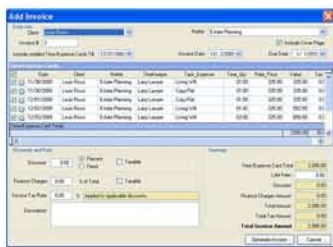
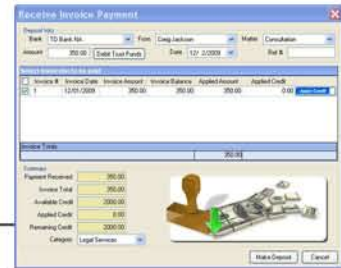


Easy TimeBill

Legal Billing, Time Tracking & Accounting Software

Easy Trust module integrates trust bookkeeping, all in one program!



**Create Matters • Receive Retainers (in Operating or Trust Bank Acct) • Record Billable Time
Generate Invoices • Receive Invoice Payments (or apply operating or trust account retainers)
Generate Client Statements • Record Operating Expenses • Generate Management Reports
Print Checks • Perform Bank Statement Reconciliations**

- ✓ **You will know each matter's unbilled, unpaid, and retainer balances at all times.**
- ✓ **Add-on module Easy Trust brings in complete trust bookkeeping and reporting in compliance with state rules.**

Easy TimeBill Brings Order to Your Back Office and Increases Profit

- **Fully networked for simultaneous multiple use.**
- **Simple to install and use. Effortlessly manage entire firm time tracking, billing and accounting. No need to hire expensive consultants.**
- **Uncluttered and natural user interface. Display matter balances in a very intuitive way.**
- **Manage an unlimited number of Timekeepers (billable persons), clients and associated matters. Fully customizable invoices and reminder letters. All generated invoices and letters can be sent via email.**
- **Enter Time and Expense Cards individually or an entire week at a time, using timesheets. An intuitive time clock system permits work on multiple matters with individually controlled start/stop times.**
- **Invoice will display billed time/expenses details along with past due and retainer balances.**
- **Receive invoice payments with new client funds or apply retainers from operating or trust bank accounts. Updated matter balances are always shown.**
- **Enter deposits and general expenses for the operating bank accounts, print checks, make deposit slips and perform bank reconciliation.**
- **You can even batch generate overdue invoice reminders, low retainer reminders, and send by email. Comprehensive billing, banking and accounting reports are also available.**
- **With the add-on Easy Trust module, perform trust bookkeeping, in compliance with state rules. Comprehensive set of trust functions and reports including 3-way reconciliation, also become available.**



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