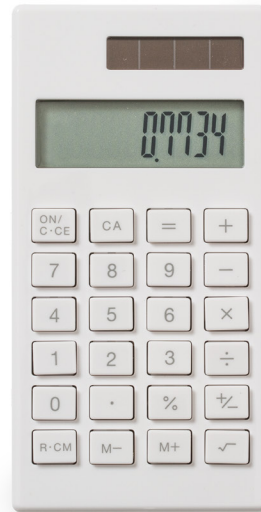


# Entrata Job Costing

## SPECS

Job Costing is tied directly to Entrata's accounts payable system, allowing project financial information to be readily accessible without any need for downloads/uploads between softwares, multiple logins, or manual dual entry.



## BENEFITS



### EFFICIENT WORKFLOW

Seamlessly organize and manage purchase orders, invoices, journal entries, draw requests, and payments.



### FLEXIBLE JOB SET UP

Cost codes, Cost code categories, and job types are fully customizable to meet each operator's unique processes and needs.

*coming soon*



### EASY BID MANAGEMENT

Enter and track bids from vendors in your A/P system, storing and organizing key information from the bidding process directly in the system. Once bids are entered, easily review bid information and approve the winning bid.

## **JOB COSTING**

### FEATURES

#### CONTRACTS

- Convenient organization of all contracts
- Contract-based overview of each job associated with the contract and their corresponding Change Orders
- Self-contained document storage allows for easy document access and sharing via email or download
- Key contract event history log to provide an audit/paper trail for each contract
- Vendor contact information pulls directly from your A/P system and is displayed for easy accessibility.
- Convenient configuration and management of financial aspects of the contract (Purchase orders, invoices, journal entries, and payments)

#### JOB

- Dashboard view of all jobs within your portfolio
- Ability to create tailored phases for each job
- Flexibility to allocate and manage a budget by cost code from the general job level down to financial periods (months) for detailed budget and cash flow management
- Integrated and customizable approval routing for the budget, budget adjustments, and change orders
- Self-contained document storage allows for easy document access and sharing via email or download
- Event history log to provide an audit/paper trail for key events on each job
- Detailed and summarized financial reporting
- Simplifies the process of gathering documentation for draw requests by producing a single file of the supporting financial documentation directly from the system.
- Invoices or journal entries that have been included in previous draws are automatically recorded to avoid confusion on future draws.