



Prepared By: _____ Date: _____

Manufacturer Name: _____

Contact Name: _____ Phone: _____ Email: _____

Document Information (Sample Attached? Yes No)

Description: _____

Type: Invoices Commission Stmtnt Sales Report POS Other: _____

Received via: Mail Email Fax Download Frequency: _____

Notes: _____

Workflow Information

dynaMACS: Sales Entry eSi Commission Reconciliation (Worksheet? Yes No)

Process Month: _____ Post Month: _____

Notes: _____

MACS:

Notes: _____

Other:

Notes: _____

Disposition:

Notes: _____