



Notes Receivable

How to Create and Fund a Note Receivable

Software Development
RIMSS Business Systems Technology

Company Confidential

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How to Create a Notes Receivable and Fund It.

To enter a new Note Receivable, go to: Notes Receivable > New > Note Receivable.
Enter your information in the Loan Terms portion of the Note Receivable.

Origination Date: This is the same date used to fund the note.

Months to Maturity: (Defaults to 36.)

First Payment Date: Enter the date of the first payment.

Payments per Year: (Options, 12, 6, 4, or 3.)

Interest Rate: Enter the interest rate.

Days per Year: (Options, 360 or 365.)

Loan Amount: Enter loan amount.

Balloon: Enter balloon amount (if applicable).

Maturity Date: (Calculated by system.)

Payment Amount: (Calculated by system.)

Skipped Payments: Enter payment to be skipped (if applicable).

Memo: Add a memo (Optional.)

Status: (New Note Receivable Status starts as a quote.)

Loan Id: (System generated.)

Loan Number: Enter a loan number (optional).

Customer: Select customer. (A quote can be saved without a customer.)

Wholegood: Select wholegood. (A quote can be saved without a wholegood.)

Remittance Message: Choose remittance message (optional).

Click “Calculate Payment” then click “Save”, “Save and Close”, “Save and New” or “Save and Print” when finished.

File View Company Customer Notes Receivable CRM Suppliers Employees Payroll Banking Fixed Assets Inventory Service Wholegoods Lease Rental Reports Web Links Windows Help

RIMSS WinNetStar **New Note Receivable** X

Save Save and Close Save and New Save and Print Fund Loan

Original Amortization Schedule Transaction Details Notes Attachments Payoff

Loan Terms

Origination Date:	3/28/2017	Interest Rate:	12.00 %	Maturity Date:	4/1/2018	Status:	Quote	Customer:	...
Months to Maturity:	12	Days Per Year:	360	Payment Amount:	\$890.57	Loan ID:	0	Wholegood:	...
First Payment Date:	5/1/2017	Loan Amount:	\$10,000.00	Skipped Payments:		Loan Number:		Remittance Message:	
Payments per Year:	12	Balloon:	\$0.00	Memo:					

Calculate Payment ☐ Inactive

Skip Payment	Payment Number	Due Date	Balance Before	Payment Amount	Principal	Interest	Balance After	Days Of Interest	Date Billed
<input type="checkbox"/>	1	5/1/2017	\$10,000.00	\$890.57	\$777.24	\$113.33	\$9,222.76	34	
<input type="checkbox"/>	2	6/1/2017	\$9,222.76	\$890.57	\$795.27	\$95.30	\$8,427.49	31	
<input type="checkbox"/>	3	7/1/2017	\$8,427.49	\$890.57	\$806.30	\$84.27	\$7,621.19	30	
<input type="checkbox"/>	4	8/1/2017	\$7,621.19	\$890.57	\$811.82	\$78.75	\$6,809.37	31	
<input type="checkbox"/>	5	9/1/2017	\$6,809.37	\$890.57	\$820.21	\$70.36	\$5,989.16	31	
<input type="checkbox"/>	6	10/1/2017	\$5,989.16	\$890.57	\$830.68	\$59.89	\$5,158.47	30	
<input type="checkbox"/>	7	11/1/2017	\$5,158.47	\$890.57	\$837.27	\$53.30	\$4,321.20	31	
<input type="checkbox"/>	8	12/1/2017	\$4,321.20	\$890.57	\$847.36	\$43.21	\$3,473.84	30	
<input type="checkbox"/>	9	1/1/2018	\$3,473.84	\$890.57	\$854.68	\$35.90	\$2,619.16	31	
<input type="checkbox"/>	10	2/1/2018	\$2,619.16	\$890.57	\$863.51	\$27.06	\$1,755.65	31	
<input type="checkbox"/>	11	3/1/2018	\$1,755.65	\$890.57	\$874.19	\$16.39	\$881.47	28	
<input type="checkbox"/>	12	4/1/2018	\$881.47	\$890.57	\$881.47	\$9.11	\$0.00	31	

\$10,000.00	\$686.89	369
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How to Create a Notes Receivable and Fund It.

When you are ready to fund the Note Receivable, go to: Notes Receivable > Find > Note Receivable.

You can search by Loan ID, Loan Number, or Customer and click Fetch.

(All Notes that have already been funded are highlighted in green).

Double click on the note to open it.

RIMSS WinNetStar **Notes Receivable List** X

Add New Print Layouts

Loan ID Loan Number Customer Transactions through

Drag a column header here to group by that column

Loan ID	Status	Inactive	Origination Date	First Payment Date	Maturity Date	Interest Rate	Loan Amount	Payment Amount	Has Skipped Payments	Customer Name	Loan Number	Memo	Total Principal Outstanding	Current Accrued Interest	Current Principal
56	Funded	False	2/17/2017	3/17/2017	2/17/2020	12.00 %	\$100,000.00	\$3,327.86	<input type="checkbox"/>	LDK TRUCKS			\$100,000.00	\$1,300.00	\$97,605.
57	Quote	False	2/28/2017	3/20/2017	2/20/2020	12.00 %	\$50,000.00	\$1,659.53	<input type="checkbox"/>	LDK TRUCKS					\$0.
58	Funded	False	2/20/2017	3/20/2017	2/20/2020	12.00 %	\$50,000.00	\$1,663.93	<input type="checkbox"/>	LDK TRUCKS			\$50,000.00	\$600.00	\$48,802.
59	Funded	False	2/20/2017	3/20/2017	2/20/2018	12.00 %	\$10,000.00	\$888.86	<input type="checkbox"/>	LDK TRUCKS			\$10,000.00	\$120.00	\$9,204.
63	Funded	False	2/1/2017	3/1/2017	2/1/2020	12.00 %	\$10,000.00	\$332.79	<input type="checkbox"/>	MBK TRUCK COMPANY			\$9,760.55	\$87.84	\$9,760.
64	Funded	False	2/1/2017	3/1/2017	2/1/2020	12.00 %	\$25,000.00	\$831.96	<input type="checkbox"/>	MBK TRUCK COMPANY			\$25,000.00	\$458.33	\$24,401.
65	Funded	False	3/15/2017	4/15/2017	3/15/2020	12.00 %	\$15,000.00	\$499.58	<input type="checkbox"/>	MBK TRUCK COMPANY			\$15,000.00	\$65.00	\$15,000.
66	Funded	False	3/1/2017	4/1/2017	3/1/2020	12.00 %	\$20,000.00	\$666.11	<input type="checkbox"/>	MBK TRUCK COMPANY			\$20,000.00	\$180.00	\$20,000.
69	Funded	False	10/1/2016	11/1/2016	10/1/2019	12.00 %	\$12,000.00	\$399.52	<input type="checkbox"/>	LDK TRUCKS			\$11,442.20	\$446.25	\$10,578.
70	Funded	False	10/1/2016	11/1/2016	10/1/2019	12.00 %	\$14,000.00	\$466.11	<input type="checkbox"/>	LDK TRUCKS			\$13,678.56	\$204.14	\$12,341.
71	Funded	False	10/1/2016	11/1/2016	10/1/2019	12.00 %	\$16,000.00	\$532.70	<input type="checkbox"/>	LDK TRUCKS			\$15,632.63	\$233.30	\$14,104.
72	Funded	False	2/1/2017	3/1/2017	2/1/2020	12.00 %	\$800.00	\$26.62	<input type="checkbox"/>	MBK TRUCK COMPANY			\$754.22	\$6.79	\$754.
73	Funded	False	1/1/2017	2/1/2017	1/1/2020	12.00 %	\$17,000.00	\$565.85	<input type="checkbox"/>	KMK TRUCKERS			\$16,609.82	\$304.51	\$16,199.
75	Funded	False	2/1/2017	3/1/2017	2/1/2020	12.00 %	\$10,000.00	\$332.79	<input type="checkbox"/>	MBK TRUCK COMPANY			\$10,000.00	\$183.33	\$9,760.
76	Funded	False	2/1/2017	3/1/2017	2/1/2020	12.00 %	\$8,000.00	\$266.23	<input type="checkbox"/>	MBK TRUCK COMPANY			\$8,000.00	\$146.67	\$7,808.
77	Quote	False	3/28/2017	5/1/2017	4/1/2018	12.00 %	\$10,000.00	\$890.57	<input type="checkbox"/>						\$0.

Double click on the line to open the note.

\$497,460.69 \$9,859.34

X [Inactive] = 'False' Edit Filter

How to Create a Notes Receivable and Fund It.

If you haven't done so yet, add the Customer and Wholegood. You can add a Remittance Message by choosing one from the dropdown. (You can create a new Remittance Message by going to: Notes Receivable > Support List > Remittance Message and click on "Add New".)

Click "Fund Loan" when ready.

File View Company Customer Notes Receivable CRM Suppliers Employees Payroll Banking Fixed Assets Inventory Service Wholegoods Lease Rental Reports Web Links Windows Help

RIMSS WinNetStar Notes Receivable List **Note Receivable - 77** X

Save Save and Close Save and New Save and Print **Fund Loan**

Original Amortization Schedule Transaction Details Notes Attachments Payoff

Loan Terms

Origination Date: 3/28/2017 Interest Rate: 12.00 % Maturity Date: 4/1/2018 Status: Quote Customer: ...
Months to Maturity: 12 Days Per Year: 360 Payment Amount: \$890.57 Loan ID: 77 Wholegood: ...
First Payment Date: 5/1/2017 Loan Amount: \$10,000.00 Skipped Payments: Loan Number: Remittance Message: ...
Payments per Year: 12 Balloon: \$0.00 Memo: Calculate Payment ☐ Inactive

	Skip Payment	Payment Number	Due Date	Balance Before	Payment Amount	Principal	Interest	Balance After	Days Of Interest	Date Billed
▶	<input type="checkbox"/>	1	5/1/2017	\$10,000.00	\$890.57	\$777.24	\$113.33	\$9,222.76	34	
	<input type="checkbox"/>	2	6/1/2017	\$9,222.76	\$890.57	\$795.27	\$95.30	\$8,427.49	31	
	<input type="checkbox"/>	3	7/1/2017	\$8,427.49	\$890.57	\$806.30	\$84.27	\$7,621.19	30	
	<input type="checkbox"/>	4	8/1/2017	\$7,621.19	\$890.57	\$811.82	\$78.75	\$6,809.37	31	
	<input type="checkbox"/>	5	9/1/2017	\$6,809.37	\$890.57	\$820.21	\$70.36	\$5,989.16	31	
	<input type="checkbox"/>	6	10/1/2017	\$5,989.16	\$890.57	\$830.68	\$59.89	\$5,158.47	30	
	<input type="checkbox"/>	7	11/1/2017	\$5,158.47	\$890.57	\$837.27	\$53.30	\$4,321.20	31	
	<input type="checkbox"/>	8	12/1/2017	\$4,321.20	\$890.57	\$847.36	\$43.21	\$3,473.84	30	
	<input type="checkbox"/>	9	1/1/2018	\$3,473.84	\$890.57	\$854.68	\$35.90	\$2,619.16	31	
	<input type="checkbox"/>	10	2/1/2018	\$2,619.16	\$890.57	\$863.51	\$27.06	\$1,755.65	31	
	<input type="checkbox"/>	11	3/1/2018	\$1,755.65	\$890.57	\$874.19	\$16.39	\$881.47	28	
	<input type="checkbox"/>	12	4/1/2018	\$881.47	\$890.57	\$881.47	\$9.11	\$0.00	31	

\$10,000.00 \$686.89 369

How to Create a Notes Receivable and Fund It.

In the “New Payment” window select the Payment Type, the Payment Account and the Supplier you are paying.
The date cannot be changed, it is the same as the Origination Date. (The Origination Date can be changed prior to funding the note.)

Click “Save and Close” when finished.

New Payment

Save and Close

General

Pmt Type: System Check

CC Type:

Pmt Acct: SAT-1-11501-01 (FROST BANK - CH...)

G/L Balance: (\$346,417.86)

Pay to the order of: Name: M & D

Address 1:

Address 2:

City:

State: Zip Code:

Number / Ref. To Be Printed

Date 3/28/2017

Amount \$10,000.00

Reconciled

Ten Thousand and 00/100*****

Memo Funded Note Receivable - 77; Origination Date: 3/28/2017

Remittance Advice

Date	Reference	Gross Amount	Discount	Adjustment	Net Amount
*					
		\$0.00	\$0.00	\$0.00	\$0.00

General Ledger Accounts

Account	Amount	Memo	Reference
▶ SAT-1-10200-01 (NOTES RECEIVABLE)	\$10,000.00	Funded Note - 77; w/ Orig Date: 3/28/2...	(77) Note Receivable
* Double Click to Select an Account...			
	\$10,000.00		