

## Eliminate error-prone and tedious manual reconciliation processes

Reconciling bank accounts is typically a very tedious and labor intensive process. For even mid-size businesses, multiple sites or modern business operating structures can further complicate the process. And as the complexity grows, so does the probability for creating errors.

In order to introduce additional controls into financial systems, many managers are moving from monthly reconciliation to weekly, or even daily – as the availability of bank transaction data permits. This can be very helpful, particularly in the area of fraud control. However, it does further increase the labor resources required.

Treasury Software’s Bank Reconciliation solution provides an easy way to automate a significant portion of this process and eliminate most errors. Directly import bank BAI files, as well as G/L data from virtually any financial system, then let Bank Reconciliation do the matching – automatically.

## Automated Transaction Matching (ATM) engine

The Automated Transaction Matching (ATM) engine in Bank Reconciliation uses an extensive series of processing “rules” to match bank and financial system data. Some rules are fairly basic; such as matching a check number to a check number. Others are much more complex, anticipating deposits in transit or determining which group of G/L entries matches up with a single bank item.

## Focus on the exceptions

Although Bank Reconciliation can match up tens of thousands of items in a matter of minutes, its true value is in freeing up accounting staff to focus on the few exceptions that remain – a deposit that was never recorded, that critical check that had to be cut manually, and so forth. Even more important, it focuses attention on potentially fraudulent items. A check that was never issued, for example, is cause for concern and must be investigated immediately. Exception reports even allow you to group exceptions by type and clear the most critical items first.

## Manually match unique items

After the ATM process is completed, the reconciliation desktop provides a logical and convenient workspace for manually matching the remaining items. Whether matching one-to-one or many-to-one, it is a simple matter of point-and-click to clear each exception.

Both manually and automatically matched items are assigned a unique audit number, which is included in reports and becomes an integral part of the archive. Any items that can not be legitimately matched (for example, checks that have not cleared), are simply carried forward to the next reconciliation.

## Period sensitive archive

Like all other Treasury Software products, Bank Reconciliation maintains a historical database for research, audit, and archiving purposes. All data is truly period sensitive; which means that it is possible to recreate reports exactly as they originally appeared. And the end-user has complete control over period definitions and other database parameters. Results can be printed in report format or exported to Excel and HTML.

## Also functions as an excellent Reverse Positive Pay system . . .

Origin	Date	Amount	Exception	Description	Period	Status	Audit	Follow-up	Import...
+ Exception : Check cleared bank, no G/L record -\$5,368.24, records 1									
+ Exception : Check cleared more than once -\$8,515.00, records 1									
+ Exception : Deposit in Transit \$84,746.00, records 1									
+ Exception : O/S check detail -\$78,898.53, records 17									
- Date : 2/27/2001 -\$78,898.53, records 17									
G/L	2/27/2001	(\$7,743.35)	O/S check detail	Warian Herkku	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$4,987.85)	O/S check detail	Blondel père et fils	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$953.35)	O/S check detail	Wellington Importador	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$2,417.15)	O/S check detail	Reggiani Caselici	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$9,029.66)	O/S check detail	Que Delicia	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$2,431.21)	O/S check detail	DUICK-Stop	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$1,562.15)	O/S check detail	Great Lakes Food Mar	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$5,911.81)	O/S check detail	Mire Paillarde	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$3,450.14)	O/S check detail	Vaftejernet	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$9,527.68)	O/S check detail	Lehmanns Marktstand	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$6,846.29)	O/S check detail	Lehmanns Marktstand	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$1,043.15)	O/S check detail	Old World Delicatess	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$765.60)	O/S check detail	Ernst Handel	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$417.34)	O/S check detail	White Clover Markets	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$7,505.17)	O/S check detail	Piccolo und mehr	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$7,237.08)	O/S check detail	Rattlesnake Canyon G	2/28/2001	Unmatched	0		297
G/L	2/27/2001	(\$6,663.55)	O/S check detail	Hungry Coyote Import	2/28/2001	Unmatched	0		297
+ Exception : Unrecorded bank deposit \$1,604.16, records 1									
+ Exception : Unrecorded bank withdrawal -\$1,200.00, records 1									

*Versatile drag-and-drop Report Writer shows exception detail; including the reason for the exception.*

# Product Specifications

## Bank Reconciliation Automated Matching of Financial Transactions

---

### Feature levels

#### *Standard*

Includes standard product features. Import data from virtually any accounting system or bank – including direct import of BAI files. Automated Transaction Matching (ATM) engine matches items based on selected rules. Easily add manual records. Period sensitive report-writer. Local or SQL database connectivity for archiving and research.

#### *Site-to-Site Matching*

Adds the ability to perform more complex matching through the use of an alphanumeric matching field or custom rules – which are sometimes required when reconciling multiple sites. Also includes a Scheduler, Control Panel for managing multiple accounts, and a command line interface for increased automation capabilities. Consult our Web site for a complete list of feature differences.

#### *Credit Card Matching*

Includes additional capabilities required for credit card account reconciliation. Ability to extract Merchant ID from bank text field, then use a look-up to identify the related site. Also adds a unique, four-attribute matching rule and special match/sorting functions.

### System Requirements

All Treasury Software products have been designed to run on Windows XP (Home and Professional), 2000, and ME. Products should function properly on retired versions of Windows, but operating system related support is no longer available.

Min. recommended CPU: Pentium II, 866  
Min recommended RAM: 256 MB  
Program disk space req : 75 MB

These minimums should be increased if running Windows XP, and for SQL and Citrix operating platforms.

### Technical Specifications

#### *System Platforms*

All Treasury Software products are available for a variety of system platforms and operating environments.

Desktop – for deployment on a single workstation, using a Microsoft Access database format.

MSDE – multi-user capabilities on a workstation platform with Microsoft's SQL Desktop Edition.

SQL – a customizable and scalable platform that integrates more directly with financial systems.

Citrix – easy, wide-area deployability for organizations on the Citrix platform.

#### *Data Import Formats*

The Universal Importer provides a Wizard-type interface to easily import data from a variety of sources.

Compatible formats include:

Microsoft Excel, Microsoft Access  
Comma-delimited text (CSV)  
Tab-delimited text  
Fixed-width text  
BAI

### Other Products

Treasury Software products utilize a single, common interface. Also ask us about our payment-related solutions. ACH Universal™ provides a robust set of ACH origination capabilities for businesses of any size. Participating in Positive Pay services for check fraud prevention is greatly simplified by using Bank Positive Pay™ to create and transfer a check issue file in any bank format.

---

**Treasury Software**  
*Easy, Automated, Secure*

3420 Pump Road, Suite 109  
Richmond, VA 23233  
(866) 226-5732  
www.treasurysoftware.com

*Talk to your Banker today about Treasury Software's **Bank Reconciliation™**  
or call (866) 226-5732 for more information*