

QUICKTRAINER, INC.

MASTER CHART OF ACCOUNTS

!ACCNT	NAME	ACCNTTYPE	ACCNUM
ACCNT	Your Bank Name	BANK	1000
ACCNT	Accounts Receivable	AR	1200
ACCNT	Undeposited Funds	OCASSET	1499
ACCNT	Security Deposits Held	OCASSET	1700
ACCNT	Fixed Assets	FIXASSET	1800
ACCNT	Fixed Assets:Leasehold Improvements	FIXASSET	1810
ACCNT	Fixed Assets:Furniture & Fixtures	FIXASSET	1820
ACCNT	Fixed Assets:Equipment	FIXASSET	1830
ACCNT	Fixed Assets:Computer H/W	FIXASSET	1840
ACCNT	Fixed Assets:Computer S/W	FIXASSET	1845
ACCNT	Fixed Assets:Office Equipment	FIXASSET	1850
ACCNT	Fixed Assets:Autos & Trucks	FIXASSET	1860
ACCNT	Fixed Assets:Other Assets	FIXASSET	1870
ACCNT	Fixed Assets:Intangibles	FIXASSET	1880
ACCNT	Accum Deprec - Fixed Assets	FIXASSET	1900
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Leasehold	FIXASSET	1910
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Furniture	FIXASSET	1920
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Equipment	FIXASSET	1930
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Computer H/W	FIXASSET	1940
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Computer S/W	FIXASSET	1945
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Office Equipment	FIXASSET	1950
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Autos & Trucks	FIXASSET	1960
ACCNT	Accum Deprec - Fixed Assets:Accum Deprec - Other Assets	FIXASSET	1970
ACCNT	Accum Deprec - Fixed Assets:Accum Amort - Intangibles	FIXASSET	1980
ACCNT	Accounts Payable	AP	2000
ACCNT	Credit Cards	CCARD	2005
ACCNT	Credit Cards:Your:Credit Card Name 1	CCARD	2006
ACCNT	Credit Cards:Your:Credit Card Name 2	CCARD	2007
ACCNT	Sales Tax Payable	OCLIAB	2050
ACCNT	Payroll Liabilities	OCLIAB	2100
ACCNT	Payroll Liabilities:Employee SS Payable	OCLIAB	2110
ACCNT	Payroll Liabilities:Company SS Payable	OCLIAB	2120
ACCNT	Payroll Liabilities:Employee Medicare Payable	OCLIAB	2130
ACCNT	Payroll Liabilities:Company Medicare Payable	OCLIAB	2140
ACCNT	Payroll Liabilities:Federal Income Tax Payable	OCLIAB	2150
ACCNT	Payroll Liabilities:FUTA Payable	OCLIAB	2160
ACCNT	Payroll Liabilities:State Income Taxes Payable	OCLIAB	2170
ACCNT	Payroll Liabilities:SUTA Payable	OCLIAB	2180

QUICKTRAINER, INC.
MASTER CHART OF ACCOUNTS

ACCNT	Payroll Liabilities:Advanced Earned Income	OCLIAB	2190
ACCNT	Business Loans	LTLIAB	2700
ACCNT	Business Loans:Loan from Shareholder	LTLIAB	2710
ACCNT	Business Loans:A Bank Loan	LTLIAB	2720
ACCNT	Capital Stock	EQUITY	3000
ACCNT	Profit Distributions	EQUITY	3500
ACCNT	Retained Earnings	EQUITY	3600
ACCNT	Gross Sales	INC	4000
ACCNT	Gross Sales:Revenue Type 1	INC	4010
ACCNT	Gross Sales:Revenue Type 2	INC	4020
ACCNT	Reimbursement for Expenses	INC	4100
ACCNT	Interest Income	INC	4200
ACCNT	Finance Charge Income	INC	4300
ACCNT	Shipping & Handling Income	INC	4400
ACCNT	Customer Refunds	INC	4500
ACCNT	Returned Check Charges	INC	4600
ACCNT	Discount Allowances	INC	4999
ACCNT	Cost of Goods Sold	COGS	5000
ACCNT	Cost of Goods Sold:COGS - Purchases	COGS	5010
ACCNT	Cost of Goods Sold:COGS - Employees	COGS	5020
ACCNT	Cost of Goods Sold:COGS - Subcontractors	COGS	5030
ACCNT	Payroll	EXP	6000
ACCNT	Payroll:Salaries & Wages - Employees	EXP	6010
ACCNT	Payroll:Officers Compensation	EXP	6020
ACCNT	Payroll:Bonus	EXP	6030
ACCNT	Payroll:Commissions	EXP	6040
ACCNT	Advertising & Promotion	EXP	6100
ACCNT	Advertising & Promotion:Advertising	EXP	6110
ACCNT	Advertising & Promotion:Marketing	EXP	6120
ACCNT	Advertising & Promotion:Trade Shows & Promotions	EXP	6130
ACCNT	Auto & Truck Expenses	EXP	6200
ACCNT	Auto & Truck Expenses:Auto & Truck Insurance	EXP	6210
ACCNT	Auto & Truck Expenses:Auto Maintenance & Repairs	EXP	6220
ACCNT	Auto & Truck Expenses:Gas/Fuel	EXP	6230
ACCNT	Auto & Truck Expenses:Vehicle Registration & Tax	EXP	6240
ACCNT	Bank Service Charges	EXP	6300
ACCNT	Merchant Services Fees	EXP	6310
ACCNT	Insurance	EXP	6400
ACCNT	Insurance:Liability Insurance	EXP	6410

QUICKTRAINER, INC.
MASTER CHART OF ACCOUNTS

ACCNT	Insurance:Life Insurance	EXP	6420
ACCNT	Insurance:Medical Insurance	EXP	6430
ACCNT	Insurance:Property Insurance	EXP	6440
ACCNT	Insurance:Workers Comp Insurance	EXP	6450
ACCNT	Expensed Items	EXP	6500
ACCNT	Expensed Items:Expensed - Computer H/W	EXP	6510
ACCNT	Expensed Items:Expensed - Computer S/W	EXP	6520
ACCNT	Expensed Items:Expensed - Equipment	EXP	6530
ACCNT	Expensed Items:Expensed - Furniture & Fixtures	EXP	6540
ACCNT	Repairs & Maintenance	EXP	6600
ACCNT	Repairs & Maintenance:Building Repairs	EXP	6610
ACCNT	Repairs & Maintenance:Computer Repairs	EXP	6620
ACCNT	Repairs & Maintenance:Equipment Repairs	EXP	6630
ACCNT	General Expenses	EXP	6700
ACCNT	General Expenses:Books & Publications	EXP	6710
ACCNT	General Expenses:Cell Phone	EXP	6720
ACCNT	General Expenses:Cleaning & Maintenance	EXP	6740
ACCNT	General Expenses:Dues and Subscriptions	EXP	6750
ACCNT	General Expenses:Equipment Rental	EXP	6760
ACCNT	General Expenses:Gifts & Contributions	EXP	6770
ACCNT	General Expenses:Interest Expense	EXP	6780
ACCNT	General Expenses:Interest Expense:Finance Charges	EXP	6790
ACCNT	General Expenses:Interest Expense:Loan Interest	EXP	6800
ACCNT	General Expenses:ISP, DSL, Web Hosting	EXP	6810
ACCNT	General Expenses:Laundry and Uniform Expense	EXP	6820
ACCNT	General Expenses:Meeting Expenses	EXP	6850
ACCNT	General Expenses:Memberships	EXP	6860
ACCNT	General Expenses:Office Supplies	EXP	6870
ACCNT	General Expenses:Penalties	EXP	6880
ACCNT	General Expenses:Postage and Delivery	EXP	6890
ACCNT	General Expenses:Rent	EXP	6900
ACCNT	General Expenses:Sanitation	EXP	6910
ACCNT	General Expenses:Security Services/Systems	EXP	6920
ACCNT	General Expenses:Seminars & Education	EXP	6930
ACCNT	General Expenses:Telephone	EXP	6940
ACCNT	General Expenses:Utilities	EXP	6950
ACCNT	General Expenses:Utilities:Electric	EXP	6970
ACCNT	General Expenses:Utilities:Water and Sewer	EXP	6980
ACCNT	General Expenses:Printing & Copying	EXP	6990

QUICKTRAINER, INC.
MASTER CHART OF ACCOUNTS

ACCNT	Travel & Entertainment	EXP	7000
ACCNT	Travel & Entertainment:Airfare	EXP	7010
ACCNT	Travel & Entertainment:Entertainment	EXP	7020
ACCNT	Travel & Entertainment:Hotel / Motel	EXP	7030
ACCNT	Travel & Entertainment:Meals	EXP	7040
ACCNT	Travel & Entertainment:Mileage	EXP	7050
ACCNT	Travel & Entertainment:Parking and Tolls	EXP	7060
ACCNT	Travel & Entertainment:Rental Car	EXP	7070
ACCNT	Payroll Tax Expenses	EXP	7100
ACCNT	Payroll Tax Expenses:Social Security - Company Exp	EXP	7110
ACCNT	Payroll Tax Expenses:Medicare - Company Expense	EXP	7120
ACCNT	Payroll Tax Expenses:FUTA - Company Expense	EXP	7130
ACCNT	Payroll Tax Expenses:SUTA - Company Expense	EXP	7140
ACCNT	Payroll Tax Expenses:Payroll Service Expense	EXP	7150
ACCNT	Licenses & Other Taxes	EXP	7200
ACCNT	Licenses & Other Taxes:Licenses & Permits	EXP	7210
ACCNT	Licenses & Other Taxes:Property Taxes	EXP	7220
ACCNT	Licenses & Other Taxes:State Registration & Other Tax	EXP	7230
ACCNT	Licenses & Other Taxes:Federal Corporate Taxes	EXP	7240
ACCNT	Professional Fees	EXP	7300
ACCNT	Professional Fees:Accounting	EXP	7310
ACCNT	Professional Fees:Consultant Fees	EXP	7320
ACCNT	Professional Fees:Contracted Services	EXP	7330
ACCNT	Professional Fees:Legal Fees	EXP	7340
ACCNT	Depreciation	EXP	7400
ACCNT	Depreciation:Amort - Leasehold Improvements	EXP	7410
ACCNT	Depreciation:Amortization - Intangibles	EXP	7420
ACCNT	Depreciation:Depreciation - Autos & Trucks	EXP	7430
ACCNT	Depreciation:Depreciation - Computer H/W	EXP	7440
ACCNT	Depreciation:Depreciation - Computer S/W	EXP	7450
ACCNT	Depreciation:Depreciation - Equipment	EXP	7460
ACCNT	Depreciation:Depreciation - Furniture & Fix	EXP	7470
ACCNT	Depreciation:Depreciation - Office Equipment	EXP	7480
ACCNT	Depreciation:Depreciation - Other Assets	EXP	7490
ACCNT	Bad Debt Expense	EXP	7700
ACCNT	Voided Checks	EXP	8000
ACCNT	Ask My Accountant	EXP	9000