

Monthly Manufacturer Statement Processing

Software Development RIMSS Business Systems Technology

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Monthly Manufacturer Statement Processing When Using Floor Plan Liability Accounts

Manufacturer Statement Shows a net amount owed for the current month as follows:

	Current Amount Due	Floor Plan Balance
Beginning Balance		100,000.00
Parts Charges		
Parts Purchased and Billed On Invoice 1234	500.00	
Parts Purchased and Billed On Invoice 1235	750.00	
Wholegood Charges		
Wholegood Unit 456 Purchased on Floor Plan		15,000.00
Wholegood Unit 789 Purchased on Floor Plan		35,000.00
Curtailment Payment on WG Unit XYZ	1,500.00	(1,500.00)
Interest Charges		
Interest Expense on WG Unit ABC	125.00	
Interest Expense on WG Unit XYZ	75.00	
Other Charges		
Marketing Fees	150.00	
Machine Insurance	750.00	
Credits		
Warranty Credit for Repair Order 69	(375.00)	
Warranty Credit for Repair Order 70	(125.00)	
Advertising Credits	(500.00)	
Parts Returned and Credited on Credit Memo 4567	(350.00)	
Wholegood Returned and Credited on Credit Memo 4568		(750.00)
Volume Discount	(500.00)	
Credit on WG Unit ABC		(125.00)
Net Due This Month	2,000.00	
Ending Balance		147,625.00

In the above example, all of the amounts in the Current Amount Due column need to show up in accounts payable so that you can pay the net amount due of \$2,000.00. The amounts that only show up in the Balance column are not currently due but affect the Floor Plan Liability Account. Some of the amounts in the Current Amount Due column will already be in accounts payable waiting to be paid - others will not. Following are suggested procedures for reconciling and paying these amounts.

Step 1 - Ensure that all items on the statement are accurately reflected in WinNetStar

Parts Charges

These amounts should have been recorded by the parts department using an Item Receipt / Bill document when the items were received and later reviewed and edited by the accounting department when the invoice was received. To find these amounts, go to Suppliers>Find>IR / Bill. If you have been entering the suppliers invoice number in the Supplier Reference field on the IR / Bill document, you can use the filter on the IR / Bill list to easily find the matching document by entering the suppliers invoice number. Ensure that the dollar amounts match exactly and that the correct supplier has been used. If the dollar amounts do not agree, research any differences and make necessary corrections so that the amounts will match.

File View	Company	Custor	mer No	otes Receivab	ole CRM	Suppliers E	mployees	Payroll	Banking Fixed A	ssets Inventory	/ Service	Wholegoods	Lease	Rental	Reports	Web Links Wir
RIMSS WinN Add New	letStar IR/Bil Refresh Sh	I List 🛛 🗙 now All	Print	Layouts	Set ya	our pre-fetch name to lim	filters to s it the list t	how only o the on	/ Open and Pari e Manufacturer.	tial IR/Bills an Time Period	d Type in t should be	the Supplier ''All''.				
Doc. Statu	s: Open, Partia	i				Supplier:	AGCO				Doc. #		_			Supplier R
All	Period	•	Fro	om: 1/1/200	1 💌	To: 12/31	1/2099 🔻		Fetch						Custom D	ate Range
Drag a colur	nn header here	to group	by that co	olumn	You can to he	use the Sup elp find the c	plier Refe correct doc	rence Fil sument.	Iter				De	efault		
Voided	Туре	Status	Doc. #	Supplier Reference	Doc. Date	Supplier Inv. Date	Due Date	Supplier	Original Total	Current Balance	Liability Acco	ount				
₽																
False	Bill	Open	1019	56482	9/4/2014	9/4/2014	10/4/2014	AGCO	\$12.96	\$12.96	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
False	Bill	Open	1068	64285	5/8/2017	5/8/2017	5/30/2015	AGCO	\$29.19	\$29.19	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
False	Item Receipt	Open	1072	65288	5/11/2017	5/4/2017	6/3/2015	AGCO	\$116.60	\$116.60	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
False	Bill	Open	1098	68525	5/17/2017	5/17/2017	6/16/2017	AGCO	\$100.00	\$100.00	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
False	Bill	Open	1135	65987	5/15/2017	5/15/2017	1/26/2017	AGCO	(\$1.50)	(\$1.50)	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
False	Bill	Open	1139	59785	5/2/2017	5/2/2017	6/1/2017	AGCO	\$11,278.25	\$11,278.25	BTR-2-2000	0-01 (ACCOUNTS	PAYABLE)		
lf the item do	e type has n n Receipt to cuments tha accessi	ot alre: Bill, do t have ble who	ady bea o this n a type en payi	en changed ow. Only t of "Bill" wi ng bills.	l from hose Il be	lf c edit sho	the amoun open the da table until ould not pe	nt does n ocument paid or i erform a your m	ot match, doubl for editing. IR/ ncluded in an a hard close until anufacturer stat	e click on the Bill document ccounting clos you have rec ement.	line to s are se. You onciled	lf you Liabilit will wa IR/Bill	use IR/I lies to F int to fill s booke	Bills to Toor Pla ter this I ed to Acc	book Floo In accoun list to onl counts Pa	or Plan its, you y show iyable.

Wholegood Charges

Purchases of new wholegoods should have already been recorded as they were invoiced from the manufacturer. Go to Company>Find>Chart of Accounts to open the Chart of Accounts. Double click on the appropriate Floor Plan Liability Account to open the transaction register for that account. Select a date range to show the transactions for a period that includes the statement period and ensure that the wholegood liability has been recorded in an amount that matches your statement. If the amounts do not match, double click on the respective line to open the document for editing. If the amounts do not exist, create a Wholegood Journal document to record these amounts.

File View Co	ompany Customer	Notes Receivab	ole CRM	Suppliers E	mployees P	ayroll Banking	Fixed Assets	Inventory	Service	Wholegoods	Lease R	ental Repo	orts Web Links	Windows
RIMSS WinNetStar	Chart of Accounts	FLOORPLAN LIA	ABILITY BTR 6	3TR-2-21000-04	×									
Refresh Print	Layouts													
P	Period			Custom Date	Range									
All	•	From: 1/1/2001	1 🔽	To: 12/3	/2099 💌	Fetch		ve Unreconcile	ed Transa	ctions Only				
						Main\	View							
Drag a column hea	ader here to group by the	at column												
Date	Туре	Document No.	Check #	Amount	Location	Balance	Reference			leference ID	Referenc	Name	Detail Memo	Recond
₽														
6/19/2015	Wholegood Journal	10024		(\$10,000.00) Baton Rouge	(\$753,500.00)) (280) 2LIAB			280	Wholegood		BTR-2-2100 -04 (FL	DO False
6/19/2015	Payment	1042	55	\$8,000.0	0 Baton Rouge	(\$745,500.00)) (280) 2LIAB			280	Wholegood	AGCO		False
7/2/2015	Wholegood Journal	10025		(\$14,000.00) Baton Rouge	(\$759,500.00)) (281) AFS			281	Wholegood		BTR-2-21000-04 (FL	00 False
1/31/2017	IR / Bill	1137		\$10,000.0	0 Baton Rouge	e (\$764,500.00)	(458) 6589521	-		458	Wholegood	Yoland		False
5/22/2017	IR / Bill	1143		(\$26,000.00) Baton Rouge	(\$790,500.00)) (462) F55462			462	Wholegood	FORD		False
5/23/2017	IR / Bill	1144		\$26,000.0	0 Baton Rouge	e (\$764,500.00)) (462) F55462			462	Wholegood	FORD		False
	Ens amou	ure the dollar nts match you statement.	ır							You c easi Syster pare	an use the ily find the m ID or St nthesis is number i	e Reference Wholego ock Numb they Syst is the Stoc	e Column filter to od based on its er. The number i em ID, the other k Number.	o In
				-6,000.0	0									

Any required curtailment payments may or may not have been entered at this point. If they have been recorded you should review the amount to ensure that it matches the statement. Do this by opening the transaction register above - any curtailment payments that have already been entered should show up there. If they have not been recorded, you should create either a Journal Entry or an Item Receipt / Bill document to reflect the amount due. An Item Receipt / Bill document might look as follows:

RIMSS WinNet				yron banking	g Tixed Assets	inventory bervi	te molegot	ds Lease	Kental K	eports web Link	s windows +
	Star IR/Bill - 1147 💌										
Save Save	and Close Save and New Save and Pri	nt Bin Labels Scan Ree	ceipt Void	Export Layo	uts Print Receiv	ring Report Save	Attachments	Add Allocatio	n Line Item	s Add Sales Tax (Group Items
General	Scheduled Payments	Related Orders									
PO #:		Doc. # 1147	Doc. T	ype Bill	Doc. Date	5/25/2017	5	Status Open		Allocation Amount	Allocation Memo
Name:	AGCO	Supplier ID: 64	Pmt Ter	rms NET 30 - 1	I 🔽 Due Date	6/24/2017	Supplier Inv.	Date 5/25/20	17 💌	\$0.00	
Address 1:	456 Agco St	Supplier Ref. Curtail	ment Payment ur	nit 281						Allocation Desc.	Allocation Type:
Address 2:		Supplier Ref ID: 64			Liability	Account BTR-2-200	000-01 (ACCOUN	ITS PAYABLE)	V		Extended We
City: State:	Agco TX Zip Code: 12345										Extended Dol
state.										Allocate	Qty Received
Memo	Curtailment Payment unit 281										
Item Number	(Ctrl-N):										
	Type Number	Description O	rder Primary /pe Bin	Reference	Recv'ed Qty Qty	Unit Cost	Total	Extended Cost	Memo		PO #
>	G/L BTR-2-21000-04 (FLOORPLAN LIAB.	AFS Equipment		(281) AFS	1.0	1.0 \$1,500.0000	\$1,500.00	\$1,500.00	Curtailment	Payment	0
*	↑										
				1							
				<u>۱</u>							
Choose	e Type of GL. Select the appropriat	e Floor									
Choose Plan I	e Type of GL. Select the appropriat Liability account here. This should	e Floor be a		Once you	I have slected	the specific Wh	olegood rela	ted			
Choose Plan I refere	e Type of GL. Select the appropriat Liability account here. This should enced account and force you to sele	e Floor be a ct the		Once you to this c	ı have slected urtailment, the Refe	the specific Wh system will inso erence field.	olegood rela ert the ID in t	ted he			
Choose Plan I refere	e Type of GL. Select the appropriat Liability account here. This should enced account and force you to sele corresponding Wholegood.	e Floor be a ct the		Once you to this co	ı have slected urtailment, the Refe	the specific Wh system will inso erence field.	olegood rela ert the ID in t	ted he			
Choose Plan i refere	e Type of GL. Select the appropriat Liability account here. This should enced account and force you to sele corresponding Wholegood.	e Floor be a ct the		Once you to this c	u have slected urtailment, the Refe	the specific Wh system will inse crence field.	olegood rela ert the ID in t	ted he			
Choose Plan I refere	e Type of GL. Select the appropriat Liability account here. This should enced account and force you to sele corresponding Wholegood.	e Floor be a ct the		Once you to this c	ı have slected urtailment, the Refe	the specific Wh system will inst crence field.	olegood rela ert the ID in t	ted he			
Choose Plan I refere	e Type of GL. Select the appropriat Liability account here. This should enced account and force you to sele corresponding Wholegood.	e Floor be a ct the		Once you to this co	u have slected urtailment, the Refe	the specific Wh system will inse crence field.	olegood rela ert the ID in t Total = \$1,	ted he \$1,500.00			

Interest Charges

Your interest charges have probably not been recorded at this point. You may either expense interest charges as they are incurred, or you may capitalize the interest against each wholegood unit. To record those charges as an expense, you can enter an IR / Bill document or a Journal Entry. An IR / Bill document might look as follows:

File View	Compar	iy Customer I	Notes Receivable	e CRM Sup	pliers Em	ployees	Payroll	Banking	Fixed Asse	ts li	nventory Sen	vice Wh	olegoods L	ease Ren	tal Rep	orts V	/eb Links	Windows -
RIMSS WinNetS	Star IR	/Bill - 1148 🛛 🗙																
Save Save	and Clos	e Save and New	Save and Prin	t Bin Labels	Scan Rece	ipt Voi	d Expo	rt Layou	ts Print Re	eivin	g Report Save	e Attachme	ents Add Al	llocation Lir	ne Items	Add Sa	les Tax Gro	up Items
General	Schedul	ed Payments	Attachments	Related Orders														
PO #:				Doc. #	1148	D	oc. Type	Bill	🗾 Doc. D	ate 🚦	5/25/2017 💌		Status	Open	Alle	ocation A	mount	Allocation Memo
Name:	AGC	D	•	Supplier ID:	64	Pm	nt Terms	NET 30 - 1	. 🔽 Due D	ate 🛛	5/24/2017 💌	Suppli	er Inv. Date	5/25/2017	• \$0	0.00		
Address 1:	456 /	Agco St		Supplier Re	ef. Interest	Charges									Alle	ocation D	esc.	Allocation Type:
Address 2:				Supplier Pef 1	ID: 64				Liabil	ity Ac	count BTR-2-2	0000-01 (A	CCOUNTS PAY	ABLE)				
City:	Agco																	Extended Dol
State:	TX	Zip Code:	12345												C	Alloc	ate	Otv Received
																		0.1
Memo	Inter	est Charges on Man	ufacturer Stateme	ent														
Item Number	(Ctrl-N):																	
	Туре	Number			Description	Order Type	Primary Bin	Refere	Recv'ed Qty	Qty	Unit Cost	Total	Extended Cost	Memo		PO #	Source Do Number	c Source Doc Ty
>	G/L	BTR-6-67200-04 (IN	NTEREST EXPENSE	NEW UNITS)					1.0	1.0	\$200.0000	\$200.00	\$200.00	0 Interest C	harges	0)	0
*																		
									1.00	1.00		Total =	\$200.00	D				
•)	•

To capitalize the interest cost to the wholegood, you could create one new Wholegood Journal for each interest charge as follows:

F	ile View	Comp	any Custom	ner No	tes Receivable 🛛 🤇	CRM Sup	pliers	Employees	Payrol	l Ban	king	Fixed Assets	Inventor	y Service	Wholegoods	Lease	Rental	Reports	Web Links	Windows
	RIMSS WinNe	etStar	New Wholegood	d Journal	×															
	Save Sav	e and Clo	se Save and	l New	Void Print															
5	🚺 General	At	tachments																	
									Doc. #	0		Date	5/25/2017	•						
ľ	Wholegood	l Info																		
	System ID	281	••• Stock	# AFS		Description	n AFS	Equipment												
	Serial #	AFS				Make	POL	ARIS	Model	RANGE	ER 500) Year								
	Accounting	Info				_														
	Amount - D)r. (Cr.)	\$75.00		Accounting Code	NEW-BTR	٤	Aco	ount BTF	R-1-3600	0-01 (WHOLE GOOD	S INVENTORY	- NEW						
	Sales Statu	IS	Sales Order		Memo	Interest (Charges	1												
	Drag a colun	nn header	here to group b	by that co	lumn															
ſ	Account			Memo				Amount Dr. ((Cr.)		Refe	rence	5	Supplier Ref.		Due Date		1	Interest Start [ate
l	I BTR-2-20	0000-01 (A	CCOUNTS	BTR-2-2	0000-01 (ACCOUNT	S PAYABLE)			((\$75.00)	(64)	AGCO	1	interest Expe	nse Unit 281	5/25/201	7		5/25/2017	
	*																			

Other Charges

Other charges on your statement such as Marketing Fees or Machine Insurance have probably not been recorded at this point. You can record these with an Item Receipt / Bill document or a Journal Entry. A Journal Entry to record these accounts, might look as follows:

File View Company Customer Notes Receivable CRM	Suppliers Employees	Payroll Banking Fixe	d Assets Inventory	Service Wholegood	ds Lease Renta	al Reports W	eb Links Windows
RIMSS WinNetStar Journal Entry - 1038 🛞							
Save Save and Close Save and New Print Void Create	Reversing Entry Copy to	New Import Add Sale	s Tax Group Items				
Journal							
Document Number Journal Entry Date: Balance:	Memo						
1038 5/25/2017 \$0.00	Monthly Man	ufacturer Statement Fees					
Reconciled							
Shortcut							
Shortcut ID Amount Reference ID							
]						
Account	Debit Amount	Credit Amount	Memo			Peference	
BTR-6-67300-04 (MARKETING FEES)	\$150.00	\$0.00	Monthly Manufacturer S	tatement Fees		Reference	
BTR-2-20000-01 (ACCOUNTS PAYABLE)	\$0.00	\$150.00	Monthly Manufacturer S	Statement Fees		(64) AGCO	
BTR-6-67400-04 (INSURANCE)	\$825.00	\$0.00	Monthly Manufacturer S	tatement Fees			
> BTR-2-20000-01 (ACCOUNTS PAYABLE)	\$0.00	\$825.00	Monthly Manufacturer S	tatement Fees		(64) AGCO	
* Double-Click to Select an Account							
		в. н <i>с</i> . и		TI " …			
YOU N expen	iust create an Accounts se account will varv fro	s Payable entry for the Im one dealership to t	the next based on h	ine oπsetting how vour chart			
of a	iccounts has been set i	up. If you want to crea	ite Profit and Loss	Reports by			
dep	artment, be sure to us ar	e a general ledger Exp pronriate denartment	pense Account end code.	ing with the			
		····			1		
					-		
	\$975.00	\$975.00					

Part Return Credits

These amounts should have been recorded by the parts department using an Item Receipt / Bill document, when the items were returned and later reviewed and edited by the accounting department, when the credit memo was received. To find these amounts, go to Suppliers>Find>Item Receipt / Bill. If you have been entering the suppliers invoice number in the Supplier Reference field on the Item Receipt / Bill document, you can use the filter on the Item Receipt / Bill list to easily find the matching document by entering the suppliers invoice number. Ensure that the dollar amounts match exactly and that the correct supplier has been used. If the dollar amounts do not agree, research any differences and make necessary corrections so that the amounts will match. If the supplier has been incorrectly selected, the Item Receipt / Bill document must be voided and re-entered with the correct supplier.

An Item Receipt / Bill document for returned parts might look as follows:

File	View	Compan	y Customer N	lotes Receivable	CRM Sup	pliers Emp	ployees	Payroll	Banking	Fixed Asse	ts Ir	nventory Serv	rice Who	olegoods L	ease Rent	al Re	ports V	Veb Links	Windows -
RIMS	S WinNets	Star IR	/Bill - 1149 🛞																
Save	Save a	and Close	e Save and New	Save and Print	Bin Labels	Scan Recei	ipt Vo	id Expo	rt Layou	ts Print Re	eiving	g Report Save	Attachme	ents Add Al	llocation Lir	e Items	Add S	ales Tax Gro	oup Items
()	General	Schedule	ed Payments	Attachments	elated Orders														
PO ;	#:				Doc. #	1149	D	oc. Type	Bill	Doc. D	ate 5	5/17/2017 🔽		Status	Open	A	Allocation /	Amount	Allocation Memo
Nam	e:	AGCO	0		Supplier ID:	64	Pr	nt Terms	NET 30 - 1.	🔽 Due D	ate 6	5/16/2017 💌	Suppli	er Inv. Date	5/17/2017		\$0.00		
Add	ress 1:	456 /	Agco St		Supplier Re	f. CM4567										A	Allocation [Desc.	Allocation Type:
Add	ress 2:				Supplier Dof I	D: 64				Liabil	ty Ao	count BTR-2-20	0000-01 (A	COUNTS PAY	ABLE)				Extended W/
City	:	Agco			Supplier Rel 1	D: 04													Extended Do
Stat	e:	TX	Zip Code:	12345												(Allo	cate)	Oty Receiver
																			O Quy Accenter
Mem	10	Retu	rn Parts																
Iten	Number	(CHLN):																	
Iten	Invuinder	(Curry).																	
		Туре	Number			Description	Order Type	Primary Bin	Refere	Recv'ed Qty	Qty	Unit Cost	Total	Extended Cost	Memo		PO #	Source Do	C Source Doc T
		Item	0013962U1-AGC			STUB		B4		-3.0	-3.0	\$8.9600	(\$26.88)	(\$26.88)		,	0	0
>		Item	1021520M2-AGC			BELT		A6		-1.0	-1.0	\$15,4400	(\$15.44)	(\$15.44)			0	0
*												-					_		
												1		(1					
										-4.00	-4]	Total =	(\$42.32					
																			•

Wholegoods Return Credit

If a Wholegood is returned for credit, the credit should be recorded on a Wholegood Journal or on an IR/Bill. These amounts may or may not have been recorded at this point. Review the transaction register for the floor plan liability account as noted above under Wholegood Charges and match the amounts on your statement to entries in the floor plan liability account. An IR/Bill used to record a returned wholegood might look as follows:

File	View	Compa	ny Custe	omer No	otes Receivable	e CR	M Sup	pliers Em	ployees	Payroll	Banking	Fixed Asse	ts Ir	nventory Serv	vice Who	olegoods L	.ease	Rental	Reports	Web Lir	iks V	/indows
RIMS	S WinNet	Star I	R/Bill - 1150	×																		
Save	e Save	and Clos	e Savea	and New	Save and Prin	nt Bir	n Labels	Scan Rece	ipt Vo	id Expo	ort Layou	ts Print Re	ceiving	g Report Save	Attachme	ents Add A	llocatio	on Line Ite	ms Add	Sales Ta	c Group	Items
()	General	Schedu	ed Paymen	ts 📄 At	ttachments	Related	Orders															
PO :	#:						Doc. #	1150	D	oc. Type	Bill	Doc. [ate 5	/10/2017		Status	Open		Allocation	n Amount	All	ocation Memo
Nam	ne:	AGC	0		•	🗹 Sup	plier ID:	64	Pr	nt Terms	NET 30 - 1.	💌 Due (ate 6	/9/2017 💌	Suppli	er Inv. Date	5/10/20	17 🔻	\$0.00			
Add	Address 1: 456 Agco St Allocation Desc. Allocation Type Address 2: Liability Account ETR-2-21000-04 (FLOORPLAN LIABILITY BTR) Allocation Desc. Allocation Type Address 2:															location Type:						
Add	Address 2: Supplier Ref. DipJ/S Liability Account BTR-2-21000-04 (FLOORPLAN LIABILITY BTR)																					
City	Liability Account BTR-2-21000-04 (FLOORPLAN LIABILITY BTR) C Extended We																					
Stat	te:	ТХ	Zi	p Code:	12345	- ۲	This :		.										A	locate	$\supset i$	Otv Receiver
		_				_	Wh	is simply (noleaood F	lite revo leceipt.	. The Fl	ne entry i oorolan a	ic originali iccount is :	y reci set fo	r the								,
Men	no	Ret	ırn unit 160)		_	Liabil	ity Accoun	t and t	he Whol	legood In	ventory ac	count	on the								
Iten	n Number	(Ctrl-N):				٦	_	GL	line. 1	The Rec	v'ed Qty	will be -1.										
		Туре	Number				-	Description	Order Type	Primary Bin	Refere	Recv'ed Qty	Qty	Unit Cost	Total	Extended Cost	Memo	D	PO ;	# Sourd Numb	te Doc Der	Source Doc T
>		G/L	BTR-1-360	000-01 (WH	OLE GOODS IN	VENTOR	Y - NEW)	TRACTOR			(160) T	-1.0	-1.0	\$40,000.0000	(\$40,0	(\$40,000.00))			0	0	
*																						

If for any reason a partial credit is given by the manufacturer for a wholegood that will not be returned, you would create a Wholegood Journal or an IR/Bill for the amount of the credit. A Wholegood Journal to record a partial credit might look as follows:

File	View Comp	any Custom	er Notes Receivable	CRM S	Suppliers	Employees	Payroll	Banking Fixe	d Assets 🛛 In	ventory	Service	Wholegoods	Lease	Rental	Reports	Web Links	Windows -
RIN	ISS WinNetStar	Wholegood Jou	rnal - 10903 🛞														
Sa	ve Save and CI	ose Save and	New Void Print														
(General	ttachments															
							Doc. #	10028	Date 5/19	/2017	•						
N	holegood Info																
S	ystem ID 351	Stock	# TC12345	Descri	iption Tract	or				This is a Beceint	lso the The an	reverse of th www.in.the.h	e entry t eader si	to origin ection o	ally reco	ord the Who sument is r	ecorded
S	erial # 12345			Make	AGCC)	Model	CACTOR	y_ar	asa	credit a	nd the amoun	t in the	grid line	e is recor	ded as a d	ebit.
A	ccounting Info								-	_	-			-			
A	mount - Dr. (Cr.)	(\$1,200.00)	- Accounting Cod	de NEW-	-BTR	Accou	int BTR-1	-36000-01 (WHOLE	E GOODS INVE	ENTORY - NE	W.						
S	ales Status	Sales Order	Memo	Partia	al Credit												
Dra	ag a column heade	here to group b	y that column														
	Account		Memo	A	mount Dr. (C	r.)	Refe	erence	Su	upplier Ref.		Due D	ate		Int	erest Start Da	te
>	BTR-2-21000-04 (FLOORPLAN	BTR-2-21000-04 (FLOORPL	LAN		\$1,20	0.00 (351) TC12345				5/26/	2017		5/2	26/2017	

Other Credits

Other credits such as advertising co-op credits and volume discounts not tied specifically to a wholegood unit can be entered on a Journal Entry as follows:

File	View	Company	Customer	Notes Rec	eivable	CRM	Suppliers	Employees	Payroll	Banking	Fixed Asset	s Inventory	Service	Wholegoods	Lease	Rental	Reports	Web Links	Windows
RIMS	S WinNe	tStar Journ	al Entry - 1039	• ×															
Save	Save	and Close	Save and Ne	w Print	Void	Create F	leversing En	try Copy to	New Im	nport Ad	d Sales Tax G	roup Items							
0	General	Attach	nments																
	Journal																		
	Docume	nt Number	Journal Entr	y Date:	Bal	ance:		Memo											
	1039		5/25/2017	•	\$0	.00		Monthly Ad	/ Coop Cred	dits and Volu	me Discount fo	r May							
	Reo	onciled																	
	Shortcut	t																	
	Shortcu	t ID	Amount		Referenc	e ID													
	Accou	nt						Debit Amount		Credit Ar	nount Memo						Reference		
	BTR-2	-20000-01 (AC	COUNTS PAYA	BLE)				\$500.00			\$0.00						(64) AGCC)	
	BTR-6	-60100-01 (AD	VERTISING AN	ID PROMOTI	ON)			\$0.00		\$5	00.00					1			
	BTR-2	-20000-01 (AC	COUNTS PAYA	ABLE)				\$1,750.00			\$0.00						(64) AGCC)	
>	BTR-4	-59200-04 (VC	LUME DISCOU	NTS - WHOL	EGOODS)			\$0.00		\$1,7	50.00								
*	Double	e-Click to Selec	t an Account																
		ſ	You m	ust create	e an Aco	counts	Payable e to the n	ntry for the ext based	correct s on how y	supplier. our chart	The offset of account	ing expens s has been	e accoun set up.	t will vary fro	m one d	lealerst	nip		
			Ad∨erti re∨enu	ising co-o e accoun	op credi t specif	ts migh ically c	t be credi reated to	ted to one (capture the	of your ac volume	dvertising discounts	j expense s. If vou w	accounts. V	/olume di e Profit ar	scounts mig d Loss repo	nt be cre ts bv de	edited to	o a :nt.		
		l			be su	re to us	se a genei	ral ledger e	xpense a	account e	nding with	the approp	riate depa	rtment code.					
					_	[\$2,250.00		\$2.2	50.00				_		_		
								42,200100		+2/2									

Warranty Credits

The warranty credits should be compared to the warranty receivable amounts that have been recorded for this manufacturer. Your warranty receivables can be viewed in a variety of places in the system. One way is to run a statement for the warranty customer as follows:

AGCO WARRANTY

CUSTOMER STATEMENT as of 5/31/2017

Customer ID: 1803

Date	Transaction Type	Invoice / Doc. #	Due Date	Days Past Due	Am	ount	Balance
5/16/2017	Service Invoice	10073	5/16/2017	15		577.50	577.50
5/26/2017	Service Invoice	10074	5/26/2017	5		525.00	525.00
Th	iese amounts show up o Warranty Credi	on the manufacture its and total \$1,10	er statement as 2.50.				

Ensure that the receivables recorded in the system match the amount of the credits issued by the manufacturer. If they do not, investigate any differences and make necessary adjustments. If you are receiving credit for warranty work and do not see an accounts receivable amount for that work, it may be because the Repair Order has not been settled. In this case, review the Repair Order List for any Repair Orders that have not yet been settled, edit as needed and settle accordingly. Since the Repair Order becomes read only when settled, any adjustments to settled amounts will need to be made using a Journal Entry. Debit or credit the A/R Trade account as needed to arrive at the correct balance with the offsetting entry going to the appropriate Revenue or Expense account.

A Journal Entry to correct a warranty receivable amount might look as follows:

51 M 0 0 1

ISS WARLESSER Save and Close Save and New Print Void Create Reversing Entry Copy to New Import Add Sales Tax Group Items Center Attachments Journal Entry Date: Balance: Meno Sological Sological Context WarkANTY PAID BY MFG. RO 12345 Recorded Shortout ID Amount Reference ID The Add Sales Tax Group Items Add Sales Tax Group Items Part - House Add Sales Tax Group Items BTR-4+6000-03 (SHOP SALES - WARKANTY) STR-4-1000 JAR - TRADE Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will wary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	view company customer view	siteceivable citivi Suppliers	Employees Payroli Banking	Theu Assets inventory service wholegoous Lease	Kental Reports Web Eniks Windows			
Save and Close Save and New Print Void Create Reversing Entry Copy to New Import Add Sales Tax Group Items General Attachments Journal Journal Entry Date: Balance: Memo Journal System \$5/26/2017 \$0.00 ADJUST WARANTY PAID BY MFG. RO 12345 Shortout Shortout Shortout Shortout Shortout Shortout Shortout Shortout Credit Amount Credit Amount & Memo Reference Shortout Shortout Shortout Shortout Shortout Shortout Shortout <	SS WinNetStar Journal Entry - 1040 🛞							
Image: Control in the intermediate in the intermediate in the reprise in the re	ve Save and Close Save and New Pr	int Void Create Reversing En	ntry Copy to New Import Ad	d Sales Tax Group Items				
Journal Document Number Journal Entry Date: Balance: Memo 1040 \$/26/2017 \$0.00 ADJUST WARRANTY PALD BY MFG. R0 12345 Beconciled \$ \$ Shortcut Balance: Debit Amount Credit Amount & Memo Account Debit Amount Credit Amount & Memo Reference \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ <td< th=""><th>General Attachments</th><th></th><th></th><th></th><th></th></td<>	General Attachments							
Document Number Journal Entry Date: Balance: Memo 1040 \$/26/2017 \$0.00 ADJUST WARRANTY PAID BY MFG. R0 12345 Reconciled Shortout Shortout ID Amount Reference ID Account Debit Amount Credit Amount & Memo Reference BTR-4-6000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. R0 12345 StR-1:1100-01 [AR - TRADE] \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. R0 12345 (1803) AGCO WARRANTY Ouble-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the mature of the error. In this example, I. an assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	Journal							
S/25/2017 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 Recondied Shortcut Shortcut ID Amount Reference ID Account Debit Amount Credit Amount & Memo Reference BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 S BTR-11100-01 [AR - TRADE] \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY © Duble-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	Document Number Journal Entry Date:	Balance:	Memo					
☐ Reconciled Shortcut Shortcut ID Amount Reference ID Image: Constant ID BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$Duble Click to Select an Account Memory ID (A/R - TRADE) \$0.00 \$Duble-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	1040 5/26/2017	\$0.00	ADJUST WARRANTY PAID BY MFG.	RO 12345				
Shortout Account Reference ID Account Debit Amount Credit Amount ▲ Memo Reference BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 > BTR-1-11100-01 [A/R - TRADE] \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	Reconciled							
Shortcut ID Amount Reference ID Account Debit Amount Credit Amount & Memo Reference BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 > BTR-1-1100-01 [A/R - TRADE) \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY * Double-Click to Select an Account 0 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY	Shortcut							
Account Debit Amount Credit Amount & Memo Reference BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 > BTR-1-1100-01 (A/R - TRADE) \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY * Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	Shortcut ID Amount	Reference ID						
Account Debit Amount Credit Amount ▲ Memo Reference BTR-4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY > BTR-1-11100-01 [A/R - TRADE] \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY * Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.								
BTR4-46000-03 (SHOP SALES - WARRANTY) \$25.00 \$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345 BTR1-11100-01 [A/R - TRADE] \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY * Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	Account		Debit Amount Credit Amo	Int A Memo	Reference			
> BTR-1-11100-01 (A/R - TRADE) \$0.00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO WARRANTY * Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	BTR-4-46000-03 (SHOP SALES - WARRANT	ΓY)	\$25.00	\$0.00 ADJUST WARRANTY PAID BY MFG. RO 12345				
Double-Click to Select an Account You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	> BTR-1-11100-01 (A/R - TRADE)		\$0.00 \$	00 \$25.00 ADJUST WARRANTY PAID BY MFG. RO 12345 (1803) AGCO W				
You must create an A/R Trade entry for the correct warranty customer. The offsetting revenue or expense account will vary from one dealership to the next based on how your chart of accounts has been set up and based on the nature of the error. In this example, I am assuming that the Repair Order settled by the Service Department had labor charges that were too high in the amount of 25.00.	* Double-Click to Select an Account			N				
		You must create an expense account will been set up and based settled by the Servi	A/R Trade entry for the correct vary from one dealership to t on the nature of the error. In ice Department had labor cha	t warranty customer. The offsetting revenue or he next based on how your chart of accounts has this example, I am assuming that the Repair Order rges that were too high in the amount of 25.00.				
			\$25.00 \$	25.00				

Now that all activity on the statement has been reconciled to transactions in the system, you are ready for step 2.

Step 2 - Create an IR/Bill to move the sum of any warranty credits from A/R Trade to Accounts Payable as follows:

File \	/iew	Comp	any Custom	er Notes Re	eivable	CRM S	uppliers	Employees	Payroll	Banking	Fixed Assets	Inve	ntory	Servic	e Wholegoo	ods Leas	e Rental	Reports	Web Links	Wind	ows 🔻
RIMSS	WinNet:	Star	IR/Bill - 1151 🧕	0																	
Save	Save	and Cl	ose Save and	New Save a	nd Print	Bin Labe	ls Scan R	eceipt V	oid Expo	ort Layouts	s Print Recei	ving Re	eport	Save A	Attachments	Add Alloo	ation Line Ite	ems Add	l Sales Tax Gr	oup Iter	ms
Ge	neral	Schee	uled Payments	Attachme	nts R	elated Order	s														
PO #:						Doc.	# 1151		Doc. Type	Bill	Doc. Date	e 5/26	5/2017	•	S	tatus Ope	en	Allocatio	n Amount	Allocati	on Memo
Name:		AG	со			Supplier II	D: 64	P	mt Terms	NET 30 - 1	Due Date	e 6/25	5/2017	•	Supplier Inv.	Date 5/2	6/2017 💌	\$0.00			
Addre	ss 1:	45	6 Agco St		•••	Supplie	r Ref. Move	Warranty (Credits from	n A/R Trade			_					Allocatio	n Desc.	Allocat	tion Type:
City:	55 2;	Ac				Supplier R	ef ID: 64				Liability	Accou	INT BTR	-2-200	00-01 (ACCOUN	ITS PAYABL	E) 🔻			O Ex	tended W
State:		TX	Zip C	ode: 12	345	_														⊖ Ex	ctended Do
																		A	llocate	⊖ Qt	ty Receive
Memo		Mo	ve Warranty Cr	edits from A/R T	rade																
Item N	lumber	(CHLN)			_																
Tem	umber		•											-							
		Type	Number		_		Description	on Order Type	Bin	Reference		Recv	red Qty	Qty	Unit Cost	lotal	Cost	Memo		PO #	Number
>		G/L	BTR-1-11100	01 (A/R - TRAD	E)					(1803) AGC	O WARRANTY		-1.0	-1.0	\$1,077.5000	(\$1,07	(\$1,077.50))		0	
*																					
						Choos	e the corr	ect Supp	lier. You	ur Liabilitv	Account wil	l be A	ccount	s Pav	vable.						
				Creat	e a Typ	e G/L line	and choo	se the A	R Trade	account a	nd the corre	ct Wa	irranty	Cust	omer when	prompte	i. 📘				
					You	' Hecv'ed	Qty will b	e -1 and i	the Unit	Cost will b	e the total a	moun	t of the	: War	ranty Credit	s.					
												_		_				_			
													-1.00	-1		Total =	(\$1,077.50))			
)			•

Step 3 - Offset the \$1102.50 credit in A/R Trade against the debits for the warranty customer using a Customer Receipt document:

File View Compan	ny Customer	Notes Receiva	ble CRM	Supplier	s Employ	ees Payrol	Bankin	g Fixed A	Assets In	ventory	Service	Wholego	ods Lease	Rental	Reports	; Web Li	nks	Windows
RIMSS WinNetStar	ew Customer Rec	eipt 🛞																
Save and Close Save	e and New Vo	oid Save and F	rint			Go to Cu	stomer >	New > C	ustomer	Receipt								
General Atta	achments					Selec	t the Wa	rranty Cu	stomer H	lere.								
Collapse Receipt											_							
Document Number:	0	Date:	5/26/2017	•		Dep	osit Account	t: BTR-1-1	2000-01 (UI	NDEPOSITE.	🔻	Paymer	nt Received:	\$0.00				
Customer:	Customer: AGCO WARRANTY (1803) Group Payment Method: Cash Credits Selected: \$1,102.50 Apply Credits												Credits					
Total Debits:	\$1,102.5	0 🗹 Sele	t All Debits				Reference	APPLY W	ARRANTY	CREDITS		Total To Apply:			\$1,102.50			Payment
Total Credits:	(\$1,102.50)) 🗹 Sele	t All Credits				Memo	APPLY W	ARRANTY (CREDITS		Unapp	lied Credits:	\$0.00				
Customer Balance:	\$0.0	0										Unuse	ed Payment:	\$0.00				
Enhanced Legacy																		
Is Customer Selected ID	r Customer Na	ime	Document Ty	/pe	Location	Doc. #	Inv. #	Doc. Dat	te Due Date	Disc. Date	Ori	ginal Amount	Amount Due	Disc	Write Off	Credits 1	Vet Amo	Payment
9																		
▶ □ 18	AGCO WARR	RANTY	Service Docu	iment	Baton	1015	1 100	73 5/16/20	17 5/1			\$577.50	\$577.50)	(\$577.50)		
18	303 AGCO WARR	RANTY	Service Docu	iment	Baton	1015	2 100	74 5/26/20	17 5/2			\$525.00	\$525.00)	(\$525.00)		
												Total:	\$1,102,50	\$0.00	\$0.00	(\$1.10	\$0.00	\$0.00
								0				Totali		, QUINE	(40.00)	(\$1,10)	40.00	40.00
Unapplied Credits																		
Is Selected Cus	tomer ID Custo	omer Name	Docume	nt Type		Locatio	n Do	cument #	Gl Account Description	origina Amoun	t 🔺	Doc. Date	Original Amount	Open /	Amount A	mount To Apply		
7																		
Image: Second state 1803 (1803) AGCO WARRANTY IR / Bill						Baton I	Rouge	1151		(\$1,0	77.50)	5/26/2017	(\$1,077.50))	\$0.00	(\$1,077.5	0)	
	1803 (1803		Baton	Rouge	1040	1040 (\$2			00) 5/26/2017 (\$25.		(0) \$0.00		(\$25.00)					
	In the top section, select all of the Warranty Invoices that are being offset. In the bottom section, select all of the credits you want to apply to the invoices.																	
	Paymen	it, and Payme	nt Applied	should a	ill equal (0.00. If the	y do not,	make su	re you ha	ave					40.00	(\$1,102.5	<i>.</i> ,	
	all'appro	priate docum When finish	ents selec ed, click Sa	ted and ave and	that your Close, Sa	offsetting of ve and New	redits w w, or Sav	ere creat ve and Pr	ed correc int.	:tly.								

Step 4 – Go to: Supplier > New > Pay Supplier Statement

If your Supplier does not show in the Supplier drop down, you will need to set them to Pay by Statement. Go to the Supplier Master Record, Details Tab, check the box to "Pay by Statement", then Save and Close. While working in the document you can Save or Save and Finish Later at any time. The next time you go to Supplier > New > Pay Supplier Statement and choose this Supplier again, it will reload the document with the changes you have saved. Refresh will load any new transactions or changes to existing transactions added in the system after you started working on the document.

File	Viev	v Company	Customer	Notes Receivabl	e CRM S	Suppliers Em	ployees P	ayroll Bank	ing Fixed As	sets Invento	ory Servic	e Wholegood	ls Leas	e Rer	ntal	Reports	Web Links	Windows	
RIM Sav	SS Win ve Sa	NetStar New	/ Supplier Staten Later Save a	nent Reconciliation	R Docume.	Choose yo	ur Supplie will pay y	r and the Ba your statem	ank Account ent from.	that you			ſ	1. Chi	oose	your Pa	yment Dat	e,)
Supp Me	olier: 7	AGCO	er Statement Pa	ayment 4	Payment	Acct: BTR-1-10 G/L Bal	0000-01 (BUS ance: \$722,	INESS PAY AS Y	·	Statement I Statement	Date: 5/26/2 Balance: \$	2017 10,799.08		2. The the (It r	stat total nay r	i type, a tement b amount not matc	alance will of items s h your sta	ent Date. I equal selected. tement	
		Sel inc all	lect the item lude in the p transaction	s you want to bayment here. s will be includ	lf led,	Balance After Payment Payment	[•] Pmt: \$722, Date: 5/26/ Type: Cash	,611.22 2017 / ACH		Select Di Total Amo	ed Items: \$ fference: \$ ount Paid: \$	0.00 10,799.08 0.00		inv inv am cor	oices ount nplet	in you an s in full). once you ced if nee	You can o You can o u have the ded.	edit this payment	:
	Select /		ck "Select Al	P".										3. The Am cal	e Sele ount culate	Paid are ed fields	all syster	nce, and n	
	Apply	Document Dite	Location Name	Supplier Reference	Supplier Invoice Date	Document Type	Document Number	Original Amount	Open Amount	Amount Paid	Due Date	Header Memo	Detail Mē	mo					
₽																			
>		5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1038	\$150.00	\$150.00	\$0.00		Monthly Ma	Monthly I	Ма					
		5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1038	\$825.00	\$825.00	\$0.00		Monthly Ma	Monthly I	Ма					
		5/25/2017	Baton Rouge	Interest Expe	5/25/2017	Wholegood	10027	\$75.00	\$75.00	\$0.00	5/25/2017	Interest Ch	BTR-2-20		C				٦
		9/4/2014	Baton Rouge	56482	9/4/2014	IR / Bill	1019	\$12.96	\$12.96	\$0.00	10/4/2014				lf	you war	nt to pay p	artial	н
		5/8/2017	Baton Rouge	64285	5/8/2017	IR / Bill	1068	\$29.19	\$29.19	\$0.00	5/30/2015				ai	mounts (ake parti	on an invo al credite	ice or	н
		5/17/2017	Baton Rouge	68525	5/17/2017	IR / Bill	1098	\$100.00	\$100.00	\$0.00	6/10/2017	1		_		pe in th	e amount ¹	you can You	н
		5/2/2017	Baton Rouge	59785	5/2/2017	IR / Bill	1139	\$11,278.25	\$11,278.25	\$0.00	6/1/2017				Ŵ	ould like	: applied i	n the	н
		5/25/2017	Baton Rouge	Curtailment Pa	5/25/2017	IR / Bill	1147	\$1,500.00	\$1,500.00	\$0.00	6/24/2017	Curtailment			17	Amount F	'aid'' colur to pay will	nn.	
		5/25/2017	Baton Rouge	Interest Charges	5/25/2017	IR / Bill	1148	\$200.00	\$200.00	\$0.00	6/24/2017	Interest Ch				Amounts to pay will be positive, account credi		edits will	
		5/15/2017	Baton Rouge	65987	5/15/2017	IR / Bill	1135	(\$1.50)	(\$1.50)	\$0.00					Ľ				J
		5/17/2017	Baton Rouge	CM4567	5/17/2017	IR / Bill	1149	(\$42.32)	(\$42.32)	\$0.00		Return Parts							
		5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1039	(\$500.00)	(\$500.00)	\$0.00		Monthly Ad							
		5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1039	(\$1,750.00)	(\$1,750.00)	\$0.00		Monthly Ad							
		5/26/2017	Baton Rouge	Move Warrant	5/26/2017	IR / Bill	1151	(\$1,077.50)	(\$1,077.50)	\$0.00		Move Warr							
								\$10,799.08	\$0.00	\$0.00									

Once you have selected all items for payment and all credits to be included, you will want to verify that the Total Amount Paid matches the payment you made on your Manufacturer Statement (\$10,799.08). In this example, there were no partial payments or credits entered, so my Statement Balance, Selected Items, and Amount Paid are the same. If there are partial payments, the Amount Paid will be different. The Statement Balance must equal the Selected Items and the Amount Paid must equal your payment to your supplier before you Save and Create your Payment Document.

le Vi	ew Company	Customer	Notes Receivabl	e CRM S	Suppliers Em	ployees P	ayroll Bank	ing Fixed As	ssets Invent	tory Serv	vice Wholegoods	Lease Ro	ental Reports
IMSS W	/inNetStar Nev	v Supplier Staten	nent Reconciliation	×					These two	amounts ar to fing	must be equal a	nd your Di	fference
ave	Save and Finish	Later Save a	nd Create Paymer	nt Document	Refresh G	rid Print			0.00 III 0ru	er to inia	nze ule payment	uocument	
pplier:	AGCO			Payment	Acct: BTR-1-10	000-01 (BUS	INESS PAY AS Y	💌	Statement	Date: 5/2	6/2017	•	
Memo:	May Manufacte	rer Statement Pa	ayment 🔺		G/L Bal	ance: \$722,	611.22		Statemer	t Balance:	\$10,799.08		
			-			\$711	812.14		Selec	ted Items:	\$10,799.08		
			Now that my 3	Statement I	Reconciliatio		2017	-			to 00	-	
			is in balance	, I can clicl	"Save and	5/20/	2017		· · · ·	interence:	\$0.00	-	
			Create Paymo	ent Docume	ent" to finaliz	ze. Cash	/ ACH	•	Total Am	ount Paid:	\$10,799.08		
Selec	t All		_								1		
,													
Apply	Document Date	Location Name	Supplier Reference	Supplier Invoice Date	Document Type	Document Number	Original Amount	Open Amount	Amount Paid	Due Date	Header Memo		Detail Memo
]								_				_
v	5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1038	\$150.00	\$150.00	\$15 T	he Total	Amount Paid mu	st equal v	our hthly Ma
-	5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1038	\$825.00	\$825.00	\$82 P	ayment	to your Manufact	urer.	nthly Ma
v	5/25/2017	Baton Rouge	Interest Expe	5/25/2017	Wholegood	10027	\$75.00	\$75.00	\$7.		-		
v	9/4/2014	Baton Rouge	56482	9/4/2014	IR / Bill	1019	\$12.96	\$12.96	\$12.96	5 10/4/201			
1	5/8/2017	Baton Rouge	64285	5/8/2017	IR / Bill	1068	\$29.19	\$29.19	\$29.19	5/30/20	5		
	5/17/2017	Baton Rouge	68525	5/17/2017	IR / Bill	1098	\$100.00	\$100.00	\$100.00	6/16/201	7 1		
\checkmark	5/2/2017	Baton Rouge	59785	5/2/2017	IR / Bill	1139	\$11,278.25	\$11,278.25	\$11,278.25	5 6/1/2017			
\checkmark	5/25/2017	Baton Rouge	Curtailment Pa	5/25/2017	IR / Bill	1147	\$1,500.00	\$1,500.00	\$1,500.00) 6/2 <mark>: /</mark> 201	7 Curtailment Paym	ent unit 281	
v	5/25/2017	Baton Rouge	Interest Charges	5/25/2017	IR / Bill	1148	\$200.00	\$200.00	\$200.00) 6/ <mark>7 4</mark> /201	7 Interest Charges	on Manufac	
\checkmark	5/15/2017	Baton Rouge	65987	5/15/2017	IR / Bill	1135	(\$1.50)	(\$1.50)	(\$1.50)				
1	5/17/2017	Baton Rouge	CM4567	5/17/2017	IR / Bill	1149	(\$42.32)	(\$42.32)	(\$42.32)		Return Parts		
1	5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1039	(\$500.00)	(\$500.00)	(\$500.00)		Monthly Adv Coo	p Credits an	
4	5/25/2017	Baton Rouge		5/25/2017	Journal Entry	1039	(\$1,750.00)	(\$1,750.00)	(\$1,750.00		Monthly Adv Coo	p Credits an	
1	5/26/2017	Baton Rouge	Move Warrant	5/26/2017	IR / Bill	1151	(\$1,077.50)	(\$1,077.50)	(\$1,077.5		Move Warranty (Credits from	
										_			
							¢10,700,09	¢10,700,09	¢10,700,08	7			

Step 5 - Ensure that the ending Floor Plan balance per the statement matches the general ledger as of the statement date:



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BTR-2-22000-01	ATB MASTERCARD	CREDIT CARD PAYABLE	-1,227.25
BTR-2-20001-01	A/P BTR	OTHER CURRENT LIABILITY	-130,953.44
BTR-2-21000-04	FLOORPLAN LIABILITY BTR	OTHER CURRENT LIABILITY	-721,800.00
BTR-2-21001-04	FLOORPLAN LIABILITY BTR 2	OTHER CURRENT LIABILITY	-4,000.00
BTR-2-23200-03	FLAT RATE CLEARING	OTHER CURRENT LIABILITY	1,970.00

Once you have verified your Floor Plan balance is correct, you have completed your Manufacturer Statement Processing.