

Your Company Name, Inc.

Production Report prior to: Monday, November 01, 2004

From 09/01/04 thru 09/30/04

Bookkeeper

Completed Date

**Monthly
Fee**

**Complete
Fee**

**Days To
Complete
Bkpr Rev**

**% Client
Complete**

**% Dollars
Complete**

In Rev

Client

Diane Boston

9/2/2004

7/29/2004	3187	MF DiPinto, Ltd.		\$229.41	\$229.41	35	For: April 2004
7/29/2004	3187	MF DiPinto, Ltd.		\$229.41	\$229.41	35	For: February 2004
7/29/2004	3187	MF DiPinto, Ltd.		\$229.41	\$229.41	35	For: March 2004
		Total Clients Completed per Day:	3	Total Fees Per Day:	\$688.23	\$688.23	

9/3/2004

7/12/2004	3187	MF DiPinto, Ltd.		\$223.29	\$223.29	53	For: June 2004
7/12/2004	3187	MF DiPinto, Ltd.		\$223.29	\$223.29	53	For: May 2004
		Total Clients Completed per Day:	2	Total Fees Per Day:	\$446.58	\$446.58	

9/10/2004

9/2/2004	6128	Information Technologies, LLC		\$284.47	\$284.47	8	For: August 2004
9/3/2004	346	Top Notch Cleaners		\$186.59	\$186.59	7	For: August 2004
		Total Clients Completed per Day:	2	Total Fees Per Day:	\$471.06	\$471.06	

9/11/2004

9/8/2004	3173	Warming Systems, Inc.		\$183.53	\$183.53	3	For: August 2004
9/8/2004	3180	JVB Corporation		\$192.71	\$192.71	3	For: August 2004
		Total Clients Completed per Day:	2	Total Fees Per Day:	\$376.24	\$376.24	

9/13/2004

5/28/2004	3130	BI Company		\$419.06	\$419.06	108	For: January 2004
5/28/2004	3130	BI Company		\$419.06	\$419.06	108	For: February 2004
		Total Clients Completed per Day:	2	Total Fees Per Day:	\$838.12	\$838.12	

9/14/2004

5/28/2004	3130	BI Company		\$419.06	\$419.06	109	For: March 2004
8/17/2004	3130	BI Company		\$419.06	\$419.06	28	For: April 2004
8/17/2004	3130	BI Company		\$419.06	\$419.06	28	For: May 2004
		Total Clients Completed per Day:	3	Total Fees Per Day:	\$1,257.18	\$1,257.18	

9/15/2004

8/17/2004	3130	BI Company		\$419.06	\$419.06	29	For: June 2004
		Total Clients Completed per Day:	1	Total Fees Per Day:	\$419.06	\$419.06	

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent								4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100		

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Diane Boston

9/20/2004

8/18/2004	3187	MF DiPinto, Ltd.		\$229.41	\$229.41	33		For: July 2004
8/25/2004	3127	Manny's Electric Company		\$483.29	\$483.29	26		For: July 2004
9/13/2004	3131	Health Foods Market, Inc.		\$201.88	\$201.88	7		For: August 2004
9/13/2004	3131	Health Foods Market, Inc.		\$201.88	\$201.88	7		For: July 2004
Total Clients Completed per Day:			4	Total Fees Per Day:		\$1,116.46	\$1,116.46	

9/21/2004

8/20/2004	3120	Parker Tool & Die		\$455.76	\$455.76	32		For: June 2004
9/3/2004	3120	Parker Tool & Die		\$455.76	\$455.76	18		For: July 2004
Total Clients Completed per Day:			2	Total Fees Per Day:		\$911.52	\$911.52	

9/23/2004

9/2/2004	371	Sweetheart Designs		\$431.29	\$431.29	21		For: July 2004
9/15/2004	3139	Counting & Calculating, Inc.		\$189.65	\$189.65	8		For: August 2004
Total Clients Completed per Day:			2	Total Fees Per Day:		\$620.94	\$620.94	

9/24/2004

9/13/2004	3151	Crete Tech, Inc.		\$324.24	\$324.24	11		For: August 2004
9/13/2004	337	Debbie's Stamps, Inc		\$305.00	\$305.00	11		For: August 2004
Total Clients Completed per Day:			2	Total Fees Per Day:		\$629.24	\$629.24	

9/25/2004

9/2/2004	371	Sweetheart Designs		\$431.29	\$431.29	23		For: August 2004
Total Clients Completed per Day:			1	Total Fees Per Day:		\$431.29	\$431.29	

Total Clients: 26	Total Clients Completed :	26	Total Fees:	\$8,205.92	\$8,205.92	Avg: 32.3	.0	100.00%	100.00%
						Total Avg:	32.3		

Fred Acer

9/27/2004

9/15/2004	9/27/2004	3135	SeaFood, Inc.		\$244.71	\$244.71	12	0	For: August 2004
Total Clients Completed per Day:			1	Total Fees Per Day:		\$244.71	\$244.71		

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent									4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100	

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**% Client
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**% Dollars
Complete**

In Rev

Client

Fred Acer

Total Clients: 1	Total Clients Completed : 1	Total Fees:	\$244.71	\$244.71	Avg: 12.0	.0	100.00%	100.00%
					Total Avg: 12.0			

Hidekazu Sasaki

9/9/2004

6/4/2004	9/16/2004	3137	BMW Landscaping, Inc	\$217.18	\$217.18	97	7	For: May 2004
8/17/2004		319	Jakes Construction, Inc	\$61.18	\$61.18	23		For: July 2004
9/2/2004	9/16/2004	3137	BMW Landscaping, Inc	\$217.18	\$217.18	7	7	For: June 2004
			Total Clients Completed per Day: 3	Total Fees Per Day: \$495.54	\$495.54			

9/10/2004

9/2/2004	9/16/2004	3137	BMW Landscaping, Inc	\$217.18	\$217.18	8	6	For: July 2004
9/7/2004	9/16/2004	3126	Good Guys Electric, Co.	\$174.35	\$174.35	3	6	For: July 2004
9/8/2004	9/17/2004	307	Bonnie Chiro, P.C.	\$165.18	\$165.18	2	7	For: August 2004
			Total Clients Completed per Day: 3	Total Fees Per Day: \$556.71	\$556.71			

9/13/2004

9/1/2004	9/17/2004	3162	Ace Insurance	\$305.88	\$305.88	12	4	For: August 2004
9/9/2004	9/17/2004	416	POP	\$165.18	\$165.18	4	4	For: August 2004
			Total Clients Completed per Day: 2	Total Fees Per Day: \$471.06	\$471.06			

9/14/2004

9/13/2004	9/16/2004	327	JDM Stucco, Inc.	\$183.53	\$183.53	1	2	For: August 2004
9/13/2004	9/16/2004	327	JDM Stucco, Inc.	\$183.53	\$183.53	1	2	For: July 2004
			Total Clients Completed per Day: 2	Total Fees Per Day: \$367.06	\$367.06			

9/15/2004

8/31/2004	9/16/2004	3177	Kevin A. Walsh Realty, Inc.	\$183.53	\$183.53	15	1	For: August 2004
9/9/2004	9/16/2004	372	Oak & More Floors	\$281.41	\$281.41	6	1	For: August 2004
			Total Clients Completed per Day: 2	Total Fees Per Day: \$464.94	\$464.94			

9/16/2004

9/2/2004	9/16/2004	3101	Jones & Associates, Inc.	\$357.88	\$357.88	14	0	For: August 2004
9/10/2004	9/20/2004	3163	G&L Scape, Inc.	\$177.41	\$177.41	6	4	For: August 2004
9/10/2004	9/17/2004	319	Jakes Construction, Inc	\$61.18	\$61.18	6	1	For: August 2004

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent	4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100									

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Completed Date		Client		Monthly	Complete	Complete	% Client		% Dollars
In	Rev			Fee	Fee	Bkpr Rev	Complete	Complete	Complete

Hidekazu Sasaki

9/16/2004

9/15/2004	9/20/2004	309	Quality Concrete, Inc.	\$305.88	\$305.88	1	4	For: August 2004
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Total Clients Completed per Day: 4 Total Fees Per Day: \$902.35 \$902.35

9/20/2004

5/11/2004	9/21/2004	142	CCC Inc.	\$324.24	\$324.24	132	1	For: April 2004
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Total Clients Completed per Day: 1 Total Fees Per Day: \$324.24 \$324.24

9/21/2004

9/8/2004	9/21/2004	356	Happy Time Movers	\$122.35	\$122.35	13	0	REREVW For: August 2004
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Total Clients Completed per Day: 1 Total Fees Per Day: \$122.35 \$122.35

9/22/2004

9/17/2004	9/23/2004	330	GB Hair, LTD.	\$266.12	\$266.12	5	1	For: August 2004
9/17/2004	9/23/2004	444	Greenland Landscapes	\$159.06	\$159.06	5	1	For: August 2004
9/21/2004	9/27/2004	374	Quality Tool Company	\$259.00	\$259.00	1	5	For: July 2004

Total Clients Completed per Day: 3 Total Fees Per Day: \$684.18 \$684.18

9/23/2004

9/7/2004	9/25/2004	3174	Rick's Machine Repair, Inc.	\$183.53	\$183.53	16	2	For: August 2004
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Total Clients Completed per Day: 1 Total Fees Per Day: \$183.53 \$183.53

9/24/2004

9/1/2004	9/27/2004	321	Berne & Sons, Inc	\$217.18	\$217.18	23	3	For: August 2004
9/2/2004	9/25/2004	3137	BMW Landscaping, Inc	\$217.18	\$217.18	22	1	For: August 2004
9/13/2004	9/25/2004	222	Randys Photo Services, Inc.	\$183.53	\$183.53	11	1	For: August 2004
9/16/2004	9/27/2004	349	Bayside Computers	\$232.47	\$232.47	8	3	For: August 2004
9/16/2004	9/27/2004	399	Choppers Inc.	\$409.88	\$409.88	8	3	For: August 2004
9/21/2004	9/27/2004	374	Quality Tool Company	\$259.00	\$259.00	3	3	For: August 2004

Total Clients Completed per Day: 6 Total Fees Per Day: \$1,519.24 \$1,519.24

9/27/2004

9/20/2004	9/25/2004	323	AAA Electrical	\$174.35	\$174.35	7	-2	For: August 2004
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Total Clients Completed per Day: 1 Total Fees Per Day: \$174.35 \$174.35

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent									4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100	

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Hidekazu Sasaki

Total Clients: 29	Total Clients Completed : 29	Total Fees: \$6,265.55	\$6,265.55	Avg: 15.9	2.8	100.00%	100.00%
				Total Avg: 18.7			

Mary Lacie

9/9/2004

9/7/2004	490	Vending Specialists		\$162.12	\$162.12	2		For: August 2004
		Total Clients Completed per Day: 1		Total Fees Per Day: \$162.12				

9/10/2004

9/8/2004	3168	Above All, Home Inc.		\$183.53	\$183.53	2		For: August 2004
9/9/2004	3167	Home Remodeling		\$244.71	\$244.71	1		For: August 2004
		Total Clients Completed per Day: 2		Total Fees Per Day: \$428.24				

9/13/2004

8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	18		For: January 2004
9/7/2004	214	Jasons Welding, Inc.		\$184.00	\$184.00	6		For: August 2004
		Total Clients Completed per Day: 2		Total Fees Per Day: \$361.41				

9/15/2004

8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	20		For: April 2004
8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	20		For: March 2004
8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	20		For: June 2004
8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	20		For: February 2004
8/26/2004	3164	Sharp Sales, Inc.		\$177.41	\$177.41	20		For: May 2004
		Total Clients Completed per Day: 5		Total Fees Per Day: \$887.05				

Total Clients: 10	Total Clients Completed : 10	Total Fees: \$1,838.82	\$1,838.82	Avg: 12.9	.0	100.00%	100.00%
				Total Avg: 12.9			

Sue Beuro

9/20/2004

9/10/2004	9/21/2004	142	CCC Inc.		\$324.24	\$324.24	10	1	For: July 2004
9/10/2004	9/21/2004	142	CCC Inc.		\$324.24	\$324.24	10	1	For: June 2004

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent								4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100		

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Sue Beuro

9/20/2004

Total Clients Completed per Day: 2 Total Fees Per Day: \$648.48 \$648.48

9/27/2004

6/30/2004 1156 Jones Associates, Inc \$238.59 \$238.59 89 For: May 2004

Total Clients Completed per Day: 1 Total Fees Per Day: \$238.59 \$238.59

Total Clients: 3 Total Clients Completed : 3 Total Fees: \$887.07 \$887.07 Avg: 36.3 1.0 100.00% 100.00%

Total Avg: 37.3

Waiting For Client

9/20/2004

9/10/2004 9/21/2004 142 CCC Inc. \$324.24 \$324.24 10 1 For: May 2004

Total Clients Completed per Day: 1 Total Fees Per Day: \$324.24 \$324.24

Total Clients: 1 Total Clients Completed : 1 Total Fees: \$324.24 \$324.24 Avg: 10.0 1.0 100.00% 100.00%

Total Avg: 11.0

Total Clients: 70 Total Clients Completed per Co: 70 Total Fees per Company: \$17,766.31 \$17,766.31 Avg: 22.3 2.5 100.00% 100.00%

Total Avg: 24.8

Average Monthly Fee: \$253.80 \$253.80

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Percent									4	8	13	17	22	26	31	35	40	44	49	53	58	62	67	71	76	80	85	89	94	100	