

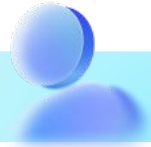
Centralized Accounting Beyond Quick Wins



Your Monday Morning Outcome

By following this guide, your multi-store accounting operation will eliminate duplicate AP labor across rooftops, post one consolidated AR statement per multi-store customer, use vendor management to renegotiate at the enterprise level, and close month-end through one.

Before You Start



Pre-Implementation Checklist

✓ Duplicate AP volume baseline

Identify how many invoices are currently being entered at child stores rather than centrally. If that number is not zero, this is your priority area. Advertising, utilities, snowplow, IT – these are bills shared across stores that should be entered once.

✓ Top vendors by enterprise spend

Pull the top five vendors by total spend across all rooftops. These are your enterprise-level negotiation candidates. Store-level negotiation leaves money on the table.

✓ Multi-store customer list

Identify customers who do business at more than one of your rooftops. These are the customers who today receive five statements and ask why. They should receive one consolidated statement.

✓ Current month-end close timeline

Document how long month-end close takes today and which reports your controller pulls from. The number of source reports is the leak. Consolidated reporting collapses them.

✓ Baseline captured

Identify what analysis your controller would do if they were not chasing spreadsheets. The controller capacity question is the real ROI of centralized accounting – not the speed gain.



Eliminate Duplicate AP Labor

Time: 10 minutes | **Navigation:** Core > Vendor Management

Setting	Configuration
Single-Entry Vendor Setup	For shared vendors (advertising, utilities, IT, snowplow, software), confirm a single vendor record exists at the enterprise level. Eliminate duplicate vendor records at child stores through merge.
Distribution Keys	Build auto-allocation rules so a single invoice posts the correct portion to each store automatically. Enter the snowplow bill once; the system splits to each rooftop by allocation rule.
Child-Store Entry Lockdown	Lock down invoice entry permissions at child stores for shared-vendor categories. Centralization only works when child stores stop entering what central handles.
Retraining and Bubble-Up	The remaining duplicate entry is usually retraining. Bubble up examples in your weekly accounting team meeting – every duplicate entry is a coaching opportunity.

Centralize AR and Multi-Store Customers

Time: 10 minutes | **Navigation:** Core > Customer Management

Setting	Configuration
Multi-Store Customer Linking	For customers who do business at multiple rooftops, link the customer record across stores. One consolidated profile, one statement, one cash receipt.
Consolidated AR Statement	Generate one AR statement per multi-store customer from the central location. The customer sees their full balance in one view; your AR clerk produces one statement instead of five.
Single Cash Receipt Posting	When the multi-store customer pays one total, your AR clerk posts one cash receipt that auto-distributes across the stores by invoice. No more reconciling which payment went to which store.
Cross-Store Credit Risk View	Pull cross-store credit risk on every multi-store customer. A customer paying on time at one rooftop but slow at another is a risk signal your store-level view will not show.

Enterprise Vendor Negotiation

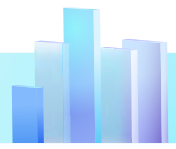
Time: 10 minutes | **Navigation:** Accounting > Vendor Management > AP Aging

Setting	Configuration
Vendor Spend Visibility	Pull total spend by vendor across all rooftops. The enterprise view is what gives you negotiating leverage. Single-store data understates your relationship.
Vendor Terms Audit	Review payment terms on your top five vendors. Identify terms that should be the same across all rooftops but vary. Standardize before you renegotiate.
Enterprise Renegotiation Brief	Build a renegotiation brief per top vendor with enterprise spend, payment history, and current terms. Approach the vendor with consolidated data, not store-level fragments.
Contract Capture in System	Once renegotiated, capture the new terms in vendor management. The anomaly detection feature (covered in ACC-03) will then flag any invoice that does not match the contracted rate.

Run Month-End Through Consolidated Reporting

Time: 5 minutes | **Navigation:** Accounting > Reports > Financial Reports

Routine	Configuration
Single-Source Financial Close	Close month-end through the consolidated financial report. Eliminate the spreadsheet that combines store-level P&Ls – the consolidated tool produces the same view in real time.
Analytics-Driven Variance Review	Use the analytics tool to bubble up variances across stores. Identify the underperforming rooftop or department immediately, not after a week of report-pulling.
Controller Time Reallocation	Time freed from spreadsheet chasing goes to analysis – gross profit trending, expense category drilling, capital planning. The point of centralization is not just speed; it is what your controller does with the recovered hours.
Quarterly Close-Time Tracking	Track month-end close-time per month. If the number is not falling, your team is still operating in the old workflow. Investigate where the bottleneck remains.



Measure Your Results

Report	Navigation	What to Look For
Consolidated Financial Report	Accounting > Reports > Financial Reports	Enterprise-level P&L with store-level drill-down. Replaces the spreadsheet consolidation that consumed controller time.
Cross-Store AR Aging	Accounting > Accounts Receivable > AR Aging	Receivables aging across all rooftops with multi-store customer rollup. Identifies credit risk that store-level views miss.



Best Practices

✓ Measure controller capacity, not just close time

Centralized accounting is often justified on the speed gain (close goes from ten days to five). The deeper value is what your controller does with the recovered time. If the controller is still chasing spreadsheets and reconciling reports, centralization has produced a quick win and stopped. The real measure is hours redirected from operational accounting to analytical accounting.