



Vin65-to-Transaction Pro Importer-to-Quickbooks Input Document

Client Name	QuickBooks Version	# of Users	PC or MAC
Vin65 User Name	Vin65 Password		

Have Transaction Pro Importer (TPI) Software: Y N

Let's Play 20 Questions!

	Y	N
1. Do you have QuickBooks currently set up and/or in use at your winery? A. If no, do you need assistance in setting up QuickBooks?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you have Vin65 currently set up and/or in use at your winery? A. If no, do you need assistance in setting up Vin65?	<input type="checkbox"/>	<input type="checkbox"/>
3. We recommend Vin65 be your primary database for maintaining customer information and housing credit card information. Do you agree with this recommendation? A. If you do, all sales and refunds will be imported into QuickBooks into a generic customer account. For example, the customer could be called 'VRetail'. (Recommended)	<input type="checkbox"/>	<input type="checkbox"/>
4. What is the date range for the initial sync (how far back are we importing)? _____	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you verified all item Name/SKUs in QuickBooks match with item Name/SKUs in Vin65?	<input type="checkbox"/>	<input type="checkbox"/>
6. Have you verified all Sales Reps in Vin65 match with QuickBooks (and are less than 5 characters)?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do you want to use QuickBooks to track your inventory? A. If so, how many inventory locations do you have? _____	<input type="checkbox"/>	<input type="checkbox"/>
8. Do you have a tasting room?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will you be using the Vin65 POS system? A. If not, what system will you use? _____	<input type="checkbox"/>	<input type="checkbox"/>
10. If you have a Wine Club or allocation, will you process these orders through Vin65? A. If not, what system will you use? _____	<input type="checkbox"/>	<input type="checkbox"/>
11. Do you have multiple tasting room locations?	<input type="checkbox"/>	<input type="checkbox"/>
12. If so, how many locations? _____		
13. Do you use ShipCompliant or Compli to file all your required compliance and tax returns?	<input type="checkbox"/>	<input type="checkbox"/>
14. Are you going to be fully compliant and report to the states you ship to? (Note: we are not lawyers and cannot advise you on compliance – and, we aren't judging, we just need to know your needs. ☺).	<input type="checkbox"/>	<input type="checkbox"/>

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|-----|---|--------------------------|--------------------------|
| 15. | Will you import sales information from Vin65 into QuickBooks on more than one computer? | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. | Do you host events at your location? | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. If so, do you take deposits for those events? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. | Do you accept tips? | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. | Do you charge a handling fee for shipments? | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. | Do you allow customers to buy on account (close the sale via invoice)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. | Do you use classes/types to segment your sales in Vin65, and do you want these in QB? | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. If so, are these already established in either Vin65 or QB? | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. | Do you have skus that are tracked as anything other than 1 unit? (e.g. cases) | <input type="checkbox"/> | <input type="checkbox"/> |

Needs from Client Prior to Meeting

This ensures us that the client is ready for us to create the maps, train them how to use TPI, and minimize delays.

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|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Chart of Account Listing from QuickBooks | <input type="checkbox"/> | Sales Rep Listing from QuickBooks |
| <input type="checkbox"/> | Item Listing from QuickBooks | <input type="checkbox"/> | Back up your QuickBooks prior to the meeting |
| <input type="checkbox"/> | Class Listing from QuickBooks | | |

Transaction Pro Importer Process

Note: *If you do not have QuickBooks or Vin65 set up, we recommend you do so **before** setting up Transaction Pro Importer. If you need assistance setting up QuickBooks or Vin65 we will contact you to discuss your needs prior to starting the Transaction Pro Importer process.*

After receiving the above information, we will develop a quote for you within 48 hours.

Upon approval of this quote, we will schedule an in-person or remote meeting to map the Transaction Pro Importer program to your QuickBooks. This meeting will take approximately 2-4 hours (depending on complexity) and we'll request participation from the primary user of QuickBooks in your organization. For us to set up TPI to connect with your QuickBooks, the Administrator will need to be logged into QuickBooks.

This meeting will conclude with a set up and confirmed sample synchronization.

We will follow up within a week with a customized manual (step by step process) for your staff to use for future synchronizations.

Rates and Terms

This process is billed at \$200 an hour.

We will provide an hourly estimate prior to starting – typical engagement is between 2-6 hours.

This does not include the purchase of Transaction Pro Importer.

This does not include set up of Vin65 or QuickBooks (but this can be arranged.)

An initial deposit of \$400 is due prior to the mapping meeting. A final invoice will be mailed with delivery of the manual and due upon receipt.

Contact Information

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