



**OFFICE**  
companion

# BUILT BY THE INDUSTRY FOR THE INDUSTRY



Office Companion provides the financial and operational controls, reports, and interfaces for all operations within a fuel and logistics business encompassing wholesale and retail operations - manned or unmanned.

Interface to your bank, to your outdoor payment terminals (OPT), and to your retail network and mobile fleet. Associated businesses can be managed and consolidated through this powerful financial tool. Providing you with notifications and improved customer interaction, use Office Companion to generate income and control costs, not just record sales and expenses.

[www.companionsoftware.com.au](http://www.companionsoftware.com.au)



companion **Software**

**Contact us for an onsite demonstration**

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# TAKE THE HARD WORK OUT OF RUNNING YOUR OFFICE

No more bulging filing cabinets - it's all electronic. Customers, suppliers, ledger, orders, payroll: all the functionality and more. This system gives you real flexibility.

- All pricing models supported.
- Schedule reports to run on a set interval and print or email internally or externally.
- Import bank statements electronically and generate required ledger, customer and supplier entries.
- Customer orders: direct from order entry, farm runs or recurring orders to the scheduling system - organise your trucks by region, day or delivery point.
- Automatically calculate supplier support reimbursement for every applicable transaction.
- History is always accessible. No changing databases or restoring from backups.
- Drill down interrogation from trial balance (across multiple periods) by location and sub account transaction level even accessing the scanned document.
- Interfaces to/from multiple external systems, including POS systems, card systems, banks and fuel suppliers.
- Mass management functionality to ensure your loads are compliant and any exceptions are captured and reported on.
- Asset management to track service requirements and history.
- User customisable dashboard so you can see the things that affect you quickly and easily. Synchronised with your tablet for viewing while out of the office.
- Scan documents against any record for online access.
- Multiple company accounting with flexible reporting and consolidation capabilities. Automatic cross company posting.
- Automatically allocate fuel usage to vehicles and generate your fuel claim as part of your BAS.
- Back end to all other Companion products.



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## HEAD OFFICE SOLUTION

- Fully integrated G/L, debtors, creditors, payroll, assets, stock system
- Schedule fleet electronically



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## MOBILE DELIVERY SOLUTION

- Signatures at POD
- Tax invoice generation on site
- Stock control by compartment
- Checklist integration
- GPS location



**FUEL**  
companion

## POS HO/BO SOLUTION

- Fully integrates to various POS systems
- Promotions, special buys and centralised pricing
- Forward ordering
- Daybook reconciliation



**RETAIL**  
companion

## SALES/MANAGEMENT SOLUTION

- View customer account and sales history
- Place orders
- Remote management



**MOBILE**  
companion

## CUSTOMER ENGAGEMENT SOLUTION

- Your customers can place orders, download invoices or statements, view pricing, receive order updates
- View site locations



**APP**  
companion

## MOBILE WAREHOUSE SOLUTION

- Stocktake, receive, sell and transfer stock via barcode
- Reorder stock from the floor
- Tighter stock control of lube store



**WAREHOUSE**  
companion

INTERNET

