

**Inside this issue:**

Program Points	2
Support Information	4
Course Descriptions	5
Training Schedule	6
Class Registration	7
Directions & Hotel Information	8

**Equalizer Products:**

*Property-Based Systems*

- Assessing
- Equalization
- Local Tax
- County Tax
- County Delinquent Tax
- Delinquent Personal Property
- Special Assessments
- PRE Audit
- Drain Assessment
- Building Department

*Fund Accounting Systems*

- General Ledger
- Accounts Payable
- Cash Receipting
- Miscellaneous Receivables
- Payroll
- Time Sheets
- Purchase Orders
- Fixed Assets
- Utility Billing
- Human Resources

*Companion Products*

- Animal Licensing
- Cemetery Management
- Business Licensing
- Complaint Tracking
- Internet Services

BS&A Software  
14965 Abbey Lane  
Bath, MI 48808

517.641.8900  
517.641.8960 Fax

[www.bsasoftware.com](http://www.bsasoftware.com)

**Fast Facts for Michigan Business Tax**

Implementation of the Michigan Business Tax (MBT), and its effect on Personal Property Taxes, has prompted updates to both the Assessing and Tax Administration Programs. Updates within the Assessing System are complete, and changes in the Tax System will be finalized soon. Generally, both Industrial and Commercial Personal Property classified parcels will receive reduced millage rates beginning in 2008. State Tax Commission Bulletin 7, of 2007, addresses this change. Some specific details are:

**Commercial Personal:**

1. The SET will still be 6 mills
2. School Operating will be exempt UP TO 12 mills.
  - 2a. If School Operating is billed in both seasons (ex. 9 mills summer and 9 mills winter) in this example, the Tax System would exempt 6 mills each season

**Industrial Personal:**

1. The full 6 mill SET is exempt
2. School Operating is exempt UP TO 18 mills (see above for billing in both seasons)

MBT millage exemption for School Operating will be located in Taxes Setup under Billing Options. There will be an option for both commercial personal and industrial personal properties. This manual entry will affect all commercial personal and industrial personal properties.

**Warrant:** The Assessing Program now classifies the Commercial/Industrial Personal parcels as "MBT" which places them at 100% MBT. Once all changes are finalized, reports will show PRE/MBT totals. This can cause a learning curve for balancing the warrants and other reports.

**What's New...**

**BS&A Babies**

Congratulations to Dave Bilbey, and his wife, Joy, on the birth of thier daughter, Molly Bilbey. Molly was born December 22nd.

We also congratulate Ted Droste and family on their newly adopted son, Jackson. He arrived home on February 6th.

**E-Letter**

Sign up to get the quarterly newsletter in your inbox. Logon to [www.bsasoftware.com](http://www.bsasoftware.com) to register.



**Please Note...**

**BS&A will be closed on the following day:  
May 26 - Memorial Day**

# program points...

## ASSESSING SYSTEM

### *Program Points...*

#### **Assessing/Equalization News**

#### **Mass Update for January 2008 Mailed:**

A mass update was mailed to all customers with several very important changes to the Assessing system. One change from the STC that will NOT be in the Assessing system is in the Personal Property section under Table L (Cellular Equipment Form 4452). The STC added an additional year to the existing table. To add an additional year to the table would require a data conversion. Because of the time of year this was not an option and therefore form 4452 does not match the STC's form for this Assessment year. Those users that have Cellular Equipment (form 4452) and equipment is reported in the PRIOR line of that table (the .04 depreciation) they will have to do a hand calculation on those and override the value on that parcel.

**Reporting Bug in the February 2008 Mass Update:** **There was a reporting bug on the L-4022 AV report, if a parcel went to EXEMPT in the current year and the user placed the current class into an exempt class type the LOSS was not being reported on the L-4022 AV report. If the user set the TAX STATUS to an EXEMPT option and not the class then the report did report the LOSS correctly. The latest update will correct this issue. All other reports including the L-4023 DID report the LOSS correctly. The only report that was incorrectly reporting LOSS was the L-4022 AV report.**

### *Department Details...*

The State Assessors Board has mandated a specific class to be taken by all Assessors for 6-hour renewal credit, effective October 2007 through September 2008. This class is provided by the SAB with board approved instructors. Therefore, all Assessing and Tax classes held at BS&A by our instructors will not be eligible for 6-hour renewal credit through September 2008. Should the Board act to allow non-mandatory renewal programs for the 2008-2009 certification renewal period, attendees of the courses would be eligible for renewal credit at this time.

## TAX SYSTEM

### *Program Points...*

#### **Tax System**

Settlement time will be here before you know it. Here are some helpful suggestions:

- Under Reports/Balancing Settlement Reports/**Questionable Parcel & Payment** Report is an invaluable tool. If there are no questionable parcels/payments the report will be blank. If there are parcels listed, you need to correct each parcel. We cannot stress enough how much time running this report can save you in the long run.
- Under Balancing Settlement Reports/**Settlement Report** can help you quickly verify if the adjustments were all entered correctly.
- When running reports and comparing them, verify that the population on the reports matches, as we are fond of saying...Make sure you compare apples to apples.
- Often times a payment reversal or refund was done for a posting period that funds were already disbursed on and reports were finalized. If you don't balance we suggest you rerun your reports for that time frame to find the discrepancy.
- A daily cash journal would be a good starting report to find any discrepancies between payment reports.
- If your County requires PKZIP or WINZIP to compress the exported settlement files, you will need to have a copy of this program and be able to run it. Due to license restrictions we are no longer able to provide a copy of PKZIP or WINZIP.

#### **Interest on Deferred Parcels**

Under Taxes Setup/**Interest and Penalty Setup** there is a button labeled **Interest/Penalty charges for parcels marked as deferred**. Enter Start Dates and Interest rates here to charge interest/penalty on deferred parcels that did not pay on time.

#### **Database Compare:**

Under Balancing Settlement Reports, the Assessing System Database compare has been added. The following needs to be implemented before the report can run successfully:

1. 2006 or later version of EQ Assessing
2. An established link between EQ Assessing & Tax
3. The EQ Assessing utility "write floating values" must be performed first.

**Did you know**, there is a list of help documents and data layouts located on our website. There are a number of PDF help documents that will walk you through many of the basic processes in the Tax program and some basic data layouts that are useful when receiving third party imports. Go to [www.bsasoftware.com/support/programs/tax/](http://www.bsasoftware.com/support/programs/tax/) and scroll down the page.

## FUND ACCOUNTING SYSTEMS

### *Department Details...*

#### **Upcoming User Group Meetings**

We will be hosting a Utility Billing User Group Meeting on May 2, 2008. An additional day will be scheduled for any overflow, should the first date fill up.

#### **Other classes scheduled are as follows:**

FA I Class: May 13, 2008

FA II Class: May 14, 2008

UB Report Writer Class: June 2, 2008

UB I Class: June 24, 2008

UB II Class: June 25, 2008

## INTERNET SERVICES

Interested in accepting tax or utility bill payments online? About 30% of our IS customers are doing just that. We partner with Official Payments Corp. to allow for online payments via credit card & e-Check. Transactions are made real-time and can automatically update your Equalizer Tax System with these payments. Contact IS Support for additional information.



## HOST IT RIGHT WEB DESIGN CLASS

**This is a FREE class offered by IT Right.**

Instructor: Daniel P. Eggleston, MCSE+I & Melissa Eggleston of IT RIGHT

Classes are held at BS&A Software from 9 to noon

**Please call Dan or Melissa to register 517.318.0350**

**IT Right Web Design** - Tools to build and maintain a professional looking, user-friendly web site. If you know how to work Microsoft Word, you can do this. Provide up-to-date information 24 hours a day on the web without breaking your budget. Go to [yourtownshiphere.com](http://yourtownshiphere.com) for more information. (Note: This class provides instruction for building an IT Right-hosted web site.)

## BUILDING DEPARTMENT SYSTEM

### *New Version News...*

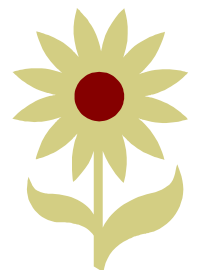
#### **Support Web Page**

Visit the Building Department System support web page to keep up on latest program updates, instructional documents, and other files. The web page is accessible through the program by clicking on Help/View Support Page (Web).

### *Old Version News...*

Please contact building support at 517-641-8900 or [permitsupport@bsasoftware.com](mailto:permitsupport@bsasoftware.com) for information about updating to the new version of the Building Department software.

Go to [www.bsasoftware.com/support/programs/building\\_department/](http://www.bsasoftware.com/support/programs/building_department/) for a list of 'Help Docs'. There are a number of PDF help documents that will walk you through many of the basic processes in the Building Department program.



# support information...

## ANNUAL SUPPORT FEE NOTE

Your "Support Agreement," which covers program updates and technical support, guaranteed that fees will not change for the first three years that your municipality uses our software. After that time we reserve the right to increase fees by the cumulative Consumer Price Index. Therefore, if you purchased a program in 2005, or prior, your 2008 Support Fee will increase.

## TECHNICAL SUPPORT

We encourage you to take advantage of using email to contact our support staff. This is especially useful for those customers who do not work in their offices each day during regular business hours.



Please keep in mind not all situations can be handled through email. Occasionally we may need to speak with you.

**Assessing** - asgsupport@bsasoftware.com

**Tax** - taxsupport@bsasoftware.com

**Delq Tax** - taxsupport@bsasoftware.com

**Delq Personal Property** - taxsupport@bsasoftware.com

**Special Assessment** - taxsupport@bsasoftware.com

**Building Dept.** - permitsupport@bsasoftware.com

**Utility Billing** - fundacc2@bsasoftware.com

**Fund Accounting** - fundacc2@bsasoftware.com

**Internet Services** - is@bsasoftware.com

## SENDING DATA / MESSAGES

**Please remember to note on your envelope or enclosure the department or person that has requested the data.** It is also important to label the diskettes or CD sent. Our goal is to serve you as quickly as possible and unlabeled items could cause a delay in that process.

### **Sending BS&A data or a question via email:**

- 1) When sending emails to any of our departments please put the name of your unit, your name and phone number in the subject line. For security reasons we delete any unknown emails.
- 2) You may also go to our web site, or in some cases, directly through the program, to email us. Page 5 of this newsletter lists the department emails and outlines which programs have email capability within the program.

### **Remember...**

If Tax data is being converted: Grand Totals & Millage Rates for each school district must be included.

## OTHER TRAINING OPTIONS

### **BIG RAPIDS**

We offer training for Assessing Levels I-IV, Commercial/Industrial, Apex, Tax Levels I & II and Spilts/Combo classes in Big Rapids. Groups of four or may may schedule training with Dan Kirwin. Please call Dan at 517-819-3625 for additional information.

## ASSESSING COURSES

### **LEVEL I - PROGRAM INTRODUCTION AND SETUP**

Recommended for the Assessor or designated new user of the Assessing/Equalization System. The course will cover all master list setup in Program Management and its importance in data entry and reporting. Roll balancing and frequently used reports will also be covered. Understanding the importance of a plan to remove parcels from the override calculation status will be discussed.

### **LEVEL II - ASSESSMENT ROLL & DATA ENTRY**

This course demonstrates how to perform the assessment roll including name/address changes, sales, uncapping, P.R.E.s, building permits, and processing splits. Entering all types of appraisal information will also be covered.

### **LEVEL III - LAND TABLES, ECFs & SALES STUDIES**

Designed for the user that will be responsible for creating/maintaining land rates, analyzing/setting ECFs, and performing sales studies. The course will also review related reports for each of these features.

### **LEVEL IV- ASSESSING CYCLE & SPECIAL ACTS PARCELS**

This course reviews the entire assessment cycle, beginning with creating a new assessment year database, rolling over the database, and processing all types of adjustments through end of assessment roll review (needed prior to sending Change Notices). As a part of this course, Special Acts parcels will be reviewed with ideas and reports that are useful for managing special rolls.

### **APEX SKETCH**

This class will cover the use of the Apex IV or Medina Version Assessor sketching program to draw both buildings and land, and its integration into the Equalizer Assessing System.

### **PERSONAL PROPERTY**

This one-day class is designed for assessors, appraisers and other office staff who perform duties pertaining to the processing, data entry and reporting of Personal Property. Topics discussed in detail are printing of the personal property statements, processing statements, assessing buildings on leased land, estimating assessments for non-filers and Board of Review changes.

### **COMMERCIAL/INDUSTRIAL**

This one-day class will cover the details of inputting Commercial/Industrial structures into the Equalizer Assessing System. Examples of Calculator, Segregated, Unit-in-Place and Income Capitalization will be used.

### **SPLITS/COMBINATION**

A one-day class to cover parcel splits/combinations in the Assessing System.

**The SAB has mandated a specific class to be taken by all Assessors for 6-hour renewal credit, effective Oct 2007 through Sept 2008. Therefore, all Assessing & Tax classes held at BS&A by our instructors will not be eligible for 6-hour renewal credit through Sept. 2008.**

## TAX SYSTEM COURSES

### LEVEL I - INTRODUCTION & CREATING A TAX ROLL

Recommended for the Treasurer or person creating their first tax roll using the Equalizer Tax System. Course covers general setup and tax setup items relevant to creating a tax roll. Importing from EQ Assessing, developing a tax roll checklist, and establishing millage rates for all billing types is also covered, as well as working with mortgage information and reviewing options for adding special assessments to the tax bill. A review of the reports available for balancing purposes and tax bill printing throughout the roll setup will be presented.

### LEVEL II - WORKING WITH THE TAX ROLL

Designed for any Tax System user working with an existing tax roll throughout the course of the collection cycle. Roll maintenance such as name/address updates, mortgage codes, deferments, and handling taxpayer inquiries will be covered. Course will also include payment processing, adjustments, and roll balancing with reports related to each item.

### EQUALIZER SPECIAL ASSESSMENT SYSTEM

Program setup and creating a multi-year, principal/interest type of Special Assessment District with various benefit calculation methods will be covered. Creating a separate billing for special assessments and/or billing the annual installment on a current tax bill will also be reviewed.

### DELINQUENT PERSONAL PROPERTY SYSTEM

Designed to acquaint new users with the Equalizer Delinquent Personal Property System. Topics discussed in detail are initial setup, data entry, generating reports, entering general ledger account numbers, and receipting. Also discussed will be the use of the built-in Report Writer.

### COMBINED CLASS - REPORT WRITER, QUERIES, FILTERS

Designed for any interested Equalizer Assessing or Tax System users. The features of the Report Writer are the same for both systems and will be covered in detail. Examples are given of creating custom reports.

## BUILDING DEPT. SYSTEM COURSES

### INTRODUCTION COURSE FOR INSPECTORS

Designed for inspectors and code enforcement officers, this class will focus on those features most important to individuals responsible for managing these activities. Included in this course will be such items as Code Enforcement setup and techniques, Permit setup and inspection techniques, how to view/print the daily schedule, how to create automatic reminders, how to set up and use rental certification cases, and a host of other useful features.

### INTRODUCTION COURSE FOR SUPPORT STAFF

This class presents the fundamentals necessary for data entry and primary program management and is designed for those users who are new to the Building Department System and wish to learn how to best utilize the System in their daily operations. Class contents include program setup features, how to add permits, schedule and print daily inspections, add inspection results, print standard formatted letters, how to set up and manage projects, and how to best utilize the automated reminder feature as well as many other components useful to day-to-day operations.

### ADMINISTRATION STAFF (ADVANCED)

Created for administrative-level users, this class covers more advanced features and how to best utilize the System for property information management. Topics covered in this class are Report Writing and Letter Writing instructions. Also included in this class will be such items as project management issues, user account management, maintenance utilities, name management information, mass letter writing features and other administrative-level topics. Suggested prerequisite: Support Staff Introduction Course.

### NEW VERSION INTRODUCTION

This class is designed for the experienced user (administrators and office staff) who are already familiar with the original Permit System and who wish to learn the new features now available with the new version. This course will cover such newly added items as Rental Certification, Inspection Deficiency window, Reminder Management, new Naming Configuration issues and their impact, financial features, and Mass Letter-writing techniques.

## FUND ACCOUNTING COURSES

### FUND ACCOUNTING I

This course is designed for anyone wishing to grasp the basics of Fund Accounting. Topics covered will be: description of fund accounting, components of a uniform chart of accounts, typical accounting transactions including inter-fund activity, pooled cash vs. non-pooled cash, internal controls, preparing an account reconciliation, budgeting, basic financial statements and what to expect during your annual audit.

### FUND ACCOUNTING II

This course is designed for anyone wishing to learn more of the reporting aspects of Fund Accounting and more advanced topics. Topics covered will be: GASB 34 reporting, F-65 reporting, fixed assets including, capitalization; depreciation; repairs and maintenance; disposals and improvements, purchase orders and encumbrances, and project accounting.

### UTILITY BILLING REPORT WRITER

This course is designed for users of the Utility Billing System wishing to learn the features of the Report Writer and examples of creating custom reports.

### UB REFRESHER COURSE I (BEGINNER)

A one-day class designed to acquaint users with the basic features and processes in the Equalizer Utility Billing System. The class is perfect for the first time user or any experienced user wishing to sharpen or refresh their skills. This course covers:

- ▶ Creating a Billing Cycle
- ▶ Exporting/Importing Meter Reads
- ▶ Estimating Meter Reads
- ▶ Calculating, printing & journalizing bills
- ▶ Accepting payments
- ▶ Calculating Penalties/Interest
- ▶ Final Bills
- ▶ Refunding Deposits
- ▶ Billing Adjustments
- ▶ Refunding Credits/Deposits to EQ Accounts Payable
- ▶ Using Account/Service/Billing Item Templates

### UB REFRESHER COURSE II (ADVANCED)

A one-day class designed to acquaint users with more advanced utilities and processes in the Equalizer Utility Billing System. The class is perfect for the seasoned user who wishes to learn or brush up on skills with these advanced features. This course covers:

- ▶ Past Due/Shut Off Wizard
- ▶ Work Orders
- ▶ Meter Change-outs
- ▶ Meter Roll-over
- ▶ Meter Head Changes
- ▶ Working with Deposits
- ▶ Attachment System
- ▶ Letter-writer System
- ▶ Reconciliation Manager
- ▶ Transfer Delinquent Utility Bills to EQ Tax System

# Equalizer Software Training Schedule

## 2nd Quarter, 2008

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>April</b>		1	2	3	4
	7 Tax Level I	8 Tax Level II	9 Special Assessments	10	11
	14 Bldg. Dept. Inspector Intro	15 Bldg. Dept. Support Intro	16 Bldg. Dept. Admin	17 Bldg. Dept. New Version Conversion	18
	21 Commercial Industrial	22 Personal Property	23 <b>APEX - Big Rapids</b>	24	25 <b>Delinquent County Tax User Group</b>
	28	29 IT Right Web Design	30	31	

<b>May</b>				1	2 <b>Utility Billing User Group</b>
	5 Assessing Level I	6 Assessing Level II	7 Assessing Level III	8 Tax Level I	9 Tax Level II
	12 Assessing & Tax Report Writer	13 Fund Accounting I	14 Fund Accounting II	15 IT Right Web Design	16
	19 Bldg. Dept. Inspector Intro	20 Bldg. Dept. Support Intro	21 Bldg. Dept. Administrative	22 Bldg. Dept. New Version Conversion	23
	26 <b>Closed Memorial Day</b>	27 Delinquent Personal Property	28	29	30

<b>June</b>	2 Utility Billing Report Writer	3 Assessing Level I	4 Assessing Level II	5 IT Right Web Design	6
	9 Tax Level I	10 Tax Level II	11	12	13
	16 Bldg. Dept. Inspector Intro <b>APEX Big Rapids</b>	17 Bldg. Dept. Support Intro <b>Splits/ Combo Big Rapids</b>	18 Bldg. Dept. Administrative	19 Bldg. Dept. New Version Conversion	20
	23	24 Utility Billing Refresher I	25 Utility Billing Refresher II	26	27
	30				

**Groups of 4 or more may schedule Assessing & Tax Training in Big Rapids with Dan Kirwin. Contact 517-819-3625.**

Retake a class for free! If you would like to brush up on recently learned skills, you may retake the same class within 6 months free of charge if space is available. Call for details.

# Registration Information

## 2nd Quarter, 2008

### LOCATION

Training classes are held in our office in Bath, MI. BS&A Software has historically been a casual company and we encourage our customers to dress comfortably when attending a class. Feel free to wear jeans or shorts (weather permitting, of course)!

### INSTRUCTORS

Class instructors will be Colleen Brook, Marketing/Training Rep; Bill Garner, Marketing/Training Rep; Kelly Garner, Marketing/Training Rep, Dan Kirwin, Marketing/Training Rep, Edie Hunter, Marketing/Training Rep, and Jeff Howe, Permit Trainer. Occasionally, another qualified member of our staff may teach a class, depending on the availability of the primary instructors.

### CLASS TIME

Each class is one full day from 9:00 a.m. - 4:00 p.m. with a lunch break. Lunch is on your own; restaurants will be discussed in class.

### CLASS FEES/INVOICING INFORMATION

Class fee is **\$195** per person/per class. **We ask that you DO NOT send payment until you are invoiced. Advanced registration is required by filling out and returning the form below. Sorry, no phone reservations will be accepted.**

### CONFIRMATION

Confirmation of your registration will be sent prior to the scheduled class date(s). This will include directions to our office and hotel information. No hotel rooms are blocked; reservations are the responsibility of the attendee(s).

### CANCELLATION POLICY

**BS&A Class Cancellation:** At least four (4) individuals must be registered for a class to be held. In the event of low registration, the class will be cancelled. Those registered will be notified at least one week prior to the scheduled date and will be given priority to register in the next available class.

**Attendee Cancellation:** Cancellation by attendees made less than four (4) working days prior to class, or a "no-show" without prior notification, will result in a \$50 administration fee per attendee.

Mail or Fax Completed Form to:  
**BS&A Software • 14965 Abbey Lane • Bath, MI 48808**  
 Fax 517.641.8960

CLASS	DATE	# ATTENDING	REGISTRATION INFORMATION
<b>ASSESSING</b>			<b>UNIT:</b> _____
Assessing Level I	_____	_____	<b>COUNTY:</b> _____
Assessing Level II	_____	_____	
Assessing Level III	_____	_____	
Assessing Level IV	_____	_____	
Personal Property	_____	_____	<b>CONTACT:</b> _____
Apex Sketch	_____	_____	
Commercial/Industrial	_____	_____	<b>PHONE:</b> _____
Splits & Combination	_____	_____	
<b>TAX</b>			<b>EMAIL:</b> _____
Tax Level I	_____	_____	<b>ATTENDEES:</b> _____
Tax Level II	_____	_____	
Special Assessments	_____	_____	
Delinquent Personal Property	_____	_____	
Asg/Tax Report Writer	_____	_____	_____
<b>BUILDING DEPT.</b>			_____
Inspector Intro	_____	_____	_____
Support Staff Intro	_____	_____	
Administrative (Advanced)	_____	_____	
New Version Conversion	_____	_____	
<b>FUND ACCOUNTING</b>			_____
Fund Accounting I	_____	_____	_____ - _____ - _____
Fund Accounting II	_____	_____	
Utility Billing Report Writer	_____	_____	
Utility Billing Refresher I	_____	_____	
Utility Billing Refresher II	_____	_____	
_____	_____	_____	
<b>IT RIGHT COURSE</b>			<b>Please indicate the location you will be attending classes.</b>
Web Design (9am-Noon)	_____	_____	_____ <b>BS&amp;A office in Bath Twp</b>
			_____ <b>Big Rapids with Dan Kirwin</b>

## DIRECTIONS TO BS&A SOFTWARE

### Bath, Michigan

**I-127 NORTH (Jackson area)** - Travel North on **I-127** to **I-69** East to Webster Rd Exit (Exit 92)

**I-69 NORTH (Marshall area)** - Travel North on **I-69**, continue on East **I-69** towards Flint, to Webster Rd Exit (Exit 92)

**I-27 SOUTH (Mt. Pleasant area)** - Travel South on **I-27** to **I-69** East towards Flint, to Webster Rd Exit (Exit 92)

**I-69 WEST (Flint area)** - Travel West on **I-69** to Webster Rd Exit (Exit 92)

**I-96 EAST (Grand Rapids area)** - Travel East on **I-96** to **I-69** East towards Flint, to Webster Rd Exit (Exit 92)

The office is located off Webster Rd in Somerset Park, North of I-69 approximately 1/4 mile. Turn Right into Somerset and Right at the stop sign, which is Abbey Lane. We're all the way around to the back. Somerset is a new development and is not yet on MapQuest, printed maps or other mapping software.



## HOTEL INFORMATION

### Sleep Inn

1101 Commerce Park Dr, Dewitt  
517-669-8823 or 1-866-613-9330

### Courtyard By Marriott

2710 Lake Lansing Rd, Lansing  
517-482-0500 or 1-866-613-9330

## Newsletter & Training Schedule - 2nd Quarter, 2008

*Offering unparalleled client service and support while continuously perfecting our software applications...all at a fair and reasonable price.*

[www.bsasoftware.com](http://www.bsasoftware.com)

14965 Abbey Lane  
Bath, MI 48808

