

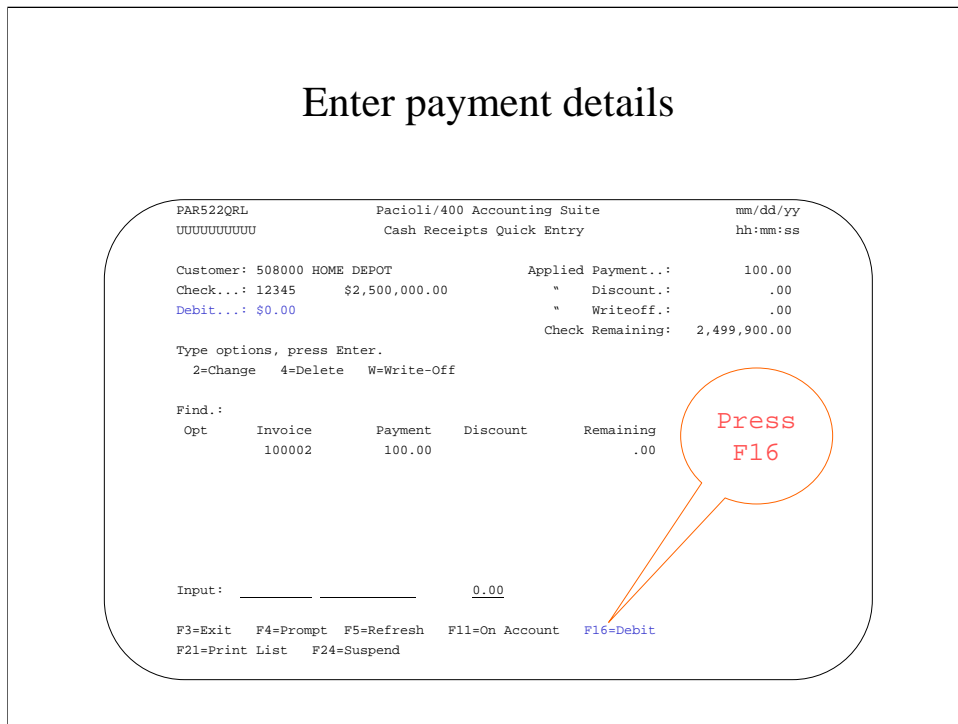
Debit Line Items

- Apply customer initiated debits at time of payment entry, creating a debit memo(s) for the amount(s).
- Debit amount plus check amount can be applied to open invoices, referencing check number.
- Once approved, apply credit memo(s) to the debit memo(s).

This presentation walks you through the proposed changes to the Pacioli/400 Accounts Receivable Cash Entry process to add a feature called “Debit Line Item” support.

Scenario: You have issued invoices, the customer is paying invoices and you continue to issue new invoices. The customer determines that there is an issue (maybe defective material) with a previously paid invoice. As the customer is preparing a new check, he includes a debit item for the previously paid invoice on the new remittance. As you enter the payment information, you want to record the amount of this debit and include the amount as you apply payments to invoices. You will deal with the debit later.

For tracking purposes, you want to keep the customer’s reference number of their debit and the details of when this occurred. These transactions will appear on customer statements, in the aging report and in the inquiries.



- When user encounters a “Debit Line Item”, press F16=Debit to create a debit memo for the amount.

Enter Debit Line Items

```
PAR522DRL          Pacioli/400 Accounting Suite          mm/dd/yy
UUUUUUUUUU          Debit Line Item Entry                hh:mm:ss

Customer: 508000 HOME DEPOT
Check...: 12345      $2,500,000.00
Debit...: $47.50

Type options, press Enter.
  2=Change  4=Delete

Find.:
  Opt      Debit      Amount
  -        47225270    47.50

Input:  66339556      82.42

F3=Exit  F12=Return
```

- Enter 1 to many debit line items. The amount accumulates for all debits entered. Press F12 to return to normal cash or quick cash entry.
- You may return to this screen multiple times during processing of a single check.

Completed Debit Transactions

```
PAR522QRL          Pacioli/400 Accounting Suite          mm/dd/yy
UUUUUUUUUU        Cash Receipts Quick Entry             hh:mm:ss

Customer: 508000 HOME DEPOT          Applied Payment..:    100.00
Check...: 12345      $2,500,000.00    "   Discount..:      .00
Debit...: $129.92          "   Writeoff..:       .00
                                   Check + Debit Remaining: 2,500,029.92

Type options, press Enter.
  2=Change  4=Delete  W=Write-Off

Find:
  Opt      Invoice      Payment  Discount  Remaining
  100002      100.00

Input:  100004      305.00      12.5

F3=Exit  F4=Prompt  F5=Refresh  F11=On Account  F16=Debit
F21=Print List  F24=Suspend
```

- Upon returning from entering the debit line item information, the “Debit...: \$0.00” amount accumulates the amount just entered, for example 129.92. The “Check Remaining: 2,500,000.00” changes to “Check + Debit Remaining: 2,505,124.00”

Status Screen

```
PAR522RS          Pacioli/400 Accounting Suite          mm/dd/yy
UUUUUUUUUU        Cash and Adjustments                  hh:mm:ss
                   Batch Status

Company...:      1
Batch....:    317 Debit Line Item

Batch Type . . . . .: QUIK Suspended
Batch Date . . . . .: 2/19/04
G/L Period . . . . .: 2004/02
Currency of Batch . .: USD

-----Totals-----
Transactions in Batch:      1
Check Amount . . . . .: 2,500,000.00
Paid Amount . . . . .:    405.00
Discounts . . . . .:    12.50
Allowances(Write-Off):      .00
Adj/Reversals . . . . .:      .00
Debit Line Items . . . . .:    129.92
Enter
```



- When exiting the batch, the Status screen displays. The debit line item total is included.

Normal Cash Receipts

```
PAR522PRL          Pacioli/400 Accounting Suite          mm/dd/yy
UUUUUUUUUU          Apply Cash Receipts to Invoices      hh:mm:ss

Customer.: 6213 145 BUILDING SUPPLY
Check....: 123456          $2,500.00   Debit...: $87.00
Starting.:
Reference:

F=Fully Apply Remaining, C=Clear, W=WriteOff, 8=View or Edit Records; Enter.

Invoice Date Due      Amount Due Opt   Cash Applied   Discount   Write-Off
172512  1/06/04          184.80          .00          .00
208695  3/07/04          1,406.72        .00          .00
245635  4/30/04          1,406.72        .00          .00
266157  5/23/04          2,461.76        .00          .00

                                Applied...:          .00          .00          Bottom
                                Remaining..:        2,587.00 (includes debit)
F3=Exit  F5=Refresh  F11=On Account  F12=Cancel Transaction  F16=Debit
```

- Example of normal cash entry screen after adding a debit line item amount.

Example Statement with Debit Line Item

6029
EURO DISTRIBUTORS LTD +CN+DND+
4288 MANOR STREET
ATTN: FRANK AQUILA
BURNABY
BC V5G1B2

Page: 1
04/30/2004

			Balance
09/22/03	Cust DLI	4045786771	276.69-
03/17/04	CR-Memo	960179	480.00-
12/12/03	Invoice	186180	107.75
01/19/04	Invoice	205945	8,827.94
04/19/04	Payment	13588	8,827.94-
	Balance		.00
01/20/04	Invoice	206917	7,008.37

- Example of a customer statement with a debit line item.

- What would you like to name these (9 characters or less)?
'Cust DLI', 'Auth DB', ?