AIA Job Cost Billing

For Sage 100 and Sage 100cloud

SATISFY YOUR CUSTOMER'S REQUIREMENTS WITH INTEGRATED AIA BILLING

Do you provide contractor, subcontractor or construction-related services for owners, general contractors or architectural clients who require you to bill them using the American Institute of Architects (AIA) billing format? AIA Job Cost Billing makes it easy to create customer bills that meet AIA G702 and G703 billing format requirements, using data from your Sage 100 system.

BENEFITS

Focus on your business, not on tedious and time-consuming manual calculations or re-keying data into a separate system

- Collects historical data for in-progress AIA jobs when you begin using the system

- Uses convenient and flexible options to control contract amounts, retainage calculations, scheduled values, and payment amounts

- Selectively updates approved G702 and G703 bills and keeps the rest in data entry mode until you are ready to update them

- Automatically adds Sage 100 Job Cost change orders as AIA jobs, saving time and preventing data entry errors

- Provides all of the information that may be printed on the G702 and G703 forms

- Print AIA data to plain paper (for transferring to copyright-protected AIA G702 and G703 contract documents) or print directly on the AIA G702 and G703 contract documents purchased from the AIA at aiacontracts.com

Produces the data for AIA Contract Documents:

- **G702 Application and Certificate for Payment** (the invoice)

- **G703 Continuation Sheet** (the billing detail)

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Features List

AIA Job Bill Printing	Print AIA data to plain paper (for transferring to copyright-protected AIA G702 and G703 contract documents) or print directly on the AIA G702 and G703 contract documents purchased from the AIA. All of the information that may be printed (under copyright law) is provided.
Full Integration with Sage 100	Integrates with the Sage 100 Accounts Receivable, Job Cost and General Ledger modules. AIA job billing information is updated into the standard Sage 100 files for those modules.
Easy Setup for In-progress Jobs	When you decide to move from manually creating AIA bills to using our integrated solution, you can easily update the system with your historical data (work completed, stored materials, retention, etc.), for AIA jobs that have already been started.
Line Item Setup	You can establish the line items required in the detail section of the AIA bill (Form G703). This line item setup includes Description of Work, Scheduled Value and Retention Percentage for each line.
Convenient Copy Utility	The AIA job setup may be copied from job to job, saving data entry time and preventing errors.
Maintain Individual Retention Rates	Gives you the ability to use a separate retention rate for each line item. Retention rates can be entered using a hundredth of a percent, i.e. 5.15%.
Change Order Processing	Contract change orders for AIA jobs can be entered so that the Revised Contract amount in the Job Cost module matches the Scheduled Value amount in the AIA Job Cost Billing module. Also, if you have Change Orders entered in the Sage 100 Job Cost module's Job Maintenance screen, they will automatically be added into AIA Setup, saving you from the extra time, effort, and potential errors of the double-entry required by other solutions.
Fine Control Over Retainage	AIA Job Cost Billing allows you to control retainage for individual line items, use dollar amounts or percentages to calculate retainage, and adjust retainage automatically or manually during a contract.
Line Item Linkage to Cost Codes	If desired, link AIA line items to cost codes you have set up in the Sage 100 Job Cost module. Each AIA cost-type detail line item can be linked to a single Job Cost cost code, to a range of cost codes, or by using "Wild Card" masking.
Easy-to-use Billing Process	Select a range of jobs to be invoiced at one time (or a single job), and review and modify the information as needed before it's updated. Thorough audit reporting allows you to review detailed information for each job, each cost code, and each cost type before an AIA Job Billing is updated.
No-Hassle Billing Reversals	If you discover an error after the AIA Job Billing is updated, you can reverse the billing and use the original application number for a revised billing. The billing history in Job Cost will reflect the reversal.
Exclude Jobs from Batch Updates	Use this feature to exclude one or more jobs from a batch during the AIA Job Billing Register Update.
Cross Reference Linkage Report	Use this report to verify that all Cost Codes used on a job are linked appropriately, and that no Cost Code is linked more than once.

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