

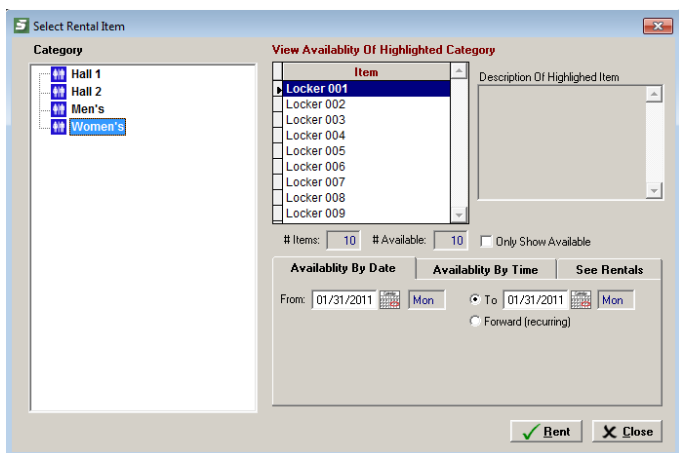
New Rental Feature

SportsMan SQL users have probably seen the new button on the main menu for rentals. The new feature has been added and tested over the past couple of months and is a part of the core module. That means that all users of SportsMan SQL can use this great new functionality at no extra charge! Rentals was designed for renting resources like lockers or equipment, and ties into memberships with the new membership add-ons feature.

To get started with the rentals, add some rental resources by going to *Define > Rentals*. Set up menu categories and rental items beneath them. When creating rental items, there are several options for the rental periods. Choose to define time slots, or allow daily, weekly, monthly, quarterly, semi-annual, yearly, or just a free-form that will allow entering whatever date and time are desired, and choose a fee manually at the time of sale. In addition, there are tabs for adding discounts, questions, and notes. The *Internet* tab is reserved for future use.

Quickly create sequential rental items by clicking on the *Copy This to a New Item* button. Label the new item with a number at the end (Locker 1 for example), and the number of the new item will automatically increment. If creating between 10 and 100 items, be sure to use two digit numbering (01,02,03,04) to keep the items in order in SportsMan SQL. If creating more than 100, then using three digits (001,002,003) would be recommended.

Once set up, the rental screen allows checking for available resources by selecting a resource from the category list on the left and choosing the date or time desired at the bottom. Unavailable items will be listed in red text. Choose the *See Rentals* tab to see what rentals have been made for the selected item.



Click the *Rent* button to select the individual renting the item, then proceed to the rental screen to set additional details and options for the rental, including being able to setup monthly, quarterly, semi-annual and annual rentals as recurring.

We hope you enjoy this new functionality!

Upcoming Shows

Come see us at the URPA in Midway, UT on March 3rd. We will also be having a user group meeting at 4pm!

Paul will be at the MRPA, March 15th in Hyannis, MA and Debbie will be at the CPRS in Sacramento, CA on March 9th and 10th in booth 531.

Corporate Memberships

Selling memberships with corporate membership sponsors has always been an option in SportsMan SQL, but invoicing the sponsor and entering payment into the system has always been done manually.

Now in SportsMan SQL, the billing for the corporate sponsor's portion is handled using new On Account billing features. First, enable the feature by going to *File > Administration > Site Configuration*, edit your site and choose the *Financial* tab. Click the *On Account Billing* tab in the bottom right of the screen and place a check next to *Enable On Account Billing*.

Modify or create new corporate sponsors by going to *File > Maintain Tables > Memberships > Corporate Membership Sponsors*. When setting up a corporate sponsor, make sure that a member account to receive the charges has been selected. If creating a member for a company, put part of the company name in the first name field and part in the last name field.

When a customer purchases a membership and you select a corporate sponsor, the member's portion is charged immediately and the company portion is placed on the company's account as an unbilled item.

When it's time to bill the corporate sponsors, go to *Action > Financial > View/Process On Account Charges* and generate invoices for the corporate sponsors.