

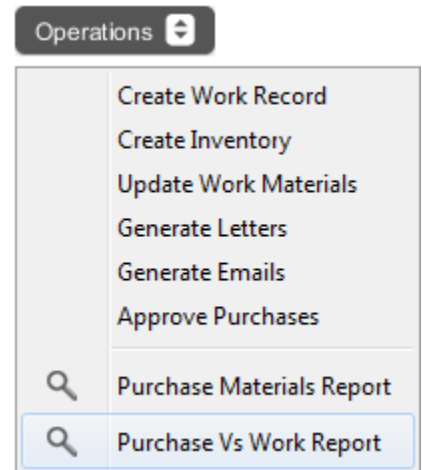
**Purchase Vs Work Report**

The Purchase Vs Work Report in AwareManager jxt is designed to be as flexible as possible. This report shows Purchase records vs. their related Work records. It is helpful in identifying the available funds for each Vendor because it shows information sorted by Vendor based upon the search criteria, usually a date range.

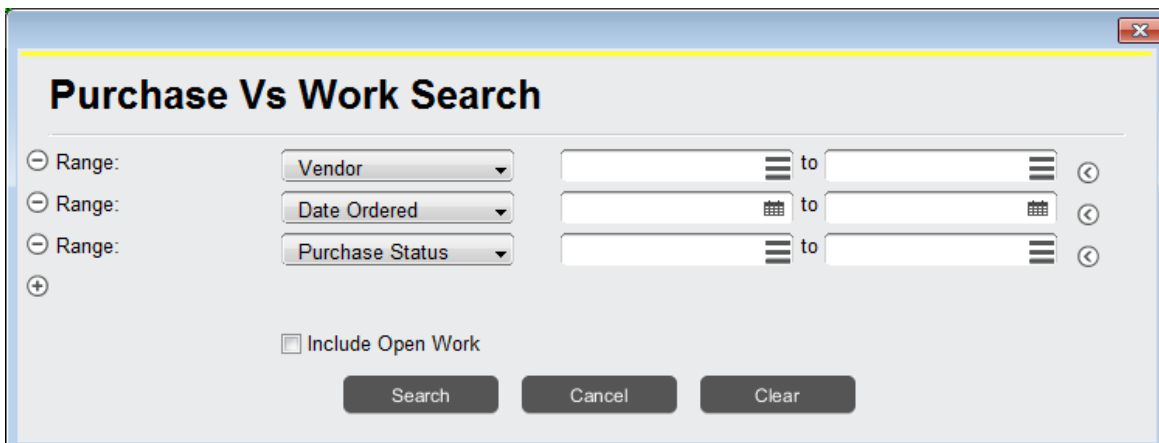
Access this report from either the Operations menu on the Purchase List and select Purchase Vs Work Report, or go to the Reports capsule (located on the Administration tab) and navigate to the list of purchase reports to find the Purchase Vs Work Report.

The report will cross reference Purchase Orders with Work Orders that have a **Closed** Status Type and shows the materials from the purchase versus their use in work orders and includes the balance left over and the variance between the two in dollars and percentage.


Use the checkbox **Include Open Work** to also include Work Orders with Open Status Types. Work Orders must be linked to the Material and Purchase records on the Material tab to be included on this report. Search criteria only applies to Purchase records - all Work Orders linked to Purchases found with the search window will appear.



**Search window:**



Example of the Purchase Vs Work Report

Vendor		Purchase Type	PO Number	Date Approved	Description	Purchase Total	Status	Variance	%
Work Type	Work Number	Date Closed			Work Cost				
 <div style="text-align: center;"> <b>Purchase Vs Work Report</b>  <b>DIG Property Group</b>                      50 Congress Street                      Boston, Massachusetts 02109                 </div>									
Search Ranges:		Vendor: ABC To WWWW							
<b>BUILDITUP - Build It Up Construction</b>									
<b>BUILDING</b>	<b>0007</b>	<b>Dec 3 10</b>			<b>We need location to have a storage area built in basement</b>	<b>153.75</b>	<b>RECEIVED</b>		
CONSTRUCT	4215	Dec 3 10			Plywood (priced per square foot)	45.00	CLOSED	108.75	70.73%
CONSTRUCT	4215	Dec 3 10			Lumber - 2x4 (priced per foot)	35.00	CLOSED	73.75	47.97%
						Balance for Purchase 0007:	73.75		
<b>TENANT</b>	<b>0014</b>	<b>Jan 22 08</b>			<b>would like storage cabinets built in back room</b>	<b>475.00</b>	<b>LOCKED</b>		
						Balance for Purchase 0014:	475.00		
<b>TENANT</b>	<b>0097</b>	<b>Dec 3 10</b>			<b>We need location to have a storage area built in basement</b>	<b>12.50</b>	<b>RECEIVED</b>		
						Balance for Purchase 0097:	12.50		
<b>ELECTRICS - Electrics for You!</b>									
<b>BUILDING</b>	<b>00005</b>	<b>Dec 3 10</b>			<b>Ballasts</b>	<b>1,500.00</b>	<b>RECEIVED</b>		
CONSTRUCT	4215	Dec 3 10			Ballasr R-1600	510.00	CLOSED	990.00	66.00%
						Balance for Purchase 00005:	990.00		
<b>BUILDING</b>	<b>0096</b>	<b>Dec 3 10</b>				<b>34.00</b>	<b>RECEIVED</b>		
CONSTRUCT	4215	Dec 3 10			Standard Door Knob	34.00	CLOSED	0.00	0.00%
						Balance for Purchase 0096:	0.00		
<b>PSI - Painting Supplies Inc.</b>									
<b>BUILDING</b>	<b>0094</b>	<b>Dec 3 10</b>				<b>66.00</b>	<b>RECEIVED</b>		
CONSTRUCT	4216	Dec 3 10			True Test Off White Paint - Gallon	66.00	CLOSED	0.00	0.00%
						Balance for Purchase 0094:	0.00		
<b>BUILDING</b>	<b>0095</b>	<b>Dec 3 10</b>				<b>149.60</b>	<b>RECEIVED</b>		
CONSTRUCT	4216	Dec 3 10			True Test Pale Yellow Paint - Gallon	118.75	CLOSED	30.85	20.62%
						Balance for Purchase 0095:	30.85		
<b>WWW - World Wide Window Washing, Inc.</b>									
<b>BUILDING</b>	<b>0017</b>	<b>Jan 22 08</b>				<b>200.00</b>	<b>LOCKED</b>		
						Balance for Purchase 0017:	200.00		

Records printed: 8