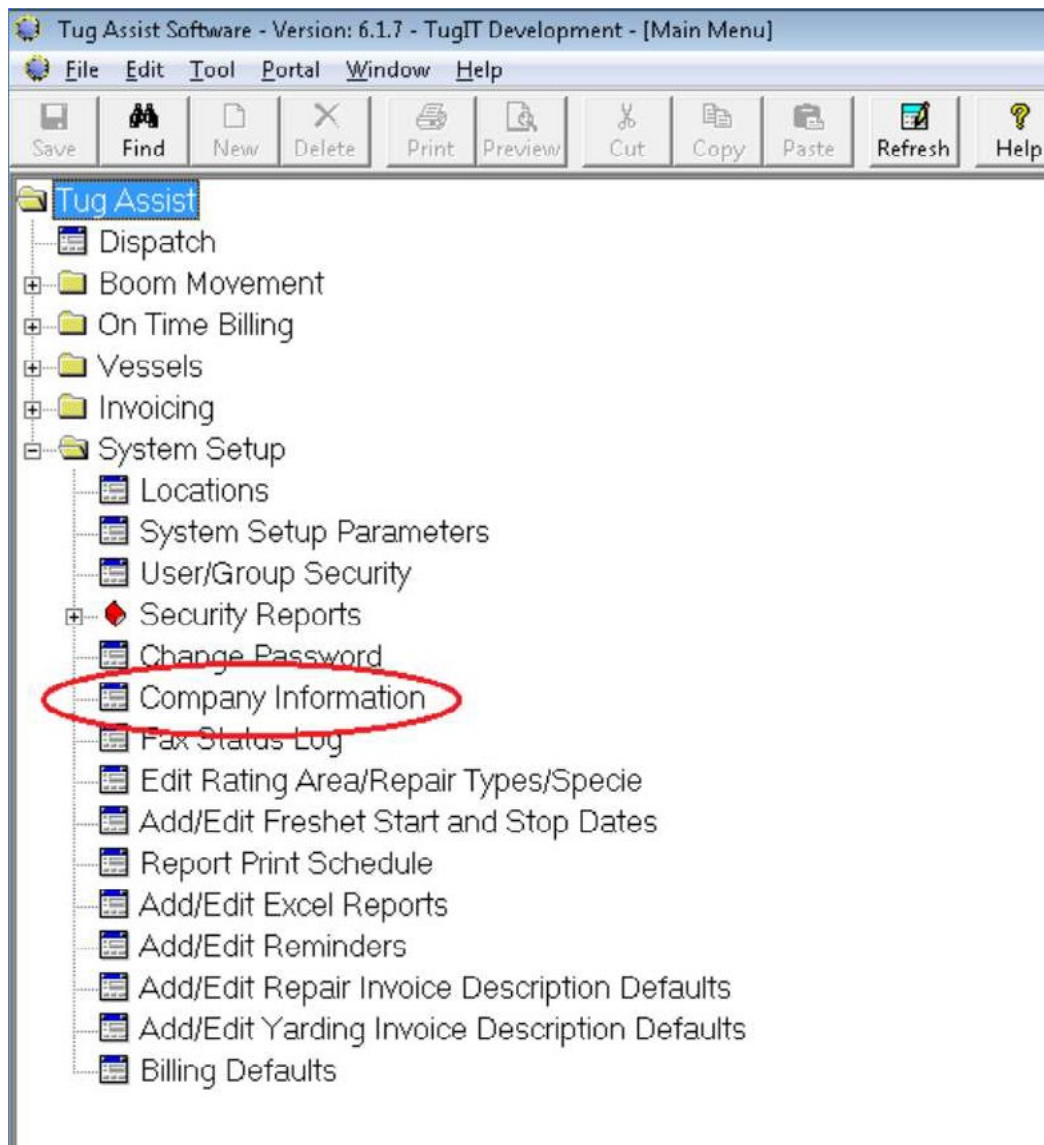


1.0 COMPANY SET-UP

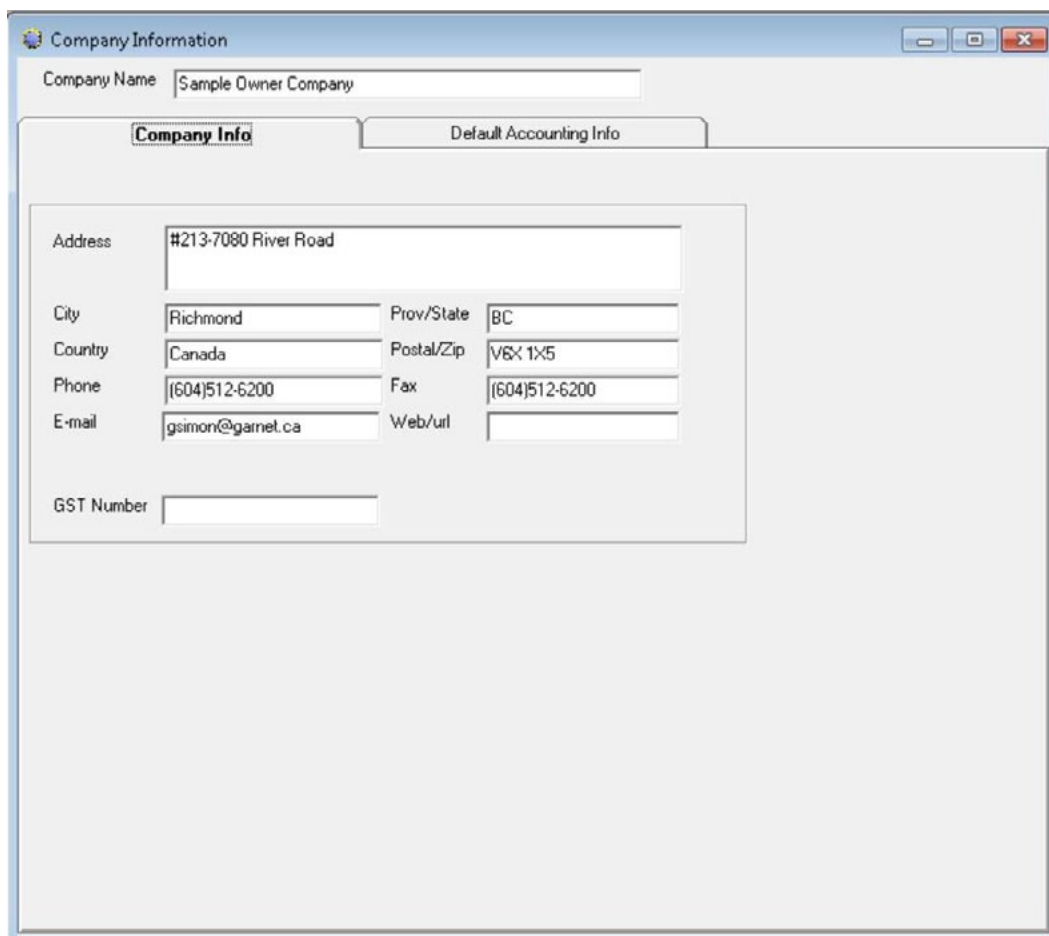
1.1

1. On the TugAssist Main Menu, under <System Setup>, click <Company Information>



2. In the Company Information dialog box, complete the required fields.

Note: GST Number is an essential field for invoicing forms.



The screenshot shows a Windows-style dialog box titled "Company Information". It has a "Company Name" field at the top containing "Sample Owner Company". Below this are two tabs: "Company Info" (selected) and "Default Accounting Info". The "Company Info" tab contains a form with the following fields:

Address	#213-7080 River Road		
City	Richmond	Prov/State	BC
Country	Canada	Postal/Zip	V6X 1X5
Phone	(604)512-6200	Fax	(604)512-6200
E-mail	gsimon@garnet.ca	Web/url	
GST Number			

End of document.