

FMSsolutions.com 877-435-9400 · info@fmssolutions.com



Best in Class Accounting Software & Business Services from Industry Experts

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OUR SERVICES



Accounting & Payroll



Outsourced Services



Hosted SaaS Applications



Fractional CFO



Shrink & Markdown



Income Tax Planning & Preparation



Document Imaging



Tax Credits



Time & Attendance



Accounting SaaS or Outsourced

Our skilled staff provides you "Bestin-Class" accounting and reporting services to help you run your business better. Our web portal and executive dashboard give you immediate access to all financial data down to electronic invoice images. Our information is there when you need it: daily, weekly or monthly.



Payroll-

SaaS or Outsourced

FMS prides itself with superior dayto-day payroll support. As part of our service, we provide internal and external reporting, along with regulatory tax filings. Our payroll services offer complete software support and time clock integration to reduce costs.



Fractional CFO Services

Our CFO services provide the parttime, interim, or full-time experience and expertise of a high-end CFO without the commitment of a full-time CFO. We can help manage financial challenges, achieve growth, optimize strategy, implement systems, raise capital, or navigate an audit or transaction.



Tax Planning & Preparation

The FMS Tax Services team has the experience to ensure you are getting all the tax credits currently available. We offer an all-in-one place for accounting and tax preparation without going to an outside accounting firm. Now offering personal, corporate, and non-profit tax services.



Document Imaging

FMS digitizes your paper invoices, payroll, employee documents, contracts, general ledger documents and AR statements. These images are then attached to a transaction in the FMS software for retrieval at a later date.



Shrink & Markdown

Manage your markdowns while tracking and reducing shrink with the FMS' GOT Systems suite of products. Our retailers save real money that grows their bottom line..



Time & Attendance

FMS Labor Saver is a complete time and attendance system that combines a biometric time clock with web-based software that allows you to manage your employee's schedules, department, budgeting, and integration with your POS to improve your scheduling capabilities.



WHAT WE DO FOR YOU

- Weekly KPI reporting
- Period, quarter, annual financial statements
- Bank reconciliation reports
- Access to FMS' cloud-based, proprietary software:
 - General ledger
 - Accounts payable
 - Inventory module
 - Product transfer module
 - Reporting
 - Payroll
 - Accounts receivable
 - Query tool
- Monthly sales tax preparation

TRANSFORM YOUR BUSINESS WITH FMS

Save Money

Benefit from significant savings on outsourced accounting services with FMS.

Save Time

Concentrate on growing your business; we've got the administrative tasks covered.

Compliance Confidence

Trust in FMS' dedicated experts to navigate your specific financial complexities.

Informed Strategies

Gain access to comprehensive reports for smarter, data-driven decisions.

Comprehensive outsourced accounting and payroll solutions from leading industry experts.

Unlocking Your Business Potential: Discover the FMS Advantage

The FMS Complete Solution. Best-in-class services. Comprehensive outsourced accounting and payroll solutions that allow our customers to focus on their business.



Clients have access to the FMS cloud-based software suite which includes: General Ledger, Accounts Payable, Accounts Receivable, Payroll, and Reporting. The FMS customer portal stands as a testament to our commitment to supporting business owners in optimizing company operations through data-driven insights.

- Fixed assets management
- Transfer reconciliation
- Sales tax preparation
- Invoice drilldown

- Executive dashboard
- Workflow analysis
- Regular account analysis and annual review
- Data assurance and disaster recovery

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WHAT WE DO FOR YOU

- Guaranteed timely tax filings.
- Comprehensive reporting.
- Tax screening services to optimize federal and state tax credits.
- Full integration with FMS' time, attendance and labor scheduling tool, Labor Saver.
- Integration with other time and attendance systems.
- Document imaging and PPACA reporting available.

TRANSFORM YOUR BUSINESS WITH FMS

Save money

FMS services cost 20-40% less than other national payroll services with no extra charges.

Save Time

Free up time to focus building your business while we do the back office work.

Ensure Compliance

FMS' industry-specific experts understand your unique payroll needs and challenges.

Streamline your operations with FMS' time-saving, cost-efficient payroll services.

Empower Your Business Strategy: Opt for FMS Payroll Services

FMS costs 20-40% less than other national payroll services.

Effortless Record Storage

FMS' document imaging suite simplifies storing key records like IDs, I-9s, insurance forms, and W-4s digitally.

Instant Access

Avoid the stress of traditional filing systems; have every document you need right at your fingertips for easy retrieval, especially crucial for regulatory audits.

Employee Empowerment

Employees have direct access to their check stubs and W-2s, promoting transparency and trust.

Time & Cost Efficiency

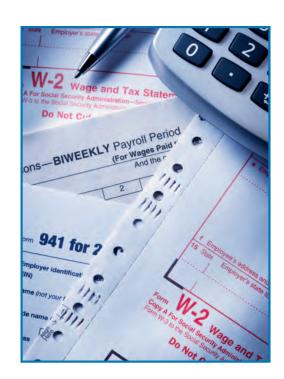
Digital storage reduces back-office workload, saving you time and operational costs.

Adaptability to Regulatory Changes

Stay ahead of evolving regulations with organized, secure, and easily accessible records.

Combat Rising Operational Challenges

Our system provides a strategic advantage amidst rising wages, skilled labor shortages, and turnover by enhancing efficiency and security.



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WHAT WE DO FOR YOU

Accounts Payable
Accounts Receivable
Billbacks
Document Imaging
General Ledger
Human Resources
Labor Scheduling
Payroll
Reporting

TRANSFORM YOUR BUSINESS WITH FMS

- **Enhanced Efficiency**: Automating employee management and payroll processes reduces manual tasks and overhead.
- Detailed Reporting: Offers in-depth insights into payroll activities and employee data for better decision-making.
- **Seamless Integration**: General ledger integration ensures financial data flows smoothly between systems.
- **Empowered Employees**: Portal access enables employees to easily view paychecks and tax documents, enhancing transparency.

Powerful Integrated Software That Drives Our Customers' Success.

Tools That Make Your Accounting Operations Effortless

FMS offers a premier suite of powerful, integrated software solutions that gives you a 360-degree view of how your business is performing in all your accounting processes.

Payroll

- · Automate employee information management
- · Reduce overhead
- · Comprehensive employee data retention
- · Direct deposit
- · Comprehensive reporting
- General ledger integration
- PPACA reporting
- · Imaging to case accessing key employee document
- · Time clock and labor scheduling
- · Employee portal access for checklists and year-end tax documents

Bank Reconciliation Service

General Ledger

· Capture data automatically or enter once

Accounts Receivable

- Structured for individual preferences
- · Reduce the need for paper records with imaging
- · Easily access complete customer information
- · Automate transaction management

Billbacks

- · Record deals as they happen
- · Minimize entry errors
- · Capture transactions from all sources

Accounts Payable

- · Reduce posting errors
- · Easily access complete vendor information
- · Online reporting available
- · ACH payments
- · Imaging of invoices or contracts and other documents

Visit fmssolutions.com to see the complete Application Services Handbook

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DON'T LEAVE MONEY ON THE TABLE

FMS' Tax Credits programs ensure you are getting all of the tax credits currently available.

Some customers can see up to \$18,000 in tax credits for every 100 people hired.

TRANSFORM YOUR BUSINESS WITH FMS

Maximized Savings: We ensure all eligible tax credits are identified and claimed, increasing financial returns.

Maximize WOTC with diligent compliance to current tax laws, minimizing penalty risks.

Efficiency in Processing: Streamlined identification and application for tax credits make the process faster and less labor-intensive

Maximize returns with precise tax credit screening from FMS.

FMS Tax Credit Services

How does it work?

There are various ongoing Federal and State employment-based Federal and State tax credits and incentives for businesses that hire employees in certain economic classes or areas.

FMS has partnered with HR Screening Services, Inc. to offer a custom program for retailers to secure these credits.

Who is eligible?

The Work Opportunity Tax Credit (WOTC) program offers employers a credit against their tax liability for hiring individuals from ten targeted groups, including recipients of Temporary Assistance for Needy Families (TANF), veterans, ex-felons, the long-term unemployed, and others.

Calculating the Incentive

Program	Credit Amount	Maximum	Qualifying Hours
WOTC	40% of first \$6,000	\$2,400	120
Empowerment Zone Tax Credit	20% of first \$15,000	\$3,000	90 days
State Tax Credit Programs	Varies	Varies	Varies
Long-Term TANF	\$4,000 in first year \$5,000 in second year	\$9,000	Varies

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WHAT WE DO FOR YOU

Digitize:

- Invoices
- Payroll
- Employee Docs
- Contracts
- General Ledger Docs
- AR Statements
- and more

TRANSFORM YOUR BUSINESS WITH FMS

Enhanced Security: Protects sensitive accounting and payroll information, ensuring better data confidentiality and integrity.

Immediate Accessibility: Instant access to documents speeds up retrieval and processing, enhancing workflow efficiency.

Disaster Recovery: Digital backups safeguard critical financial documents against loss from disasters or accidents.

Cost Reduction: Significantly lowers expenses related to printing, storing, and managing physical documents.

Improved Efficiency: Streamlines accounting and payroll processes, reducing time and effort spent on manual document handling.

Effortlessly access and manage documents securely with our comprehensive document imaging.

FREQUENTLY ASKED QUESTIONS

What is document imaging?

Document imaging uses a PC-based scanner to digitalize your paper invoices, payroll, employees' documents, contracts, general ledger documents, and AR statements and turns them into an image. These images are then attached to a transaction in the FMS Focus Software for retrieval at a future date.

What do I do with the paper invoice after I scan it?

We recommend that you keep the paper invoices for 60 days after you receive the product or service. This will help ensure that if an image is not scanned, it can be retrieved and scanned. Any lack of scanning would most likely be discovered before 60 days, but the time allows an extra barrier, just in case. In addition, other internal controls will prevent this from occurring.

What if a vendor calls with a dispute, and I need a copy of the invoice?

Print the image from the screen or email them the image.

I already have a scanner. Why can't I use the one I own?

The software was designed to function optimally with the scanner we have listed. FMS cannot support scanner equipment issues.

Can I use the scanner for anything or just these images?

We recommend using the scanner only for items relating to your accounts payable, general ledger, payroll, HR, and AR modules.

What if the scanner breaks?

We recommend that you purchase a service agreement to avoid experiencing long-term interruptions.

What are the costs involved?

The costs will vary depending on your needs, but some considerations include:

- Number of images scanned per day
- Number of locations with scanners
- Number of computers with access to images
- On-site training or remote training
- Your specific costs will be:
- · Purchasing a scanner
- Maintenance agreement
- Training
- Storage costs of data

What is the return for spending money on a scanner, storage space, and a maintenance agreement?

The cost savings are:

- · Research time
- · Storage time
- Office space
- Mobility
- Financial audit costs
- Ease of auditing AP and reviewing invoices

How long does it take to install/setup?

The setup of document imaging depends on many factors. The most important is whether or not you maintain a site-to-site VPN connection to the FMS server. If not, the setup will be completed on time, contingent on the VPN running. Overall, the average setup for Document Imaging is about 30 days from Demo to Go Live.

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STRATEGIC FINANCE LEADERSHIP: ELEVATING YOUR BUSINESS WITH FRACTIONAL CFO EXPERTISE

In the fast-paced business landscape, agility and expert guidance are pivotal. Sometimes, beyond the scope of a traditional controller, your business may demand the strategic insight of a seasoned CFO—perhaps not full-time, but on an as-needed basis. FMS stands ready to bolster your growth and help seize emerging opportunities swiftly, without the delays of recruitment and onboarding.

Our suite of solutions includes the option of a fractional CFO, providing the leadership and expertise necessary to navigate your business through unique challenges and toward sustained success.

Here's a real-world success story: Discover how one of our clients supplemented their outsourced accounting and payroll by adding the strategic advantages of a fractional CFO with FMS.

We're not just a service provider; we're your partner in profit maximization, backed by five decades of dedicated support to retailers. Let's explore what we've learned and how it can transform your business.



Fractional CFO Services - Case Study Customer Challenges & Growth

Darin, the owner of a small grocery chain with 5 stores, joined FMS and our fractional CFO services. Navigate the growth of the business through mergers and acquisitions with sound legal, accounting and tax strategies. Darin's organization now has grown to over 20 locations.



Milestones to Success

Expertise, strategy and the right connections made growing from 5 to more than 20 locations possible.

- Conducted comprehensive cost segregation studies on real estate assets, optimizing tax savings and enabling strategic write-offs for enhanced financial flexibility.
- Actively contributed to the board of directors, injecting expert insights into the grocery sector and formulating pivotal strategies for robust expansion.
- Synthesized business and real estate planning to forge a cohesive roadmap for sustainable growth and profitability.
- Facilitated a pivotal introduction to a banking partner, solidifying financing for ventures and fortifying the company's credibility in financial negotiations.

- Spearheaded the adoption of cuttingedge accounting software, standardizing financial reporting and enabling effective consolidation across the enterprise.
- Championed the development and execution of rigorous budgeting and forecasting mechanisms, ensuring precise monitoring and management of business performance.
- Connected the company with a specialized legal team, equipping the business with industry-specific legal acumen to navigate complex transactions.
- Overhauled the payroll infrastructure with a sophisticated system, harmonizing payroll processes and reporting for all business units.

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WHAT WE DO FOR YOU

- Create and manage schedules
- Automatically adjust for holidays and overtime
- Integrate with your existing POS system
- Create weekly sales and labor budgets



FMS LABOR SAVER

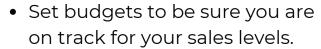
Labor Saver is a complete time and attendance system that combines a biometric time clock with webbased software that allows you

to manage your employees' schedules, department, budgeting, and integration with your POS to improve your scheduling capabilities.

Control costs, optimize staffing, enhance profits.

Revolutionize Your Workforce Management with Labor Saver

In today's unpredictable economy, labor is in short supply and getting more expensive. Whether it's economic-driven or driven by regulatory increases in minimum wage, FMS' Labor Saver is here to help!



- Integrate POS data to create a current picture of how your labor percentages stack up against your sales.
- Use this data to adjust schedules for the remainder of the week.

FMS Labor Saver was designed to keep you in charge of your bottom line. Become a profit leader by managing your business with state-of-the-art labor scheduling technology.



Making "cents" Out of Time Management



Set weekly budgets for each department as a percentage of sales



Manage employees' schedules by department, see scheduled hours vs. actual hours, and check accuracy with the built-in calculator.

CONTACT US















WHAT WE DO FOR YOU

- Simplified and efficient onboarding experience
- Seamless communication between employees and administrators
- Comprehensive employee management features
- Real-time updates and notifications
- Centralized document management
- Data security and compliance

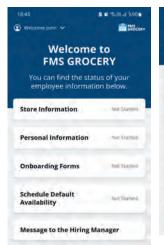
TRANSFORM YOUR BUSINESS WITH FMS

- Simplify the onboarding process with a user-friendly interface where employees can input their data directly, replacing paper-based methods
- Facilitate seamless communication between employees and administrators, promoting a healthy information flow within organizations
- Integrate effortlessly with LaborSaver, eliminating the need for duplicating employee entries
- Evolve to include features like viewing paystubs, W-2s, and 1095s, requesting time-off, shift swaps, and more, promising an all-encompassing solution to employee management

Revolutionize Employee Management with Seamless Integration and Communication

Employee Onboarding

Verify the hiring details Upload necessary forms and documents Communicate with onboarding manager Get real time feedback about the process







Employee Operations

Shift Management

- · Give up Shift
- · Pick an Open Shift
- · Swap Shift

Clock-in/Clock-out

Geofencing

PTO Request

Notifications

Messaging







Employee Communication

The week's potential earnings Paystubs W2 **Announcements**





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Why Use GOT?

- Smartest scanners on the market
- Track shrink by department and reason
- Track departmental and interstore transfers
- Create and track markdowns
- Manage a warehouse or backroom inventory



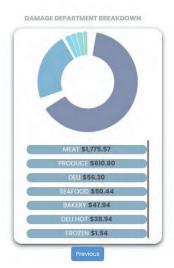
Experience Excellence with GOT Systems: Over 30 Years Supporting Independent Grocers. Now Proudly Part of FMS Solutions Since 2021

Reduce product cost, reduce stock levels, save labor, support customers and more.

INVENTORY

- Take inventory on your schedule
- Utile your own team to conduct inventory
- Receive PDF or Excel reports or view
- inventory data on the GOT portal
- Utilize inventory levels to help train order writers
- Inventory seasonal items packed away
- Works on PLU, UPC and scale labels

GOT PORTAL





MARKDOWN & SHRINK

- Creates labels on demand so stores can sell product at a reduced price
- Tamper-resistant label design
- Integrated with GOT's Shrink
 Management solution to manage shrink and markdowns seamlessly
- Customizable markdown rules by department, UPC or PLU
- Track markdowns and shrink by department, item, and reason
- Daily and weekly reporting of markdowns and shrink by department, reason, UPC or PLU
- Track departmental and inter-store transfers
- Minimize unnecessary waste
- Online querying tools

GRIND LOG

- Comply with USDA regulations
- Easy to use electronic grind log
- Tracks all beef going into grinder
- Tracks grinder cleaning, trim use, case pulls, packages made, and pounds of meat
- Allows inventorying of meat coooler and freezer including expiration dates

GOT's Solutions Pay For Themselves

CONTACT US













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Shrink Tracking & Markdown Benefits

- Get more money out of your discontinued, close-dated, damaged, or leftover seasonal products.
- Set policies and monitor adherence with extensive detailed reporting.
- Customize markdown rules by department, package value, UPC, or PLU.
- No more use of general, uncontrolled discount stickers.
- View your data online with the GOT portal.
- Track all known losses, department transfers, and store-to-store transfers.
- Get electronic data feeds by PLU/UPC.
- Flexible reporting options available.

GOT Portal







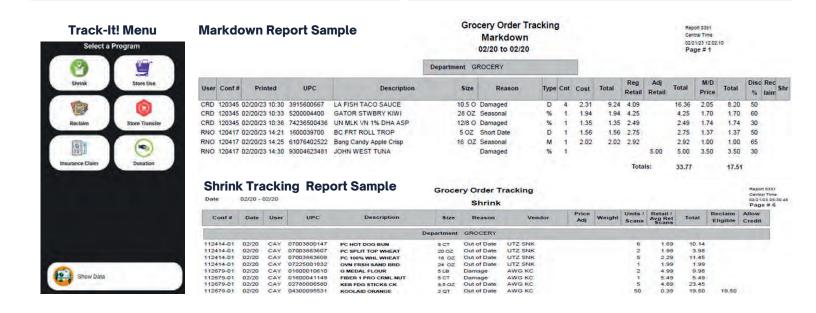
The first step to reducing shrink is to identify it!

SHRINK

- Shrink tracking for all products in the store.
- Captures user, UPC/PLU, reason amount, date/time, and more.
- Categorizes shrink by reason, department, and more for analytics
- Daily and weekly reporting of shrink by department, reason, UPC, or PLU.
- Measures the effectiveness of the store's markdown program.
- Includes departmental and store transfer tracking as well as recording waste.
- Record detail of all products that are donated to non-profit organizations.

MARKDOWN

- Generates labels on demand so stores can sell product reduced instead of throwing away.
- Tamper-resistant label design.
- Markdown items for all departments.
- Customizable markdown rules are available by department.
- Categorize reasons why items are marked down to help make decisions.
- Daily and weekly reporting of markdowns and associated shrink by department, reason, UPC or PLU, and electronic data feeds available.
- Measures the effectiveness of the store's markdown program.



Data-Driven Markdown Management

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Protect Your Customers. Protect Your Company. Protect Yourself.

The GOT Systems Grind Log makes the USDA compliance process efficient and painless. We back up your data and provide all hardware and software for one low weekly fee.

BONUS: The system allows you to do a physical inventory of your fresh meat coolers quickly and accurately, making it easier to manage your product orders and rotation.



Experience Excellence with GOT Systems: Over 30 Years Supporting Independent Grocers. Now Proudly Part of FMS Solutions Since 2021

Compliance Made Simple

Simplifying USDA record-keeping requirements

HOW DOES THE GOT SYSTEMS GRIND LOG HELP YOU?

Compliance

Accuracy

Speed

Legibility

Audit-Ready Records

Centralized Compliance

Enhanced Reliability

Consistency

Email Reports

All-Inclusive Maintenance

Dedicated US-Based Support

Comprehensive Training Bonus Inventory Program Fully meets all government standards and requirements.

Ensure accuracy in every transaction.

Boost efficiency with fast processing.

Eliminate errors from unreadable entries.

Always be prepared with readily available documentation.

Manage & monitor multiple stores' grind log processes with ease.

Trust in third-party record-keeping for increased dependability.

Achieve consistency across all records.

Access real-time updates directly in your inbox.

Enjoy comprehensive hardware support without extra costs.

Receive assistance from live, US-based customer service.

Get both initial & ongoing training for your team to ensure success.

Utilize our inventory system for cooler counts at no additional cost.





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WHAT WE DO FOR YOU

- Corporate and individual tax preparation
- Business and individual tax planning and consulting
- Fractional CFO Services
- Business succession planning
- · Cost segregation studies

Our knowledgeable team excels in handling complex tax details that automated software often misses.

FMS delivers a unified solution for accounting and tax preparation, giving you a full-service experience without the need for outside accountants.

Our integrated approach ensures an efficient move from accounting to tax returns, providing cost-effective and timely results.

TRANSFORM YOUR BUSINESS WITH FMS

Expertise: FMS provides seasoned tax professionals who are well-versed in the latest tax laws and regulations, ensuring accurate and compliant tax preparation for your business.

Efficiency: FMS' streamlined tax preparation processes save valuable time, enabling you to focus on core business operations while we handle the complexities of tax filing.

Strategic Savings: With FMS' insightful tax strategies, you can take advantage of all applicable deductions and credits, potentially lowering your overall tax liability.

Navigate tax complexities confidently with FMS expertise.

NOTES



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