

AB GROUP, LLC

Finance, Accounting & Business Management Company

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CUSTOM REPORT REQUEST FORM

Company Name : **Date Requested** :

Mailing Address :

City, State, Zip :

Work Phone : **Fax Phone** :

Email Address :

Peachtree Serial Number : **Version** :

Crystal Report Writer Version (if applicable) :

REPORT SPECIFICATIONS

Report Name:

Information to Display on Report:

Select by (i.e. by Date Range, Invoice Number Range):

Sort by, (i.e. by Customer ID, by Transaction Date):

Subtotaling and Totaling Groups (i.e. subtotal by Invoice Number, grand totals for Invoice):

Report Footer Notes:

Fax or Email us a draft of the suggested report layout, along with your request. This will minimize any misunderstandings when the feasibility test is being done.

PLEASE ALLOW APPROXIMATELY FIVE (5) BUSINESS DAYS FOR A FEASIBILITY STUDY ON YOUR CUSTOM REPORT REQUEST

Due to software limitations beyond our control, some report layout formatting and/or printing controls, may prohibit any custom report from meeting all aspects of the client's request. We will attempt to disclose any such limitations prior to the start and/or completion of any custom report. Such limitations cannot always be determined prior to the initial report development, hence the need to defray a portion of the technical services expended on the client's behalf. In the event that a complex feasibility study needs to be done in order to evaluate your custom report request, a non-refundable fee of \$75.00 will be charged to the credit card authorized below. For basic custom report requests, we may choose not to charge the \$75.00 fee (credit card information will be required if complex feasibility study is warranted). Upon completion of our feasibility study, we will provide you with a quotation for the custom report request to which the \$75.00 feasibility study fee will be applied, if charged.

CREDIT CARD AUTHORIZATION

Credit Card Number : _____

Expiration Date : _____

Card Holder Name : _____

Authorized Signature : _____

Please fill in the requested credit card information and fax this completed form and a copy of the front and back of your credit card (three pages) back to us at 866-705-8254. This signed form authorizes AB GROUP, LLC to charge the above referenced credit card for a feasibility study fee in the amount of \$75.00.

CHARGEBACKS TO THE ABOVE CREDIT CARD WILL INCUR A \$15.00 COLLECTION FEE
