

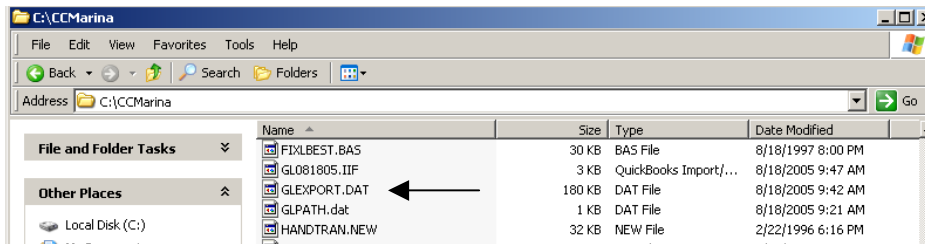
THE MARINA PROGRAM

Quickbooks Integration

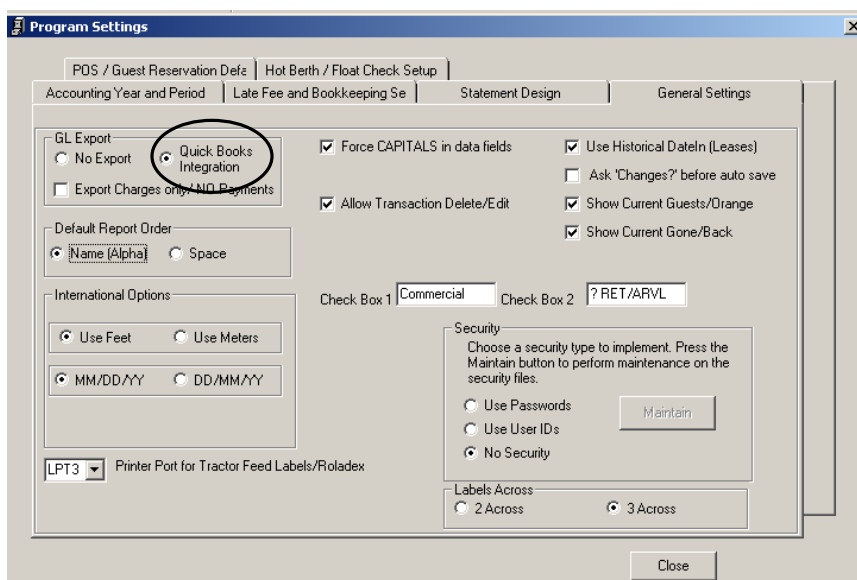
INITIAL SETUP

The following steps are required only initially to set up the Quickbooks import function. Once this setup is completed, you will need to only perform the GL Export function (see page 7) on a regular basis. Note: This Quickbooks integration interface is only designed for an accrual accounting system. Many users of the Marina Program may be running the program on an open item/cash basis but still do their G/L accounting on an accrual basis.

1. Please do a backup of your current Quickbooks and Marina Program data before proceeding with the next step.
2. In Quickbooks, create a customer named MARINA SALES. All transactions posted by the Marina Program will go through this generic customer.
3. Also, to prepare for importing from the Marina Program, make sure that numbering is turned on for the G/L accounts, you have a cash/bank account, a receivables account and an undeposited funds account.
4. In the ccmarina folder (data folder) verify that you have a file called GLEXPORT.DAT. If you do not have a file with this name but you have one called GLEXPORT.NEW, simply right click on this file, select rename and change the extension from .NEW to .DAT. If you do not have this file, contact customer support.

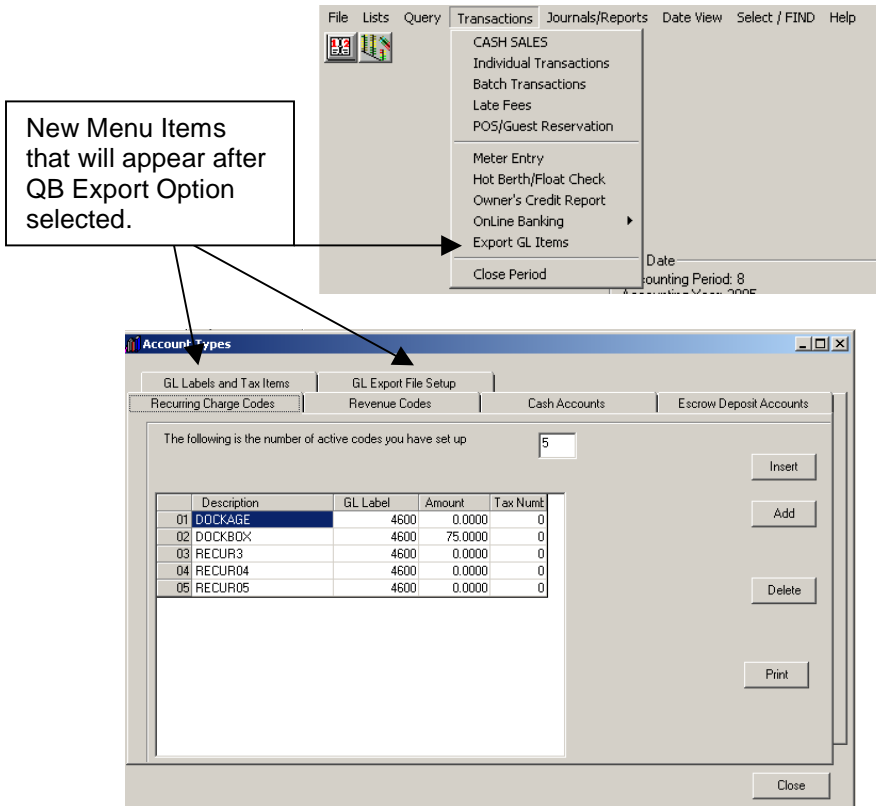


5. Once you have verified that you have the GLEXPORT.DAT file, you are ready to turn on the Quickbooks export function. To do this, go to Lists / Program Settings / General Settings:



THE MARINA PROGRAM Quickbooks Integration

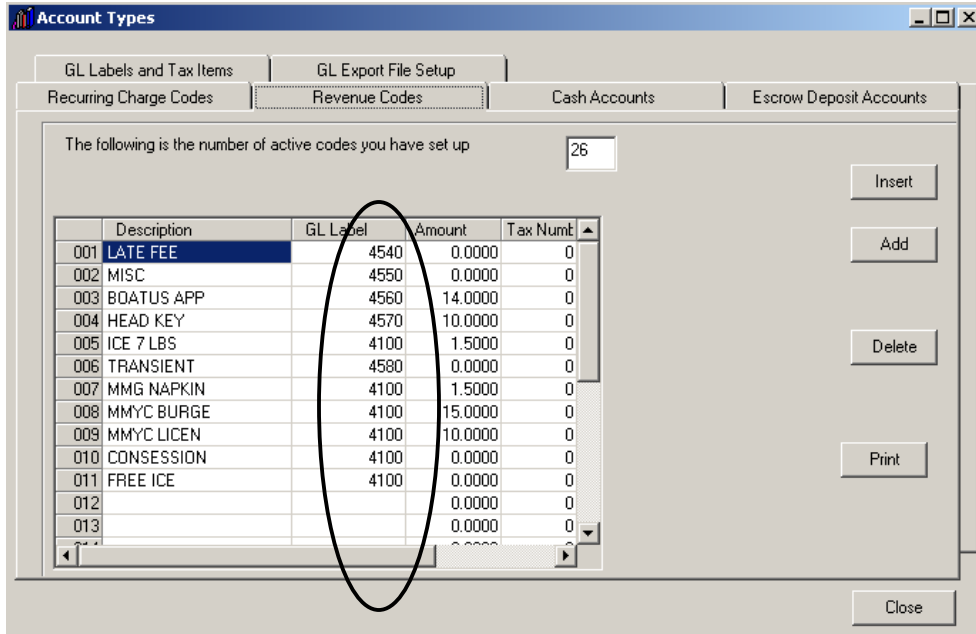
6. After turning on the Quickbooks Integration function, you will notice that you have three new menu items: two are under Lists /Account Types and the other is under Transactions.



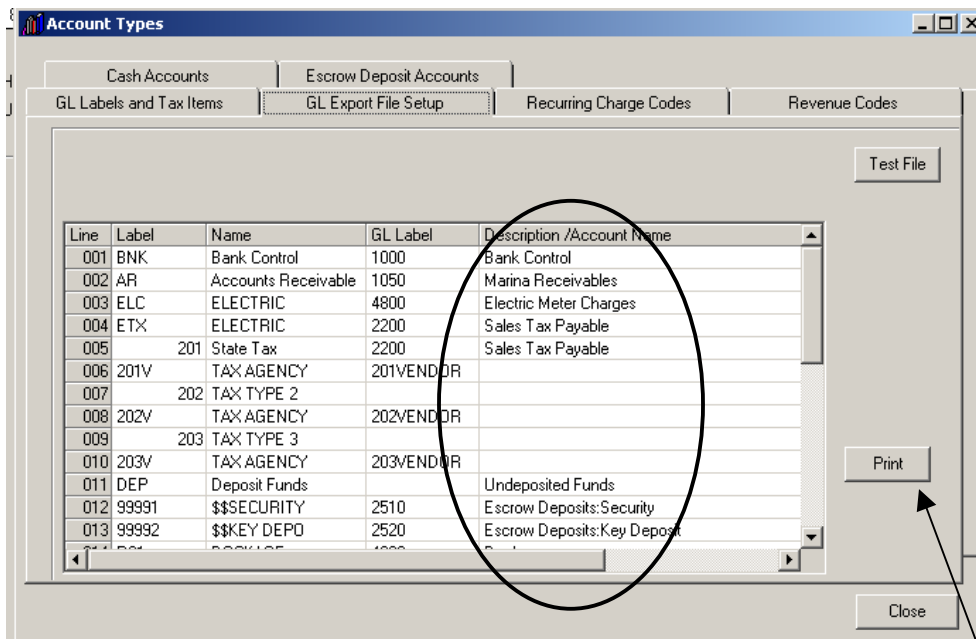
6. Under List / Accounts Types add G/L numbers for all of your Recurring Charge Codes, Revenue Codes, Cash Accounts, and Escrow Deposit Accounts. The G/L numbers entered should match the G/L Accounts numbers in Quickbooks. ***If the account is a subaccount in Quickbooks, both names must be entered with a colon separating the account and subaccount names. There should be no space after the colon. For example: If Quickbooks has an account 4500 named Fee Income and a subaccount 4510 named Late Fee, the description entered in the Marina Program should be as follows: Fee Income:Late Fee. If you include a space after the colon, a duplicate account will be created in Quickbooks.***

THE MARINA PROGRAM

Quickbooks Integration



- After setting up the G/L accounts under each tab, go to the GL Export File Setup tab which is also under Account Types. This is where you need to enter the Description / Account names which should match the account names in Quickbooks exactly. We recommend that you print the G/L items and reconcile them to Quickbooks before proceeding to the next step. Note if a tax type is not in use, it may be left blank.



- To check the name we recommend that you print the export file items by selecting Print in the GL Export File Setup. This will generate a report with the all of the GLs in the Marina Program.

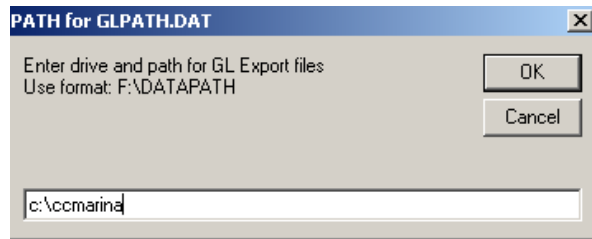
THE MARINA PROGRAM

Quickbooks Integration

GL Export Setup

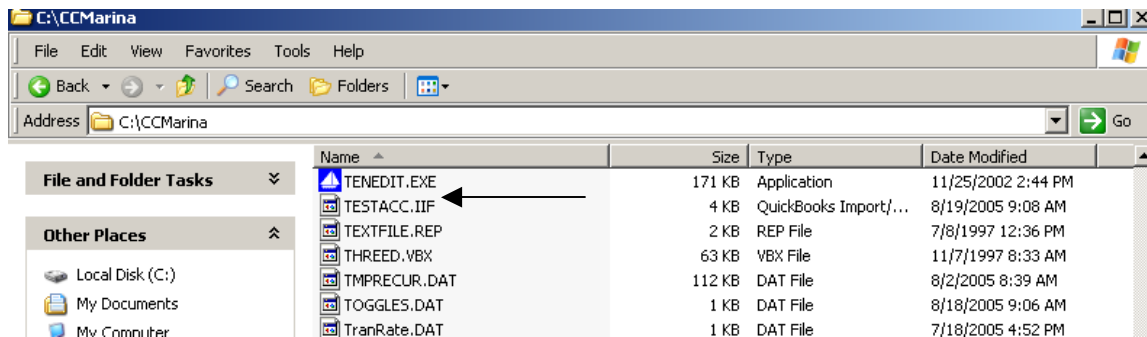
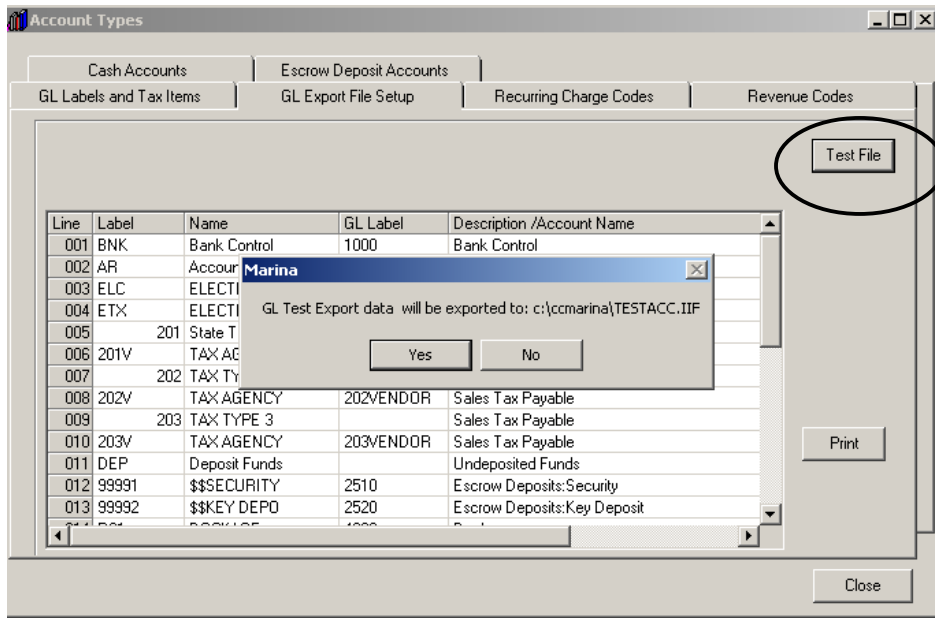
Line	Label	Name	GL Label	Description /Account Name
001	BNK	Bank Control	1000	Bank Control
002	AR	Accounts Receivable	1050	Marina Receivables
003	ELC	ELECTRIC	4800	Electric Meter Charges
004	ETX	ELECTRIC	2200	Sales Tax Payable
005	201	State Tax	2200	Sales Tax Payable
006	201V	TAX AGENCY	201VENDOR	
007	202	TAX TYPE 2		
008	202V	TAX AGENCY	202VENDOR	
009	203	TAX TYPE 3		
010	203V	TAX AGENCY	203VENDOR	
011	DEP	Deposit Funds		Undeposited Funds
012	99991	\$\$\$SECURITY	2510	Escrow Deposits:Security
013	99992	\$\$\$KEY DEPO	2520	Escrow Deposits:Key Deposit
014	R01	DOCKAGE	4900	Dockage
015	R02	DOCKBOX	4950	Dockbox
016	R03	RECUR3	4630	Rental:Recur3
017	R04	RECUR04	4640	Rental:Recur04
018	R05	RECUR05	4650	Rental:Recur05
019	001	LATE FEE	4540	Fee Income:Late Fee
020	002	MISC	4550	Fee Income:Misc
021	003	BOATUS APP	4560	Fee Income:Boat APP
022	004	HEAD KEY	4570	Fee Income:Head Key
023	005	ICE 7 LBS	4100	Store Sales
024	006	TRANSIENT	4580	Fee Income:Transient Fee
025	007	MMG NAPKIN	4100	Store Sales
026	008	MMYC BURGE	4100	Store Sales
027	009	MMYC LICEN	4100	Store Sales
028	010	CONSESSION	4100	Store Sales
029	011	FREE ICE	4100	Store Sales

- After you confirm that all account names and descriptions match exactly between the Marina Program and Quickbooks, you are ready to test the file. Go to Lists/Account Types/GL Export File Setup and click on the Test File button. A file called TESTACC.IIF will be created in the path you defined. Check your cmarina folder look for a file named GLPATH.DAT. This defines where your test file will be placed. If you do not have a path in here, an input message box will appear when you write the test file. The drive and path should be where you want the Quickbooks *.IIF file to be placed for Quickbooks to find and import. If you need to change the path you may do so by simply deleting the GLPATH.DAT file located in your cmarina directory and a new one will be created.

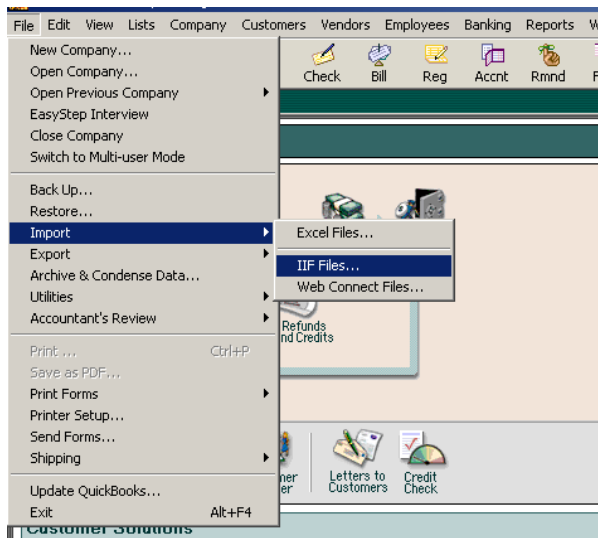


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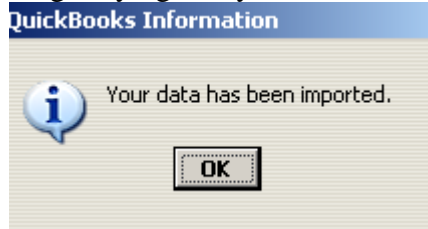
10. Once this file has been created you may import it into Quickbooks. In order to do so, in Quickbooks go to File / Import / IIF files and open or doubleclick the TESTACC.IIF file



THE MARINA PROGRAM

Quickbooks Integration

You will get the following message saying that your data has been imported:



11. In Quickbooks print the custom detail report to verify that the import was successful by selecting on Reports / Custom Transaction Detail Report.

Custom Transaction Detail Report										
Modify Report... Memorize... Print... E-mail Export... Hide Header Refresh										Type a help question Ask How Do
Dates: Custom From 08/24/2005 To 08/24/2005 Total By Total only Sort By Default										
9:46 AM SeaBrook Harbor, LLC 08/24/05 Custom Transaction Detail Report August 24, 2005										
Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance	
Aug 24, 05										
Payment	08/24/2005	Test ...	MARINA SALES	0000000	1500 - Undeposited Funds		1050 - Marina Receivables	0.00	0.00	
Payment	08/24/2005	Test ...	MARINA SALES	0000000	1050 - Marina Receivables		1500 - Undeposited Funds	0.00	0.00	
General Journal	08/24/2005	8	MARINA SALES		1050 - Marina Receivables		4800 - Electric Meter Charges	0.00	0.00	
General Journal	08/24/2005	8	MARINA SALES		4800 - Electric Meter Charges		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	9	MARINA SALES		1050 - Marina Receivables		2200 - Sales Tax Payable	0.00	0.00	
General Journal	08/24/2005	9	MARINA SALES		2200 - Sales Tax Payable		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	10	MARINA SALES		1050 - Marina Receivables		2200 - Sales Tax Payable	0.00	0.00	
General Journal	08/24/2005	10	MARINA SALES		2200 - Sales Tax Payable		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	11	MARINA SALES		1050 - Marina Receivables		2510 - Security	0.00	0.00	
General Journal	08/24/2005	11	MARINA SALES		2510 - Security		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	12	MARINA SALES		1050 - Marina Receivables		2520 - Key Deposit	0.00	0.00	
General Journal	08/24/2005	12	MARINA SALES		2520 - Key Deposit		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	13	MARINA SALES		1050 - Marina Receivables		4900 - Dockage	0.00	0.00	
General Journal	08/24/2005	13	MARINA SALES		4900 - Dockage		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	14	MARINA SALES		1050 - Marina Receivables		4950 - Dockbox	0.00	0.00	
General Journal	08/24/2005	14	MARINA SALES		4950 - Dockbox		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	15	MARINA SALES		1050 - Marina Receivables		4630 - Recur3	0.00	0.00	
General Journal	08/24/2005	15	MARINA SALES		4630 - Recur3		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	16	MARINA SALES		1050 - Marina Receivables		4640 - Recur04	0.00	0.00	
General Journal	08/24/2005	16	MARINA SALES		4640 - Recur04		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	17	MARINA SALES		1050 - Marina Receivables		4650 - Recur05	0.00	0.00	
General Journal	08/24/2005	17	MARINA SALES		4650 - Recur05		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	18	MARINA SALES		1050 - Marina Receivables		4540 - Late Fee	0.00	0.00	
General Journal	08/24/2005	18	MARINA SALES		4540 - Late Fee		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	19	MARINA SALES		1050 - Marina Receivables		4550 - Misc	0.00	0.00	
General Journal	08/24/2005	19	MARINA SALES		4550 - Misc		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	20	MARINA SALES		1050 - Marina Receivables		4560 - Boat APP	0.00	0.00	
General Journal	08/24/2005	20	MARINA SALES		4560 - Boat APP		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	21	MARINA SALES		1050 - Marina Receivables		4570 - Head Key	0.00	0.00	
General Journal	08/24/2005	21	MARINA SALES		4570 - Head Key		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	22	MARINA SALES		1050 - Marina Receivables		4100 - Store Sales	0.00	0.00	
General Journal	08/24/2005	22	MARINA SALES		4100 - Store Sales		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	23	MARINA SALES		1050 - Marina Receivables		4580 - Transient Fee	0.00	0.00	
General Journal	08/24/2005	23	MARINA SALES		4580 - Transient Fee		1050 - Marina Receivables	0.00	0.00	
General Journal	08/24/2005	24	MARINA SALES		1050 - Marina Receivables		4100 - Store Sales	0.00	0.00	
General Journal	08/24/2005	24	MARINA SALES		4100 - Store Sales		1050 - Marina Receivables	0.00	0.00	

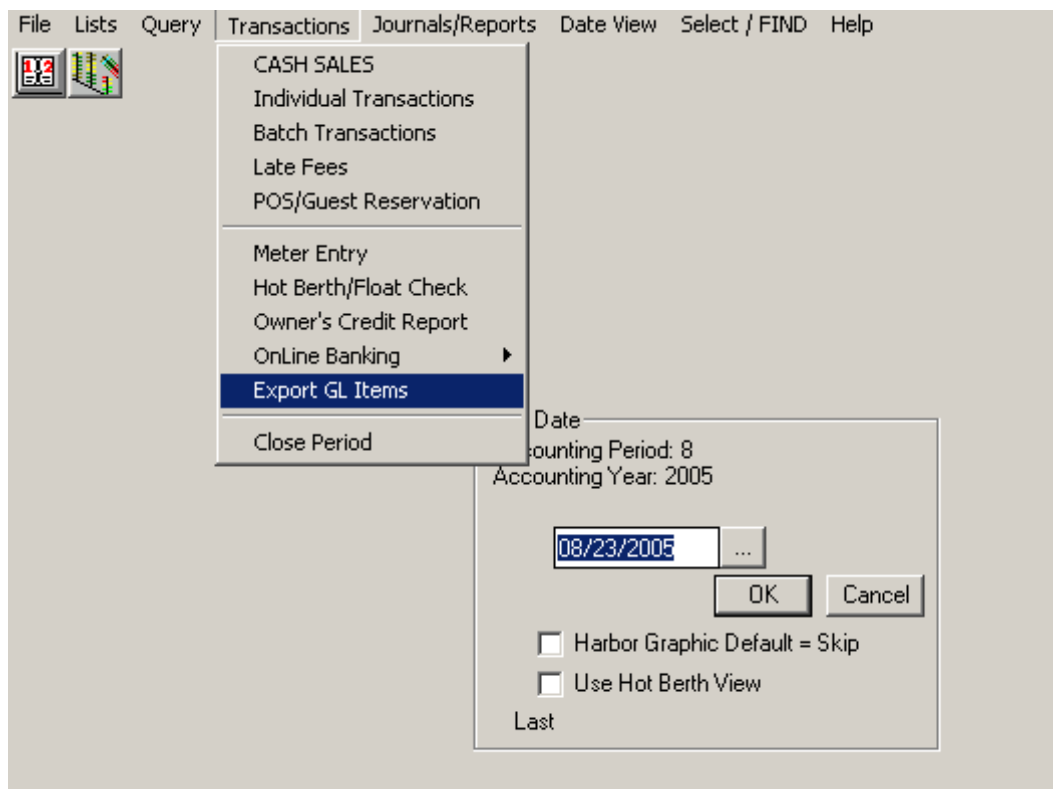
THE MARINA PROGRAM

Quickbooks Integration

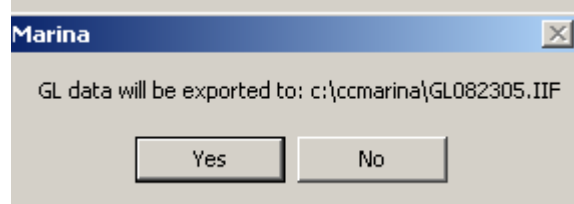
EXPORTING TRANSACTIONS

How often you export transactions is up to you: it can be daily or every few days. Every time you do the export function, all items to date that have not been exported will be exported regardless of the date. The export is cumulative. All transactions are sent over as a journal entry and are tagged in the Marina program as sent so they will not be sent over twice. Also, any transaction that has been sent, can't be deleted from the Marina Program.

1. In the Marina Program, click Transactions / Export GL Items to export transactions. The program will display a message box confirming the path to which the file will be written. The file name includes the current date and Quickbooks file extension, IIF. (example: GL082305.IIF).



When the data is collected for Export, the Marina Program will generate a GL Data Export File report.



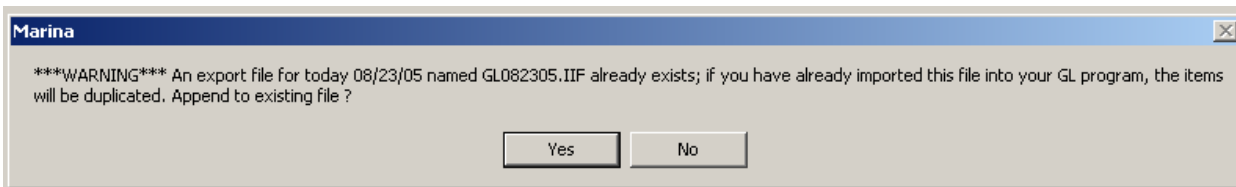
THE MARINA PROGRAM

Quickbooks Integration

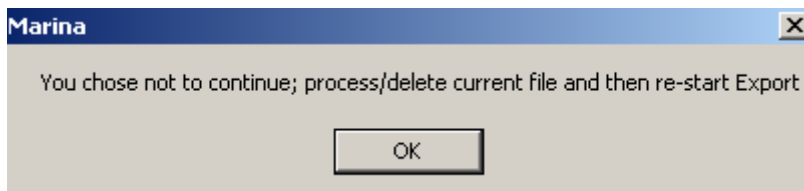
CURRENT PERIOD 8 2005
 JOURNAL DATE RANGE: ALL Group: ALL
 GL JOURNAL ENTRIES

		DEBITS	CREDITS
Charges: Recurring / Automatic			
4900	DOCKAGE		0.00
4950	DOCKBOX		0.00
4630	RECUR3		0.00
4640	RECUR04		0.00
4650	RECUR05		0.00
2200	State Tax		0.00
			----- 0.00
Charges: Current Period / Adjustments (Revenue Codes)			
4800	ELECTRIC		0.00
2200	State Tax	0.00	0.00
2510	SECURITY DEPS	0.00	250.00
2520	KEY DEPS	0.00	0.00
4540	LATE FEE	0.00	0.00
4550	MISC	0.00	0.00
4560	BOATUS APP	0.00	0.00
4570	HEAD KEY	0.00	0.00
4100	ICE 7 LBS	0.00	15.00
4580	TRANSIENT	0.00	100.00
4100	MMG NAPKIN	0.00	1.50
4100	MMYC BURGE	0.00	15.00
4100	MMYC LICEN	0.00	0.00
4100	CONSESSION	0.00	0.00
4100	FREE ICE	0.00	0.00
		----- 0.00	----- 381.50
	TOTAL		381.50
1050	ACCOUNTS REC'BL (NET)	381.50	
GL RECEIPT RECONCILIATION			
1000	TOTAL TENANT & CASH ACC RECEIPTS	350.00	

There should no be more than one file created per day, but if you need to export twice in the same day, you should rename the old file. For instance you could rename the file to GL0823050.OLD. If you happen to export transactions a second time in the same day and don't rename the file, you will get the following message.



Select No. You will then see the following message:

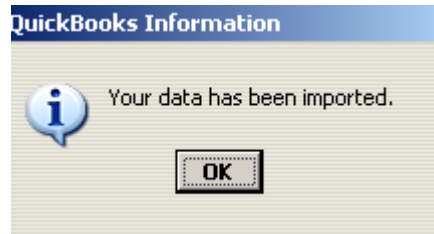


Click OK. At this point you should rename the GL export file as indicated above and then go back to Transactions / Export GL Items.

THE MARINA PROGRAM

Quickbooks Integration

- To import the transactions in Quickbooks, select File / Import and open or doubleclick on the appropriate file (Example: GL082305.IIF). The data will be imported and you will get the following message:



- In Quickbooks print the custom detail report to verify that the import was successful by selecting on Reports / Custom Transaction Detail Report.

Custom Transaction Detail Report
August 24, 2005

Type	Date	Item	Item	Memo	Account	Clr	Split	Amount	Balance
General Journal	08/24/2005	15	MARINA SALES		4630 - Recur3		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	16	MARINA SALES		1050 - Marina Rec...		4640 - Recur04	0.00	0.00
General Journal	08/24/2005	16	MARINA SALES		4640 - Recur04		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	17	MARINA SALES		1050 - Marina Rec...		4650 - Recur05	0.00	0.00
General Journal	08/24/2005	17	MARINA SALES		4650 - Recur05		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	18	MARINA SALES		1050 - Marina Rec...		4540 - Late Fee	0.00	0.00
General Journal	08/24/2005	18	MARINA SALES		4540 - Late Fee		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	19	MARINA SALES		1050 - Marina Rec...		4550 - Misc	0.00	0.00
General Journal	08/24/2005	19	MARINA SALES		4550 - Misc		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	20	MARINA SALES		1050 - Marina Rec...		4560 - Boat A...	0.00	0.00
General Journal	08/24/2005	20	MARINA SALES		4560 - Boat APP		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	21	MARINA SALES		1050 - Marina Rec...		4570 - Head K...	0.00	0.00
General Journal	08/24/2005	21	MARINA SALES		4570 - Head Key		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	22	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	22	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	23	MARINA SALES		1050 - Marina Rec...		4580 - Transl...	0.00	0.00
General Journal	08/24/2005	23	MARINA SALES		4580 - Transient Fee		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	24	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	24	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	25	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	25	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	26	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	26	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	27	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	27	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
General Journal	08/24/2005	28	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	0.00	0.00
General Journal	08/24/2005	28	MARINA SALES		4100 - Store Sales		1050 - Marina...	0.00	0.00
Payment	08/24/2005	Test Item	MARINA SALES	04284	1500 - Undeposte...		1000 - Bank C...	0.00	0.00
Payment	08/24/2005	Test Item	MARINA SALES	04284	1000 - Bank Control		1500 - Undep...	0.00	0.00
Payment	08/24/2005	PAYMENT	MARINA SALES	0233800	1500 - Undeposte...		1050 - Marina...	250.00	250.00
Payment	08/24/2005	PAYMENT	MARINA SALES	0233800	1050 - Marina Rec...		1500 - Undep...	-250.00	0.00
Payment	08/24/2005	PAYMENT	MARINA SALES	0175700	1500 - Undeposte...		1050 - Marina...	100.00	100.00
Payment	08/24/2005	PAYMENT	MARINA SALES	0175700	1050 - Marina Rec...		1500 - Undep...	-100.00	0.00
General Journal	08/24/2005	29	MARINA SALES		1050 - Marina Rec...		2510 - Security	250.00	250.00
General Journal	08/24/2005	29	MARINA SALES		2510 - Security		1050 - Marina...	-250.00	0.00
General Journal	08/24/2005	30	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	15.00	15.00
General Journal	08/24/2005	30	MARINA SALES		4100 - Store Sales		1050 - Marina...	-15.00	0.00
General Journal	08/24/2005	31	MARINA SALES		1050 - Marina Rec...		4580 - Transl...	100.00	100.00
General Journal	08/24/2005	31	MARINA SALES		4580 - Transient Fee		1050 - Marina...	-100.00	0.00
General Journal	08/24/2005	32	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	1.50	1.50
General Journal	08/24/2005	32	MARINA SALES		4100 - Store Sales		1050 - Marina...	-1.50	0.00
General Journal	08/24/2005	33	MARINA SALES		1050 - Marina Rec...		4100 - Store ...	15.00	15.00
General Journal	08/24/2005	33	MARINA SALES		4100 - Store Sales		1050 - Marina...	-15.00	0.00
Aug 24, 05								6.00	6.00

- At month end, the Marina Program will make one last check of all transactions and create an export file if there are any transactions that have not yet been exported for the period.