Hardhat Legacy Updates (20221230)

PAYROLL

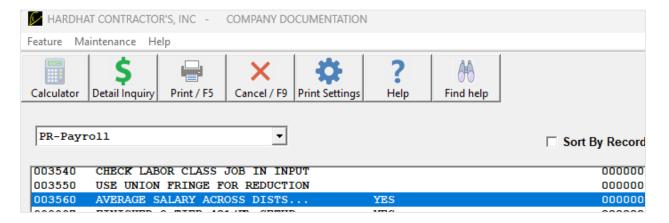**States with Withholding Tax Table Changes**

- Alabama
- Arizona
- Arkansas (4th Quarter)
- California
- Colorado
- Connecticut
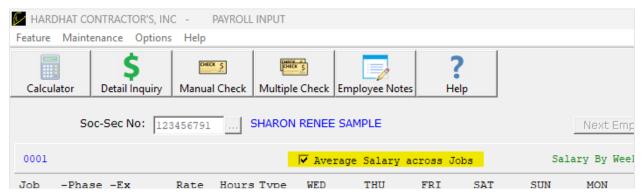- District of Columbia
- Georgia
- Idaho
- Indiana
- Iowa
- Kentucky
- Maine
- Mississippi
- Missouri
- Minnesota
- Montana
- Nebraska
- New Mexico
- New York
- North Carolina
- Rhode Island
- South Carolina
- Utah
- Vermont
- Virginia

**If your states have changes and are not listed above, please let us know.

Payroll Input – Average Salary

- This allows payroll for salaried employees to be averaged between multiple jobs instead of input the employee at an hourly rate. Two options must be selected in order to do this:
  - **Company Documentation (422) > PR-Payroll > 003560 AVERAGE SALARY ACROSS DISTS… > "YES"**

940/941

- We have updated the 940 and 941 to reflect the correct year.
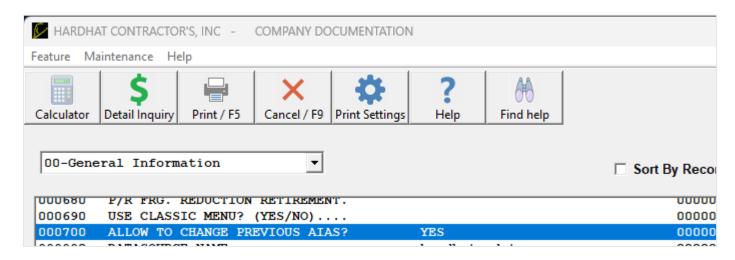
ACCOUNTS RECEIVABLE

Progress Billing/AIA

- Added the ability to create blank comment lines that have no **Description** in order to create spaces between sections. This can be used to visually split a job with multiple addresses and different descriptions.

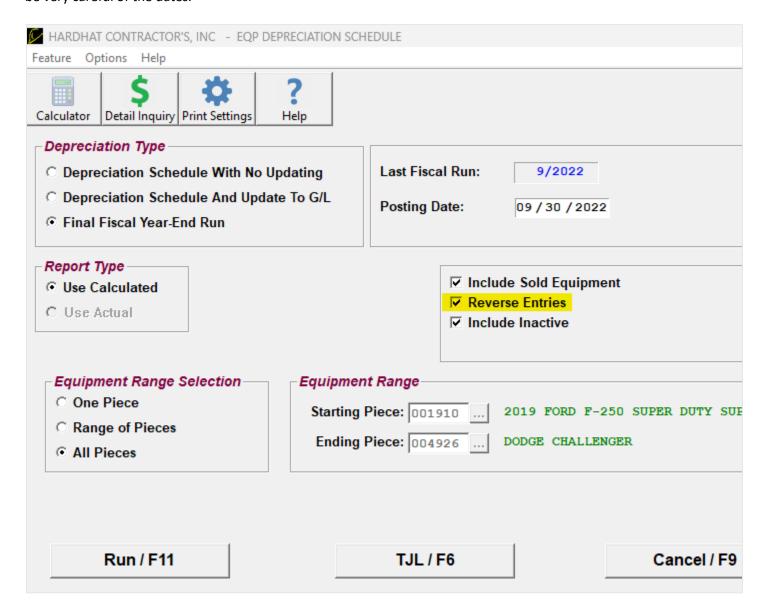| Item-Sub	Chg	Description	Scheduled	Previous
001-0001		1236 AVALON STREET		
001-7010		REPLACE EX-FAN	500.00	50(
002-0001				
002-0002		1237 AVALON STREET		
002-7010		REPLACED EX-FAN	500.00	

- We now allow users to change AIA Statements from previous months. Note: This will NOT affect any AIA's posted afterwards or future billings on that job. If changed, Accounts Receivable can't be updated from the AIA Statement. It will have to be done manually. Before this feature can be used, it must first be setup:
  - **Company Documentation (422)** > **00-General Information** > **000700 ALLOW TO CHANGE PREVIOUS AIAS?** > **"YES"**

EQUIPMENT

Depreciation

- We have added a **Reverse Entries** option to **Final Fiscal Year-End Run** in **Equipment Depreciation Schedule (360)**. It is important that no users are in any equipment programs while this is being done. We also recommend doing a backup before running the reversal. To accomplish this, enter the year-end **Posting Date** (same as the date you ran the fiscal year-end run), check **Reverse Entries** and then select **Run / F11**. Make your changes and rerun the fiscal year. As always, be very careful of the dates.
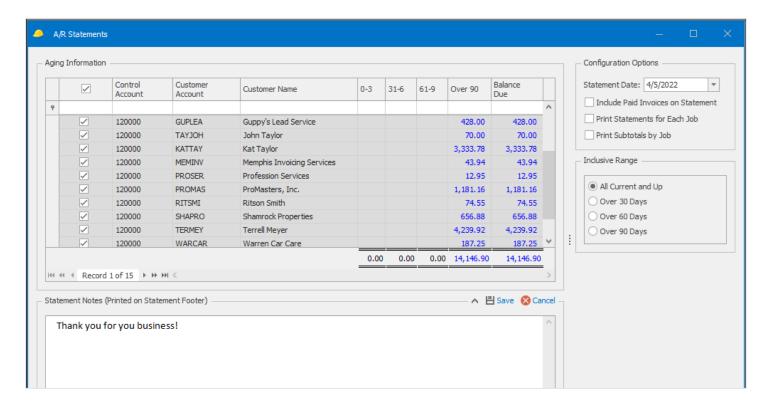
Hardhat Enterprise Updates (v. 1.0.42.34)

ACCOUNTS RECEIVABLE

A/R Statements (270):

- As a reminder, **A/R Statements** are now available in Enterprise under **Accounts Receivable** > **Invoicing** > **Statements (270)**. The program is *functionally* the same as Legacy, but with much-improved report design and user interface. **Statement Notes** that print on all statements can be entered in the **A/R Statements** window. Users can bold, underline, or set other options for text entered in that section by right-clicking in the box and selecting **Font**.

- One major addition is that users have the ability to type comments directly on the created statement while in Print Preview. **Additional Statement Comments** are unique to each individual statement, so different text can be printed for each customer. Click within the **Additional Statement Comments** box to enter the desired text.

- Users also have the ability to sort data directly from the report. Simply click a column heading to resort by that column.
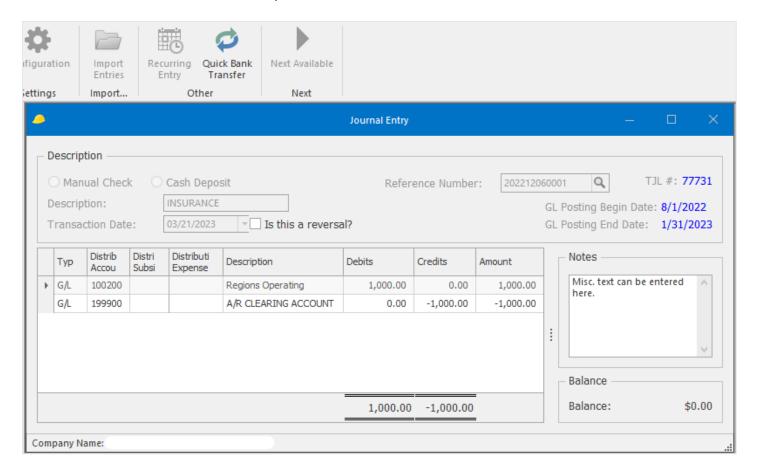
Coming soon to Enterprise

GENERAL LEDGER

Journal Entry Input
- Journal Entry in Enterprise will function much like it does in Legacy with a few added features:
    - A **Quick Bank Transfer** button on the ribbon simplifies moving money between banks.
    - Reversals are easier with a new checkbox. Also, reversals in Enterprise will not disappear as they do in Legacy.
    - **Recurring Entry** now has fields for **Start Date** and a number of **Occurrences**.
    - A **Notes** field has been added to input text.

ACCOUNTS RECEIVABLE

AR Statement Emailing

- With a few simple steps, users will soon be able to quickly email statements to specified invoicing contacts from **Customer Maintenance**.

ACCOUNTS PAYABLE

A/P Input

- **A/P Input** functions similar to Legacy, but will allow PDF files to be attached to the input itself. This feature can be used for attaching vendor invoices.