	=Zoom			
Vendor W2150 Qty U/M 2         Qty U/M 1         Retailer\$           AITKIEN'S QUICK STOP         BATTERY ALK 2 PAK D CELL 0.0         .70           Vendor W2150 Qty U/M 2         4 Qty U/M 1         Retailer\$         .70	Name	Item Description	n I	ncentive
AITKIEN'S QUICK STOP BATTERY ALK 2 PAK D CELL 0.0 .70 Vendor W2150 Qty U/M 2 4 Qty U/M 1 Retailer\$ .70	AITKIEN'S QUICK STOP	BATTERY ALK 2 PA	AK D CELL 0.0	
Vendor W2150 Qty U/M 2 4 Qty U/M 1 Retailer\$ .70	Vendor W2150 Qty U/M 2	Qty U/M 1	Retailer\$	
~ · · · · · · · · · · · · · · · · · · ·	AITKIEN'S QUICK STOP	BATTERY ALK 2 PA	AK D CELL 0.0	. 70
ATTECTED / S OTTOK STOD BATTERY ATK 2 DAK D CRT. D 0 3 50	Vendor W2150 Qty U/M 2	4 Qty U/M 1	Retailer\$	.70
MINIM D QUICK DIOI DMILDRI MEN Z IMA D CELLE 0.0 3.30	AITKIEN'S QUICK STOP	BATTERY ALK 2 PA	AK D CELL 0.0	3.50
Vendor W2150 Qty U/M 2 20 Qty U/M 1 Retailer\$ 3.50	Vendor W2150 Qty U/M 2	20 Qty U/M 1	Retailer\$	3.50
BACK DOOR DELI BATTERY ALK 2 PAK D CELL 0.0 3.15	BACK DOOR DELI	BATTERY ALK 2 PA	AK D CELL 0.0	3.15
Vendor W2150 Qty U/M 2 18 Qty U/M 1 Retailer\$ 3.15	Vendor W2150 Oty II/M 2	18 Qty U/M 1	Retailer\$	3.15

- 3. If necessary, press F3 (Exit) to close the Vendor Receivable Details screen.
- 4. Locate the desired vendor deal in the Work With Deal Activity screen's list (use the restrictor fields or <Page Down> if necessary), and enter *R* (Re-Post Sales) in the selection column next to the vendor name.



- 5. Press <Enter>.
- 6. Press <Enter> after the WARNING! This will clear all data collected thus far & re-post from order history. Continue? message appears.
- 7. To refresh the Work With Deal Activity screen, press <F3> (Exit), and select option 3 (Work With Deal Activity) when the VR Deals & Tracking screen appears.



As illustrated above, the value of the \$ **Due** field will increase if receivable amounts have accumulated for the a billing-related deal. The Z=Zoom option can be used to open the Vendor Receivable Details screen on which the incentive amounts or rebates due to customers will also appear updated.

- 8. If necessary, press <F3> to exit the Vendor Receivable Details screen.
- 9. Press <F3> to exit the Work With Deal Activity screen. The VR Deals & Tracking screen appears.

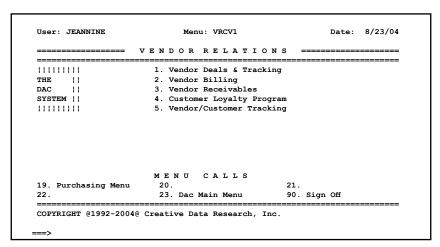
Refer to Exporting Vendor Deals for information about using the Work With Deal Activity application to create a vendor receivable transaction for an expired billing-related deal after all the amounts due for it are posted.

### Importing Receivable Amounts Due

The instructions below describe using the Work With Deal Activity application to "import" the receivable amounts due for a purchasing tracker deal. Importing can be done by order date after purchase orders are printed, or by the date received after purchase orders are received.

Receivable amounts due can be retroactively imported for purchasing tracker deals for which items were enrolled after purchase orders for the items were printed or received, but importing can never be done for a purchasing tracker deal after it is exported.

During the process of importing, any receivable amounts due that were previously imported for a purchasing tracker deal are overridden.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.

```
Menu: VRDCV1
User: JEANNINE
                                                            Date: 3/05/10
         ====== VR DEALS & TRACKING =======
                        1. Define Vendor Deals
THE !!
                        2. Enroll Customers in Deals
DAC
                        3. Work with Deal Activity
                        4. Print Vendor Deal Definitions
SYSTEM | |
111111111
                        5. Deal Tracking Report (History)

    Deal Activity Recap Report
    Search Deals for An Item

                        8. Deal Comparison
                        9. Deal Salesrep PM Report
                       MENU CALLS
                        20. Pre Book Menu
19. Purchasing Menu
                                                  21. Billing Menu
22. Vendor Relations
                        23. Dac Main Menu
                                                  90. Sign Off
COPYRIGHT @1992-2004@ Creative Data Research, Inc.
```

2. Select option 3 (Work With Deal Activity) from the VR Deals & Tracking screen. The Work With Deal Activity-Open screen appears with a list of the vendor deals which have not been exported.

CVLGDFR DISPLAY	Creative Data	Research	8/23/04	9:04:32
	Work	with Deal Activity		
Deal Vendor Type	Due \$	End Date		
	> Than	< Than		
		OPEN		
Type options, press	Enter.			
		chases R=Re-Post Sales		
S=Select for Export				
· · · · · · · · · · · · · · · · · · ·				
? Vendor Name		Deal Description	From	To
<pre>? Vendor Name ACE BAKING COMPAN</pre>	Y	Deal Description Buydown - Ace Baking Co		
ACE BAKING COMPAN		Buydown - Ace Baking Co	8/01/04	8/31/04
ACE BAKING COMPAN \$ Due 5.80	\$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book	8/01/04	8/31/04
ACE BAKING COMPAN \$ Due 5.80 BIC CORPORATION \$ Due	<pre>\$ Credited \$ Credited</pre>	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book	8/01/04 8/01/04	8/31/04 8/31/04
ACE BAKING COMPAN \$ Due 5.80 BIC CORPORATION \$ Due	\$ Credited \$ Credited MPANY	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN*	8/01/04 8/01/04	8/31/04 8/31/04
ACE BAKING COMPAN \$ Due 5.80 BIC CORPORATION \$ Due CAMPBELL SALES CO	\$ Credited \$ Credited MPANY	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal	8/01/04 8/01/04	8/31/04 8/31/04 8/17/04
ACE BAKING COMPAN \$ Due 5.80 BIC CORPORATION \$ Due CAMPBELL SALES CO \$ Due 7.00	\$ Credited \$ Credited MPANY \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal *OPEN* Charms Co Deal	8/01/04 8/01/04 8/16/04	8/31/04 8/31/04 8/17/04
ACE BAKING COMPAN \$ Due 5.80 BIC CORPORATION \$ Due CAMPBELL SALES CO \$ Due 7.00 CHARMS COMPANY	\$ Credited \$ Credited MPANY \$ Credited	Buydown - Ace Baking Co *OPEN* Bic Corp Pre-book *OPEN* Campbell PO Tracking Deal *OPEN* Charms Co Deal	8/01/04 8/01/04 8/16/04 8/01/04	8/31/04 8/31/04 8/17/04 8/31/04

The total receivable amount due from a vendor which has been imported to date for purchasing tracker deals appears for the **\$ Due** field. Note: The amounts due for billing-related deals appear automatically after customer orders are posted.

During the course of working with the vendor deals which appear on the Work With Deal Activity screen, the following restrictor fields can be used:

- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal. If necessary, press <F4> to select a vendor deal number from the Select Deal screen.
- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **Due** \$ > **Than** enter an amount, press <Field Exit> and press <Enter> to display only the deals for which the total reeivable amount due is above the amount entered.
- End Date < Than (6,n) enter a date, press < Field Exit> and press < Enter> to display only the deals for which the ending date is prior to the date entered.
- 3. Locate the desired vendor deal in the screen's list (use the restrictor fields or <Page Down> if necessary), and enter *I* (Import Purchases) in the selection column next to the vendor name.

```
DISPLAY Creative Data Research
                                                             8/23/04 10:55:58
Work with Deal Activity
Deal Vendor Type Due $ End Date
                                < Than
                    > Than
                                             OPEN
Type options, press Enter.
2=Edit/Pay Z=Zoom I=Import Purchases R=Re-Post Sales
S=Select for Export U=UnMark Selection
                                 Deal Description
 CAMPBELL SALES COMPANY
             LES COMPANY Campbell PO Tracking Deal 8/16/04 8/17/04 7.00 $ Credited *OPEN*
$ Due
                               Charms Co Deal
I CHARMS COMPANY
                                                            8/01/04 8/31/04
                  $ Credited
                                            *OPEN*
F3=Exit F4=Search F7=Toggle Status F10=Export Selections to Receivables
```

- 4. Press <Enter>.
- 5. Enter one of the following values for the **Choice?** field (1,a) when the *Import* purchases based on Order Date or Received Date message appears:
  - O to designate that order date of printed purchase orders is used to import receivable amounts due for the purchasing tracker deal.
  - *R* to designate that the receiving date of received purchase orders is used to import receivable amounts due for the purchasing tracker deal.
- 6. Press <Enter> after the Re-posting PO Information to Purchasing Tracking Deal. This option is based on PO Order Date or the Received PO data is reposting to Purchasing Tracker. This is based on PO Receive Date message appears.

```
CVLGDFR DISPLAY Creative Data Research
Work with Deal Activity

Deal Vendor Type Due $ End Date
> Than < Than
3 OPEN

Type options, press Enter.
2=Edit/Pay Z=Zoom I=Import Purchases R=Re-Post Sales
S=Select for Export U=UnMark Selection

? Vendor Name Deal Description From To
CAMPBELL SALES COMPANY Campbell PO Tracking Deal 8/16/04 8/17/04
$ Due 7.00 $ Credited *OPEN*
CHARMS COMPANY Charms Co Deal 8/01/04 8/31/04
$ Due 40.00 $ Credited *OPEN*

F3=Exit F4=Search F7=Toggle Status F10=Export Selections to Receivables
```

The value of the **\$ Due** field will increase (as illustrated above) if receivable amounts have accumulated for the a purchasing tracker deal.

7. Press <F3> to exit. The VR Deals & Tracking screen appears.

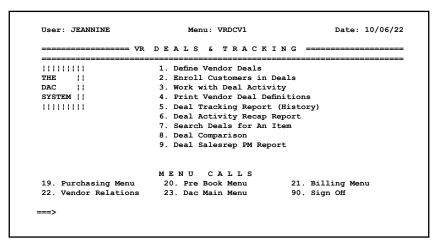
Refer to Exporting Vendor Deals for information about using the Work With Deal Activity application to create a vendor receivable transaction for an expired purchasing tracker deal after all the amounts due for it are imported.

## **Exporting Vendor Deal Data**

While the Work With Deal Activity application can be used, as described below, to export the transactional amounts accumulated by vendor deals to vendor billing, it is not recommended. Refer to Adding An Invoice By Importing Vendor Deal Data of the Vendor Billing document for additional information about the recommended method.

```
User: JEANNINE
                          Menu: VRCV1
                                                     Date: 10/06/22
========= VENDOR RELATIONS
111111111
                     1. Vendor Deals & Tracking
THE ||
DAC ||
                     2. Vendor Billing
                   3. Vendor Receivables
SYSTEM ||
                     4. Customer Loyalty Program
111111111
                   Vendor/Customer Tracking
                     MENU CALLS
19. Purchasing Menu
                      20. Vendor Spoils Mamt
                                             21.
                                             90. Sign Off
                      23. Dac Main Menu
```

1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen.



2. Select option 3 (Work With Deal Activity) from the VR Deals & Tracking screen. The Work With Deal Activity-Open screen appears with a list of the vendor deals which have not been exported.

CVLGDFR DISPLAY CDR Custo	omer Conference 10/06/22 14:38:10
	Work with Deal Activity
Deal Vendor Type Due \$	End Date
> Than	n < Than
	OPEN
m	
Type options, press Enter.	t Purchases R=Re-Post Sales
-	k Selection B=Vendor Billings
? Vendor Name	Deal Description From To
_ ALTADIS USA	KY Cents Off 8/01/21 12/31/21
\$ Due 53256.60 *OPEN*	Exported 9341 Of 9341 Deal 161
BIC CORPORATION	BIC O/I Percentage Allow 5/01/22 5/31/22
\$ Due *OPEN*	Exported 0 Of 978 Deal 178
BLUE BUNNY CORPORATE	Tracker deal 5/01/22 5/31/22
\$ Due *OPEN*	Exported 0 Of 0 Deal 173
HERSHEY CHOCOLATE	Hershey Buydown 4/01/22 12/31/22
5 Due 5718.63 *OPEN*	· · · · · · · · · · · · · · · · · ·
JAVA COFFFEE COMPANY	Rebate Deal 4/01/22 5/31/22
\$ Due 1691.50 *OPEN*	
V Due 1031.30 OILM	Imported 0 of 1550 Bear 175

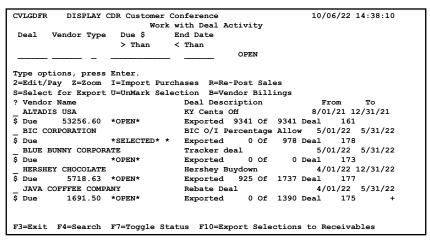
The total receivable amount due from a vendor which has been imported to date for purchasing tracker deals appears for the **\$ Due** field. Note: The amounts due for billing-related deals appear automatically after customer orders are posted.

During the course of working with the vendor deals which appear on the Work With Deal Activity screens, the following restrictor fields can be used:

- **Deal** (6,n) enter a vendor deal number, press <Field Exit> and press <Enter> to display only the desired vendor deal. If necessary, press <F4> to select a vendor deal number from the Select Deal screen.
- **Vendor** (6,a) enter a vendor code and press <Enter>. The list is redisplayed beginning with vendor deals of the desired vendor. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- **Type** (1,a) enter a vendor deal type code and press <Enter> to limit the list to include only the deals of the desired type.
- **Due** \$ > **Than** enter an amount, press <Field Exit> and press <Enter> to display only the deals for which the total reeivable amount due is above the amount entered.
- End Date < Than (6,n) enter a date, press < Field Exit> and press < Enter> to display only the deals for which the ending date is prior to the date entered.
- 3. Locate the desired vendor deals in the screen's list (use the restrictor fields or <Page Down> if necessary), and enter S (Select for Export) in the selection column next to the vendor names.

CVLGDFR DISPLAY CDR Customer Conference	10/06/22 14:38:10
Work with Deal Activity	
Deal Vendor Type Due \$ End Date	
> Than < Than	
OPEN	
Type options, press Enter.	
2=Edit/Pay Z=Zoom I=Import Purchases R=Re-Post Sales	
S=Select for Export U=UnMark Selection B=Vendor Billing	gs
? Vendor Name Deal Description	From To
ALTADIS USA KY Cents Off	8/01/21 12/31/21
\$ Due 53256.60 *OPEN* Exported 9341 Of 93	341 Deal 161
S BIC CORPORATION BIC O/I Percentage A	llow 5/01/22 5/31/22
\$ Due *OPEN* Exported 0 Of	978 Deal 178
BLUE BUNNY CORPORATE Tracker deal	5/01/22 5/31/22
\$ Due *OPEN* Exported 0 Of	0 Deal 173
HERSHEY CHOCOLATE Hershey Buydown	4/01/22 12/31/22
\$ Due 5718.63 *OPEN* Exported 925 Of 1	737 Deal 177
_ JAVA COFFFEE COMPANY Rebate Deal	4/01/22 5/31/22
\$ Due 1691.50 *OPEN* Exported 0 Of 13	390 Deal 175 +
F3=Exit F4=Search F7=Toggle Status F10=Export Select:	ions to Receivables

4. Press <Enter> to mark the deals for exporting. As illustrated below, *SELECTED* flashes below a deal's description when it is marked.



If necessary, U=Unmark Selection option can be used to unmark the selected deals.

5. Press <F10> (Export Selections to Receivables). The Edit Vendor Invoice screen appears.

DCJ4E1R CHA	ANGE CDR Customer Confere Edit Vend	ence 10/06/22 15:11:43 dor Invoice
Invoice 1008	3	
B I I BIC001 BIC CORPORATIO P.O. BOX 42000	· <del>-</del> ·	MESSAGES:
HARTFORD	CT 61501	
Invoice Date 1 Terms Code	100622 Printed I Due Date	Invoice Total
F3=Exit F4=S	Search for Alternate Billi	ing Address F8=Unlock Address

- 6. Enter data for the following fields:
  - Optional: **M E S S A G E S** (35,A) text which will print at the bottom of the invoice.

- Optional: **Terms** (3,a) a terms code. If necessary, press <F4> to select a terms code from the Select Terms Description screen.
- Optional: **Due Date** (6,n) the due date.
- 7. To edit the bill to address, either:
  - Press <F4> (Search for Alternate Billing Address) and select it from the Select Address Book Entry screen, or
  - Press <F8> (Unlock Address) and enter the address.
- 8. Press <Enter> when data entry is complete, and press <Enter> when prompted to confirm. The VR Invoice screen appears.
- 9. Press <F3> (Exit). The Work With Deal Activity-Export screen appears.
- 10. If necessary, press <F7> (Toggle Status) to display the Work With Deal Activity-Open screen.
- 11. Press <F3> to exit. The VR Deals & Tracking screen appears.

After using the Work With Deal Activity application to export a vendor deal, a vendor receivable transaction of the receivable amount accumulated for the deal is created, and appears in the Vendor Receivable Transactions screen.

# **Adding Vendor Relations Reasons**

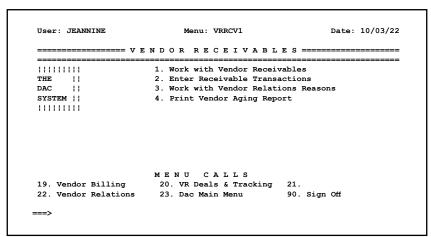
Before users can enter and post receivable credit transactions for the amounts received from vendors, the Work With Vendor Relations Reasons application is used to define vendor relations (VR) reasons. The instructions below, which describe adding a VR reason, include information about editing and deleting reasons.

```
User: JEANNINE
                                                            Date: 10/03/22
                              Menu: VRCV1
       ======= VENDOR RELATIONS
111111111
                   1. Vendor Deals & Tracking
THE ||
DAC ||
                       2. Vendor Billing
                      3. Vendor Receivables

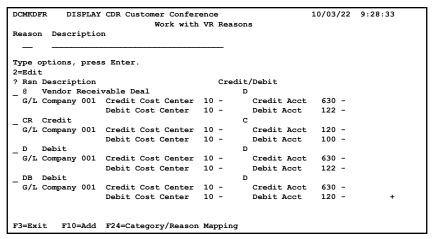
    Customer Loyalty Program
    Vendor/Customer Tracking

SYSTEM !!
111111111
                       MENU CALLS
                        20. Vendor Spoils Mgmt
19. Purchasing Menu
                        23. Dac Main Menu
                                                   90. Sign Off
```

1. Select option 3 (Vendor Receivables) from the Vendor Relations screen.



2. Select option 3 (Work With Vendor Relations Reasons) from the Vendor Receivables screen. The Work With VR Reasons screen appears with a list of the previously added VR reasons.

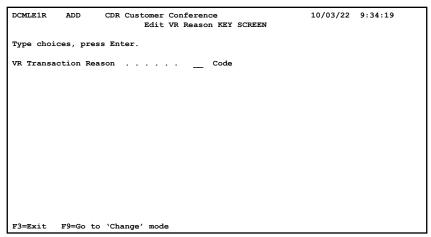


If desired, the 2=Edit option can be used to edit and delete a VR reason.

Note: The *Vendor Receivable Deal* reason with the @ reason code is a system-supplied reason and should not be deleted by the user.

During the course of using Work With VR Reasons screen, the **Reason** and **Description** restrictor fields can be used to locate a reason in the screen's list.

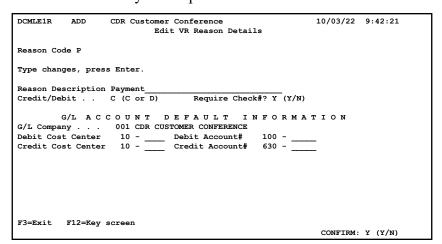
3. Press <F10> (Add). The Edit VR Reason KEY SCREEN screen appears.



4. Enter a unique code for the **VR Transaction Reason** (2,a) field and press <Enter>. The Edit VR Reason Details screen appears.

DCMLE1R ADD	CDR Customer Conference Edit VR Reason Details	10/03/22	9:35:55
Reason Code P			
Type changes, pres	s Enter.		
Reason Description Credit/Debit	(C or D) Require Check#?(Y/N)		
G/L Company		TION	
	- Debit Account# - Credit Account#	_	

- 5. Enter data for the following fields:
  - **Reason Description** (35,a) a description of the transaction reason.
  - Credit/Debit Type (1,a) enter C (credit) or D (debit) to designate that the receivable transaction will be applied as a credit or a debit when the VR reason is used.
  - **Require Check#?** (1,a) enter *Y* (yes) or *N* (no) to designate that the user must enter the check number of the check received from the vendor when the VR reason is used.
  - G/L Company (3,a) a company code.
  - **Debit Cost Center** (3+4,n) a cost center number.
  - **Debit Account**# (5+4,n) a G/L account number.
  - Credit Cost Center (3+4,n) a cost center number.
  - Credit Account# (5+4,n) a G/L account number.
- 6. Press <Enter> when data entry is complete.



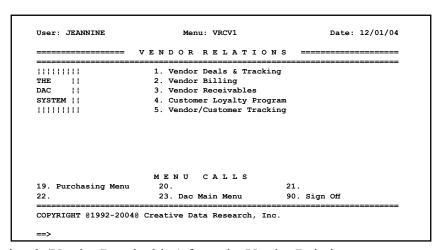
- 7. Press <Enter> when prompted to confirm.
- 8. Repeat the previous steps to continue adding VR reasons, or press <F3> to exit. The Vendor Receivables screen appears.

Refer to Adding Vendor Receivable Transactions for information about using the VR reasons for entering vendor receivable transactions.

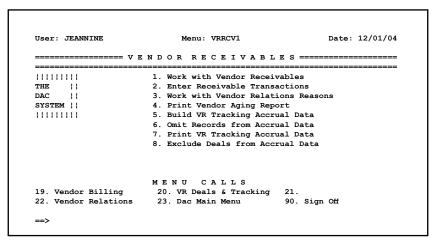
## **Adding Vendor Receivable Transactions**

After the necessary vendor relations reasons are defined, the Enter Receivable Transactions application is used to enter and post receivable credit transactions as amounts due are received from vendors. Users also have the option of selecting credit transactions to be automatically applied to designated debit transactions when posting is done.

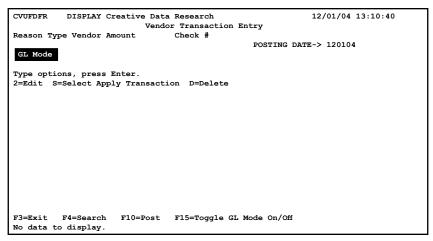
As described below, the Enter Receivable Transactions application can also be used to edit and delete vendor receivable transactions before they are posted. If necessary, debit transactions can also be entered and posted.



1. Select option 3 (Vendor Receivables) from the Vendor Relations screen.



2. Select option 2 (Enter Receivable Transactions) from the Vendor Receivables screen. The Vendor Transaction Entry screen appears with a list of previously added transactions which have not yet been posted, or the *No data to display* message.



If the DAC General Ledger (G/L) System is used, *GL Mode* appears on the Vendor Transaction Entry screen (see *GL Mode* highlighted above) to indicate that vendor receivable transactions will be tracked for generating the VR Tracking Accrual Date Report.

- 3. If desired, press <F15> (Toggle GL Mode On/Off) to indicate whether or not vendor receivable transactions will be tracked (after posting) for generating the VR Tracking Accrual Date Report.
- 4. Enter data for the following fields, as necessary, and press <Field Exit> after each entry:
  - Reason (2,a) a transaction reason code. If necessary, press <F4> to select a
    reason code from the Select VR Transaction Reason screen. Refer to Adding
    Vendor Relations Reasons for information about the VR Transaction Reason
    field.
  - Displayed field: **Type** (1,a) a *C* (credit) or *D* (debit) appears to designate that the amount of the receivable transaction is applied as a credit or a debit when the transaction reason is used.
  - **Vendor** (6,a) the vendor code of the vendor to which the transaction applies. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
  - **Amount** (11.2,n) the vendor receivable transaction amount to be credited to or debited.
  - Check # (15,a) the number of the check received from the vendor is only required if Y is entered for the Require Check#? of the VR transaction reason.
  - **Posting Date** (6,n) the date designated by the user as the posting date.

```
CVUFDFR DISPLAY Creative Data Research 12/01/04 15:22:45

Vendor Transaction Entry

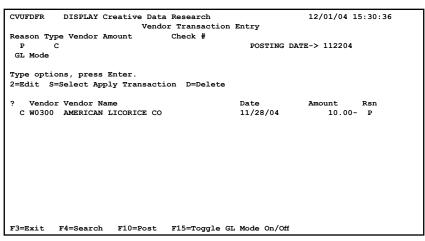
Reason Type Vendor Amount Check #
P C W0300 10 2256 POSTING DATE-> 112204

GL Mode

Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete

F3=Exit F4=Search F10=Post F15=Toggle GL Mode On/Off
```

- 5. Press <Enter> when a transaction's entry is complete. If the G/L Account Entries screen appears, users may enter the necessary values (company code, cost center numbers and G/L account numbers) for generating the VR Tracking Accrual Date Report.
- 6. When the *Would you like to attach a note to the transaction?* message appears, press <Enter> to add text describing the transaction in the Transaction Notes window that appears; otherwise, enter *N* (no) and press <Enter>. The descriptive text which is entered will appear on the vendor's statement. Refer to Printing Vendor Statements for additional information.

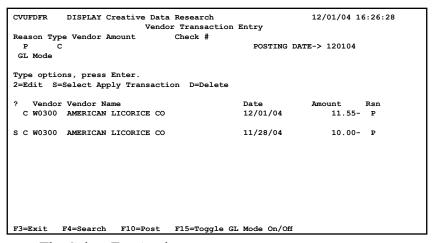


7. Repeat the previous steps (beginning with step 3) to continue adding vendor receivable transactions.

```
DISPLAY Creative Data Research
                                                            12/01/04 16:26:28
                          Vendor Transaction Entry
Reason Type Vendor Amount
                                Check #
                                                POSTING DATE-> 120104
 GL Mode
Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete
                                                               unt Rsn
11.55- P
    Vendor Vendor Name
                                                            Amount
 C W0300 AMERICAN LICORICE CO
                                              12/01/04
                                             11/28/04
  C W0300 AMERICAN LICORICE CO
                                                                10.00- P
        F4=Search F10=Post F15=Toggle GL Mode On/Off
```

During the course of adding vendor receivable transactions, a C (credit) or D (debit) appears next to the vendor code (see **Vendor** below) to designate that the amount of the receivable transaction will be applied as a credit or a debit. Values also appear for the following fields:

- Vendor the vendor code of the vendor to which the transaction is related.
- Vendor Name the name of the vendor to which the transaction is related.
- Date the posting date entered by the user for the transaction.
- Amount the vendor receivable transaction amount to be credited or debited.
- Rsn the transaction reason code.
- 8. To select a vendor receivable credit transaction to be applied after posting to a debit transaction, enter *S* (Select Apply Transaction) in the selection column next to the desired credit transaction.



Press <Enter>. The Select For Apply screen appears.

```
DCJZSRR SELECT Creative Data Research
Select for Apply
Vendor Date Type Reason Deal# Trans#
W0300
AMERICAN LICORICE CO
Type options, press Enter.
X,1=Select request
? Vendor Date Trans# Type Deal Reason Original Amt. Remaining Amt.
W0300 7/27/04 61 D 275 @ 21.55 21.55
```

Enter Xor 1 (Select request) in the selection column next to the desired debit transaction.

```
DCJZSRR SELECT Creative Data Research Select for Apply
Vendor Date Type Reason Deal# Trans# W0300
AMERICAN LICORICE CO

Type options, press Enter.
X,1=Select request

? Vendor Date Trans# Type Deal Reason Original Amt. Remaining Amt.
X W0300 7/27/04 61 D 275 @ 21.55

F3=Exit
```

Press <Enter>. The Vendor Transaction Entry screen appears.

```
CVUFDER DISPLAY Creative Data Research 12/01/04 16:28:14

Vendor Transaction Entry

Reason Type Vendor Amount Check #
P C POSTING DATE-> 120104

GL Mode

Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete

? Vendor Vendor Name Date Amount Rsn
C W0300 AMERICAN LICORICE CO 12/01/04 11.55- P

C W0300 AMERICAN LICORICE CO 11/28/04 10.00- P
Apply To Transaction: 61 Deal 275 PO Tracker Deal
```

After posting receivable transactions, as described below, the credit transactions which are selected are automatically applied to the designated debit transactions. Refer to Applying Vendor Receivable Transactions for information about applying transactions after posting them.

9. To edit a vendor receivable transaction, enter 2 (Edit) in the selection column next to the desired transaction.

```
CVUFDFR
       DISPLAY Creative Data Research
                                                         12/01/04 16:32:45
                         Vendor Transaction Entry
Reason Type Vendor Amount
                              Check #
                                              POSTING DATE-> 120104
Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete
                                  Date
12/01/04
                                                            ount Rsn
11.55- P
   Vendor Vendor Name
                                                         Amount.
2 C W0300 AMERICAN LICORICE CO
  C W0300 AMERICAN LICORICE CO
                                           11/28/04
                                                             10.00- P
   Apply To Transaction: 61 Deal 275 PO Tracker Deal
F3=Exit F4=Search F10=Post F15=Toggle GL Mode On/Off
```

Press <Enter>. The VR Transaction Details screen appears.

```
CVT4E1R
            CHANGE Creative Data Research
                                                                           12/01/04 16:55:47
                                  VR Transaction Details
Transaction #
Туре . . : С
Vendor Number W0300 AMERICAN LICORICE CO
Vendor Number .

Reason Code . P Payment

Date . . . : 120104 Check Number

Original Amount 11.55-
                                                             Inv#
                                                                          0
                                                      120104
Applied Amount
Remaining Amount 11.55-
Apply Trans# : 0
Apply Trans# : 0
Last Change: : 12/01/04 Time 10:26:22 Status
                    G/L Account Information
G/L Company CDR CREATIVE DATA RESEARCH
Credit Cost Center 10 - Credit Account 200 -
Debit Cost Center 10 - Debit Account 100 -
F3=Exit F4=Search
```

Edit the vendor receivable transaction as necessary, and press <Enter>.

```
12/01/04 16:59:08
CVT4E1R
              CHANGE Creative Data Research
                                    VR Transaction Details
Transaction #
Туре . . :
                 С
Vendor Number W0300 AMERICAN LICORICE CO
Deal Number .
                                                              Tnv#
Reason Code . P Payment
Date . . . : 120104 Check Number 121004
Original Amount
                             11.55-
Original Amount
Applied Amount
Remaining Amount 11.55-
Twans#: 0
Remaining Amount
Apply Trans#: 0
Last Change: 12/01/04 Time 10:26:22 Status
G/L Account Information
PATA RESEARCH
Credit Cost Center 10 - Credit Account
Debit Cost Center 10 - Debit Account
                                      Credit Account 200 -
                                                           100 -
                                                                                CONFIRM: Y (Y/N)
```

Press <Enter> when prompted to confirm. The Vendor Transaction Entry screen appears.

```
CVUFDFR DISPLAY Creative Data Research
                                                             12/01/04 16:59:47
                           Vendor Transaction Entry
Reason Type Vendor Amount
                                Check #
                                                 POSTING DATE-> 120104
GL Mode
Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete
   Vendor Vendor Name
                                              Date
                                                             Amount
                                                                       Rsn
 C W0300 AMERICAN LICORICE CO
                                              12/01/04
                                                               11.55- P
 C W0300 AMERICAN LICORICE CO
                                              11/28/04
                                                                 10.00- P
   W0300 AMERICAN LICORICE CO 11/28/04
Apply To Transaction: 61 Deal 275 PO Tracker Deal
F3=Exit F4=Search F10=Post F15=Toggle GL Mode On/Off
```

10. To delete a vendor receivable transaction, enter *D* (Delete) in the selection column next to the desired transaction.

```
- ---- sesearch

Vendor Transaction Entry
Reason Type Vendor Amount

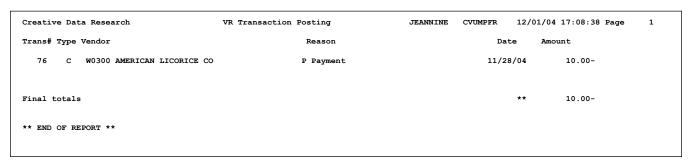
Check #
          DISPLAY Creative Data Research
                                                            12/01/04 16:59:47
                                                POSTING DATE-> 120104
GL Mode
Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete
   Vendor Vendor Name
                                              Date
                                                            Amount
                                                                      Rsn
                                                               11.55- P
D C W0300 AMERICAN LICORICE CO
                                             12/01/04
                                              11/28/04
                                                              10.00- P
 C W0300 AMERICAN LICORICE CO
   Apply To Transaction: 61 Deal 275 PO Tracker Deal
F3=Exit F4=Search F10=Post F15=Toggle GL Mode On/Off
```

Press <Enter>. The Vendor Transaction Details screen appears without the deleted transaction.

```
DISPLAY Creative Data Research
                                                         12/01/04 17:01:33
                         Vendor Transaction Entry
Reason Type Vendor Amount
                            Check #
                                             POSTING DATE-> 120104
GL Mode
Type options, press Enter.
2=Edit S=Select Apply Transaction D=Delete
   Vendor Vendor Name
                                           Date
                                                        Amount
                                                                  Rsn
 C W0300 AMERICAN LICORICE CO
                                           11/28/04
                                                           10.00- P
   Apply To Transaction: 61 Deal 275 PO Tracker Deal
F3=Exit F4=Search F10=Post F15=Toggle GL Mode On/Off
```

- 11. To exit without posting the vendor receivable transactions, press F3 (Exit). Press E when the *You haven't posted yet. You may post transactions at a later time* informational message appears. Note: If a value of Y (yes) or Y (no) appears with this message, it should be ignored.
- 12. To post the vendor receivable transactions when data entry is complete, press <F10>. Press <Enter> when the *Are you sure you would like to post transactions?* message appears. The Vendor Receivables screen appears, and the VR Transaction Posting report is printed.

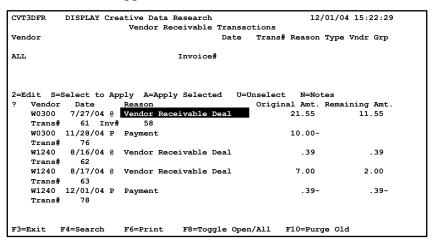
#### **VR Transaction Posting**



Refer to Applying Vendor Receivable Transactions for information about applying vendor receivable credit transactions including the transactions which are entered, but not selected before posting to be automatically applied.

# **Applying Vendor Receivable Transactions**

After the Enter Receivable Transactions application is used to post transactions, the Work With Vendor Receivables application is used to apply credit transactions to debit transactions, all of which appear on the Vendor Receivable Transactions screen.



The following types of entries appear on the Vendor Receivable Transactions screen:

• Vendor receivable - appears with the *Vendor Receivable Deal* reason description, which is preceded by the @ reason code. These entries appear on the Vendor Receivable Transactions screen after an expired vendor deal is exported by the user.. The amount of the receivable due from the vendor for the exported deal is displayed for the **Original Amt.** field.

For example, a vendor receivable amount of 21.55 is due for the vendor deal exported on 7/27/04 as illustrated on the screen above. A value of 11.55 appears for the **Remaining Amt.** field of this vendor receivable entry which indicates that credits totaling \$10.00 were applied to the receivable amount.

- Credit transaction appears on the Vendor Receivable Transactions screen after a credit transaction is posted by the user. The amount of the credit received from the vendor is displayed for the **Original Amt.** field.
  - For example, a credit amount of 10.00- was received from the vendor and posted by the user with a posting date of 11/28/04 as illustrated on the screen above. No value appears for the **Remaining Amt.** field of this credit transaction entry which indicates that it is applied to a vendor receivable amount or debit.
- Debit transaction appears on the Vendor Receivable Transactions screen after a debit transaction is posted by the user.. The amount of the debit is displayed for the **Original Amt.** field.

If the value of **Reason** field is highlighted (as illustrated above), the N=Notes option can be used to display, edit and delete the text which will appear in the Transaction Notes window. The instructions below describe how to enter descriptive text for an entry.

As described below, the Work With Vendor Receivables application can also be used to edit and purge vendor receivable transactions. If necessary, contact CDR support personnel for information about unapplying transactions.

```
User: JEANNINE
                                                       Date: 12/01/04
                           Menu: VRCV1
             ==== VENDOR RELATIONS
                      1. Vendor Deals & Tracking
111111111
                      2. Vendor Billing
                     3. Vendor Receivables
SYSTEM ||
                      4. Customer Loyalty Program
                     5. Vendor/Customer Tracking
111111111
                      MENU CALLS
19. Purchasing Menu
22
                       23. Dac Main Menu
                                               90. Sign Off
```

1. Select option 3 (Vendor Receivables) from the Vendor Relations screen.

```
User: JEANNINE
                                                         Date: 12/01/04
                            Menu: VRRCV1
  ======== V E N D O R R E C E I V A B L E S ============
111111111
                      1. Work with Vendor Receivables
                       2. Enter Receivable Transactions
                      3. Work with Vendor Relations Reasons
SYSTEM | |
                      4. Print Vendor Aging Report
                      5. Build VR Tracking Accrual Data
111111111
                       6. Omit Records from Accrual Data
                      7. Print VR Tracking Accrual Data
                      8. Exclude Deals from Accrual Data
                      MENU CALLS
19. Vendor Billing
                       20. VR Deals & Tracking
22. Vendor Relations
                       23. Dac Main Menu
                                                90. Sign Off
```

2. Select option 1 (Work With Vendor Receivables) from the Vendor Receivables screen. The Vendor Receivable Transactions screen appears.

```
CVT3DFR
                                                            12/01/04 16:00:45
          DISPLAY Creative Data Research
                       Vendor Receivable Transactions
Vendor
                                          Date Trans# Reason Type Vndr Grp
ALL
                                 Invoice#
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
   Vendor Date
                                                 Original Amt. Remaining Amt.
                      Reason
    W0300 7/27/04 @ Vendor Receivable Deal
                                                       21.55
                                                                      11.55
   Trans# 61 Inv# 58
W0300 11/28/04 P Payment
                                                        10.00-
           8/16/04 @ Vendor Receivable Deal
    W1240
                                                         . 39
                                                                        .39
    Trans#
    W1240 8/17/04 @ Vendor Receivable Deal
                                                        7.00
                                                                       2.00
    W1240 12/01/04 P Payment
                                                          .39-
                                                                        .39-
    Trans#
F3=Exit F4=Search
                      F6=Print
                                  F8=Toggle Open/All F10=Purge Old
```

3. To limit the transactions appearing on the Vendor Receivable Transactions screen to those with a remaining amount, press <F8> (Toggle Open/All).

CVT3DFR DISPLAY Cre	ative Data Research	12/01/0	04 16:11:02
	Vendor Receivable Tra	insactions	
Vendor	Da	te Trans# Reason Type	Vndr Grp
OPEN	Invoice#		
2=Edit S=Select to Ap	ply A=Apply Selected Reason	U=Unselect N=Notes Original Amt. Rema	sining Amt
	Vendor Receivable Deal	-	11.55
Trans# 61 Inv#		21.33	11.33
	Vendor Receivable Deal		. 39
	Vendor Receivable Deal	7.00	2.00
Trans# 63 W1240 12/01/04 P	Payment	.39-	. 39-
Trans# 78			
T2-Tuit T4-Grand	76-Puist 70-m1-	O/311 F10-D 01	
F3=Exit F4=Search	F6=Print F8=Toggle	Open/All F10=Purge Ol	.d

4. To limit the transactions appearing on the Vendor Receivable Transactions screen to a single vendor, enter a vendor code for the **Vendor** restrictor field and press <Enter>.

```
CVT3DFR
          DISPLAY Creative Data Research
                                                             12/01/04 16:11:51
                        Vendor Receivable Transactions
Vendor
                                          Date
                                                 Trans# Reason Type Vndr Grp
W1240 CAMPBELL SALES COMPANY
              2.00 <-Balance Invoice#
.39- <-Unapplied 2
                                        2.39 <-True Balance
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
                       Reason
   Vendor Date
                                                 Original Amt. Remaining Amt.
            8/16/04 @ Vendor Receivable Deal
    W1240
                                                           .39
                                                                         .39
   W1240 8/17/04 @ Vendor Receivable Deal
Trans# 63
                                                         7.00
                                                                        2.00
   W1240 12/01/04 P Payment
                                                                         .39-
    Trans#
                       F6=Print
                                  F8=Toggle Open/All F10=Purge Old
```

5. To apply a credit transaction to a vendor receivable, enter *S* (Select to Apply) in the selection column of the desired credit transaction, and press <Enter>. As illustrated below, an *S* appears next to the selected credit transaction, and the \*SELECTION MADE message appears.

```
CVT3DFR
          DISPLAY Creative Data Research
                                                             12/01/04 16:19:28
                        Vendor Receivable Transactions
                                          Date Trans# Reason Type Vndr Grp
W1240 CAMPBELL SALES COMPANY
              2.00 <-Balance
.39- <-Unapplied
                                Invoice#
                                        2.39 <-True Balance *SELECTION MADE
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
   Vendor
            Date
                       Reason
                                                  Original Amt. Remaining Amt.
   W1240 8/16/04 @ Vendor Receivable Deal
                                                                         . 39
                                                         .39
    Trans#
             62
   W1240 8/17/04 @ Vendor Receivable Deal
 53
S W1240 12/01/04 P Payment
Trans# 78
    Trans#
                                                          .39-
                                                                         . 39-
                                                        F10=Purge Old
F3=Exit
         F4=Search
                      F6=Print
                                   F8=Toggle Open/All
```

If necessary, the U=Unselect option can be used to unmark the selected credit transaction.

Enter A (Apply Selected) in the selection column of the desired vendor receivable.

```
CVT3DFR
          DISPLAY Creative Data Research
                                                            12/01/04 16:19:28
                       Vendor Receivable Transactions
                                          Date Trans# Reason Type Vndr Grp
W1240 CAMPBELL SALES COMPANY
              2.00 <-Balance
.39- <-Unapplied
OPEN
                                Invoice#
                                       2.39 <-True Balance *SELECTION MADE
2=Edit S=Select to Apply A=Apply Selected U=Unselect
                                                         N=Notes
                                                 Original Amt. Remaining Amt.
  W1240 8/16/04 @ Vendor Receivable Deal
                                                       . 39
    Trans#
            62
    W1240 8/17/04 @ Vendor Receivable Deal
                                                      7.00
                                                                      2.00
  S W1240 12/01/04 P Payment
Trans# 78
                                                         .39-
                                                                       .39-
                      F6=Print
F3=Exit F4=Search
                                  F8=Toggle Open/All F10=Purge Old
```

Press <Enter>. The amount of the credit transaction is immediately applied to the vendor receivable.

```
DISPLAY Creative Data Research
                                                            12/01/04 16:21:32
                       Vendor Receivable Transactions
                                         Date Trans# Reason Type Vndr Grp
W1240 CAMPBELL SALES COMPANY
             2.00 <-Balance Invoice#
                                        2.00 <-True Balance
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
                                              Original Amt. Remaining Amt.
   Vendor Date Reason
W1240 8/17/04 @ Vendor Receivable Deal
                                                        7 00
                                                                     2 00
   Trans#
             63
        F4=Search
                      F6=Print
                                 F8=Toggle Open/All F10=Purge Old
```

If desired, press <F8> (Toggle Open/All) to display all the transactions for the vendor.

```
DISPLAY Creative Data Research
                      Vendor Receivable Transactions
Vendor
                                        Date Trans# Reason Type Vndr Grp
W1240 CAMPBELL SALES COMPANY
             2.00 <-Balance
                               Invoice#
                                      2.00 <-True Balance
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
   Vendor
           Date
                                               Original Amt. Remaining Amt.
          8/16/04 @ Vendor Receivable Deal
                                                      .39
   W1240
   Trans#
             62
   W1240 8/17/04 @ Vendor Receivable Deal
Trans# 63
                                                      7.00
                                                                    2.00
   W1240 12/01/04 P Payment
                                                       .39-
   Trans#
F3=Exit F4=Search F6=Print F8=Toggle Open/All F10=Purge Old
```

6. Repeat the previous step to apply a credit transaction to a debit transaction, but

- enter A (Apply Selected) in the selection column of the desired debit transaction before pressing  $\leq$ Enter>.
- 7. To edit a vendor receivable transaction, enter 2 (Edit) in the selection column next to the desired transaction, and press <Enter>. The VR Transaction Details screen appears.

```
12/01/04 16:51:46
CVT4E1R
            CHANGE Creative Data Research
                               VR Transaction Details
Transaction #
Type . . : D
                  W1240 CAMPBELL SALES COMPANY
Vendor Number
                  307 Campbell PO Tracking Deal Inv#
@ Vendor Receivable Deal
Deal Number .
Reason Code .
Date . . . :
Original Amount
                  81704 Check Number
                           7.00
Applied Amount
                           5.00
Remaining Amount
                           2.00
Apply Trans# : 67
Toot Change: : 11/22/04 Time 12:34:25 Status A
                  G/L Account Information
G/L Company
Credit Cost Center
                                 Credit Account
Debit Cost Center
                                Debit Account
F3=Exit F4=Search
```

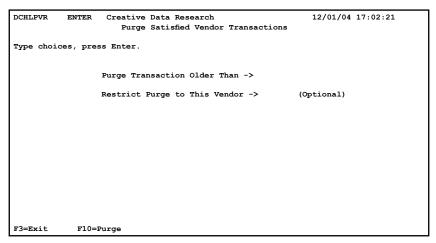
Edit the vendor receivable transaction as necessary and press <Enter>.

```
CVT4E1R
           CHANGE Creative Data Research
                                                               12/01/04 16:52:55
                            VR Transaction Details
Transaction #
Туре . . :
Vendor Number
                 W1240 CAMPBELL SALES COMPANY
Deal Number .
                   307 Campbell PO Tracking Deal Inv#
Reason Code .
                    Vendor Receivable Deal
                 81704 Check Number
Date . . . :
Original Amount
                         7.00
Applied Amount
Remaining Amount
                         5.00
                         2.00
Apply Trans# : 67
Last Change: : 11/22/04 Time 12:34:25 Status A
                 G/L Account Information
G/L Company
Credit Cost Center
                              Credit Account
Debit Cost Center
                              Debit Account
                                                                CONFIRM: Y (Y/N)
```

Press <Enter> when prompted to confirm. The Vendor Receivable Transactions screen appears.

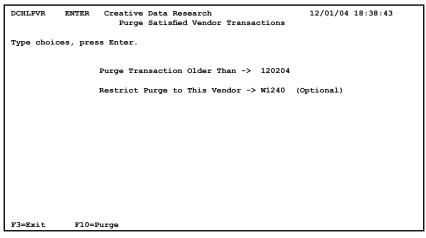
```
CVT3DFR
          DISPLAY Creative Data Research
                                                            12/01/04 16:54:00
                       Vendor Receivable Transactions
                                         Date Trans# Reason Type Vndr Grp
Vendor
W1240 CAMPBELL SALES COMPANY
ALL
              2.00 <-Balance Invoice#
                                        2.00 <-True Balance
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
  Vendor Date Reason
W1240 8/16/04 @ Vendor Receivable Deal
                                                Original Amt. Remaining Amt.
                                                         .39
    Trans#
             62
   W1240 8/17/04 @ Vendor Receivable Deal
Trans# 63
                                                       7.00
                                                                      2.00
    W1240 12/01/04 P Payment
                                                         .39-
    Trans#
             78
F3=Exit F4=Search
                     F6=Print F8=Toggle Open/All F10=Purge Old
```

8. To purge transactions (with no value appearing for **Remaining Amt.**) from the Vendor Receivable Transactions screen, press F10 (Purge Old). The Purge Satisfied Vendor Transactions screen appears.



Enter data for the following fields, as necessary, and press <Field Exit> after each entry:

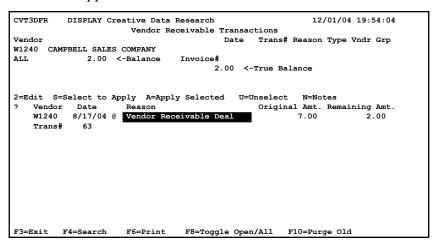
- **Purge Transaction Older Than** (6,n) the date used to designate which transactions are purged. Only those with a posting date eralier than this date can be purged.
- **Restrict Purge to This Vendor** (6,a) the vendor code of a designated vendor is used to limit purging. Only the transactions of this vendor can be purged. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.



Press F10 (Purge), and press <Enter> when prompted to confirm. The Vendor Receivables screen appears.

```
CVT3DFR
         DISPLAY Creative Data Research
                                                     12/01/04 18:49:04
                     Vendor Receivable Transactions
                                           Trans# Reason Type Vndr Grp
Vendor
                                     Date
W1240 CAMPBELL SALES COMPANY
ALL
             2.00 <-Balance
                             Invoice#
                                   2.00 <-True Balance
Vendor Date Reason
W1240 8/17/04 @ Vendor Receivable Deal
                                          Original Amt. Remaining Amt.
                                                  7.00
                                                               2.00
   Trans#
           63
F3=Exit
        F4=Search
                    F6=Print
                              F8=Toggle Open/All
                                                F10=Purge Old
```

- 9. To enter descriptive text for an entry in the Vendor Receivable Transactions screen, enter *N* (Notes) in the selection column next to the desired transaction, and press <Enter>. The Transaction Notes window opens.
- 10. After typing the desired text, pressing <Enter>, and pressing <Enter> again to confirm, the Transaction Notes window closes and the value of **Reason** field is highlighted as illustrated below. The *N*=*Notes* option can also be used to edit and delete the text which appears in the Transaction Notes window.



11. Press <F3> to exit. The Vendor Receivables screen appears.

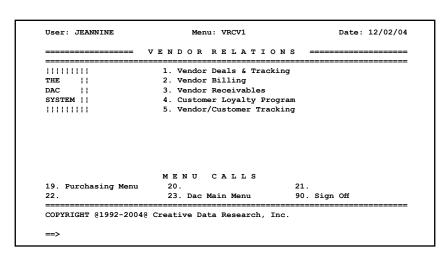
# **Working With Vendor Receivable Reports**

The instructions below describe printing the following reports:

- Special Deals lists the setup information of vendor deals, including customers and items enrolled. Refer to Printing A Special Deals Report below for additional information.
- Deal Tracking Report lists the customer orders of items to which billing-related vendor deals apply. Refer to Printing A Deal Tracking Report for additional information.
- Deal Activity Recap lists vendor deals according to a range of dates, and limited to a specific vendor, customer and vendor deal. Refer to Printing A Deal Activity Recap for additional information.
- Vendor Statements lists all the vendor receivable transactions that have not been purged. Refer to Printing Vendor Statements for additional information.
- Vendor Aging Report can be printed for one or more vendors, but only those
  with an outstanding balance. Refer to Printing A Vendor Aging Report for
  additional information.

# **Printing A Special Deals Report**

The Special Deals report, which lists the setup information of vendor deals, can be limited to the deals added for a specific vendor.



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen. The VR Deals & Tracking screen appears.

```
User: JEANNINE
                             Menu: VRDCV1
                                                          Date: 12/02/04
----- VR DEALS & TRACKING -----
                       1. Define Vendor Deals
THE ||
DAC ||
                       2. Enroll Customers in Deals
                       3. Work with Deal Activity
SYSTEM ||
                       4. Print Vendor Deal Definitions
111111111
                       5. Deal Tracking Report (History)

    Deal Activity Recap Report
    Search Deals for An Item

                       MENU CALLS
                        20. Pre Book Menu
                                                 21. Billing Menu
19. Purchasing Menu
22. Vendor Relations
                        23. Dac Main Menu
                                                 90. Sign Off
```

2. Select option 4 (Print Vendor Deals Definitions) from the VR Deals & Tracking screen. The Deal Print Selection screen appears.

```
CVNTPVR ENTER Creative Data Research
Deal Print Selection

Type choices, press Enter.

Vendor (Blank for ALL)
Deal # (Blank for ALL)

Use this program to print Vendor Receivable Deal setup information

F3=Exit F4=Search F6=Submit Print
```

- 3. To restrict the report to a particular vendor, enter a vendor code for the **Vendor** field (6,a) and press <Field Exit>. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen. Only the vendor codes entered for the **Vendor Number** field when adding vendor deals are used to restrict the list. The vendors from whom enrolled items are purchased are not taken into consideration.
- 4. To restrict the report to a particular vendor deal, enter a vendor deal number for the **Deal** # (6,n) field and press <Field Exit>. If necessary, press <F4> to select a deal from the Select Deal screen.
- 5. Press <F6> (Submit Print). The VR Deals & Tracking screen appears.

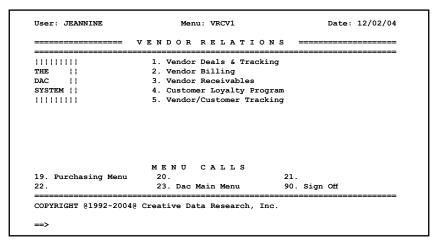
## **Special Deals**

```
Creative Data Research
                                       Special Deals
                                                                                JEANNINE CVNSPFR 12/02/04 9:13:47 Page
                              From - To
Deal # Description
             --Distributor---
                                           :----Retailer-
$ Incentive % Incentive Accrued$ Base Cost/Offset Net Cost/Offset
                                                                      Fixed Price
Deal Type B Buydown Allowance
Vendor-> W0020 ACE BAKING COMPANY
  283 Buydown - Ace Baking Co 8/01/04 8/31/04 .20 5.80
                                                                        ::
                                                                                           .15
     ENROLLMENT: Cust# Customer Name
                 10089 AITKIEN'S QUICK STOP
      PRODUCTS: Item # Item Description
                395501 EAGLE BRAND MILK 14 OZ 0.00
Vendor-> W2300 DISTRIBUTIVE RESOURCES, INC
  295 Dist Resources Deal
                                 8/01/04 8/31/04
                                                                                           .35
      PRODUCTS: Item # Item Description
                 39651 BATTERY ALK 4 PAK AA (EAC 0.00
Deal Type F Fixed Vendor Price
Vendor-> 04150 BATTERY SUPPLY
                                8/01/04 8/31/04
  298 Battery Supply Deal
                                                                               2.35
Deal Type N Rebate Based on Net Cost
Vendor-> W1240 CAMPBELL SALES COMPANY
  285 Campbell Sales Deal
                                 8/01/04 12/31/04
                5.00
                                .39
                                                                                                   5.00
     ENROLLMENT: Cust# Customer Name
                 10089 AITKIEN'S QUICK STOP
      PRODUCTS: Item # Item Description
                 39644 BATTERY ALK 2 PAK C CELL 0.00
                146100 BIC PEN MS11 RED MEDIUM 0.00
Deal Type P Off Invoice Discount (PO)
Vendor-> W0300 AMERICAN LICORICE CO
  271 10% off PO
                               7/31/04 12/31/04
                                                                                5.00
Deal Type S Std. Booking(Pre-Book)
Vendor-> W0740 BIC CORPORATION
  280 Bic Corp Pre-book
                                8/01/04 8/31/04
                                                                                           .25
      PRODUCTS: Item # Item Description
                146100 BIC PEN MS11 RED MEDIUM 0.00
                146280 BIC MSP-11 BLUE MED
Deal Type 1 Rebate Based on Price
Deal Type 2
Vendor-> W0300 AMERICAN LICORICE CO
  272 10-cents and 25% Off
                              7/01/04 8/31/04
               25.00
      PRODUCTS: Item # Item Description
222228 MARKS A LOT MARKER
Vendor-> W2420 DYER INTERNATIONAL
  288 Dyer Intl Deal
                          8/01/04 8/31/04
      PRODUCTS: Item # Item Description
                481660 DURACELL BT20A BATTERY TE 0.00
** END OF REPORT **
```

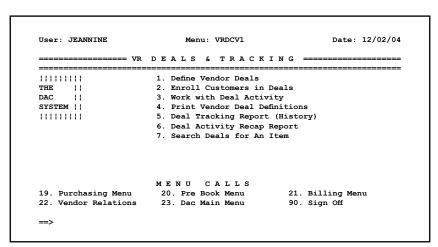
### **Printing A Deal Tracking Report**

The Deal Tracking Report, which lists the customer orders of items to which billing-related vendor deals apply., is limited to posted customer orders contained in the history files after end of day closing is run. Refer to Posting Orders of the Billing document for additional information.

The time required to produce a Deal Tracking Report, which may be lengthy, varies according to the size of the user's history files. Refer to the DAC Default System Options document for information about the **Retention Days Inv Hist** field of the SYS003 default system option (Data Retention Options).



1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen. The VR Deals & Tracking screen appears.



2. Select option 5 (Deal Tracking Report-History) from the VR Deals & Tracking screen. The Deal Tracking Selection screen appears.

```
CVOGPVR
          ENTER Creative Data Research
                                                             12/02/04 11:09:32
                           Deal Tracking Selection
Type choices, press Enter.
                          Vendor .
                        Through Date
                          Tax Juris.
                                            ( Blank for ALL )
                                            ( Blank for ALL )
                          Job Queue BOOK
NOTE: This program processes Order History. Response time may be quite long
Try the Deal Recap report for quicker response times.
Deals based on Purchases are not supported by this program.
F3=Exit F4=Search
                      F6=Submit Print
```

- 3. Enter a vendor code for the **Vendor** (6,a) field and press <Field Exit>. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen. Only the vendor codes entered for the **Vendor Number** field when adding billing-related vendor deals are used to restrict the list. The vendors from whom enrolled items are purchased are not taken into consideration.
- 4. Enter dates for the **From Date** and **Through Date** (6,n) fields and press <Field Exit> to limit the report to customer orders by invoice date.
- 5. To restrict the report to the items purchased by customers of a particular tax jurisdiction, enter a tax jurisdiction code for the **Tax Juris** (6,a) field, and press <Field Exit>. If necessary, press <F4> to select a tax jurisdiction code from the Select Tax Jurisdiction screen.
- 6. To restrict the report to a particular billing-related vendor deal, enter a vendor deal number for the **Deal** # (6,n) field, and press <Field Exit>. If necessary, press <F4> to select a deal from the Select Deal screen.
- 7. If necessary, enter another job queue for the **Job Queue** (10,a) field.

```
12/02/04 12:32:17
CVOGPVR
          ENTER Creative Data Research
                           Deal Tracking Selection
Type choices, press Enter.
                         Vendor .
                       From Date
                                   010104
                       Through Date 113004
                          Tax Juris.
                                           ( Blank for ALL )
                         Deal # .
                                           ( Blank for ALL )
                         Job Queue BOOK
NOTE: This program processes Order History. Response time may be quite long
Try the Deal Recap report for quicker response times
Deals based on Purchases are not supported by this program.
F3=Exit F4=Search
                      F6=Submit Print
```

8. Press <F6> (Submit Print). The Vendor Receivables screen appears.

# **Deal Tracking Report**

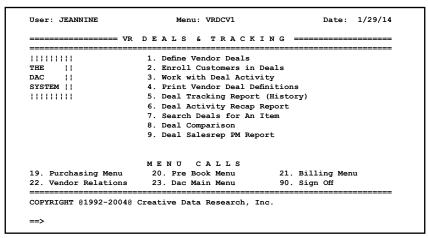
		Tracking Report	JEANNINE	CVOHPFR	12/02/04 12	2:34:29 Page	e 1
om 1/01/04 - 11/30/04 *Only V st# Item # Description	endor* W0020	*Only Jurisdiction* Inv Date Invoice Cu	-		Qty Sold Pro	omo \$ Total	Amount
ndor W0020 ACE BAKING COMPANY							
0089 395501 EAGLE BRAND MILK 14	oz 0.00	8/04/04 8231 AI	TKIEN'S QUICK STOP		15	.20	3.00
0089 395501 EAGLE BRAND MILK 14	oz 0.00	8/16/04 8236 AI	TKIEN'S QUICK STOP		10	.20	2.00
0089 395501 EAGLE BRAND MILK 14	oz 0.00	8/16/04 8237 AI	TKIEN'S QUICK STOP		4	.20	.80
tal for 395501				*	29	*	5.80
ndor Totals W0020				*	29	*	5.80
nal totals							
END OF REPORT **							

# **Printing A Deal Activity Recap**

The Deal Activity Recap report lists vendor deals according to a range of dates, and limited to a specific vendor. The information appearing on the report can also be limited to a designated vendor, customer, group of customers, vendor deal and deal type.

```
User: JEANNINE
                                 Menu: VRCV1
                                                                  Date: 1/29/14
----- VENDOR RELATIONS -----
            1. Vendor Deals & Trac
2. Vendor Billing
3. Vendor Receivables
4. Customer Loyalty P
5. Vendor/Customer Tra
111111111
                          1. Vendor Deals & Tracking
THE ||
DAC ||
SYSTEM | |
                        4. Customer Loyarty 2203-
5. Vendor/Customer Tracking
                          4. Customer Loyalty Program
111111111
                          MENU CALLS
                           20. Vendor Spoils Mgmt
                                                        21.
19. Purchasing Menu
                           23. Dac Main Menu
                                                        90. Sign Off
```

1. Select option 1 (Vendor Deals & Tracking) from the Vendor Relations screen. The VR Deals & Tracking screen appears.



2. Select option 6 (Deal Activity Recap Report) from the VR Deals & Tracking screen. The Deal Recap Selection screen appears.

CVRQPVR ENTER CDR Customer Conference  Deal Recap Selection	1/29/14 16:15:22
Type choices, press Enter.	
From Date Through Date	
Vendor	
F3=Exit F4=Search F6=Submit Print	

- 3. Enter dates for the **From Date** and **Through Date** (6,n) fields, and press <Field Exit> after each, to limit the report to customer orders by invoice date.
- 4. To restrict the report to a particular vendor, enter a vendor code for the **Vendor** (6,a) field, and press <Field Exit>. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen. Only the vendor codes entered for the **Vendor Number** field when adding vendor deals are used to restrict the list. The vendors from whom enrolled items are purchased are not taken into consideration.
- 5. To restrict the report to a particular customer, enter a customer number for the **Customer** (6,n) field, and press <Field Exit>. If necessary, press <F4> to select a customer number from the Select Customer Master screen.
- 6. To restrict the report to a customer collection, place the cursor at the **Customer Collection** field, and press <F4> to select a collection from the Work With Customer Collections screen. Refer to Working With Customer Collections of the Customer File Maintenance document for information about using the screen to create a collection.
- 7. To restrict the report to the customers of a specific sales representative, enter the salesman's employee number for the **Salesman** (6,n) field, and press <Field Exit>. If necessary, press <F4> to select an employee number from the Select Employee Master screen.
- 8. To restrict the report to a particular vendor deal, enter a vendor deal number for the **Deal** # (6,n) field and press <Field Exit>. If necessary, press <F4> to select a deal from the Select Deal screen.
- 9. To restrict the report to a particular type of deal, enter a vendor deal type codes for the **Deal Type** (1,a) field and press <Field Exit>.
- 10. If desired, enter Y (yes) for the **Page Break By Customer?** (1,a) field to designate that the report is printed with page breaks by customer.

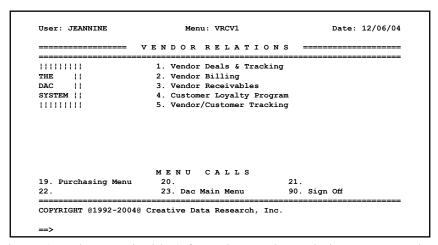
- 11. If desired, enter Y (yes) for the **Deal/Item Summary?** (1,a) field to designate that that report is printed without customer information.
- 12. Press <F6> (Submit Print) when data entry is complete.
- 13. Press <Enter> when prompted to confirm. The VR Deals & Tracking screen appears.

# **Deal Activity Recap**

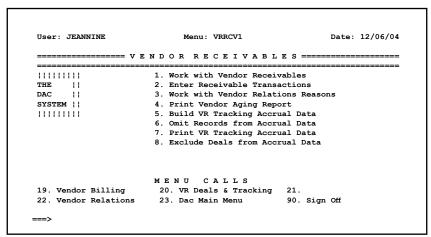
Creative Data Research Deal Activity Recap	JEANNINE CVF	NPFR 12/06/04	12:34:49 Page
ELECTION CRITERIA: From 1/01/04 - 11/30/04			
eal # Description From - To — Distributor— \$ Incentive % Incentive	Retailer		s Off % Off
E A L T Y P E B Buydown Allowance			
ENDOR W0020 ACE BAKING COMPANY			
283 Buydown - Ace Baking Co 8/01/04 8/31/04 .20	5.80		. 15
Item Item Description  Customer 10089 AITKIEN'S QUICK STOP	Distributor \$		Retailer \$
395501 EAGLE BRAND MILK 14 OZ 0.00 ** Totals for Customer ** 10089 *** Deal 283 Total *** Buydown - Ace Baking Co 8/01/04 - 8/31/04	5.80 5.80 5.80	29 29 29	4.35 4.35 4.35
E A L T Y P E F Fixed Vendor Price			
ENDOR W2540 F & F LABORATORIES INC.			
309 Favorite Brands Fxd Price 8/01/04 8/31/04 .30	10.20	2.23	
Item Item Description Customer 10089 AITKIEN'S QUICK STOP	Distributor \$		Retailer \$
39727 BATTERY ALK 2 PAK AAA (EA 0.00  ** Totals for Customer ** 10089  Customer 25002 ARNIE'S GAS & TIRE	3.00 3.00	10 10	.00
39727 BATTERY ALK 2 PAK AAA (EA 0.00 ** Totals for Customer ** 25002	7.20 7.20	24 24	.00
*** Deal 309 Total ***  EAL TYPEN Rebate Based on Net Cost	10.20	34	.00
ENDOR W1240 CAMPBELL SALES COMPANY			
285 Campbell Sales Deal 8/01/04 12/31/04 5.00	.39		5.00
Item Item Description  Customer 10089 AITKIEN'S QUICK STOP	Distributor \$	Qty 1 Qty 2	
39644 BATTERY ALK 2 PAK C CELL 0.00  ** Totals for Customer ** 10089  *** Deal 285 Total *** Campbell Sales Deal 8/01/04 - 12/31/04	.39 .39 .39	4 4 4	. 39 . 39 . 39
EAL TYPEP Off Invoice Discount (PO)			
ENDOR W0300 AMERICAN LICORICE CO			
271 10% off PO 7/31/04 12/31/04 10.00	11	5.00	
E A L T Y P E 1 Rebate Based on Price			
ENDOR W2150 DAVID & SONS			
294 David & Sons Deal 8/01/04 8/31/04 5.00	7.35		5.00
Item Item Description Customer 10089 AITKIEN'S QUICK STOP	Distributor \$		Retailer \$
39636 BATTERY ALK 2 PAK D CELL 0.00  ** Totals for Customer ** 10089  Customer 10412 BACK DOOR DELI	4.20 4.20	24	4.20
39636 BATTERY ALK 2 PAK D CELL 0.00 ** Totals for Customer ** 10412	3.15 3.15	18 18	3.15 3.15
*** Deal 294 Total *** David & Sons Deal 8/01/04 - 8/31/04	7.35	42	
EAL TYPE2			
endor w0300 american licorice co			
272 10-cents and 25% Off 7/01/04 8/31/04 25.00	l I		
ENDOR W2420 DYER INTERNATIONAL			
288 Dyer Intl Deal 8/01/04 8/31/04 5.00	11		
ENDOR W5890 WEST FARM FOODS			
289 West Farm Foods Deal 9/01/04 9/30/04 10.00 10.00	11		

# **Printing Vendor Statements**

Vendor statements, which list all the vendor receivable transactions that have not been purged, and can be printed for a single vendor.



1. Select option 3 (Vendor Receivables) from the Vendor Relations screen. The Vendor Receivables screen appears.



2. Select option 1 (Work With Vendor Receivables) from the Vendor Receivables screen. The Vendor Receivable Transactions screen appears.

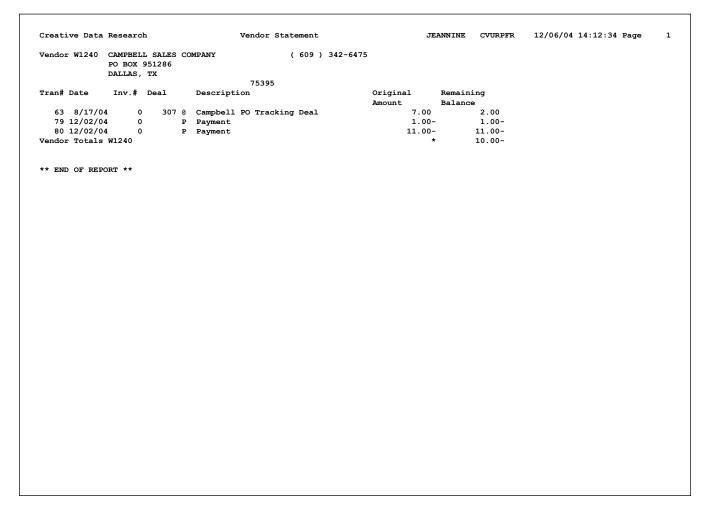
```
CVT3DFR
                                                             12/06/04 14:33:02
           DISPLAY Creative Data Research
                        Vendor Receivable Transactions
                                                Trans# Reason Type Vndr Grp
                                           Date
ALL
                                  Invoice#
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
   Vendor Date Reason
W0300 7/27/04 @ Vendor Receivable Deal
                                                  Original Amt. Remaining Amt.
                                                   21.55
    Trans# 61 Inv# 58
W0300 11/28/04 P Payment
                                                         10.00-
   W1240 8/17/04 @ Vendor Receivable Deal
                                                         7.00
                                                                        2.00
    Trans#
             63
   W1240 12/02/04 P Payment
                                                         1.00-
                                                                        1.00-
    Trans#
                                   F8=Toggle Open/All F10=Purge Old
F3=Exit
         F4=Search
                       F6=Print
```

3. To print a statement for a single vendor, enter a vendor code for the **Vendor** restrictor field and press <Enter>.

```
CVT3DFR
            DISPLAY Creative Data Research
                                                                    12/06/04 14:58:56
                           Vendor Receivable Transactions
                                               Date Trans# Reason Type Vndr Grp
Vendor
W1240 CAMPBELL SALES COMPANY
             10.00- <-Balance Invoice#
12.00- <-Unapplied 2.
ALL
                                            2.00 <-True Balance
2=Edit S=Select to Apply A=Apply Selected U=Unselect N=Notes
   Vendor Date Reason
W1240 8/17/04 @ Vendor Receivable Deal
Trans# 63
W1240 12/02/04 P Payment
Trans# 79
                                                    Original Amt. Remaining Amt.
                                                                7.00
                                                                                2.00
                                                                1.00-
                                                                                1.00-
F3=Exit F4=Search
                         F6=Print F8=Toggle Open/All F10=Purge Old
```

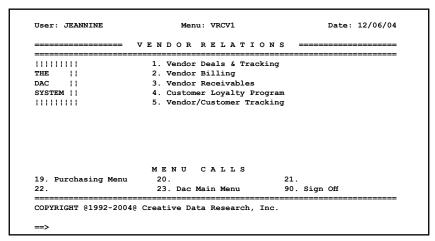
- 4. Press <F6> (Print).
- 5. Press <F3> to exit. The Vendor Receivables screen appears.

### **Vendor Statement**

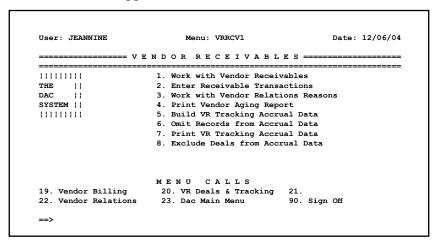


# **Printing A Vendor Aging Report**

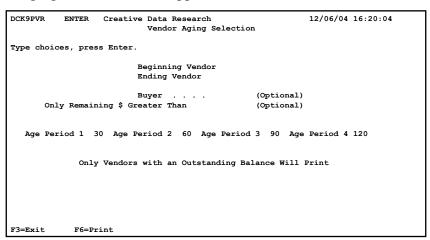
Vendor Aging Reports can be printed for one or more vendors, but only those with an outstanding balance.



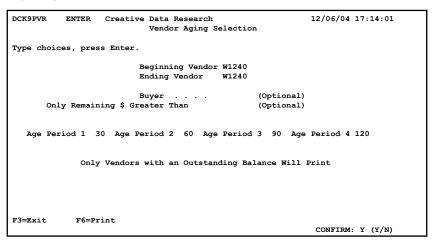
1. Select option 3 (Vendor Receivables) from the Vendor Relations screen. The Vendor Receivables screen appears.



2. Select option 4 (Print Vendor Aging Report) from the Vendor Receivables screen. The Vendor Aging Selection screen appears.



- 3. Enter vendor codes for the **Beginning Vendor** and **Ending Vendor** (6,a) fields, and press <Field Exit> after each, to limit the list to one or more vendors. If necessary, press <F4> to select a vendor code from the Select Vendor Master screen.
- 4. To restrict the report to a particular buyer, enter a buyer number for the **Buyer** (6,a) field and press <Field Exit>. If necessary, press <F4> to select a number from the Select Employee Master screen.
- 5. To restrict the report to vendors with a minimum amount due, enter an amount for the **Only Remaining \$ Greater Than** field, and press <Field Exit>.
- 6. Enter values for the Age Period 1, Age Period 2, Age Period 3 and Age Period 4 fields, and press <Field Exit> after each, to designate the number of days used to calculate the age periods of the aging report.
- 7. Press <F6> (Print).



8. Press <Enter> when prompted to confirm. The Vendor Receivables screen appears.

# Vendor Aging Report

								*	*
			Remaining Balance		2.00	1.00-	11.00-	10.00-	10.00-
-			Over 120 Days						
ı								c	c
			Over 90 Days		2.00			2.00	2.00
			Over 60 Days						
			094 0 I						
			Over 30 Days						
			ĨŘ						
	00.		Current Due			1.00-	11.00-	12.00-	12.00-
			Original Amount		7.00	1.00-	11.00-		
	er Than		Or:			П	11		
	Amounts Greater Than			342-6475					
				( 609 ) 342	ng Deal				
	Buyer *7	Age 4 120	uc	~	90 Tracki				
	W1240	re 3 90 ½	Description		307 @ Campbell PO Tracking Deal	P Payment	P Payment		
	W1240 -	2 60 Ag		COMPANY	307 @ C	Д	Δi Δi		
	: Vendor	30 Age	Invoice# Deal	ELL SALES					
	Criteria	ls: Age 1		O CAMPB	/04	1,04	1,04	ils W1240	ø,
	Selection Criteria: Vendor W1240 - W1240 Buyer *ALL	Age Periods: Age 1 30 Age 2 60 Age 3 90 Age 4 120	Tran# Date	Vendor W1240 CAMPBELL SALES COMPANY	63 8/17/04	79 12/02/04	80 12/02/04	Vendor Totals W1240	Final totals
	Ø	4	且	Ve				V	Fi