



Reports Manual

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Introduction

Generating Cynergi|suite™ Reports

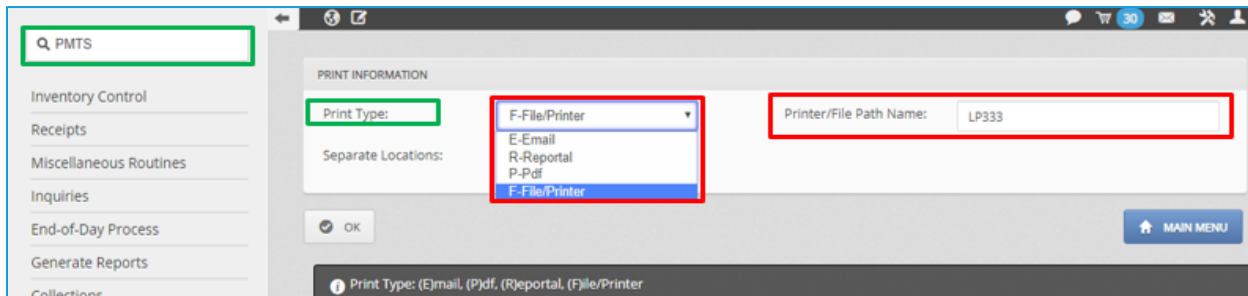
Updates have been added to enhance printing cynergi|suite reports. Selected reports can be sent to an Email Address, File/Printer, Reportal, or PDF.

Reports that have been enhanced:

- Account Manager Performance Report (**AMGRPERF**)
- AP General Ledger Report (**APGLRPT**)
- Print APU Report (**APURPT**)
- AR Customer Payments (**ARPMTS**)
- Bank Month End Agreement Analysis (**BNKAGRRP**)
- Past Due Call List/Close (**BWACRPT**)
- Credit Card Integration Recon Report (**CCRCONRP**)
- Check Report (**CHECKRPT**)
- Delivery Income Report (**DELINCME**)
- Inventory Exchange Report (**EXCHGRPT**)
- Exception Analysis Report (**EXCPTARP**)
- Expensed Inventory Report (**EXPINVRP**)
- Statement of Operations (**FINSTATE**)
- Free Time/Extension Report (**FTEXTRPT**)
- G/L Profit Center Trail Balance Report (**GLPFTBAL**)
- G/L Transaction Search Report (**GLSRCH**)
- Active Inventory Analysis Report (**INVACTRPT**)
- Idle Inventory (**INVIDLRP**)
- Audit Trail of Inventory In (**INVINRPT**)
- Audit Trail of Inventory Out (**INVOUTRP**)
- Online Payment Reconciliation Report (**OLPREPRT**)
- Serialized Inventory Alt ID Report (**PINVBC**)
- Serialized Inventory Idle Report (**PINVIDLE**)
- Rental Inventory Pricing Report (**PINVPRC**)
- Payments Report (**PMTS**)
- Receipt Audit Report (**RCPTARPT**)
- Recurring Online Payment Report (**RECOLPRT**)
- Retail Inventory Status Report (**RETINVRP**)
- Print RTO Receivables (**RTORECVP**)
- Units Being Serviced Report (**SERVTRPT**)
- Sales Tax Analysis Report (**SLTAXRPT**)
- Transaction Audit Trail (**TRAUDRPT**)
- Print Customer Overdue Report (**ZIP**)

Please Note: Additional reports will be enhanced in the future.

Print Information Screen



- 1) Type a report name into the **Jump-To** box and press **ENTER**.
- 2) The **Print Information** screen displays.
- 3) Click on the drop-down arrow for the **Print Type** pick list and options for Email, Reportal, PDF, and File/Printer will display.

Email

PRINT INFORMATION

Print Type: E-Email Email Address:

Separate Locations: No

- 1) Perform steps 1 through 3 from the section **Print Information Screen** above.
- 2) Select the **E-Email** option, press **TAB**, and enter an **Email Address** for the desired recipient.
- 3) Click the **OK** button.
- 4) The report screen will display. Answer or complete remaining fields.
- 5) The report should arrive at the designated recipient's email address.

Reportal

PRINT INFORMATION

Print Type: R-Reportal Reportal Output Folder:

Separate Locations: No

- 1) Perform steps 1 through 3 from the section **Print Information Screen** above.
- 2) Select the **R-Reportal** option, press **TAB**, and enter the **Reportal Output Folder**. *Example: enter the appropriate EXEC folder (EXEC1, EXEC2, etc.) to hold the output.*
- 3) Click the **OK** button.
- 4) The report screen will display. Answer or complete remaining fields.
- 5) Go to the **REPORTAL** and find the report in the designated output folder.

PDF

PRINT INFORMATION

Print Type: P-Pdf PDF file name:

Separate Locations: No

- 1) Perform steps 1 through 3 from the section **Print Information Screen** above.
- 2) Select the **P-Pdf** option, press **TAB**, and enter the **PDF file name**, up to 15 characters.
- 3) Click the **OK** button.
- 4) The report screen will display. Answer or complete remaining fields.
- 5) The PDF report will pop-up and display.

File/Printer

PRINT INFORMATION

Print Type: F-File/Printer Printer/File Path Name:

Separate Locations: No

- 1) Perform steps 1 through 3 from the section **Print Information Screen** above.
- 2) Select the **F-File/Printer** option, press **TAB**, and enter the **Printer/File Path Name**, up to 29 characters.
- 3) Click the **OK** button.
- 4) The report screen will display. Answer or complete remaining fields.
- 5) Go to the designated File Path Name to locate the report.

Security Change Screen

An employee will need to have the security switch set to "Y" for Email, Reportal, and PDF if they want to have these print options display in the **Print Type** pick list. These switches can be set in the third screen of **Security Change (SECMNT)**.

Please Note: The switches are initially defaulted to "N" for No.

Security Change 07/29/19

Employee Nbr: **1**

Reserved: N	Reserved: N	OnLine Payment	Email Pdf: Y
Reportal Pdf: Y	Pop-Up Pdf: Y	Reserved: N	
15-Not Used: N	16-Not Used: N	13-Not Used: N	Post Maverick: N
19-Not Used: N	20-Not Used: N	17-Not Used: N	
24-Not Used: N	25-Not Used: N	22-Not Used: N	
27-Not Used: N	28-Not Used: N	26-Not Used: N	30-Not Used: N
31-Not Used: N	32-Not Used: N	29-Not Used: N	34-Not Used: N
35-Not Used: N	36-Not Used: N	33-Not Used: N	38-Not Used: N
39-Not Used: N	40-Not Used: N	37-Not Used: N	42-Not Used: N
43-Not Used: N	44-Not Used: N	41-Not Used: N	46-Not Used: N
47-Not Used: N	48-Not Used: N	45-Not Used: N	50-Not Used: N
51-Not Used: N	52-Not Used: N	49-Not Used: N	53-Not Used: N
ReRent Inv Cust: Y	56-Not Used: N	57-Not Used: N	Disp SSN Search: N
59-Not Used: N	60-Not Used: N	61-Not Used: N	58-Not Used: N
63-Not Used: N			62-Not Used: N
Reserved: N			

Arrow Keys--Positioning, Return--Next Field, F8--Backout, Cmd--Exit Pgm

Chapter 1: Audit

Delivery Income Report (DELINCME)

Description

The Delivery Income Compare Report (**DELINCME**) summarizes daily activity for agreements added and agreements returned for the requested time period.

Report Type

Operations Analysis

Recommended Frequency

Weekly or Monthly

Format

Portrait letter paper

Filter Options

- **Select by Store** – No to print all locations if terminal record allows, or Yes to prompt **Location Selection**
 - **Location Selection** – 1-Select by 10 Stores to enter up to ten **Locations** or 2-Select by a Range of Stores to enter the **Starting and Ending Location**
- **Starting Rental Date** – Beginning agreement date
- **Ending Date** – Last agreement date
- **Select by Salesman** – No, or Yes to enter up to ten employee numbers in the **Salesman** field (the Salesman is the person who gets credit for the delivery, not the person who entered the agreement)
- **Count by Inventory or Agreement** – Select Inventory or Agreement for delivery and return BOR type

DELIVERY INCOME REPORT

Select by Store: Yes ▼

Location Selection: 1-Select by 10 Stores ▼

Locations:

1	0	0	0	0
0	0	0	0	0

Starting Rental Date: 3/04/19 Ending Date: 3/09/19

Select by Salesman: No ▼

Count by Inventory or Agreement: Inventory ▼

Report Contents

- **Store** – Store number
- **Day** – Date of Delivery/Return
- **Deliveries** – Number of Deliveries for the day
- **Actual Pmt Amts** – Rental rates on the agreements
- **First Pmt Amts** – Amount of rent that was collected at the time of delivery
- **Freetime Amts** – Amount of free dollars given at the time of delivery/new agreement
- **Due Date Change Amts** – Amount of extension dollars at the time of delivery/new agreement
- **Agreement Balances** – Agreement value (rate × term)
- **Avg Bal Per Del** – Average balance for each delivery (**Agreement Balances** ÷ **Deliveries**)
- **Returns** – Number of returned agreements
- **Return Balances** – Remaining agreement balances at the time of return
- **Avg Bal Per Rtn** – Average balance per return (**Return Balances** ÷ **Returns**)
- **Total** – Total by store for each column
- **First Pmt Amts %** – Percent of potential revenue collected on deliveries (**First Pmt Amts** ÷ **Actual Pmt Amts**)
- **Store 9999** – Represents all stores on the report totals for each column

DELINCME Example Report

RUN DATE: 03/14/19		Cynergi Training							PAGE:		
1									DELINC		
TIME: 16:34:59		DELIVERY INCOME REPORT									
ME											
FOR THE DATES OF: 3/04/19 THRU: 3/09/19											
COUNT BY INVENTORY OR AGREEMENT: I											
STORE	DAY	DELIVERIES	ACTUAL PMT AMTS	FIRST PMT AMTS	FREETIME AMTS	DUE DATE CHANGE AMTS	AGREEMENT BALANCES	AVG BAL PER DEL	RETURNS	RETURN BALANCES	AVG BAL PER RTN
1	4	4	141.97	146.10	0.00	0.00	3,710.94	927.74	3	6,318.06	2,106.02
1	5	2	107.97	76.56	0.00	0.00	2,202.66	1,101.33	3	1,979.06	659.69
1	6	2	139.99	37.33	0.00	0.00	3,491.32	1,745.66	2	2,159.73	1,079.87
1	7	2	155.99	0.00	0.00	0.00	2,339.85	1,169.93	0	0.00	0.00
1	8	7	285.94	13.55	0.00	0.00	4,854.91	693.56	2	4,801.73	2,400.87
1	9	8	651.92	0.00	0.00	0.00	8,417.02	1,052.13	6	6,167.88	1,027.98
Total:		25	1,483.78	273.54	0.00	0.00	25,016.70	1,000.67	16	21,426.46	1,339.15
				18.43%							
9999	4	4	141.97	146.10	0.00	0.00	3,710.94	927.74	3	6,318.06	2,106.02
9999	5	2	107.97	76.56	0.00	0.00	2,202.66	1,101.33	3	1,979.06	659.69
9999	6	2	139.99	37.33	0.00	0.00	3,491.32	1,745.66	2	2,159.73	1,079.87
9999	7	2	155.99	0.00	0.00	0.00	2,339.85	1,169.93	0	0.00	0.00
9999	8	7	285.94	13.55	0.00	0.00	4,854.91	693.56	2	4,801.73	2,400.87
9999	9	8	651.92	0.00	0.00	0.00	8,417.02	1,052.13	6	6,167.88	1,027.98
Total:		25	1,483.78	273.54	0.00	0.00	25,016.70	1,000.67	16	21,426.46	1,339.15
				18.43%							
TIME FINISHED:16:34:59											

Deposit Audit Trail (DEPRADTR)

Description

Deposit Audit Trail (**DEPRADTR**) is a detailed audit report for Customer Deposits (RTO Receivables) and Security Deposits. The report can be run by date, by employee/customer or by customer in summary or detail.

Report Type

Audit

Recommended Frequency

On Demand, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Beginning Activity Date** – Beginning of the date range for the report
- **Ending Activity Date** – End of the date range
- **Sort By** – 1-Date, 2-Empl/Cust Name for Employee/Customer, or 3-Customer

DEPOSIT AUDIT TRAIL REPORT

Select by Loc or Loc Groups:

Sort by Location:

Beginning Activity Date: Ending Activity Date:

Sort By:

Report Contents

- **Date** – Date of the transaction
- **Time** – Military time of the transaction
- **Customer Name** – Customer’s last and first name
- **Customer Deposit** – RTO Receivable amount for this transaction (a positive number is credit receivable used or owed and a negative number is credit receivable added)
- **Security Deposit** – Misc Charge Type #1 security deposit, if any on this transaction
- **Receipt #** – Receipt number
- **RA #** – Rental agreement number
- **Employee** – Employee’s last and first name

DEPRADTR Example Report

03/14/19 19:49:13		Cynergi Training				PAGE: 1
Deposit Audit Trail						
SELECTED BY LOCATIONS: 1						
3/01/19 THRU 3/02/19						
Date	Time	Customer Name	Customer Deposit	Security Deposit	Receipt # RA #	Employee
3/01/19	10:04	FRALEY, SISSY S	206.00	0.00	10669272	0 Starks, Kurt
3/01/19	10:08	FRALEY, SISSY S	94.25-	0.00	10669273	353670 Starks, Kurt
3/01/19	10:08	FRALEY, SISSY S	68.75-	0.00	10669274	359428 Starks, Kurt
3/01/19	10:12	STEWART, JORI J	0.72	0.00	10669277	0 Cook, Paul
3/01/19	10:35	LUNA, CHUY C	50.20-	0.00	10669284	370304 Cook, Paul
3/01/19	10:40	PACHECO, DANNY D	160.40-	0.00	10669285	370004 Cook, Paul
3/01/19	11:01	GUTIERREZ, ROGELIO R	84.28-	0.00	10669291	368702 Richardson, George
3/01/19	13:28	MARTINEZ, EVA E	7.57	0.00	10669311	0 Starks, Kurt
3/01/19	14:27	SILVA, NORMA N	30.56	0.00	10669322	0 Richardson, George
3/01/19	17:34	LUCERO, ISAAC I	2.79	0.00	10669341	0 Cook, Paul
3/01/19	17:48	THORNBURG, ASHLEY A	250.00	0.00	10669344	0 Cook, Paul
3/01/19	18:38	SHAWVER, CARRIE C	3.36	0.00	10669354	0 Cook, Paul
Business Date 3/01/19 Sub-Total			43.12	0.00		
3/02/19	11:09	KAMELAMELA, PATRICK P	5.06	0.00	10669405	0 Cook, Paul
3/02/19	11:44	LOCHHEAD, MITCHELL M	342.00	0.00	10669406	0 Cook, Paul
3/02/19	12:31	SOTO, RICARDO R	6.30	0.00	10669422	0 Cook, Paul
3/02/19	12:48	GRAHAM, WILLIAM W	56.51-	0.00	10669424	366188 Starks, Kurt
3/02/19	13:28	SAUCEDO, JUAN J	486.00	0.00	10669433	0 Cook, Paul
3/02/19	13:41	LEON, ISABEL I	8.10	0.00	10669439	0 Starks, Kurt
3/02/19	14:51	BUKOVICK, JEFFREY J	0.10	0.00	10669449	0 Starks, Kurt
3/02/19	14:58	LEE, TAYLOR T	7.02	0.00	10669456	0 Starks, Kurt
3/02/19	15:44	PYLES, ARNOLD A	1.58	0.00	10669473	0 Cook, Paul
3/02/19	15:58	JORKAN, ELLAN E	0.67	0.00	10669478	0 Starks, Kurt
3/02/19	16:12	PRIETO, DAVID D	0.20	0.00	10669489	0 Cook, Paul
3/02/19	16:13	ELMER, AISHA A	0.68	0.00	10669491	0 Cook, Paul
3/02/19	16:25	PETERSON, SHEILA S	0.56	0.00	10669506	0 Starks, Kurt
3/02/19	16:53	STEED, RICKY R	6.10	0.00	10669516	0 Cook, Paul
3/02/19	17:21	ATKINSON, CATHY C	319.48	0.00	10669531	0 Cook, Paul
3/02/19	17:25	BALFOUR, ROBERT R	17.76-	0.00	10669534	369885 Cook, Paul
3/02/19	17:55	LEE-LAST, JANELYNN J	0.34	0.00	10669542	0 Starks, Kurt
3/02/19	18:08	EPPS, RAY R	0.92	0.00	10669549	0 Cook, Paul
Business Date 3/02/19 Sub-Total			1110.84	0.00		
Total			1153.96	0.00		
TIME FINISHED:19:49:13						

Employee Audit Trail Report (EMAUDRPT)

Description

The Employee Audit Trail Report (**EMAUDRPT**) is an audit trail of all transactions and/or receipts by employee for a given business date.

Report Type

Audit

Recommended Frequency

On Demand, Daily, or Weekly

Format

Landscape legal paper

Filter Options



- **Report Order** – By Employee or Transaction Date/Time
- **Beginning Date/Ending Date** – Transaction Date range
- **Select by Employee** – One or Multiple employees may be entered
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Select by Transaction** – All Transactions, or Individually by any one of the following:

1 Transfer	5 Barcode	9 Exchange
2 Pending	6 Barcode Device	10 ChargeOff
3 Loaner	7 Service	11 DeletInv
4 Delivery/Return	8 Receiver	
- **Select by Receipt** – All Receipts, or by any one of the following Specific Receipt Types:

1 Free Time	4 NSF Check	6 Order Deposit
2 Negative Rcpts	Repayment	(Future)
3 Other Fees	5 Customer Deposit	7 Extension

EMPLOYEE AUDIT TRAIL REPORT

Report Order:

Beginning Date:  Ending Date: 

Select by Employee:

Select by Loc or Loc Groups:

Loc/Group Selection:

Locations/Groups:

1	0	0	0	0
0	0	0	0	0

Select by Transaction:

1-Transfer, 2-Pending, 3-Loaner, 4-Delivery/Return, 5-Barcode, 6-Barcode Device, 7-Service, 8-Receiver, 9-Exchange, 10-ChargeOff, 11-DeleteInv

Select by Receipt:

1-Free Time, 2-Negative Rcpts, 3-Other Fees, 4-NSF Check Repayment, 5-Customer Deposit, 6-Order Deposit (Future), 7-Extension

Report Contents

- **Str** – Store Number
- **Date** – Business Date transaction/receipt occurred
- **Time** – System Time transaction/receipt occurred
- **Employee** – Employee Number and Name
- **Type of Transaction** – Type of transaction/receipt that occurred
- **Serial #** – Inventory unit serial number
- **Product Code/Manufacturer Model #** – cynergi | suite Product Code followed by Manufacturer Model Number
- **Receipt#** – Receipt Number (if Receipt was filed)
- **Agreemnt** – Rental Agreement Number
- **Next Due** – Next Due Date of the Rental Agreement
- **Customer** – Customer Number and Name
- **Amount** – Total Amount of the Receipt
- **Recvbl** – Customer Receivable amount (if receipt included Receivable)
- **Ret Chk Repaid** – Amount Paid on Returned Check (if receipt for NSF Check repayment)
- **Other** – Miscellaneous Fees
- **Ext Days** – Extension Days given
- **Ext Dollars** – Dollar Amount of Extension Days given

EMAUDRPT Example Report

RUN DATE: 03/14/19		Cynergi Training										PAGE: 1							
TIME: 12:05:19		Employee Audit Trail by Employee										EMAUDRPT							
EMPLOYEE: ALL																			
DATES: 3/02/19 THRU 3/02/19																			
TRANSACTIONS: ALL																			
RECEIPTS: ALL																			
SELECTED BY LOCATIONS: 1																			
STR	DATE	TIME	EMPLOYEE	TYPE OF TRANSACTION	SERIAL #	PRODUCT CODE /MANUFACTURER MODEL #	RECEIPT#	AGREEMNT	NEXT DUE	CUSTOMER	AMOUNT	RECVBL	RET CHK REPAID	OTHER	EXT DAYS	EXT DOLLARS			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669358	366174	03/09	100962 BAGSHAW, KATRINA	31.79	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669359	352415	03/09	101202 FORSBERG, DANIEL	5.87	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669360	356386	03/09	101202 FORSBERG, DANIEL	23.55	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669363	353689	03/09	102554 FRONTZAK, MONICA	18.84	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669364	357033	03/09	102554 FRONTZAK, MONICA	11.77	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669367	360771	03/09	102964 CONNOR, ZACHARIAH	29.44	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669361	356419	03/09	1003111 HAMMER, CHRISTINE	32.98	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669362	363186	03/09	1003111 HAMMER, CHRISTINE	15.30	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669373	353264	03/09	1005811 GRANADOS, SANDRA	52.74	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669374	356832	03/09	1005811 GRANADOS, SANDRA	23.55	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669377	358110	03/09	1006757 JONES, AMBER	25.76	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669378	366968	03/09	1006757 JONES, AMBER	12.88	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669379	366972	03/09	1006757 JONES, AMBER	12.88	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669380	367979	03/09	1006757 JONES, AMBER	12.88	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669381	364794	03/09	1006785 HERNANDES, TANYA	35.33	0.00	0.00	0.00	0	0.00			
1	03/02	04:01	(999)	Online, Payment	RECEIPT		10669382	359183	03/16	1007143 BARNES, KENNETH	82.45	0.00	0.00	0.00	0	0.00			
1	03/02	09:36	(999)	Online, Payment	RECEIPT		10669387	358351	03/09	102230 CLAIR, LISA	46.96	0.00	0.00	0.00	0	0.00			
EMPLOYEE (10098)Starks, Kurt																			
1	03/02	13:01	(10098)	Starks, Kurt	DELIVRY/RTRN	00616730		LR SOULRSOU1600 SOUTH	0	370467	00/00	104386	NEISWENDER, LISA	0.00	0.00	0.00	0.00	0	0.00
1	03/02	15:22	(10098)	Starks, Kurt	PENDING	3156A00658		TS TCLTSTCL32S305	0	0	00/00			0.00	0.00	0.00	0.00	0	0.00
1	03/02	18:23	(10098)	Starks, Kurt	DELIVRY/RTRN	0115524NPG		LS COALSCO601762 LOVE	0	370542	00/00	104386	NEISWENDER, LISA	0.00	0.00	0.00	0.00	0	0.00
EMPLOYEE (60088)Cook, Paul																			
1	03/02	09:14	(60088)	Cook, Paul	RECEIPT		10669384	369658	03/09	102598 KEOMANIVONG, LANA	23.22	0.00	0.00	0.00	0	0.00			
1	03/02	09:14	(60088)	Cook, Paul	RECEIPT		10669385	370003	03/09	102598 KEOMANIVONG, LANA	75.36-	0.00	0.00	0.00	0	0.00			
1	03/02	09:14	(60088)	Cook, Paul	RECEIPT		10669386	370003	03/09	102598 KEOMANIVONG, LANA	162.95	0.00	0.00	0.00	0	0.00			
1	03/02	10:14	(60088)	Cook, Paul	RECEIPT		10669394	370445	03/09	103594 HARRINGTON, SUANNE	623.88-	0.00	0.00	0.00	0	0.00			
1	03/02	10:14	(60088)	Cook, Paul	RECEIPT		10669395	370445	03/09	103594 HARRINGTON, SUANNE	0.00	0.00	0.00	0.00	7	12.99			
1	03/02	10:14	(60088)	Cook, Paul	RECEIPT		10669396	370445	03/02	103594 HARRINGTON, SUANNE	0.00	0.00	0.00	0.00	0	0.00			
1	03/02	10:15	(60088)	Cook, Paul	DELIVRY/RTRN	X BRWN-4CH		D5 ASHD5ASHD158-225	0	370445	00/00	103594	HARRINGTON, SUANNE	0.00	0.00	0.00	0.00	0	0.00
3001	03/02	10:45	(60088)	Cook, Paul	PENDING	. FALSE PT		EM DIABMDIASER.SPCL PT	0	0	00/00			0.00	0.00	0.00	0.00	0	0.00
1	03/02	10:48	(60088)	Cook, Paul	DELIVRY/RTRN	T ONE TWIN		EM DIABMDIAQUILT1	0	370450	00/00	105337	DELGADO, FRED	0.00	0.00	0.00	0.00	0	0.00
1	03/02	10:48	(60088)	Cook, Paul	DELIVRY/RTRN	. FALSE PT		EM DIABMDIASER.SPCL PT	0	370450	00/00	105337	DELGADO, FRED	0.00	0.00	0.00	0.00	0	0.00
1	03/02	10:48	(60088)	Cook, Paul	RECEIPT		10669397	370450	03/06	105337	DELGADO, FRED	1019.85-	0.00	0.00	0.00	0	0.00		
1	03/02	10:48	(60088)	Cook, Paul	RECEIPT		10669398	370450	03/06	105337	DELGADO, FRED	0.00	0.00	0.00	0.00	4	9.07		
1	03/02	10:48	(60088)	Cook, Paul	RECEIPT		10669399	370450	03/02	105337	DELGADO, FRED	0.00	0.00	0.00	0.00	0	0.00		
1	03/02	10:54	(60088)	Cook, Paul	RECEIPT		10669400	358034	03/16	1007183 FISHER, SKYLLER	129.55	0.00	0.00	0.00	0	0.00			
1	03/02	11:09	(60088)	Cook, Paul	RECEIPT		10669403	363187	03/28	104030 KAMELAMELA, PATRICK	92.81	0.00	0.00	0.00	0	0.00			
1	03/02	11:09	(60088)	Cook, Paul	RECEIPT		10669404	363188	03/28	104030 KAMELAMELA, PATRICK	102.13	0.00	0.00	0.00	0	0.00			
1	03/02	11:49	(60088)	Cook, Paul	DELIVRY/RTRN	CND7184GWG		OL HEWOLHEW15-BW007CA	0	370456	00/00	1001855	LOCHHEAD, MITCHELL	0.00	0.00	0.00	0.00	0	0.00
1	03/02	11:51	(60088)	Cook, Paul	DELIVRY/RTRN	D568115987		VG SONVGSONPS4 1TB	0	370458	00/00	1001855	LOCHHEAD, MITCHELL	0.00	0.00	0.00	0.00	0	0.00
1	03/02	13:30	(60088)	Cook, Paul	PENDING	PW7H4CJF8K		MT APLMTAPLIPAD6THGEN.	0	0	00/00			0.00	0.00	0.00	0.00	0	0.00

Inventory Exchange Report (EXCHGRPT)

Description

The Inventory Exchange Report (**EXCHGRPT**) is an audit report used when inventory on rent is exchanged with another inventory piece.

Report Type

Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Exchange Type** – 5-All (default), 1-Stolen, 2-Damaged, 3-Cust Request, or 4-Service
- **Report Order** – 1-Model Number (default), 2-Customer Name, or 3-Customer Number; this selection determines the way the report will sort to print
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – No or Yes
- **Sort by Loc Groups** – No or Yes
- **Select by Model Number** – No, or Yes to enter up to three Model Numbers in the **Model Number** field
- **Starting Date Exchanged** – Starting date for audit
- **Ending** – Ending date for audit

INVENTORY EXCHANGE REPORT

Exchange Type: ▼

Report Order: ▼

Select by Loc or Loc Groups: ▼



Loc/Group Selection: ▼

Locations/Groups:

Sort by Location: ▼

Sort by Loc Groups: ▼

Select by Model Number: ▼

Starting Date Exchanged:  Ending: 

Report Contents

- **Customer Name** – Customer’s last and first name
- **Acct Nbr** – Customer Account Number (first line header)
- **Agmt Nbr** – Customer Agreement Number (second line header)
- **Date** – Exchange Date
- **Type** – Type of Agreement (O = Rent to Own)
- **New Bal** – Agreement Balance IF CHANGED after Exchange
- **Bal Chg** – Difference of Agreement Balance IF CHANGED
- **Old Model/Serial/Desc/Cost or Book Value** – Previous model number, serial number, product description, cost if new, or book value if returned (first line header)
- **New Model/Serial/Desc/Cost or Book Value** – Current model number, serial number, product description, cost if new, or book value if returned (second line header)
- **Exchange Reason** – Reason selected at time of the exchange
- **Emp Nbr** – Employee number of the person who processed the exchange

EXCHGRPT Example Report

RUN DATE: 03/14/19		Cynergi Training		PAGE: 1		
TIME: 20:54:10		ALL RTO INVENTORY EXCHANGES REPORT		EXCHGRPT		
IN MODEL NUMBER ORDER						
EXCHANGE DATES OF:		3/04/19 THRU 3/09/19				
SELECTED BY LOCS:		1				
CUSTOMER NAME	ACCT NBR	DATE	NEW BAL	----- OLD MODEL/SERIAL/DESC/COST OR BOOK VALUE -----	EXCHANGE REASON	EMP NBR
	AGMT NBR	TYPE	BAL CHG	----- NEW MODEL/SERIAL/DESC/COST OR BOOK VALUE -----		
BROOKS	DANIA	103944	3/09/19	BBFOACMBR625T-BL 00625427 BUNKBED	SERVICE PROBLEM	60088
		370749	0	BBFOACMBY931WH ,METAL,B.B T/T WHITE METAL 165.00		
POULSEN	DONNA	1000892	3/06/19	LSASH98605 CHOCOL.REC TULSON CHOCOLAT 586.38	CUSTOMER REQUEST	60088
		356728	0	LSASH5830089/94 TE-REC/DDT SLATE DROP DWN/ 814.38		
POULSEN	DONNA	1000892	3/05/19	LSASH98605 ULEN/CHOCO TULSON CHOCOLAT 117.30	CUSTOMER REQUEST	60088
		356728	0	LSASH98605 CHOCOL.REC TULSON CHOCOLAT 586.38		
CHAVEZ	ROBER	105371	3/05/19	TSTCL40S305 3157A00621 40" SMART 1080P 203.50	SERVICE PROBLEM	60088
		370607	0	TKSAMUN40MJ6290F 3CFJB23480 40" 4K SMART TV 199.95		
TOTAL EXCHANGES THIS REPORT:			4			
TIME FINISHED:20:54:10						

Free Time/Extension Report (FTEXTRPT)

Description

The Free Time/Extension Report (**FTEXTRPT**) is designed to give you a detailed look at each customer's free or deferred rental days. The report also gives a summary of free payment and extensions by location, by code, and by employee.

Report Type

Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly



Format

Portrait letter paper

Filter Options

- **Starting Date** – Starting Receipt Date to print on the report
- **Ending Date** – Ending Receipt Date to print on the report
- **Select by Loc, Grp, Rgn or Div** – No, or Yes to prompt additional fields
 - **Loc, Grp, Reg or Div** – 1-Select by Location, 2-Groups (Location Groups), 3-Regions, or 4-Divisions
 - **Location List or Range** – 1-Select by 10 Locs/Grp/Rgn/Div to enter up to ten numbers, or 2-Select Range of Locs/Grp/Rgn/Div to enter the **Start and End Loc, Grp, Reg or Div**
- **Free-time (Discount) Code** – 0 to print all free payments codes, or enter a code
- **Minimum Free-time Days** – 0 to print all free payment days, or enter a minimum (e.g., if you only want to see free days of more than three days, enter a 3 here)
- **Extension (Due Date Move) Code** – 0 to print all due date move extension codes, or enter a code number
- **Minimum Extension Days** – 0 to print all extension days, or enter a minimum (e.g., if you only want to see extensions of more than three days, enter a 3 here)
- **Print Summary Totals Only** – No, or Yes to only print the report summary totals

FTEXTRPT REPORT

Starting Date:  Ending Date: 

Select by Loc, Grp, Rgn or Div: ▼

Loc, Grp, Reg or Div: ▼

Location List or Range: ▼

<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Free-time (Discount) Code:

Minimum Free-time Days:

Extension (Due Date Move) Code:

Minimum Extension Days:

Print Summary Totals Only: ▼

Report Contents

Details Page

- **F/E Cde** – Free Payment or Extension Code associated with the transactions
Please Note: Code numbers are defined by Home Office.
- **Typ** – Type of code (E = Extension and F = Free Time/Payment)
- **FreeTime/Ext Description** – Description associated with the code number
- **Empl Nbr** – Employee number who entered the transaction
- **Trans Date** – Date the transaction occurred
- **Receipt Number** – Receipt number of the transaction
- **Customer Name** – Customer’s last and first name
- **Agreement Number** – Customer’s agreement number for the transaction
- **F/E Days** – Number of days that were extended or free timed
- **FT/Ext \$ Amount** – Number of rental dollars not collected because of this transaction
Please Note: Extensions will carry this dollar amount over to the end of the agreement, Free Time/Payment represents lost revenue.
- **Old Due Date** – Payment Due Date at the beginning of this transaction
- **Next Due Date** – Payment Due Date at the end of this transaction
- **|F/E |Days** – Total (past and present) free time/extension days for this agreement
- **Agrmnt % Comp** – Percent of the agreement collected at the end of this transaction
- **Agrmnt Date** – Date the agreement was created in the system

Summary Totals for Report Page

- **CDE** – Code number
- **T** – Code type (F or E)
- **Description** – Description associated with the code number
- **FTDYS** – If free time code, this is the total free days for this code
- **FT Amt** – If free time code, this is the total free rental dollars lost for this code
- **EXten** – If extension code, this is the total number of extension days for this code
- **Ext Amt** – If extension code, this is the total rental dollars not collected for this code
- **Emp Nbr** – Employee number who entered the transaction
- **Employee Name** – Employee’s last and first name with the transactions on this report
- **FTDYS** – Number of Free Time Days given by the employee
- **FT Amt** – Total lost revenue for free time given by the employee
- **EXten** – Total number of extension days given by the employee
- **Ext Amt** – Total rental dollars not collected by the employee

FTEXTRPT Example Report

RUN DATE: 03/14/19		Cynergi Training										PAGE: 1			
TIME: 16:57:37		FreeTime/Extension Audit Trail										FTEXTRPT			
Selected by Locations: 1															
Date Range: 3/04/19 Thru 3/09/19															
Minimum FreeTime Days Selected: 0 Minimum Extension Days Selected: 0															
Free Category: ALL Extension Category: ALL															
STORE: 1															
T	F/E	y	FreeTime/Ext	Empl	Trans	Receipt	Agreement	F/E	FT/Ext	Old	Next	F/E	Agmt	Agmt	
Cde	p		Description	Nbr	Date	Number	Number	Days	\$ Amount	Due	Due	Days	% Comp	Date	
13	E		INITIAL SALE	10094	3/04/19	10669572	SANDOVAL, VALERIE	370548	2	5.33	3/04/19	3/06/19	2	0.0	3/04/19
13	E		INITIAL SALE	10094	3/07/19	10669792	MCLIMAN, KARLI	370685	30	155.99	3/07/19	4/06/19	30	0.0	3/07/19
13	E		INITIAL SALE	10094	3/08/19	10669838	BAKER, CODY	370704	22	94.22	3/08/19	3/30/19	22	1.9	3/08/19
13	E		INITIAL SALE	60088	3/05/19	10669668	WILLIAMSON, TERESA	370608	1	2.86	3/05/19	3/06/19	1	3.7	3/05/19
13	E		INITIAL SALE	60088	3/06/19	10669747	JACKSON, JAMES	370660	8	26.66	3/06/19	3/14/19	8	3.0	3/06/19
13	E		INITIAL SALE	60088	3/08/19	10669897	OBRIEN, TYSON	370728	8	16.00	3/08/19	3/16/19	8	1.5	3/08/19
13	E		INITIAL SALE	60088	3/08/19	10669906	DE LA PAZ, ALEJANDRA	370733	8	13.86	3/08/19	3/16/19	8	0.0	3/08/19
13	E		INITIAL SALE	60088	3/08/19	10669917	HARRISON, MARY	370748	8	21.33	3/08/19	3/16/19	8	0.0	3/08/19
13	E		INITIAL SALE	60088	3/08/19	10669920	BROOKS, DANIA	370749	8	17.06	3/08/19	3/16/19	8	0.0	3/08/19
13	E		INITIAL SALE	60088	3/09/19	10669956	SALAZAR, JONAH	370750	7	23.33	3/09/19	3/16/19	7	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10669962	OBRIEN, TYSON	370751	14	37.33	3/09/19	3/23/19	14	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10669967	ANDERSON, SHAWN	370752	7	14.00	3/09/19	3/16/19	7	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10669980	HENDERSON, SUSAN	370758	27	61.19	3/09/19	4/05/19	27	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10670014	GARCIA, MICHELLE	370770	28	59.72	3/09/19	4/06/19	28	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10670030	JACKSON, ALEX	370786	14	44.80	3/09/19	3/23/19	14	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10670033	JACKSON, ALEX	370788	14	39.20	3/09/19	3/23/19	14	0.0	3/09/19
13	E		INITIAL SALE	60088	3/09/19	10670104	BOYD, ERIC	370818	14	46.66	3/09/19	3/23/19	14	1.7	3/09/19

Summary Totals for Report Page

RUN DATE: 03/14/19		Cynergi Training										PAGE: 3									
TIME: 16:57:37		FreeTime/Extension Audit Trail										FTEXTRPT									
Selected by Locations: 1																					
Date Range: 3/04/19 Thru 3/09/19																					
Minimum FreeTime Days Selected: 0 Minimum Extension Days Selected: 0																					
Free Category: ALL Extension Category: ALL																					
Summary Totals for Report																					
CDE	T	DESCRIPTION	FTDYS	FT	AMT	EXten	EXT	AMT	CDE	T	DESCRIPTION	FTDYS	FT	AMT	EXten	EXT	AMT				
13	E	INITIAL SALE	0	0.00	220	679.54															
EMP	NBR	EMPLOYEE	NAME	FTDYS	FT	AMT	EXten	EXT	AMT	EMP	NBR	EMPLOYEE	NAME	FTDYS	FT	AMT	EXten	EXT	AMT		
10094	Richardson	George		0	0.00	54	255.54	60088	Cook	Paul		0	0.00	166	424.00						
REPORT TOTALS													0	0.00	220	679.54					
TIME FINISHED:16:57:37																					

Audit Trail of Inventory In (INVNRPT)

Description

The Audit Trail of Inventory In (**INVNRPT**) is a report listing all inventory units received into a store location for a given period of time.

Report Type

Audit

Recommended Frequency

On Demand or Monthly

Format


Landscape legal paper


Filter Options

- **Location** – Select by individual store location
- **Beginning Report Date/Ending Report Date** – Select the range of dates for reporting
- **Print Transfers Only?**
 - **No-Not ONLY Transfers** (default) – Will list all inventory brought into the location selected
 - **All-Only Transfers but for ALL Transfer Locations** – Will list inventory transferred into the location selected from “All” locations
 - **Yes-For a Specific Transfer Location** – Will list inventory transferred from a specific transfer location to the store location selected

AUDIT TRAIL OF INVENTORY IN

Location:

Beginning Report Date: 

Ending Report Date: 

Print Transfers Only?:

Report Contents

- **Receiving Information**
 - **Description** – Method used to bring in the inventory unit (Receiver, Transfer in, etc.)
 - **Receive Date** – Date unit received into the location selected for the report
 - **From Str** – Store location the inventory unit was received at or transferred from
 - **Original Purch Dt** – Original Purchase Date of the inventory unit
 - **Original Cost** – Original Purchase Cost of the inventory unit
 - **Life** – Life of the inventory unit
- **Inventory Information**
 - **Life** – Life of the inventory unit
 - **Brand** – Manufacturer/Brand
 - **Model** – cynergi|suite Model Number
 - **Serial** – Inventory unit serial number
 - **Alt ID** – Alternate ID (System generated unit identification number)
 - **Rate Code** – Rate Code assigned to the inventory unit (If using Rate Code Pricing)
- **Rental Information**
 - **Rental Agreement** – Rental Agreement Number if on rent at time of transfer
 - **Customer Name** – Customer Name if on rent at time of transfer
- **Receiver Grand Total**
 - Total number of inventory units received
 - Total original cost of inventory units received
- **Transfer Grand Total**
 - Total number of inventory units transferred
 - Total original cost of inventory units transferred
- **Grand Total**
 - Total number of all received and transferred in inventory
 - Total original cost of all received and transferred in inventory

INVNRPT Example Report

Cynergi Training										PAGE: 1		
AUDIT TRAIL OF INVENTORY IN										INVNRPT		
RUN DATE: 03/14/19				TIME: 18:46:46				LOCATION: 1 Store 1 Cynergi Training				
BEGINNING REPORT DATE: 2/01/19 THRU ENDING REPORT DATE: 2/28/19												
TRANSFERS ONLY? N												
RECEIVING INFORMATION				INVENTORY INFORMATION						RENTAL INFORMATION		
DESCRIPTION	RECEIVE DATE	FROM STR	ORIGINAL PURCH DT	ORIGINAL COST	LIFE	BRAND	MODEL	SERIAL	ALT ID	RATE CODE	RENTAL AGREEMENT	CUSTOMER NAME
RECEIVER	2/01/19	1	2/01/19	393.00	0	DIAMOND DISTRIBUTOR	BMDIACALMPLUSH	MPLUSHFIRM	00126045	2452	0	
	2/05/19	1	2/05/19	486.87	0	ASHLEY	D5ASHD410	0115208NPG	00126046	1378	0	
	2/05/19	1	2/05/19	1164.00	0	WHIRLPOOL	ARMHINR9325FDAM	4361618NPG	00126047	3491	0	
	2/09/19	1	2/09/19	598.00	0	DIAMOND DISTRIBUTOR	BMDIACALMPLUSH KIN	LMEUROKING	00126048	2978	0	
	2/09/19	1	2/09/19	558.00	0	DIAMOND DISTRIBUTOR	BMDIACALMEURO,VISC	OVIQCQUEEN	00126049	2978	0	
	2/12/19	1	2/12/19	727.00	0	MAYTAG	AGMAYMGR7775W90	3210738NPG	00126050	1978	0	
	2/18/19	1	2/18/19	1010.28	0	SOUTHERN	L890U858 PWR	0624508NPG	00126051	3491	0	
	2/18/19	1	2/18/19	1010.27	0	SOUTHERN	L890U4141	0620713NPG	00126052	2491	0	
	2/18/19	1	2/18/19	474.00	0	ASHLEY	LSASH2660138/35	ON/DUNENPG	00126053	2978	0	
	2/18/19	1	2/18/19	539.00	0	WHIRLPOOL	ARMHINRT318F2DB	5368998NPG	00126054	1891	0	
	2/19/19	1	2/19/19	697.98	0	EMERALD HOME FUR	L8EHFU4280	0803688NPG	00126055	3491	0	
TOTAL UNITS:			11	7658.40								
TRANSFER	2/20/19	6	10/31/18	237.40	0	UNITED FURNITURE	LRONIU678	L	HT/MSG	00644311	1378	0
TOTAL UNITS:			1	237.40								
RECEIVER	2/25/19	1	2/25/19	755.00	0	MAYTAG	AWMAYMHW3505FWD	0450423NPG	00126056	2191	0	
	2/25/19	1	2/25/19	839.00	0	MAYTAG	ADMAYMGD3500FWD	1202123NPG	00126057	1091	0	
	2/26/19	1	2/26/19	409.00	0	GENERAL ELECTRIC	AWGENTW460A8JWW	922184GNPG	00126058	1391	0	
	2/26/19	1	2/26/19	409.00	0	GENERAL ELECTRIC	ADGENTD42EA8JWW	708636CNPG	00126059	1091	0	
TOTAL UNITS:			4	2412.00								
RECEIVER GRAND TOTAL:			15	10,070.40								
TRANSFER GRAND TOTAL:			1	237.40								
GRAND TOTAL			16	10,307.80								
TIME FINISHED: 18:46:46												

Audit Trail of Inventory Out (INVOUTRP)

Description

The Audit Trail of Inventory Out (**INVOUTRP**) is a report listing all inventory units that became inactive inventory for a given period.

Report Type

Audit

Recommended Frequency

On Demand or Monthly

Format


Landscape legal paper


Filter Options

- **Location** – Select by individual store location
- **Beginning Report Date/Ending Report Date** – Select the range of dates for reporting
- **Print Unit Turn?** – Yes to print the Unit Turn, or No
- **Print Transfers Only?**
 - **No-Not ONLY Transfers** (default) – Will list all inventory that left the selected store location
 - **All-Only Transfers but for ALL Transfer Locations** – Will list inventory transferred from the location selected from “All” locations
 - **Yes-For a Specific Transfer Location** – Will list inventory transferred from a selected store location to specific location

AUDIT TRAIL OF INVENTORY OUT

Location:

Beginning Report Date: 

Ending Report Date: 

Print Unit Turn?:

Print Transfers Only?:

Report Contents

- **Inactive Information**
 - **Date** – Business date the inventory unit became inactive or transferred out
 - **Description** – Charge Off/Transfer Description
 - **To Str** – Inventory Location (or Store) to which the inventory unit was moved
 - **Receipt #** – Receipt Number if payout or EPO
 - **Alloc Amt** – Final payment amount (does not include Fees or Taxes)
- **Inventory Information**
 - **Brand** – Manufacturer/Brand
 - **Model** – cynergi | suite Model Number
 - **Lifetime Profit \$ / %** – **Lifetime Profit \$ = Accum Rent – Orig Cost; Lifetime Profit % = Lifetime Profit \$ ÷ Accum Rent × 100**
 - **Serial** – Inventory unit serial number
 - **Alt ID** – Alternate ID (system generated unit identification number)
 - **Rate Code** – Rate Code assigned to the inventory unit (if using Rate Code Pricing)
 - **Realized Turn** – **Accum Rent ÷ Orig Cost**
 - **Remaining Cost** – Remaining Cost of Inventory unit
- **Rental Information**
 - **Rental Agreement** – Rental Agreement Number if on rent when unit became inactive
 - **Customer Name** – Customer Name if on rent when unit became inactive
 - **Orig Term/Mode** – **Term** = Original term of the rental agreement, **Mode** = Payment Mode
 - **Times Rented** – Number of times the inventory unit has been rented
 - **Accum Rent** – Total Accumulated Rent posted to the inventory unit since purchase date
- **Receiving Information**
 - **Orig Purch Date** – Original Purchase Date of the inventory unit
 - **Orig Cost** – Original Cost of inventory unit
 - **Life** – Original Life of the inventory unit
 - **Recv Date** – Original Receive Date
 - **From Str** – Store number if transferred in
- **Audit Trail Recap**
 - Recap totals for each Payout/Charge Off type
 - **# Units** – Number of inventory units under each Charge Off Description
 - **Description** – Payout/Charge Off/Transfer description
 - **Orig Cost** – Total Original Cost for all units in category
 - **Remain Cost** – Total Remaining Cost for all units in category
 - **Sold** – Cash Sale amount for all units in category
 - **Early Buyout** – Early Purchase Option amount for all units in category
 - **Accum Rent** – Accumulated Rent for all units in category
 - **Total Income** – Total Rental Income, Early Buyout (EPO), and Sold (Cash Sale) amounts
 - **Realized Turn** – **Total Income ÷ Orig Cost**
 - Grand Totals

INVOUTRP Example Report

INACTIVE INFORMATION		INVENTORY INFORMATION				RENTAL INFORMATION				RECEIVING INFORMATION								
DATE	DESCRIPTION	STR	RECEIPT #	ALLOC AMT	BRAND	MODEL	SERIAL	ALT ID	RATE	REMAINING	RENTAL	CUSTOMER NAME	TIMES	ORIG PURCH DATE	ORIG COST	RECV LIFE DATE	FROM STR	
02/21	INVENTORY CORR	8001	0	0.00	WHIRLPOOL	AMWHLCR4332PQ	CRC0663430	00114440	1191	0.00	0		12	3029.87	5/28/12	459.00	24	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	2570.87	84	REALIZED TURN:	6.60	ORIG TERM/MODE:	0						
02/21	INVENTORY CORR	8001	0	0.00	TOSHIBA	TBTOSS50L1400UNPG	92T22216C1	00643487	2478	270.80	0		1	0.00	8/02/18	324.99	24	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/22	PAYOUT SATISFAC	8001	668700	87.43	NINTENDO	WGNINSWITCH-RSD/BL	0002635503	00640709	2978	100.00	0		3	634.18	10/06/17	299.99	24	0
	EMP NBR/NAME:	7013	Weeks, Kermit			LIFETIME PROFIT \$ / %:	334.19	52	REALIZED TURN:	2.11	ORIG TERM/MODE:	3 / M						
02/22	EARLY BUYOUT	8001	668716	349.30	ASHLEY	LRASH56901	GLDR/SNIV	00644679	1465	178.86	0		1	100.63	11/19/18	195.00	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	254.93	56	REALIZED TURN:	2.30	ORIG TERM/MODE:	15 / M						
02/22	PAYOUT SATISFAC	8001	668718	94.46	ASHLEY	LSASH16601	A CHARCO	00639799	2978	99.25	0		3	803.72	5/31/17	476.33	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	327.39	40	REALIZED TURN:	1.68	ORIG TERM/MODE:	3 / M						
02/22	PAYOUT SATISFAC	8001	668718	37.78	ASHLEY	LTASHR227-13	T227-13	00125927	1178	98.78	0		1	85.70	5/22/18	107.74	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.79	ORIG TERM/MODE:	3 / M						
02/22	PAYOUT SATISFAC	8001	668776	63.93	MICROSOFT	WGMICXBOKIX	2853173317	00641208	1552	187.47	0		3	2119.88	11/10/17	499.99	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	1619.89	76	REALIZED TURN:	4.23	ORIG TERM/MODE:	7 / M						
02/22	EARLY BUYOUT	8001	668826	301.81	DIAMOND DISTRIB	BMDIA609 EUOPF	RO FULLSE	00642101	1078	148.94	0		4	362.57	1/04/18	325.00	24	0
	EMP NBR/NAME:	10090	Stephenson, Paul			LIFETIME PROFIT \$ / %:	339.38	51	REALIZED TURN:	2.04	ORIG TERM/MODE:	14 / M						
02/22	EARLY BUYOUT	8001	668826	191.95	DIAMOND DISTRIB	BMDIASER.SP TW	100301	00414611	0678	53.20	0		3	314.79	10/09/17	159.50	24	0
	EMP NBR/NAME:	10090	Stephenson, Paul			LIFETIME PROFIT \$ / %:	347.24	68	REALIZED TURN:	3.17	ORIG TERM/MODE:	14 / M						
02/22	EARLY BUYOUT	8001	668826	191.95	DIAMOND DISTRIB	BMDIASER.SP TW	100300	00414610	0678	0.00	0		5	314.91	10/09/17	159.50	24	0
	EMP NBR/NAME:	10090	Stephenson, Paul			LIFETIME PROFIT \$ / %:	347.36	68	REALIZED TURN:	3.17	ORIG TERM/MODE:	14 / M						
02/25	GUARANTEED REPL	8001	0	0.00	MAYTAG	AMMAYMHW5630HW	C84550655	00645429	29104	755.00	0		0	0.00	1/22/19	755.00	0	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/25	GUARANTEED REPL	8001	0	0.00	MAYTAG	ADMAYMGD5630HW	M90301673	00645487	29104	839.00	0		0	0.00	2/05/19	839.00	0	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/25	PAYOUT SATISFAC	8001	669061	99.99	ASHLEY	LSASH76901	RECLINING	00640628	29104	315.00	0		3	775.83	10/04/17	840.00	24	0
	EMP NBR/NAME:	10098	Starks, Kurt			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.92	ORIG TERM/MODE:	3 / M						
02/25	PAYOUT SATISFAC	8001	669063	49.99	CATNAPPER	LRCAT46242 MSG/HEA	FTWOOD REC	00640982	1978	145.80	0		4	808.31	10/25/17	350.00	24	0
	EMP NBR/NAME:	10098	Starks, Kurt			LIFETIME PROFIT \$ / %:	458.31	56	REALIZED TURN:	2.30	ORIG TERM/MODE:	3 / M						
02/25	EARLY BUYOUT	8001	669071	160.63	MISC BRAND/UNKNO	SHMISBHG720S LG	H2EE368564	00610776	1978	0.00	0		10	630.44	11/09/12	270.00	24	0
	EMP NBR/NAME:	10098	Starks, Kurt			LIFETIME PROFIT \$ / %:	521.07	65	REALIZED TURN:	2.92	ORIG TERM/MODE:	6 / M						
02/26	GUARANTEED REPL	8001	0	0.00	SOUTHERN	LSSOU743 PWR	ALP_TOAST	00645516	49104	2200.00	0		0	0.00	2/26/19	2200.00	0	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/26	GUARANTEED REPL	8001	0	0.00	FURNITURE OF AME	D7FOACM3089T/SC	Q.WHT/GRAY	00645528	2478	879.00	0		0	0.00	2/26/19	879.00	0	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/26	GUARANTEED REPL	8001	0	0.00	FURNITURE OF AME	D7FOACM3754PT	.WHT / OAK	00645530	2178	548.26	0		0	0.00	2/26/19	548.26	0	0
	EMP NBR/NAME:	1004	Fillmore, Jennifer			LIFETIME PROFIT \$ / %:	0.00	0	REALIZED TURN:	0.00	ORIG TERM/MODE:	0						
02/26	PAYOUT SATISFAC	8001	669121	0.00	KENMORE APPLIANC	AWKNA265142K	C51422764	00621626	1391	0.00	0		4	1681.53	6/15/15	275.00	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	1391.53	82	REALIZED TURN:	6.11	ORIG TERM/MODE:	18 / M						
02/26	PAYOUT SATISFAC	8001	669121	0.00	KENMORE APPLIANC	ADENA266012K 511	M54605704	00624395	0991	0.00	0		5	1283.43	12/10/15	240.00	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	1043.43	81	REALIZED TURN:	5.34	ORIG TERM/MODE:	18 / M						
02/26	EARLY BUYOUT	8001	669125	639.92	ASHLEY	LSASH65807	CHARCOA	00641993	2491	199.60	0		2	954.60	12/18/17	479.13	24	0
	EMP NBR/NAME:	10094	Richardson, George			LIFETIME PROFIT \$ / %:	1115.39	69	REALIZED TURN:	3.32	ORIG TERM/MODE:	18 / M						
02/27	EARLY BUYOUT	8001	669165	191.97	ACER	OMACR202HQL	7024A04213	00640161	1052	66.22	0		1	127.98	8/09/17	72.16	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	247.79	77	REALIZED TURN:	4.43	ORIG TERM/MODE:	10 / M						
02/27	EARLY BUYOUT	8001	669173	1503.17	ASHLEY	LSASH95202	BACKER BLK	00643406	2978	555.75	0		1	599.95	7/16/18	701.98	24	0
	EMP NBR/NAME:	60088	Cook, Paul			LIFETIME PROFIT \$ / %:	1401.14	66	REALIZED TURN:	2.99	ORIG TERM/MODE:	24 / M						

RUN DATE:03/14/19		Cynergi Training						PAGE: 8	
TIME: 19:05:29		AUDIT TRAIL OF INVENTORY OUT						INVOUTRP	
LOCATION: 1 Store 1 Cynergi Training		BEGINNING REPORT DATE: 2/01/19 THRU ENDING REPORT DATE: 2/28/19							
REPORT UNIT TURN? Y									
TRANSFERS ONLY? N									
AUDIT TRAIL RECAP									
# UNITS	DESCRIPTION	ORIG COST	REMAIN COST	SOLD	EARLY BUYOUT	ACCUM RENT	TOTAL INCOME	REALIZED TURN	
0	CHARGE OFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
19	EARLY BUYOUT	6,220.99	3,429.86	0.00	6,184.70	9,787.71	15,972.41	2.56	
0	HARD ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1	PAYOUT	750.00	0.00	0.00	0.00	2,598.70	2,598.70	3.46	
40	PAYOUT SATISFACTORY	17,642.38	4,558.17	0.00	0.00	60,650.40	60,650.40	3.43	
0	PAYOUT UNSATISFACTORY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	SKIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	STOLEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	STOLEN LDW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
60		24,613.37	7,988.03	0.00	6,184.70	73,036.81	79,221.51	3.21	
0	CUSTOMER SERVICE/PAYOUTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	DUPLICATE ENTRY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	Duplicate Entry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	EMPLOYEE FRAUD/THEFT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	EMPLOYEE PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	FIXED ASSET	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	INCENTIVE POINTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
39	INVENTORY CORRECTION	10,830.02	1,388.60	0.00	0.00	24,431.87	24,431.87	2.25	
0	LDW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	MARKETING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3	NON-REPAIRABLE/JUNKED	1,914.66	0.00	0.00	0.00	7,393.09	7,393.09	3.86	
0	Non-Repairable/Junked	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	RETURN AUTHORIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	RETURN TO VENDOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	SERVICE AWARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	SHOPLIFTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1	SOLD RETAIL	856.25	392.48	200.00	0.00	1,415.83	1,615.83	1.88	
0	SPLIT UNIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	SPLIT UNIT / RE-RECEIVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	STOLEN FROM TRUCK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	STORE BREAK IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	STORE LOSS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	Store Loss/Missing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	UNIT COMBINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
43		13,600.93	1,781.08	200.00	0.00	33,240.79	33,440.79	2.45	
0	BED BUGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
0	CREDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

RUN DATE:03/14/19
 TIME: 19:05:29
 LOCATION: 1 Store 1 Cynergi Training
 REPORT UNIT TURN? Y
 TRANSFERS ONLY? N

Cynergi Training
 AUDIT TRAIL OF INVENTORY OUT
 BEGINNING REPORT DATE: 2/01/19 THRU ENDING REPORT DATE: 2/28/19

PAGE: 9
 INVOUTRP

AUDIT TRAIL RECAP

# UNITS	DESCRIPTION	ORIG COST	REMAIN COST	SOLD	EARLY BUYOUT	ACCUM RENT	TOTAL INCOME	REALIZED TURN
0	DONATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	GUARANTEED REPLACEMENT	15,456.74	15,388.17	0.00	0.00	0.00	0.00	0.00
0	Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	PROMOTION/ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0	Store Break In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22		15,456.74	15,388.17	0.00	0.00	0.00	0.00	0.00
18	TRANSFER	10,535.07	10,512.43	0.00	0.00	0.00	0.00	0.00
18		10,535.07	10,512.43	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	143	64,206.11	35,669.71	200.00	6,184.70	106,277.60	112,662.30	1.75

TIME FINISHED:19:05:29

Payments Report (PMTS)

Description

The Payments Report (**PMTS**) can be used for daily cash drawer balancing, auditing exceptions, late payments only, or analyzing payments volume by hour. The report also has options to summarize revenue by product type or miscellaneous fee type.

Report Type

Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Want Totals Only** – No to produce payment receipt details associated with the type of report based on the following selections, or Yes to only print the Total Summary page
- **Want Product Code Report** – No to not print a summary of revenue by product code, 1-Use 1 Character Product Codes to print a summary of revenue by the first character of the product code (e.g., A for all Appliances), or 2-Use 2 Character Product Codes to print a summary of revenue by two-character product codes (e.g., AD, AC, AW, etc.)
- **Select Customer Types** – No to print all payment receipts based on selected criteria, or Yes to enter up to sixteen customer types defined on the agreement
- **Use Rules as Store Numbers** – No to sort report by location (store rule on agreement will default to store number), or Yes to sort the report by store rules
- **Only Pmts for Other Stores** – No, C-Credit Report for Ticket Store Revenue (cash in another store), D-Debit Report for payment in this store and ticket in another store, or T-Transactions for transactions that should be in the selected store's cash drawer
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows and prompt **Sort by Location**, or 1-Select by Locations or 2-Select by Location Groups to prompt **Loc/Group Selection**
 - **Sort by Location** – No, or Yes to print a summary page for each location
 - **Loc/Group Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Print Misc Fee Summary** – No, or Yes to print a summary of revenue by miscellaneous fee code (e.g., Pro Fee, IHC, NSF, etc.)
- **Starting Payment Date** – Beginning receipt date
- **Ending Date** – Ending receipt date
- **Starting AGMT/CONT Date** – Enter the first date agreement was added, or leave blank to select all agreements
- **Ending Date** – Ending date agreement was added (e.g., if you only want to analyze receipts for agreements added in December, Starting AGMT/CONT Date is 12/01/XX and Ending Date is 12/31/XX)
- **Select by Salesmen or Acct Mgrs** – No, or 1-Select by Salesmen or 2-Select by Acct Mgrs to prompt **Select which Salesmen nbr**
 - **Select which Salesmen nbr** – 2-Salesmen who took pmt to enter up to ten route numbers or 1-Salesmen who entered Acct to enter up to ten employee numbers

- **Sort By Salesman/AcctMgr** – No, or Yes to print each account manager or employee on a separate page and summary page
- **Summarize by Zip/Postal Code** – No, or Yes to print a summary of revenue by Zip or Postal Code
- **Payment Forms Wanted** – Leave at 0 for all payment forms, or select up to three payment forms
- **Late Payments Only Report** – No, or Yes to only report payments that were past due during the selected payment dates
- **Only Agmt/Cnt Amt/Bal Chgs** – No, Yes to only report Type 5 agreement adjusting receipts, or B-Only Pay on Bad Chk Pmts to only report bounced check payments
- **Transactions by Time Report** – No, Yes to get a summary of payment dollars hourly, or T-Print Receipt Time for Receipt Nbr to have the time of payment on the report instead of the receipt number
- **Only RTO RECV Pmts** – No, Yes for only RTO Receivable payments, or D-Show Detail Line on Receivable Pmt
- **Calculate Commissions** – No or Yes
- **Commission Percent** – If Yes for **Calculate Commissions**, enter percent of commission here
- **Select by Zip/Postal Code** – No, or Yes to enter up to ten zip/postal codes
- **Select a Range of Receipt Nbrs** – No, Yes, or F-Field Receipt Option (Yes or F prompts **Receipt Nbrs**)
 - **Receipt Nbrs** – Enter the beginning store number prefix and the ending store number prefix for your range (e.g., 0003 Thru 0005 for store 3 through store 5)
- **Exception Report** – No, Yes to print all exceptions, C-Sort by Customer Name to list exceptions in customer name order, R-Receivables for RTO receivables exception format, E-Exception Type to enter which exception codes to print in the **Types** field, or - Refunds Only
- **Types** – If E for **Exception Report**, enter the desired exception types: B for both partial payment and extension, C for closed agreement, D for zero payment extension, F for free payment, N for new agreement, P for partial payment, and U for unsatisfactory close (late agreements that were closed)
- **Type Pmts** – 4-RTO and RTR Payments for both, 1-RTO Payments for only RTO, or 2-RTR Payments for only RTR (3-Loan Payments is no longer applicable)
- **Only Pmts on Books over a Date** – No or Yes to only see selected agreements' payments (agreements opened a certain number of days ago)
- **Days on Books over** – If Yes to **Only Pmts on Books over a Date**, enter the number of days from the agreement creation date to analyze payments on specific agreements for the Starting/Ending Payment dates (e.g., 90 days here would produce a report for payments made on agreements created 90 days ago)
- **GRP Customers Only** – No, or Yes to report only receipts with GRP/LDW
- **Only Receipt Numbers Gaps** – No, or Yes for receipt gaps audit report

PAYMENTS REPORT					
Want Totals Only:	<input type="text" value="No"/>	Want Product Code Report:	<input type="text" value="No"/>		
Select Customer Types:	<input type="text" value="No"/>	Only Pmts for Other Stores:	<input type="text" value="T-Transactions"/>		
Use Rules as Store Numbers:	<input type="text" value="No"/>	Select by Loc or Loc Groups:	<input type="text" value="1-Select by Locations"/>		
Location Selection:	<input type="text" value="1-Select by 10 Locs/Groups"/>				
	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Print Misc Fee Summary:	<input type="text" value="No"/>				
Starting Payment Date:	<input type="text" value="3/04/19"/>	Ending Date:	<input type="text" value="3/09/19"/>		
Starting AGMT/CONT Date:	<input type="text"/>	Ending Date:	<input type="text" value="12/31/79"/>		
Select by Salesmen or Acct Mgrs:	<input type="text" value="No"/>				
Sort By Salesman/AcctMgr:	<input type="text" value="No"/>				
Summarize by Zip/Postal Code:	<input type="text" value="No"/>				
Payment Forms Wanted:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
Late Payments Only Report:	<input type="text" value="No"/>	Only Agmt/Cnt Amt/Bal Chgs:	<input type="text" value="No"/>		
Transactions by Time Report:	<input type="text" value="No"/>	Only RTO RECV Pmts:	<input type="text" value="No"/>		
Calculate Commissions:	<input type="text" value="No"/>	Commission Percent:	<input type="text" value="0.00"/>		
Select by Zip/Postal Code:	<input type="text" value="No"/>				
Select a Range of Receipt Nbrs:	<input type="text" value="No"/>				
Exception Report:	<input type="text" value="No"/>				
Types:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Type Pmts:	<input type="text" value="4-RTO and RTR Payments"/>				
Only Pmts on Books over a Date:	<input type="text" value="No"/>	Days on Books over:	<input type="text" value="0"/>		
GRP Customers Only:	<input type="text" value="No"/>	Only Receipt Numbers Gaps:	<input type="text" value="No"/>		

Report Contents

PMTS Report

- **Customer Number** – Customer’s account number
- **Cust Name** – Customer’s last and first name
- **Pay Date** – Date of payment
- **Due Date** – Current payment due date
- **Receipt Number** – Receipt number
- **Payment Amount** – Rental payment for this receipt
- **GRP** – GRP/LDW amount
- **ESP** – Extended Service Policy collected
- **Misc Charge** – Miscellaneous Fees collected
- **M / T** – Miscellaneous Fee type (code)
- **Late Charge** – Late Charge collected
- **Tax** – Tax collected on receipt
- **Cash In** – Amount tendered
- **CP / BT** – Payment Type Codes: A, early buyout, 1 refund, 2 refund and cancel agreement, 3 regular payment, 4 cancel balance closed agreement record, 5 agreement balance adjustment (including new agreement), 6 back out bad check, or 9 pay bad check
- **Pmt Frm** – Payment form code on receipt record
- **Slsmn** – Employee number on the receipt record
- **Tck Str** – Ticket Store (current store number on the agreement)

PMTS Example Report

CUSTOMER		PAY DATE	DUE DATE	RECEIPT NUMBER	PAYMENT AMOUNT	GRP	ESP	MISC M CHARGE	LATE CHARGE	TAX	CASH IN	CP PMT BT FRM	SLSMN	TCK STR
7440	ANDRADE, CRY	1/08/20	1/01/20	00010046422	33.00	0.00	0.00	0.00	0.00	2.89	35.89	3 007	12	1
7440	ANDRADE, CRY	1/08/20F	1/19/20	00010046423	22.99	0.00	0.00	0.00	0.00	2.01	25.00	3 008	12	1
7440	ANDRADE, CRY	1/08/20P	2/01/20	00010046424	67.44	0.00	0.00	0.00	0.00	5.91	73.35	1 007	12	1
2646	BACA, DOREEN	1/08/20P	1/16/20	00010046425	23.21	0.00	0.00	0.00	0.00	2.04	25.25	A 001	12	1
2646	BACA, DOREEN	1/08/20C	1/08/20	00010046426	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4 001	12	1
6226	HALE, PAMELA	1/08/20	4/15/17	00010046427	112.99	0.00	0.00	0.00	0.00	9.89	122.88	3 001	12	1
633	RAMIREZ, OFEL	1/08/20	1/08/20	00010046428	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5 005	12	1
633	RAMIREZ, OFEL	1/08/20N	1/08/20	00010046429	9.56	0.00	0.00	0.00	0.00	0.84	10.40	3 001	12	1
8502	HOWARD, ALEX	1/08/20	1/08/20	00010046430	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5 005	12	1
8502	HOWARD, ALEX	1/08/20	1/08/20	00010046431	145.29	0.00	0.00	0.00	0.00	12.72	158.01	3 007	12	1
8502	HOWARD, ALEX	1/08/20N	1/29/20	00010046432	22.99	0.00	0.00	0.00	0.00	2.01	25.00	3 008	12	1
633	RAMIREZ, OFEL	1/08/20	1/10/20	00010046433	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3 001	12	1
633	RAMIREZ, OFEL	1/08/20	1/08/20	00010046434	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4 001	12	1

Exceptions Report (two lines per transaction)

- **Customer Number** – Customer’s account number
- **Cust Name** – Customer’s last and first name
- **Pay Date** – Next payment due date followed by exception code
- **Due Date** – Date this payment was due
- **Receipt Number** – Receipt number
- **Payment Amount** – Dollars of rent collected on this receipt
- **GRP** – GRP amount collected on this receipt
- **ESP** – ESP amount collected on this receipt
- **Misc Charge** – Miscellaneous Charge amounts collected on this receipt

- **M / T** – Miscellaneous Charge type code
- **Late Charge** – Late Charge collected
- **Tax** – Tax collected
- **Cash In** – Amount tendered
Please Note: If Cash In is zero or horizontal payment does not equal Cash In, check the Recv Amt line noted below.
- **CP / BT** – Type of payment
- **Pmt Frm** – Payment form code
- **Slsmn** – Employee number that took the payment
- **Tck Str** – Ticket store on the rental agreement
- **Amt Not Collected** – Daily prorated dollar amount of rent not collected for this exception
- **Days Not Collected** – Number of days not paid for this exception
- **Next Pmt Due** – Date the payment or exception will be due
- **Pmt Terms** – Term frequency for this ticket
- **Recv Amt/Bal** – RTO receivable amount that was used in this transaction and current RTO receivable balance for the customer

Exceptions Example Report

CUSTOMER		PAY DATE	DUE DATE	RECEIPT NUMBER	PAYMENT AMOUNT	GRP	ESP	MISC M CHARGE	LATE CHARGE	TAX	CASH IN	CP BT	PMT FRM	SLSMN	TCK STR
RUN DATE: 01/10/20 TIME:09:03:54 RTO/RTR CUSTOMER PAYMENTS LOCATION: (1) STORE 1 PAYMENTS MADE: 1/08/20 THRU 1/10/20 TRANSACTIONS THIS STORE REPORT AGMT/CNT DATES: THRU 12/31/79 EXCEPTION REPORT TYPE: C															
7440 ANDRADE, CRY	CRY	1/08/20F	1/19/20	00010046423	22.99	0.00	0.00	0.00	0.00	2.01	25.00	3	008	12	1
AMT NOT COLLECTED:		1.87	DAYS NOT COLLECTED:	1	NEXT PMT DUE:	2/01/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
7440 ANDRADE, CRY	CRY	1/08/20P	2/01/20	00010046424	67.44-	0.00	0.00	0.00	0.00	5.91-	73.35-	1	007	12	1
AMT NOT COLLECTED:		2.25-	DAYS NOT COLLECTED:	1-	NEXT PMT DUE:	1/01/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
2646 BACA, DOREEN	DOREEN	1/08/20P	1/16/20	00010046425	23.21	0.00	0.00	0.00	0.00	2.04	25.25	A	001	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	1/27/20	PMT TERMS:	S	0.00	REC V AMT/BAL:	0.00			0.00	
2646 BACA, DOREEN	DOREEN	1/08/20C	1/08/20	00010046426	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4	001	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	1/27/20	PMT TERMS:	S	0.00	REC V AMT/BAL:	0.00			0.00	
5754 BROWER, DON	DON	1/08/20B	1/01/20	00010046413	44.03	0.00	0.00	0.00	0.00	3.86	47.89	3	001	12	1
AMT NOT COLLECTED:		6.07	DAYS NOT COLLECTED:	2	NEXT PMT DUE:	1/18/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
5754 BROWER, DON	DON	1/08/20B		00010046414	0.00	0.00	0.00	0.00	0.00	0.00	2.11	3	001	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:		PMT TERMS:		0.00	REC V AMT/BAL:	2.11			0.00	
5754 BROWER, DON	DON	1/08/20	1/18/20	00010046420	90.99	0.00	0.00	0.00	0.00	7.97	96.85	3	007	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	2/18/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	2.11-			0.00	
8502 HOWARD, ALEX	ALEX	1/08/20N	1/29/20	00010046432	22.99	0.00	0.00	0.00	0.00	2.01	25.00	3	008	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	2/01/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
7345 HOWARD, JULIA	JULIA	1/08/20N	1/08/20	00010046395	77.20	0.00	0.00	0.00	0.00	6.76	83.96	3	007	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	2/01/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
7345 HOWARD, JULIA	JULIA	1/08/20N	1/08/20	00010046397	0.00	0.00	0.00	7.99	9	0.00	7.99	3	007	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	2/01/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	
633 RAMIREZ, OFEL	OFEL	1/08/20N	1/08/20	00010046429	9.56	0.00	0.00	0.00	0.00	0.84	10.40	3	001	12	1
AMT NOT COLLECTED:		0.00	DAYS NOT COLLECTED:	0	NEXT PMT DUE:	1/10/20	PMT TERMS:	M	0.00	REC V AMT/BAL:	0.00			0.00	

Transaction by Time Report

- **Time** – Hour of the day in military time
- **Payments** – Total Payments transactions in RP for the hour
- **GRP** – Total GRP transactions in RP for the hour
- **Advance** – ESP payments
- **Misc Chg** – Total Miscellaneous Fees collected for the hour
- **Late Chg** – Late Charge paid for the hour
- **Down Pmt** – Late charges for Payment Type 5 payments
- **Deposit** – Tax amounts for Payment Type 5 payments
- **Free Pmt** – Free Payments in RP transactions during the hour
- **Tax** – Tax amount
- **Cash In** – NET Credit RTO Receivables transaction (-) pulled from Receivables
- **Add Recs** – + or - change in the total Rental Agreement balances
- **Nbr Pmts** – Total RTO & FEE receipts filed during the hour (RTO, each Fee, Receivables)

Transaction by Time Example Report

RTO/RTR CUSTOMER PAYMENTS												PAGE:	1
RUN DATE: 01/10/20													
TIME:12:15:29													
		SELECTED BY LOCATIONS: 6											
		PAYMENTS MADE: 1/04/20 THRU 1/04/20											
		TRANSACTIONS THIS STORE REPORT											
		AGMT/CNT DATES: THRU 12/31/79											
TIME	PAYMENTS	GRP	ADVANCE	MISC CHG	LATE CHG	DOWN PMT	DEPOSIT	FREE PMT	TAX	CASH IN	ADD RECS	NBR PMTS	
6	474.84	57.00	0.00	0.00	0.00	0.00	0.00	0.00	33.25	59.49	0.00	16	
7	274.90	33.00	0.00	0.00	0.07	0.00	0.00	0.00	19.25	9.31	359.91-	13	
8	155.93	18.72	0.00	0.00	20.00	0.00	0.00	0.00	10.92	33.55	0.00	6	
9	45.16	5.42	0.00	0.00	6.26	0.00	0.00	0.00	3.16	60.00	0.00	1	
10	380.58	33.92	0.00	22.42	4.43	0.00	0.00	0.00	26.64	0.00	86.23-	11	
11	217.22	26.07	0.00	0.00	10.00	0.00	0.00	0.00	15.21	0.00	2,339.35	11	
12	299.45	35.94	0.00	13.04	30.00	0.00	0.00	0.00	20.97	90.98	2,606.81-	18	
13	258.65	31.04	0.00	2.24	5.00	0.00	0.00	0.00	18.11	0.00	0.00	9	
14	328.39	39.42	0.00	11.02	10.00	0.00	0.00	0.00	22.99	59.76	0.00	8	
15	184.37	22.13	0.00	23.82	1.21	0.00	0.00	0.00	12.91	200.00	726.18	16	
16	492.55	59.12	0.00	0.00	15.00	0.00	0.00	0.00	34.48	0.00	1,874.39	21	
17	293.97	35.28	0.00	0.00	0.00	0.00	0.00	0.00	20.58	28.55	351.92	8	
23	23.99	2.88	0.00	0.00	0.00	0.00	0.00	0.00	1.68	28.55	0.00	1	

Totals Section

- **Payments** – Sum of Rent paid
- **GRP** – Sum of GRP/LDW paid
- **ESP** – Sum of Extended Service Policy paid
- **Misc Chg** – Sum of all types of Miscellaneous Fees paid
- **Late Chg** – Sum of Late Fees paid
- **Down Pmt** – Down payment paid when adding rental agreement
- **Deposit** – Sum of Deposits paid
- **Free Pmt** – Sum of Free Payments
- **Tax** – Sum of Tax paid
- **Cash In** – Sum of all cash/checks/charge cards/money orders
- **Add Recs** – Additional agreement value added to total Rental Agreement balances
- **# Pmts** – Number of payments taken
- **Net Payment Amt (Less Tax)** – Net payments minus tax (**Cash In** – **Tax**)
- **Receivable Amt** – RTO receivable amount
- **Receivable Amts Paid In** – Amount paid into rental payment RTO receivables
- **Free Receivable Amts** – Free RTO receivable payments
- **Receivable Amts Given Out** – Additional payment RTO receivables added to rental receivable
- **Cust Type** – Customer type (for each customer type, totals of **Payments** through **# Pmts** are given)

Payment Forms Summary Section

- **Form** – Payment form code
- **Description** – Description of payment form code
- **# Pmts** – Number of payment receipts with this payment form
- **Amount** – Dollar amount collected by using this payment form

Totals and Payment Forms Summary Example

RUN DATE: 01/10/20												PAGE: 3	
TIME:08:40:16		RTO/RTR CUSTOMER PAYMENTS											
		LOCATION: (1) STORE 1											
		PAYMENTS MADE: 1/07/20 THRU 1/10/20											
		TRANSACTIONS THIS STORE REPORT											
		AGMT/CNT DATES: THRU 12/31/79											
		TOTALS FOR LOCATION 1:											
PAYMENTS	GRP	ESP	MISC CHG	LATE CHG	DOWN PMT	DEPOSIT	FREE PMT	TAX	CASH IN	ADD RECS	# PMTS		
1,405.39	0.00	0.00	7.99	0.00	0.00	0.00	50.00	123.06	1,536.44	16,930.76	72		
NET PAYMENT AMT (LESS TAX):		1,413.38		RECEIVABLE AMT:		0.00							
RECEIVABLE AMTS PAID IN:		2.11		FREE RECEIVABLE AMTS:		0.00		RECEIVABLE AMTS GIVEN OUT:		2.11-			
CUST													NBR
TYPE	PAYMENTS	GRP	ESP	MISC CHG	LATE CHG	DOWN PMT	DEPOSIT	FREE PMT	TAX	CASH IN	ADD RECS	PMTS	
R	1,405.39	0.00	0.00	7.99	0.00	0.00	0.00	50.00	123.06	1,534.33	16,930.76	71	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.11	0.00	1	
PAYMENT FORMS SUMMARY													
FORM	DESCRIPTION	# PMTS	AMOUNT	FORM	DESCRIPTION	# PMTS	AMOUNT						
1	CASH	27	1,249.41	4	CHARGE CARDS	1	23.96						
5	NON CASH REFUND	16	0.00	6	CASH REFUND	1	119.63-						
7	DEBIT CARD/EFT	7	382.70	8	FREE PAYMENT	2	50.00						

Miscellaneous Charges Summary Section

- **Misc** – Miscellaneous Charge Type 0
- **Deposit** – Misc Charge Type 1
- **Delivery** – Misc Charge Type 2
- **Processing** – Misc Charge Type 3
- **NSF Check Fee** – Return Check Misc Charge Type 4
- **In-Home Coll** – In-Home Collection Misc Charge Type 5
- **Airtime Fee** – Airtime/Fee Ticket Charge Type 8
- **Club Fee** – Club Fee option 9
- **Other Fee** – If defined in Master file

Miscellaneous Charges Summary Example

MISCELLANEOUS CHARGES SUMMARY								
MISC	DEPOSIT	DELIVERY	PROCESSING	NSF CHECK FEE	IN-HOME COLL	AIRTIME FEE	CLUB FEE	OTHER FEE
0.00	0.00	0.00	25.00	0.00	20.00	0.00	0.00	0.00

Product Code Summary Section

- **Code** – Product code from the Inventory Model Number
- **Description** – Product code description
- **Amount** – Amount collected for inventory with this Product Code

Product Code Summary Example

PRODUCT CODE SUMMARY					
CODE	DESCRIPTION	AMOUNT	CODE	DESCRIPTION	AMOUNT
AD	APPLIANCE DRYER	109.07	AR	APPLIANCE REFRIGERATOR	53.14
AW	APPLIANCE WASHER	113.77	BR	BEDROOM	110.15
CB	CABINETS	39.98	DR	DINING ROOM	59.98
GS	GAME SYSTEM	34.27	LR	LIVING ROOM	207.94
MT	MOTEL	75.83	TV	TELEVISION	99.97
		0.09			

Receipt Audit Report (RCPTARPT)

Description

The Receipt Audit Trail Report (**RCPTARPT**) is a report listing all receipts for a given period.

Report Type

Audit

Recommended Frequency

On Demand or Daily


Format

Landscape legal paper

Filter Options

- **Starting Date** – Desired business date
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**

RECEIPT AUDIT REPORT

Starting Date: 

Select by Loc or Loc Groups: ▼

Loc/Group Selection: ▼

Locations/Groups:

1	0	0	0	0
0	0	0	0	0

Report Contents

Receipts are listed chronologically in half hour increments.

- **Receipt Number** – System generated receipt number or field (Hand) receipt number
- **Product Code** – 1st Description of cynergi | suite Model Number
- **Serial #** – Inventory unit serial number
- **RA #/Sale #** – **RA #** = System generated Rental Agreement number, **Sale #** = System generated Sale number
- **Rental Income** – Rent paid on this receipt
- **Club** – Club membership fees paid
- **ESP** – Extended Service Plan fees paid

- **Waiv** – Waiver (LDW) fees paid
- **Misc Fees** – Miscellaneous Fees collected (0 Miscellaneous, 1 Deposit, 2 Delivery, 3 Processing, 4 Returned Check, 5 In-Home Collection, R Recycle, D Donation, I Installation, N NSF)
- **Reinst** – Reinstatement (Late) fees collected
- **Receivable** – Customer Receivable
 - **Positive** – Money (collected) added to customer receivable balance
 - **Negative** – Money taken out of customer receivable balance (Applied to Payment, Refunded, etc.)
- **Purchase Option** – Early Purchase Option amount
- **Cash Sale** – Cash Sale amount
- **Tax** – Tax amount collected
- **Tax GP** – Sales Tax Group
- **Petty Cash** – Petty Cash amount
- **Total** – Receipt total amount
- **Pay Typ** – Payment Type (1 Refund Overpayment, 2 Refund & Cancel, 3 Regular Payment, 4 Closing, 5 First Payment, 6 Back Out Bad Check, 9 Pay Bad Check, A Purchase Option, P Cash Sale)
- **In Store**
 - **CB** – Chargeback, if receipt is for a credit card chargeback (A ACH Chargeback, I Integrated Credit Card Chargeback)
 - **PAP** – Pre-Approved Payment (Y Receipt taken using PAP method)
- **Pay Form** – Payment Form (1 Cash, 2 Check, 3 Money Order, 4 Credit Card, 5 Non-Cash Refund, 6 Cash Refund, 7 Debit Card, 8 Free Payment, 9 Mixed Cash&Checks, 10 Field Cash, 11 Field Check, 12 ACH/PAP (Automatic Clearing House/Pre Approved Payment))
- **Str** – Store number in which the customer’s agreement resides
- **Free Time** – Number of Free Time days given on receipt
- **Ext Days** – Number of Extension days given on receipt
- **Promo Days** – Number of Promotion days given on receipt (optional feature)
- **Next Due Date** – Next rental payment due date
- **Days Late** – Number of days past due when receipt was posted
- Summaries
 - **Summary by Pay Form** – Totals by Payment Form for all columns
 - **Summary by Pay Type** – Totals by Payment Type for all columns
 - **Summary by Petty Cash** – Total for all Petty Cash receipts
 - **Cash Report** – Totals for all receipts posted on the business day, broken out by the following:
 - Cash, Checks, Money Orders
 - Credit Cards
 - Debit Cards
 - ACH/Bank Draft
 - Store Total

RCPTARPT Example Report

RUN DATE: 03/14/19		Cynergi Training														PAGE: 1								
TIME: 20:40:28		RECEIPT AUDIT TRAIL														RCPTARPT								
Location: 1 Store 1 Cynergi Training		For Saturday 3/09/19																						
Receipt	RA #/	Rental	Misc	Purchase	Cash	Tax	Petty	Pay	In Store	Pay	Free	Ext	Promo	Next	Days									
Number	Sale #	Income	Fees	Option	Sale	GP	Cash	Total	CB	PAP	Form	Str	Time	Days	Days									
Product Code	Serial #	Club	ESP	Waiv	Reinst	Receivable								Due	Days									
04:00 - 04:29 3/09/19																								
Cust: BAGSHAW, KATRINA	Employee: Online, Payment																							
10669922	PLASYSTATION 4 1TB	D568115994	366174	26.98	0.00	0.00	2.70	0.00	0.00	0.00	0.00	0.00	2.11	ROY	0.00	31.79	3	4	1	0	0	0	0	03/16
Cust: CRANE, JACOB	Employee: Online, Payment																							
10669923	VIDEO GAME	E059987246	365367	69.96	0.00	0.00	7.00	0.00	0.00	0.00	0.00	0.00	5.01	BRI	0.00	81.97	3	4	1	0	0	0	0	03/23
10669924	HOME THEATER SYSTEM	14KJ803260	365368	59.98	0.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	4.29	BRI	0.00	70.27	3	4	1	0	0	0	0	03/23
Cust: FORSBERG, DANIEL	Employee: Online, Payment																							
10669925	MISCELLANEOUS	00801346	352415	4.99	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.38	OGD	0.00	5.87	3	4	1	0	0	0	0	03/16
10669926	SWITCH RED/BLUE	0026604540	356386	19.99	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	1.56	OGD	0.00	23.55	3	4	1	0	0	0	0	03/16
Cust: SHELLY, WILLIAM	Employee: Online, Payment																							
10669927	55" CURVED 4K, NONSMART	0102233	354988	29.99	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	2.34		0.00	35.33	3	4	1	0	0	0	0	03/16
10669928	SANTA FE CHOCOL. S/L/W	TA FE CHOC	355085	44.99	0.00	0.00	4.50	0.00	0.00	0.00	0.00	0.00	3.51		0.00	53.00	3	4	1	0	0	0	0	03/16
10669929	64" RED TV CONSOLE	64" RED	355085																					
Cust: GONZALES, TABATHA	Employee: Online, Payment																							
10669929	FULL SIZE GAS DRYER	M50601401	355051	35.98	0.00	0.00	3.60	0.00	0.00	0.00	0.00	0.00	2.57	BRI	0.00	42.15	3	4	1	0	0	0	0	03/23
	FULL SIZE WASHER	C52530218	355051																					
Cust: CONNOR, ZACHARIAH	Employee: Online, Payment																							
10669930	49" SMART 4K UDH TV	9RMLM86960	360771	24.99	0.00	0.00	2.50	0.00	0.00	0.00	0.00	0.00	1.95	OGD	0.00	29.44	3	4	1	0	0	0	0	03/16
Cust: LANGFORD, ROBERT	Employee: Online, Payment																							
10669931	65" 4K SMART TV	9RMAQ0632	369000	58.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.14	OGD	0.00	62.46	3	4	1	0	0	0	0	03/23
Cust: STEVENS, TED	Employee: Online, Payment																							
10669932	70" UHD, HDR, 4K SMART	0140221061	358510	39.99	0.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	3.13	OGD	0.00	47.12	3	4	1	0	0	0	0	03/16
10669933	BLK/SILVER QBD,DM, 2N	ILV.QB,DM,	364255	32.99	0.00	0.00	3.30	0.00	0.00	0.00	0.00	0.00	2.58	OGD	0.00	38.87	3	4	1	0	0	0	0	03/16
	QUEEN SIZE MATTRESS	00621341	364255																					
Cust: TREMEA, TIMOTHY	Employee: Online, Payment																							
10669934	CHIME 12" HYBRID QUEEN	E 12" HYBR	359571	24.99	0.00	0.00	2.50	0.00	0.00	0.00	0.00	0.00	1.85	SYR	0.00	29.34	3	4	1	0	0	0	0	03/16
Cust: GRANADOS, SANDRA	Employee: Online, Payment																							
10669935	SIDE BY SIDE REFRIGERATO	VS34249738	353264	37.49	0.00	0.00	3.75	0.00	0.00	0.00	0.00	0.00	2.93	OGD	0.00	44.17	3	4	1	0	0	0	0	03/16
10669936	55" SMART 1080P	09D9H00590	356832	19.99	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	1.56	OGD	0.00	23.55	3	4	1	0	0	0	0	03/16
Cust: MOORE, JANETTE	Employee: Online, Payment																							
10669937	GRANT STEEL S/L	GR. STEEL	349274	29.99	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	2.34	OGD	0.00	35.33	3	4	1	0	0	0	0	03/16
Cust: HERNANDES, TANYA	Employee: Online, Payment																							
10669938	3.8', 12 CYCLE, AGITATOR	C80730648	364794	29.99	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	2.34	OGD	0.00	35.33	3	4	1	0	0	0	0	03/16
	7.0', HAMPER DOOR, WRINK	M80804142	364794																					
Cust: HILL, CINDY	Employee: Online, Payment																							
10669939	FULL SIZE STACKABLE	HL056834C	366028	69.98	0.00	0.00	7.00	0.00	0.00	0.00	0.00	0.00	5.47	OGD	0.00	82.45	3	4	1	0	0	0	0	03/23
Cust: CHRISTLIEB, REBECCA	Employee: Online, Payment																							
10669940	RECLINER	VVY COGNAC	354894	39.98	0.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	2.97	SYR	0.00	46.95	3	4	1	0	0	0	0	03/23
08:30 - 08:59 3/09/19																								
Cust: SAUCEDO, JUAN	Employee: Cook, Paul																							
10669941	CHATEAU COCOA 2TONE	2 TONENPG	370484	224.99	0.00	0.00	0.00	0.00	0.00	240.96-	0.00	0.00	15.97	OGD	0.00	0.00	3\$	1	1	0	0	0	0	05/02
	3 PIECE COFFEE/END TABLE	NE-DRK GRY	370484																					
10669943	CHATEAU COCOA 2TONE	2 TONENPG	370484	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	OGD	0.00	0.00	3\$	0	1	0	0	0	0	05/02
	3 PIECE COFFEE/END TABLE	NE-DRK GRY	370484																					
10669944	CHATEAU COCOA 2TONE	2 TONENPG	370484	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	OGD	0.00	0.00	3\$	0	1	0	0	0	0	05/02
	3 PIECE COFFEE/END TABLE	NE-DRK GRY	370484																					

Cynergi Training														PAGE: 8															
R E C E I P T A U D I T T R A I L														RCPTARPT															
For Saturday 3/09/19																													
Location: 1 Store 1 Cynergi Training																													
Receipt	RA #/	Rental					Misc		Purchase	Cash	Tax	Tax Petty	Pay	In Store	Pay	Free	Ext	Promo	Next	Days									
Number	Product Code	Serial #	Sale #	Income	Club	ESP	Waiv	Fees	Reinst	Receivable	Option	Sale		GP	Cash	Total	Typ	CB	PAP	Form	Str	Time	Days	Days	Due	Days			
Total All Receipts (Excludes Free Pmts & NSF Refund)				5736.47	0.00	0.00	511.25	0.00	201.00	619.14-	0.00	0.00	445.90	0.00		6275.48													
Summary by Pay Form																													
Total (000) Receipts ...				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00													
Total CASH (001) Receipts ...				1,949.03	0.00	0.00	157.85	0.00	175.00	1105.41-	0.00	0.00	155.21	0.00		1331.68													
Total CHECKS (002) Receipts ...				99.96	0.00	0.00	10.00	0.00	0.00	0.00	0.00	7.81	0.00		117.77														
Total CHARGE CARDS (004) Receipts ...				3,687.48	0.00	0.00	343.40	0.00	26.00	486.27	0.00	0.00	282.88	0.00		4826.03													
Summary by Pay Type																													
Total Regular Payment (3) Receipts ...				5,736.47	0.00	0.00	511.25	0.00	201.00	619.14-	0.00	0.00	445.90	0.00		6275.48													
Summary by Petty Cash																													
Total Petty Cash Receipts ...				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00															
-----Cash Report-----																													
= Cash, Checks, Money Orders				1,449.45	=																								
= Credit Cards				4,826.03	=																								
= Debit Cards				0.00	=																								
= ACH/Bank Draft				0.00	=																								
= Store Total				6,275.48	=																								
* = Freetime																													
\$ = Final Payment																													
TIME FINISHED:20:40:28																													

Transaction Audit Trail (TRAUDRPT)

Description

The Transaction Audit Trail (**TRAUDRPT**) is a report listing all types of transactions for a given period.

Report Type

Audit

Recommended Frequency

On Demand or Daily

Format

Landscape legal paper

Filter Options

- **Location** – Select by individual store location
- **Transaction Date** – Enter transaction business date
- **Projected Turns** – R-Beginning RA Bal divided by Inventory (R)emaining Cost or A-Beginning RA Bal divided by Inventory (A)ctual Cost

TRANSACTION AUDIT TRAIL

Location:

Transaction Date:

Projected Turns:

Report Contents

Receipts are listed chronologically within the receiver, delivery, sales, return, transfers, exchange, and loaner sections.

Delivery Section

- **RA#** – Rental Agreement Number
- **Location From** – Inventory Location at the beginning of the transaction
- **Location To** – Inventory Location at the end of the transaction
- **Acct#** – Customer’s account number
- **RT** – Route/Account manager Number on the rental agreement
- **Customer** – Primary customer’s last and first name
- **Customer 2** – Secondary customer’s last and first name, if listed
- **Address/City/ST/Zip** – Customer’s street address, city, state and zip code
- **Primary Ph** – Customer’s primary phone number as it appears on the customer record
- **Secondary Ph** – Secondary phone number is the cell phone number as it appears on the customer record
- **Retail Cust** – Y for Yes or N for No, from the customer record
- **Manufacturer** – 3-character abbreviation on the model number followed by a description of the abbreviation

- **Model#** – Model number as it appears on the inventory piece
- **Description** – First description as it appears on the inventory piece
- **Serial#** – Serial number for the inventory piece
- **Alt ID** – Alternate ID/Stock number/Bar Code number
- **Cost**
 - **Actual** – Actual cost on the inventory item
 - **Remain** – Remaining Book Value
 - **Proj Turns** – Projected return of the inventory item (based on the report set up Project Return selection)
- **RA Date** – Date on which the Rental Agreement was generated in the system
- **Next Due** – Date of the next expected renewal payment
- **Pay Out** – Projected Payout date
- **Rate/Term Weekly** – Weekly payment and terms for the inventory item added to the rental agreement
- **Rate/Term Monthly** – Monthly payment and terms for the inventory item added to the rental agreement
- **Fees** – Fees on the rental agreement
 - **1-Time** – Fee, Processing, Installation, or Delivery
 - **Waiv ESP** – Waiver/GRP/LDW
- **Free Days** – Number of extension days
- **Money** – Dollars Free
- **RcptTtl** – Total amount collected on the Cash Sale
- **Balance** – Balance of the AR agreement, if any
- **CashPrc** – Total Cash selling price for the inventory piece
- **Employee Last,Frst** – Employee last and first name (only the first four characters of each)

Delivery Section – Sales AR Accounts

- **Acct#** – Customer number
- **RT** – Route/Account Manager Number on the rental agreement
- **Customer** – Primary customer’s last and first name
- **Customer 2** – Secondary customer’s last and first name, if listed
- **Address/City/ST/Zip** – Customer’s street address, city, state, and zip code
- **Primary Ph** – Customer’s primary phone number as it appears on the customer record
- **Secondary Ph** – Cell phone number as it appears on the customer record

Returns Section

Same as Delivery Section except Cost and Projections are replaced with the following:

- **Return Type** – Description of the type of return selected during the close agreement process
- **Return Reason** – Secondary description associated with the type of return selected during the close agreement process

To Loaner Section

Same as Delivery Section except Cost and Projections are replaced with the following:

- **Loaner Reason** – Description of the loaner type that was selected during the Demo/Loaner transfer process

Exchanges Section

Same as Delivery Section except Cost and Projections are replaced with the following:

- **Exchange Code** – Description of the exchange code selected at the time the exchange was processed

Charge Offs Section

Same as Delivery Section except Cost and Projections are replaced with the following:

- **Inv Status** – Status of the Inventory after the transaction
- **Description** – Description of the disposal type for the charge off
- **Rate/Term** and **Fees** columns intentionally left blank if idle

To and From Service Sections

Same as Delivery Section except Cost and Projections are replaced with the following:

- **Service Times “To”** – Number of times this item has been transferred to service
- **Total Cost** – Total Service cost for the item
- **Rate/Term** and **Fees** columns intentionally left blank if idle

Pending, Transfers In, and Transfers Out Sections

Same as Delivery Section except Cost and Projections are left blank. **Rate/Term** and **Fees** columns are intentionally left blank if idle.

Receiver Section

- **PO#/Recv#** – Purchase Order Number
- **Loc** – Receiving location for the inventory
- **Inv Indr** – Type of Inventory, typically RTO (usually starts depreciation on delivery) or SALES (does not depreciate until delivered on a Rental Agreement)
- **Prod Code** – First two characters of the model number/inventory category
- **Manufacturer** – 3-character abbreviation on the model number followed by a description of the abbreviation
- **Model#** – Model number as it appears on the inventory piece
- **Description** – First Description as it appears on the inventory piece
- **2nd Description** – Second Description as it appears on the inventory piece
- **Serial#** – Serial number for the inventory piece
- **Alt ID** – Alternate ID/Stock number/Bar Code number
- **Actual Cost** – Actual cost on the inventory item when received
- **Life** – Default depreciation schedule for the inventory piece
- **RegCash Price** – Regular Cash Price as defined on the Model number
- **Sale Price** – Sale Price as defined on the Model Number
- **Rate Code** – If using Rate Codes, the Rate code on the Model number
- **Weekly Rate/Term** – As defined on the Model Number
- **Monthly Rate/Term** – As defined on the Model Number
- **Employee Last,Frst** – Employee last and first name (only the first four characters of each)

TRAUDRPT Example Report

RUN DATE: 03/14/19		Cynergi Training												PAGE: 1						
TIME: 20:47:17		Transaction Audit Trail												TRAUDRPT						
Transactions Date: Saturday 03/09/2019																				
Location: 1 Projected Turns: R																				
DELIVERY																				
RA#	Location From To	Acct#	Customer RT	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Cost Actual	Cost Remain	Proj Turns	RA Date Next Due Pay Out	Rate/Term Weekly 1-Monthly	Fees 1-Time	Waiv ESP	Free Days	RcptTtl Balance CashPrct	Employee Last,Frst	
0000370751	1 9001	102326	O'BRIEN, TYSON	2 1019 22ND ST ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	SON SONY	VGSONPS4PRO1T PS4PRO1T	C960037160	00637792	389.00	0.00	0.0	3/09/19 3/23/19 3/08/20	19.99/ 52 79.99/ 12	0.00	2.00	0	0.00	0.00	Cook,Paul
0000370818	1 9001	103846	BOYD, ERIC	2 1919 ECCLES AVE ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	SON SONY	TKSONKD60X690E 60" UHD, HDR, 4K SMART	0140413637	00125918	729.00	516.46	4.6	3/09/19 4/05/19 3/03/21	24.99/104 99.99/ 24	0.00	2.50	0	0.00	2399.76 1199.88	Cook,Paul
0000370752	1 9001	104019	ANDERSON, SHAWN	1 4935 OLD POST ROAD #2 ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	PRO PROGRESSIV	D5PROD106 ROUND OAK - 4CH.	NNAMON RND	00642174	440.00	238.29	4.5	3/09/19 3/16/19 9/03/20	14.99/ 78 59.99/ 18	0.00	1.50	0	0.00	1079.82 539.91	Cook,Paul
0000370750	1 9001	105401	SALAZAR, JONAH	2 661 13TH STREET ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	SON SONY	VGSONPS4PRO PS4 PRO 1TB,RED DEAD RED.	F958181684	00644482	449.00	374.20	4.0	3/09/19 3/16/19 6/06/20	24.99/ 65 99.99/ 15	0.00	2.50	0	0.00	1499.85 749.93	Cook,Paul
0000370786	1 9001	105408	JACKSON, ALEX	2 710 30TH ST ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	DIA DIAMOND DI	BMDIASPINEALINE K KING MATTRESS	SPINE SET.	00640198	423.20	88.15	3.2	3/09/19 3/23/19 6/11/19	23.99/ 13 95.99/ 3	0.00	2.40	0	0.00	287.97 143.99	Cook,Paul
0000370788	1 9001	105408	JACKSON, ALEX	2 710 30TH ST ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	SOU SOUTHERN	LSSOU858 PWR SECTIONAL	0624508NPG	00126051	1010.28	1010.28	0.2	3/09/19 3/23/19 6/11/19	20.99/ 13 83.99/ 3	0.00	2.10	0	0.00	251.97 251.97	Cook,Paul
0000370770	1 9001	1004948	GARCIA, MICHELLE	1 1459 6TH ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	HIS HISENSE	TSHISHS43H5D 43" SMART TV	0859H00087	00641365	307.60	102.56	9.3	3/09/19 4/06/19 6/06/20	15.99/ 65 63.99/ 15	0.00	1.60	0	0.00	959.85 479.93	Cook,Paul

RUN DATE: 03/14/19	TIME: 20:47:17	Cynergi Training	Transaction Audit Trail	PAGE: 2														
Transactions Date: Saturday 03/09/2019	Location: 1	Projected Turns: R		TRAUDRPT														
DELIVERY																		
RA#	Location From To	Acct# RT Customer	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Cost Actual	Proj Remain	Turns	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Free Days Money	RcptTtl Balance CashPrc	Employee Last,Frst
0000370758	1 9001	6002814	HENDERSON, SUSAN 1 HAYES, GWEN 695 15TH ST ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	LNV LENOVO	OLLNV80XR-RED 15.6", 4GB, 1TB,	PFOVH2U1	00806169	279.00	139.56	7.3	3/09/19 4/05/19 6/06/20	16.99/ 65 67.99/ 15	0.00	1.70	0.00	0 1019.85 509.93	Cook,Paul
RETURNS																		
RA#	Location From To	Acct# RT Customer	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Return Type	Return Reason	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Free Days Money	RcptTtl Balance	Employee Last,Frst	
0000367744	1 9001	102326	O'BRIEN, TYSON 2 1019 22ND ST ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	MIS MISC BRAND	TEMIS50UF8300 50-59IN BIGSCREEN	8RMLM1D240	00622862	Request Pickup	NO LONGER NEEDS	12/08/18 3/23/19 3/14/19	19.99/ 52 79.99/ 12	0.00	2.00	0.00	0 0.00 0.00	Cook,Paul	
0000363616	9001 1	104096	MAYFIELD, ANN 1 2491 N HWY 89 ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	AMA AMANA	AMAMANTW4605EMO FULL SIZE WASHER	0329912NPG	00125980	Request Pickup	CAN'T AFFORD	7/31/18 2/01/19 3/14/19	14.99/ 69 59.99/ 16	0.00	1.50	0.00	0 0.00 0.00	Rich,Geor	
0000364916	9001 1	104096	MAYFIELD, ANN 1 2491 N HWY 89 ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	AMA AMANA	ADAMANED4655EW FULL SIZE DRYER	2850896NPG	00126034	Request Pickup	CAN'T AFFORD	9/17/18 2/01/19 3/14/19	14.99/ 69 59.99/ 16	0.00	1.50	0.00	0 0.00 0.00	Rich,Geor	
0000365255	9001 1	104386	NEISWENDER, LISA 2 2276 WASHINGTON BLVD #436 ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	ASH ASHLEY	LSASH80703 SMOKE 3PC	SMOKE 3 PC	00643692	Request Pickup	SWITCH-OUT	9/29/18 3/09/19 3/14/19	34.99/104 139.99/ 24	0.00	3.50	0.00	0 0.00 0.00	Rich,Geor	

Cynergi Training										Transaction Audit Trail		PAGE: 3				
Transaction Date: Saturday 03/09/2019										TRAUDRPT						
Location: 1 Projected Turns: R																
RETURNS																
RA#	Location From To	Acct# RT Customer 2	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Return Type Return Reason	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Free Days Money	RcptTtl Balance	Employee Last,Frst
0000367036	1 9001	1003780 2	SALAZAR, AMBROSIO 661 13TH ANYTOWN TX 55555	(555)555-5555 (555)555-5555 N	SON SONY	VGSONPS4PRO PS4 PRO 1TB,RED DEAD RED.	F958181684	00644482	Repossess COLLECTION	11/23/18 1/26/19 3/14/19	24.99/ 65 99.99/ 15	0.00	2.50 0.00	0 0.00	0.00 0.00	Cook,Paul
TRANSFERS IN																
RA#/ Inv Status	Location From To	Acct# RT Customer 2	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID		RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Balance	Employee Last,Frst	
Pending	3001 1				LGE LG ELECTRO	TKLGE65UH6030 65" 4K SMART TV	9RMHROK641	00637580							Rich,Geor	
Pending	3001 1				SON SONY	VGSONPS4PRO1T PS4PRO1T	C960253850	00637785							Rich,Geor	
Pending	3001 1				PER PERDUE WOO	BRPER59 SERIES KNG GRAY ASH KBD,DM,2N	M,2N-GR,AS	00645618							Cook,Paul	
TRANSFERS OUT																
RA#/ Inv Status	Location From To	Acct# RT Customer 2	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID		RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Balance	Employee Last,Frst	
Pending	1 3006				SON SONY	VGSONPS4PRO1T PS4PRO1T	C960253850	00637785							Rich,Geor	
PENDING TRANSFERS																
RA#/ Inv Status	Location From To	Acct# RT Customer 2	Customer Address City ST Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID		RA Date Next Due Pay Out	Rate/Term Weekly Monthly	Fees 1-Time	Waiv ESP	Balance	Employee Last,Frst	
Pending	6 3001				LGE LG ELECTRO	TKLGE65UH6030 65" 4K SMART TV	9RMHROK641	00637580							EMPL,0086	

Cynergi Training															PAGE: 4			
Transaction Audit Trail															TRAUDRPT			
RUN DATE: 03/14/19																		
TIME: 20:47:17																		
Transactions Date: Saturday 03/09/2019																		
Location: 1 Projected Turns: R																		
PENDING TRANSFERS																		
RA#/ Inv Status	Location From To	Acct# RT	Customer Customer 2 Address City	ST	Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	--- 1-Time Waiv	--- Fees ESP	Balance	Employee Last,Frst		
Pending	6	3001					SON SONY	VGSONPS4PRO1T PS4PRO1T	C960253850	00637785						EMPL,0086		
Pending	9	3001					ASH ASHLEY	LTASHT103-213 2TONE ROUND	TONE ROUND	00906900						EMPL,0246		
CHARGE OFFS																		
RA#/ Inv Status	Location From To	Acct# RT	Customer Customer 2 Address City	ST	Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Charge Off Inv Status Description	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	--- 1-Time Waiv	--- Fees ESP	Free Days Money	RcptTtl Balance	Employee Last,Frst
0000370536	9001	8001	104422				(555)555-5555 (555)555-5555	MIS MISC BRAND SPMISUE BOOM 3 UE BOOM 3 PORT. SPEAKER	45MN008499	00645250	P PAYOUT SATISFACTORY	3/02/19 3/30/19 3/14/19	37.48/ 149.99/ 4 1	0.00 0.00	3.75 0.00	0 0.00	119.90 0.00	Cook,Paul
0000370484	9001	8001	104949				(555)555-5555 (555)555-5555	JKS JACKSON FU LSJKS4398 CHATEAU COCOA 2TONE JKS JACKSON FU LTASHT408	2 TONENPG	00126061	P PAYOUT SATISFACTORY	3/02/19 5/02/19 3/14/19	56.23/ 224.99/ 9 2	0.00 0.00	5.62 0.00	0 0.00	240.96 0.00	Cook,Paul
EXCHANGES																		
RA#	Location From To	Acct# RT	Customer Customer 2 Address City	ST	Zip	Primary Ph Secondary Ph Retail Cust	Manufacturer	Model# Description	Serial#	Alt ID	Actual Cost Exchange Code	RA Date Next Due Pay Out	Rate/Term Weekly Monthly	--- 1-Time Waiv	--- Fees ESP	Balance	Employee Last,Frst	
0000370749	9001	1	103944				(555)555-5555 (555)555-5555	FOA FURNITURE BBFOACMBK625T-BL T/T WHITE METAL BBFOACMBK931WH T/T WHITE METAL	00625427	00625427	250.00 Service Pbm	3/08/19 3/16/19 6/06/20	15.99/ 63.99/ 65 15	0.00	1.60 0.00		Cook,Paul	
	1	9001	1				(555)555-5555	FOA FURNITURE BBFOACMBK625T-BL T/T WHITE METAL BBFOACMBK931WH T/T WHITE METAL	,METAL,B.B	00644415	165.00 Now On-Rent					959.85		

Zoom Payments Report (ZOOMPMTS)

Description

The Zoom Payments Report (**ZOOMPMTS**) can be used for daily cash drawer balancing, auditing exceptions, and RTO receivable transactions. The exception summary by salesperson along with the transaction detail make this report an excellent audit tool. Transaction Summary, Revenue by Product, and Free Time break out are also included in the report summary details.

Report Type

Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Want Totals Only** – No to produce payment receipt details associated with the type of report based on the following selections, or Yes to only print the Total Summary page
- **Select Customer Types** – No to print all payment receipts based on selected criteria, or Yes to enter up to sixteen customer types defined on the agreement
- **Use Rules as Store Numbers** – No to sort report by location (store rule on agreement will default to store number), or Yes to sort the report by store rules
- **Only Pmts for Other Stores** – No, C-Credit Report for Ticket Store Revenue (cash in another store), D-Debit Report for payment in this store (ticket in another store)
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Location Selection**
 - **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – No, or Yes to print a summary page for each location
- **Starting Payment Date** – Beginning receipt date
- **Ending Date** – Ending receipt date
- **Starting AGMT/CONT Date** – First date agreement was added, or leave blank to select all agreements
- **Ending Date** – Ending date agreement was added (e.g., if you only want to analyze receipts for agreements added in December, Starting Date is 12/01/XX and Ending Date is 12/31/XX)
- **Select by Salesmen or Acct Mgrs** – No, or 1-Select by Salesmen or 2-Select by Acct Mgrs to prompt **Select which Salesmen nbr**
 - **Select which Salesmen nbr** – 2-Salesmen who took pmt to enter up to ten route numbers, or 1-Salesmen who entered Acct to enter up to ten employee numbers
- **Sort By Salesman/AcctMgr** – No, or Yes to print each account manager or employee on a separate page and summary page
- **Payment Forms Wanted** – Leave at 0 for all payment forms, or select up to two payment forms
- **Late Payments Only Report** – No, or Yes to only report payments that were past due during the selected payment dates
- **Only Agmt/Cnt Amt/Bal Chgs** – No, or Yes to only report Type 5 agreement adjusting receipts
- **Only RTO RECV Pmts** – No, Yes for only RTO Receivable payments, or D-Show Detail Line on Receivable Pmt
- **Select by Zip/PC** – No, or Yes to enter up to ten zip/postal codes
- **Select a Single Agreement** – No, or Yes to enter Customer Number and Agreement Number

- **Exception Report** – No, Yes to print all exceptions, C-Sort by Customer Name to list exceptions in customer name order, R-Receivables for RTO receivables exception format, B-Both Payment and Due date Change, D-Due Date Change, F-Free Payment, O-New Agreements, P-Paid out Agreements, T-Closed Agreements, or U-Past due at close
- **Payment Types** – 4-RTO and RTR Payments for both, 1-RTO Payments for only RTO, or 2-RTR Payments for only RTR
- **Only Pmts on Books over a Date** – No, or Yes to only see selected agreements payments (agreements opened XX number of days ago)
- **Days on Books over** – If Yes to **Only Pmts on Books over a Date**, enter the number of days from the agreement creation date to analyze payments on specific agreements for the Starting/Ending Payment dates (e.g., 90 days here would produce a report for payments made on agreements created 90 days ago)
- **GRP Customers Only** – No, or Yes to report only receipts with GRP/LDW
- **Only Receipt Numbers Gaps** – No, or Yes for receipt gaps audit report

Want Totals Only:	<input type="text" value="No"/>				
Select Customer Types:	<input type="text" value="No"/>				
Use Rules as Store Numbers:	<input type="text" value="No"/>	Only Pmts for Other Stores:	<input type="text" value="No"/>		
Select by Loc or Loc Groups:	<input type="text" value="1-Select by Locations"/>				
Location Selection:	<input type="text" value="1-Select by 10 Locs/Groups"/>				
	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Starting Payment Date:	<input type="text" value="2/01/20"/>	<input type="text" value="31"/>	Ending Date:	<input type="text" value="2/29/20"/>	<input type="text" value="31"/>
Starting AGMT/CONT Date:	<input type="text" value="1/01/80"/>	<input type="text" value="31"/>	Ending Date:	<input type="text" value="12/31/79"/>	<input type="text" value="31"/>
Select by Salesmen or Acct Mgrs:	<input type="text" value="1-Select by Salesmen"/>				
Select which Salesmen nbr:	<input type="text" value="2-Salesmen who took pmt"/>				
	<input type="text" value="1005"/>	<input type="text" value="1010"/>	<input type="text" value="1013"/>	<input type="text" value="1022"/>	<input type="text" value="1036"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Sort By Salesman/AcctMgr:	<input type="text" value="Yes"/>				
Payment Forms Wanted:	<input type="text" value="0"/>	<input type="text" value="0"/>			
Late Payments Only Report:	<input type="text" value="No"/>	Only Agmt/Cnt Amt/Bal Chgs:	<input type="text" value="No"/>		
Only RTO RECV Pmts:	<input type="text" value="No"/>				
Select by Zip/PC:	<input type="text" value="No"/>				
Select a Single Agreement:	<input type="text" value="No"/>				
Exception Report:	<input type="text" value="No"/>			Payment Types:	<input type="text" value="4-RTO and RTR Payments"/>
Only Pmts on Books over a Date:	<input type="text" value="No"/>				
GRP Customers Only:	<input type="text" value="No"/>	Only Receipt Numbers Gaps:	<input type="text" value="No"/>		

Report Contents

- **Receipt#/Type** – Receipt number and type of payment (Renew, New, Close, Pick Up, EPO, Discount, Lost Rent/Fee, Adjust, Refund)
- **\$Rent/EPO** – Amount paid, unless preceded by Discount or Lost Rent and negative
- **\$LDW/GRP** – Amount collected, unless preceded by Lost Rent Fee and negative
- **\$Proc-Fee** – Processing fee collected
- **\$Rein-Fee** – Reinstatement Fee collected
- **\$Other-Fee** – Other Fees collected
- **\$Sales-Tax** – Sales Tax collected
- **\$Total** – Total all rent, fees and tax
- **\$Pay-Amt** – Total Amount Paid
- **Pay-Form** – Payment form
- **Cashier** – Employee who processed the Payment

- **Customer** – Customer Number
- **Agreement#** – Agreement Number
- **Due** – Due date at time of payment
- **Next Due** – Due date after payment
- **Terms** – Agreement Terms and Frequency
- **Model#** – Model number(s) on the agreement (repeated based on number of items on agreement)
- **Serial#** – Serial number(s) on the agreement (repeated based on number of items on agreement)
- **Condition** – Inventory Condition (new or used) at time of rental (repeated based on number of items on agreement)
- **Charge Acct. After** – RTO Receivable Balance at the end of this transaction
- **Charge Acct. Before** – RTO Receivable Balance at the beginning of this transaction

ZOOMPMTS Example Report

RUN DATE: 09/01/20
TIME: 13:15:43

****CYNERGI TRAINING**
RTO AND RTR CUSTOMER PAYMENTS ACTIVITY
LOCATION: (10) **CYNERGI TRAINING**
PAYMENTS MADE: 2/01/20 THRU 2/29/20
AGMT/CNT DATES: 1/01/80 THRU 12/31/79

PAGE: 13

RECEIPT#/TYPE	\$RENT/EPO	\$LDW/GRP	\$PROC-FEE	\$REIN-FEE	\$OTHER-FEE	\$SALES-TAX	\$TOTAL	\$PAY-AMT	PAY-FORM	CASHIER
CUSTOMER: 677 VANGRIMBERGEN, EMMA			TRX DATE: 2/04/20 TRX TIME: 15:37:16							
(RENEW)		AGREEMENT#: 6454	DUE: 2/01/20	NEXT DUE: 3/05/20	TERMS: 24M					
00100167863 PAY	109.99	MODEL#: ETLGE70UK6190PUB	SERIAL#: 2RMKU7N165	CONDITION: USED		149.85	149.73	CASH	1013	
LOST RENT/FEE	7.33	CHARGE ACCT. AFTER: 0.00	0.00	0.00	CHARGE ACCT. BEFORE: 0.12-	7.33				
CUSTOMER: 1686 WILSON, WHITNEY			TRX DATE: 2/04/20 TRX TIME: 15:46:39							
(RENEW)		AGREEMENT#: 6127	DUE: 2/02/20	NEXT DUE: 2/16/20	TERMS: 39B					
00100167864 PAY	6.41	MODEL#: BTASHM74011	SERIAL#: 26	CONDITION: USED		41.38	41.00	CASH	1022	
	6.41	MODEL#: BTASHM32011/M97	SERIAL#: 738	CONDITION: USED						
	22.98	MODEL#: BBFOACM-BK635BK	SERIAL#: 3565	CONDITION: NEW						
	35.80	CHARGE ACCT. AFTER: 2.86	0.00	0.00	CHARGE ACCT. BEFORE: 7.06-					
CUSTOMER: 1878 SWANNER, TINA			TRX DATE: 2/04/20 TRX TIME: 16:34:59							
(RENEW)		AGREEMENT#: 6883	DUE: 2/06/20	NEXT DUE: 2/06/20	TERMS: 104W					
00100167865 PAY	26.99	MODEL#: L3ASH4130317/34/48	SERIAL#: 4131	CONDITION: USED		0.00	0.00	CASH	1022	
(CLOSE)	0.00	AGREEMENT#: 6883	DUE: 2/04/20	NEXT DUE: 2/06/20	TERMS: 104W					
00100167866 PICKUP	26.99	MODEL#: L3ASH4130317/34/48	SERIAL#: 4131	CONDITION: USED		0.00	0.00	CASH	1022	
CUSTOMER: 26 WHITE, ANNE			TRX DATE: 2/04/20 TRX TIME: 16:51:35							
(RENEW)		AGREEMENT#: 6712	DUE: 2/01/20	NEXT DUE: 2/04/20	TERMS: 48S					
00100167867 PAY	27.00	MODEL#: ETLGE55UM6910PUC	SERIAL#: 8RMUYCB974	CONDITION: NEW		6.44	6.44	CASH	1022	
	5.57	CHARGE ACCT. AFTER: 0.45	0.00	0.00	CHARGE ACCT. BEFORE: 0.42	0.00				
(RENEW)		AGREEMENT#: 6713	DUE: 2/01/20	NEXT DUE: 2/04/20	TERMS: 48S					
00100167868 PAY	31.50	MODEL#: BKHOMMT-G12EK	SERIAL#: 3484	CONDITION: NEW		7.42	7.42	CASH	1022	
	6.42	CHARGE ACCT. AFTER: 0.51	0.00	0.00	CHARGE ACCT. BEFORE: 0.49	0.00				
(RENEW)		AGREEMENT#: 6714	DUE: 2/01/20	NEXT DUE: 2/04/20	TERMS: 48S					
00100167869 PAY	10.50	MODEL#: BKASHM80X42	SERIAL#: 4086	CONDITION: NEW		3.47	3.47	CASH	1022	
LOST RENT/FEE	0.70	CHARGE ACCT. AFTER: 0.24	0.00	0.00	CHARGE ACCT. BEFORE: 0.23	0.00				
CUSTOMER: 357 METTAM, CHRISTINE			TRX DATE: 2/04/20 TRX TIME: 17:25: 7							
(RENEW)		AGREEMENT#: 6169	DUE: 3/03/20	NEXT DUE: 4/03/20	TERMS: 18M					
00100167871 PAY	42.99	MODEL#: LRASH9380325	SERIAL#: 3639	CONDITION: NEW		49.48	49.48	CASH	1013	
	42.99	CHARGE ACCT. AFTER: 3.44	0.00	0.00	CHARGE ACCT. BEFORE: 3.05					
CUSTOMER: 226 COLBERT, CANDY			TRX DATE: 2/04/20 TRX TIME: 17:43: 6							
(NEW)		AGREEMENT#: 6795	DUE: 2/06/20	NEXT DUE: 2/06/20	TERMS: 104W					
00100167872 PAY	10.49	MODEL#: D5HOM5659-36	SERIAL#: 4147	CONDITION: NEW		0.00	0.00	CASH	1013	
	11.99	MODEL#: LSASH7500238	SERIAL#: 4183	CONDITION: NEW		0.00				

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RUN DATE: 09/01/20          **CYNERGI TRAINING          PAGE: 15
TIME:13:15:43              RTO AND RTR CUSTOMER PAYMENTS ACTIVITY
                             LOCATION: ( 10) **CYNERGI TRAINING**
                             PAYMENTS MADE: 2/01/20 THRU 2/29/20
                             AGMT/CNT DATES: 1/01/80 THRU 12/31/79
    
```

RECEIPT#/TYPE	\$RENT/EPO	\$LDW/GRP	\$PROC-FEE	\$REIN-FEE	\$OTHER-FEE	\$SALES-TAX	\$TOTAL	\$PAY-AMT	PAY-FORM	CASHIER
CUSTOMER: 1837 BEATTIE, CAITLYN TRX DATE: 2/05/20 TRX TIME: 10:19:14										
(RENEW)										
00100167889 PAY	31.50		0.00	0.00	0.00	2.40	36.42	36.42	CASH	1005
AGREEMENT#: 6705 DUE: 2/05/20 NEXT DUE: 2/20/20 TERMS: 48S										
MODEL#: BQHOMMT-G12Q SERIAL#: 4102 CONDITION: NEW										
(RENEW)	12.00	0.96	0.00	0.00	0.00	0.91	13.87	13.87	CASH	1005
AGREEMENT#: 6706 DUE: 2/05/20 NEXT DUE: 2/20/20 TERMS: 24S										
MODEL#: BQASHM80X32 SERIAL#: 4084 CONDITION: NEW										
CUSTOMER: 1252 GOSS, JENNIFER TRX DATE: 2/05/20 TRX TIME: 13:18:37										
(CLOSE)	43.99		0.00	0.00	0.00	13.78	195.09	192.89	CASH	1022
AGREEMENT#: 6771 DUE: 4/28/20 NEXT DUE: 8/30/20 TERMS: 18M										
MODEL#: LRASH4520225 SERIAL#: 4154 CONDITION: NEW										
00100167891 EPO	181.31	0.00	0.00	0.00	0.00	0.00	195.09	192.89	CASH	1022
CHARGE ACCT. AFTER: 0.00 CHARGE ACCT. BEFORE: 2.20-										
DISC. EPO	395.83-						395.83-			
(CLOSE)	43.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022
AGREEMENT#: 6771 DUE: 2/05/20 NEXT DUE: 8/30/20 TERMS: 18M										
MODEL#: LRASH4520225 SERIAL#: 4154 CONDITION: NEW										
00100167892 PICKUP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022
CUSTOMER: 1589 THOMAS, HOWARD TRX DATE: 2/05/20 TRX TIME: 14:35: 3										
(NEW)	109.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
AGREEMENT#: 6940 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 24M										
MODEL#: ETLGE70UK6190PUB SERIAL#: 1RM2L00773 CONDITION: NEW										
00100167893 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
(RENEW)	109.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
AGREEMENT#: 6940 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 24M										
MODEL#: ETLGE70UK6190PUB SERIAL#: 1RM2L00773 CONDITION: NEW										
00100167894 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
(NEW)	35.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
AGREEMENT#: 6941 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 18M										
MODEL#: BCASHB376-31 SERIAL#: 4242 CONDITION: NEW										
00100167895 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
(RENEW)	35.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
AGREEMENT#: 6941 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 18M										
MODEL#: BCASHB376-31 SERIAL#: 4242 CONDITION: NEW										
00100167896 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
(RENEW)	109.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
AGREEMENT#: 6940 DUE: 2/05/20 NEXT DUE: 5/21/20 TERMS: 24M										
MODEL#: ETLGE70UK6190PUB SERIAL#: 1RM2L00773 CONDITION: NEW										
00100167898 PAY	416.39	0.00	5.37-	0.00	0.00	31.64	448.03	448.03	CASH	1005
CHARGE ACCT. AFTER: 5.37- CHARGE ACCT. BEFORE: 0.00										
LOST RENT/FEE	29.33		0.00	0.00	0.00	0.00	29.33			
(RENEW)	35.99		0.00	0.00	0.00	10.35	146.60	146.60	CASH	1005
AGREEMENT#: 6941 DUE: 2/05/20 NEXT DUE: 5/21/20 TERMS: 18M										
MODEL#: BCASHB376-31 SERIAL#: 4242 CONDITION: NEW										
00100167899 PAY	136.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1005
CHARGE ACCT. AFTER: 5.37- CHARGE ACCT. BEFORE: 0.00										
LOST RENT/FEE	9.60	0.00	0.00	0.00	0.00	9.60				
CUSTOMER: 1867 LEWIS, LEON TRX DATE: 2/05/20 TRX TIME: 15:22:40										
(NEW)	21.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022
AGREEMENT#: 6942 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 12M										
MODEL#: LMFOACM-AC804A SERIAL#: 4266 CONDITION: NEW										
00100167901 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022
(RENEW)	21.99		0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022
AGREEMENT#: 6942 DUE: 2/05/20 NEXT DUE: 2/05/20 TERMS: 12M										
MODEL#: LMFOACM-AC804A SERIAL#: 4266 CONDITION: NEW										
00100167902 PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	CASH	1022

Totals Page by Employee and Store

Headers

- **Receipt#/Type** – Receipt number and type of payment (Renew, New, Close, Pick Up, EPO, Discount, Lost Rent/Fee, Adjust, or Refund)
- **\$Rent/EPO**– Amount paid, unless preceded by Discount or Lost Rent and negative
- **\$LDW/GRP** – Amount collected, unless preceded by Lost Rent Fee and negative
- **\$Proc-Fee** – Processing Fee collected
- **\$Rein-Fee** – Reinstatement Fee collected
- **\$Other-Fee** – Other Fees collected
- **\$Sales-Tax** – Sales Tax collected
- **\$Total** – Total of all rent, fees, and tax
- **Control** – \$Total – \$Cash Refund + \$EPO Pay
- **Cashier** – Intentionally left blank on totals only page

Revenues Section

- **\$Rent/Fees Pay** – Customer Number
- **\$NSF Check Adjust** – Agreement Number
- **\$Non Cash Refund** – Due date at time of payment
- **\$Cash Refund** – Due date after payment
- **\$EPO Pay** – Agreement Terms and Frequency

Lost Revenues Section

- **\$Free Pay** – Free Payments (payment form 8)
- **\$Disc-EPO** – Remaining Balance “discounted” after EPO dollars paid
- **\$Waived** – Rent Dollars “Extension” and or Waived fees not collected
- **\$Past-Due** – Lost Revenue on Past Dollars on returns
- **\$Free A/R** – Free Payment Receivable refund

Charge Acct Section

- **Bal-Before** – Net RTO Receivable balances at the beginning of payment dates selected
- **Use-Prepay** – RTO Credit Receivables applied to transactions for the payment dates selected
- **Add-Prepay** – RTO Credit Receivables added for the payment dates selected
- **Paid-Acct** – RTO Receivables owed and paid for the payment dates selected
- **Chrg-Acct** – RTO Receivables added for the payment dates selected
- **Free-Pay** – Free Payment applied to Receivable for the payment dates selected
- **Bal-After** – Net RTO Receivable balances after transactions for the date

Payment Form Totals Section – Store and Field

- **Cash** – Cash payment forms
- **Check** – Check payment forms
- **Mony-Ord** – Money order payment forms
- **Chrg-Acct-Adj** – RTO Receivable changes for the date
- **Chrg-Acct-Net** – Net RTO Receivable Transactions for the date
- **Control** – Sum of payments

Transaction Totals Section – Agree (Agreement) and Inv-Item (Inventory)

- **#Delivery** – Agree and Items delivered during payment dates selected
- **#Pickups** – Agree and Items picked up during payment dates selected
- **#EPO** – Early Paid Outs Agree and Items during payment dates selected
- **#PIF** – Paid In Full (to term) Agree and Items during payment dates selected
- **#Skips** – Agree and Items charged off as Skips during payment dates selected
- **#Stolen** – Agree and Items charged off as Stolen during the payment dates selected
- **#Writeoff** – Agree and Items charged off during the payment dates selected
- **Gain/Loss** – Gain or Loss of Agree and Items on Rent during the payment dates selected

Product Code Totals Section

- **Code** – First character of Model Number
- **Description** – Description of Code if Appliance, Electronics, Furniture, Jewelry, or Accessory
- **\$Rent** – Rent dollars collected this category for the payment dates selected
- **\$EPO** – Early Pay Out dollars collected this category for the payment dates selected

Freepay Reason Totals Section

- **Code** – Free Payment Code defined in **DPCODES**
- **Description** – Free Payment Code description
- **#Count** – Number of Free Payments for this code
- **\$Amount** – Total Free Payment dollars this code

ZOOMPMTS Example Report (Employee Summary)

RECEIPT#/TYPE	\$RENT/EPO	\$LDW/GRP	\$PROC-FEE	\$REIN-FEE	\$OTHER-FEE	\$SALES-TAX	\$TOTAL	\$PAY-AMT	PAY-FORM	CASHIER
RUN DATE: 08/31/20 **CYNERGI TRAINING PAGE: 3 TIME:15:54:27 RTO AND RTR CUSTOMER PAYMENTS ACTIVITY SALESMAN: (1013) EMPLOYEE 0015 SELECTED BY LOCATIONS: 10 PAYMENTS MADE: 2/01/20 THRU 2/29/20 AGMT/CNT DATES: 1/01/80 THRU 12/31/79										
REVENUES	\$RENT/EPO	\$LDW/GRP	\$PROC FEE	\$REIN-FEE	OTHER-FEE	\$SALES-TAX	\$TOTAL	CONTROL		
\$RENT/FEES PAY	14,285.95	322.98		15.00		1,053.46	15,677.39	10,707.66		
\$NSF CHECK ADJUST										
\$NON CASH REFUND										
\$CASH REFUND	5,494.81-	101.42-				390.14-	5,986.37-			
\$EPO PAY	945.28					71.36	1,016.64			
***LOST REVENUES**										
\$FREE PAY	101.22-	2.06-				7.69-	110.97-			
\$DISC-EPO	5,990.97-						5,990.97-			
\$WAIVED	6,860.53-						6,860.53-			
\$PAST-DUE	18.86-						18.86-			
\$FREE A/R										
CHARGE ACCT	BAL-BEFORE	USE-PREPAY	ADD-PREPAY	PAID-ACCT	CHRG-ACCT	FREE-PAY	BAL-AFTER			
TOTALS	10,771.06-	10,771.06	7,544.31-				7,544.31-			
PAYMENT	CASH	CHECK	MONY-ORD	CHRG-ACCT-ADJ		CHRG-ACCT-NET	CONTROL			
FORM STORE:	5,038.44	1,377.79				3,226.75	9,642.98			
TOTALS FIELD:										
TRANSACTION	#DELIVERY	#PICKUPS	#EPO	#PIF	#SKIPS	#STOLEN	#WRITEOFF	GAIN/LOSS		
TOTALS	AGREE: 19	9	11					1-		
	INV-ITEM: 26	13	15					2-		
PRODUCT	CODE - DESCRIPTION	\$RENT	\$EPO	CODE - DESCRIPTION	\$RENT	\$EPO				
CODE	A - APPLIANCES	782.09		E - ELECTRONICS	825.86	24.39				
***TOTALS**	B - B	4,606.34	382.38	L - L	1,202.76	303.39				
	D - D	1,373.87	235.06	-	0.22	0.06				
***FREEPAY**	CODE - DESCRIPTION	#COUNT	\$AMOUNT	CODE - DESCRIPTION	#COUNT	\$AMOUNT				
***REASON**	11- PROMOTION COUPON	1	19.05	3 - COUPON	1	81.25				
***TOTALS**										

ZOOMPMTS Example Report (Store Summary)

RECEIPT#/TYPE	\$RENT/EPO	\$LDW/GRP	\$PROC FEE	\$REIN-FEE	OTHER-FEE	\$SALES-TAX	\$TOTAL	CONTROL		
RUN DATE: 08/31/20 **CYNERGI TRAINING PAGE: 6 TIME:15:54:27 RTO AND RTR CUSTOMER PAYMENTS ACTIVITY SALESMAN: 1005 1010 1013 1022 1036 SELECTED BY LOCATIONS: 10 PAYMENTS MADE: 2/01/20 THRU 2/29/20 AGMT/CNT DATES: 1/01/80 THRU 12/31/79										
REVENUES	\$RENT/EPO	\$LDW/GRP	\$PROC FEE	\$REIN-FEE	OTHER-FEE	\$SALES-TAX	\$TOTAL	CONTROL		
\$RENT/FEES PAY	48,868.72	1,610.55		180.00		3,650.12	54,309.39	51,900.89		
\$NSF CHECK ADJUST										
\$NON CASH REFUND										
\$CASH REFUND	5,872.72-	101.99-		10.00-		418.86-	6,403.57-			
\$EPO PAY	3,721.82					273.25	3,995.07			
***LOST REVENUES**										
\$FREE PAY	215.45-	2.06-				16.83-	234.34-			
\$DISC-EPO	16,376.67-						16,376.67-			
\$WAIVED	7,970.60-	56.45-		15.00-			8,042.05-			
\$PAST-DUE	79.23-						79.23-			
\$FREE A/R										
CHARGE ACCT	BAL-BEFORE	USE-PREPAY	ADD-PREPAY	PAID-ACCT	CHRG-ACCT	FREE-PAY	BAL-AFTER			
TOTALS	38,860.74-	38,876.08	22,847.75-	15.34-			22,847.75-			
PAYMENT	CASH	CHECK	MONY-ORD	CHRG-ACCT-ADJ		CHRG-ACCT-NET	CONTROL			
FORM STORE:	35,192.42	3,503.26				16,012.99	54,708.67			
TOTALS FIELD:										
TRANSACTION	#DELIVERY	#PICKUPS	#EPO	#PIF	#SKIPS	#STOLEN	#WRITEOFF	GAIN/LOSS		
TOTALS	AGREE: 51	20	26	5						
	INV-ITEM: 71	29	34	6				2		
PRODUCT	CODE - DESCRIPTION	\$RENT	\$EPO	CODE - DESCRIPTION	\$RENT	\$EPO				
CODE	A - APPLIANCES	2,862.86	20.40	E - ELECTRONICS	5,567.11	234.95				
***TOTALS**	L - L	14,394.20	2,635.54	B - B	16,127.51	523.26				
	D - D	3,930.90	307.59	M - M	111.96					
	-	1.46	0.08							
***FREEPAY**	CODE - DESCRIPTION	#COUNT	\$AMOUNT	CODE - DESCRIPTION	#COUNT	\$AMOUNT				
***REASON**	11- PROMOTION COUPON	1	19.05	3 - COUPON	2	204.62				
***TOTALS**										

TIME FINISHED:15:54:27

Chapter 2: Cash Sale

Sales Audit Report (PSALEAUD)

Description

The Sales Audit Report (**PSALEAUD**) can be run in summary or in detail. This report has all cash sale details for any given time period.

Report Type

Operations Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Report Order** – 1-Sale Date, 2-Agrmnt Number (Agreement Number), 3-Customer Number, 4-Salesperson Number, or 5-Daily Transaction Rpt by Cust (Daily Transaction Report by Customer)
- **PO on Hold Report** – No or Yes
- **Paid By** – Both, AR Sales (Charge Account), or Cash Sales (paid in full at time of sale)
- **Print Detail Lines** – No or Yes
- **Totals Only Report** – No, or Yes for only the summary totals page
- **Type Inventory** – 6 - All for all inventory, 1 - Misc for miscellaneous quantity inventory, 2 - Serialized for serialized inventory, 7 - Sales Rental Inventory for sales of rental inventory, or 8 - All (No Sales Rental Inv) for sales inventory only
- **Starting Sales Date** – First receipt date for audit
- **Ending Sales Date** – Last receipt date for audit
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – No to print all locations and one summary, or Yes to print summary for each location
- **Sort by Loc Groups** – No to print all groups and one summary, or Yes to print summary for each group
- **Select by ADV Codes** – No, or Yes to enter up to six advertising codes in the **ADV Codes** field
- **Select by Description** – No, or Yes to enter up to three inventory descriptions in the **Descriptions** field
- **Select by Model Number** – No, or Yes to enter up to six inventory model numbers in the **Model Nbrs** field
- **SPIFF Exception Report** – No, or Yes to audit Spiff changed at the time of sale
- **Gross Profit Exception Report** – No, or Yes to print gross profit exception details
 - **Gross Profit Exception Percent** – If Yes to **Gross Profit Exception Report**, enter a percentage here (0.00 for sales less than percent entered)
- **Payment Forms Wanted** – Enter up to four specific payment forms if desired, or leave at 0 for all payment forms
- **Print Cost** – No or Yes
- **Refunded Sale Indr** – I - Include to include Refunded Sales, E - Exclude to exclude Refunded Sales, or O - Only for only Refunded Sales audit

- **Type of Sale** – 1 - Actual, 2 -Pending, 3 -Delivered Pending, 4 -1&3 for Actual and Delivered Pending, 5 – 1,2&3 for Actual, Pending, and Delivered Pending (default), or 6 -Open Pending
- **Individual Price Indr** – I -Include, E -Exclude, or O -Only for Serial numbers with a Sale Price different from Model Price
- **Tax Exempt Sale Indr** – I -Include, E -Exclude, or O -Only for only Tax Exempt Sales
- **Select By Cust Type** – No, or Yes to enter up to ten customer types in the **Cust Types** field

SALES AUDIT REPORT					
Report Order:	<input type="text" value="1-Sale Date"/>	PO on Hold Report:	<input type="text" value="No"/>		
Paid By:	<input type="text" value="Both"/>				
Print Detail Lines:	<input type="text" value="No"/>	Totals Only Report:	<input type="text" value="No"/>		
Type Inventory:	<input type="text" value="6 - All"/>				
Starting Sales Date:	<input type="text" value="1/21/19"/>				
Ending Sales Date:	<input type="text" value="1/26/19"/>				
Select by Loc or Loc Groups:	<input type="text" value="1 - Select by Locations"/>				
Loc/Group Selection:	<input type="text" value="1 - Select by 10 Locs/Groups"/>				
Locations/Groups:	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Sort by Location:	<input type="text" value="Yes"/>				
Sort by Loc Groups:	<input type="text" value="No"/>				
Select by ADV Codes:	<input type="text" value="No"/>				
Select by Description:	<input type="text" value="No"/>				
Select by Model Number:	<input type="text" value="No"/>				
SPIFF Exception Report:	<input type="text" value="No"/>	Gross Profit Exception Report:	<input type="text" value="No"/>		
Payment Forms Wanted:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Print Cost:	<input type="text" value="No"/>	Refunded Sale Indr:	<input type="text" value="I - Include"/>		
Type of Sale:	<input type="text" value="5 - 1,2&3"/>	Individual Price Indr:	<input type="text" value="I -Include"/>		
Tax Exempt Sale Indr:	<input type="text" value="I -Include"/>	Select By Cust Type:	<input type="text" value="No"/>		

Report Contents

Print Detail Lines: No

- **Location** – (Store Number) Location Title
- **Sales Dates Of** – Beginning entered date
- **Thru** – Ending entered date followed by type of sales selected
- **Title** – Based on the Type of Sales selection (e.g., Sales, Pending Sales and Pending Sales Delivered Printed)
- **2nd Title** – Additional report criteria (e.g., Gross Profit Exception Percent: 100.00)
- **Date** – Receipt date
- **Cust Nbr** – Customer’s account number
- **Agmt Nbr** – Sale ticket number
- **Name** – Customer’s last and first name
- **Loc** – Store location on the receipt
- **Slsmn** – Person who entered the sale into the system
- **Agrmnt Ttl** – Total receipt, followed by pre-tax dollar amount
- **Payment Forms** – Up to three payment forms for each receipt (payment form followed by an R is Sales Accounts Receivable charge form)
- **Tax** – Total sales tax on the receipt

Loc Total/Total This Report Section

- **Sale** – Pre-tax totals for all sales during selected time period
- **Cost** – Cost or Book Value (if rental inventory) for all sales during the selected time period
- **GP** – Gross Profit Percent $[(\text{Sale} - \text{Cost}) \div \text{Sale}]$
- **Tax** – Total tax for all receipts
- **Trade In** – Dollar amount if trade-in is used
- **Discount** – Dollar amount if discount is used
- **Items** – Number of items sold for all receipts
- **Total** – Total dollars for all receipts
- **Rntl Sales \$** – Receipts Profit Dollars $[\text{Sale} - \text{Cost}]$

Payment Forms Summary Section

- **Form** – Payment form number
- **Description** – Payment form description
- **Amount** – Total receipt dollars for this payment form
- **Cash Total** – Total dollars in bank deposit
- **A/R Total** – Total charge sales

PSALEAUD Example Report (Print Detail Lines: No)

RUN DATE: 04/20/20		HT RTO		PAGE: 1						
TIME: 8:49:10		SALES OF ALL INVENTORY IN DATE ORDER		PSALEAUD						
LOCATION: (874) DALLAS										
SALE DATES OF: 4/17/20 THRU 4/17/20 SALES,PENDING SALES AND PENDING SALES DELIVERED PRINTED										
GROSS PROFIT EXCEPTION PERCENT: 100.00										
DATE	CUST NBR	AGMT NBR	NAME	LOC	SLSMN AGRMNT TTL-----	PAYMENT FORMS -----	TAX			
4/17/20	178000330	178106562	HOWARD, ANGEL	874	998 424.00	400.00 7 24.00 1	24.00			
4/17/20	774000801	178106565	JONES, ALEXIS	874	998 371.00	100.00 1 271.00 27R	21.00			
LOC TOTAL	874:	SALE 750.00	COST 430.62	GP 42.6	TAX 45.00	TRADE IN 0.00	DISCOUNT 0.00	ITEMS 2.00	TOTAL 795.00	RNTL SALES \$ 319.38
PAYMENT FORMS SUMMARY										
FORM	DESCRIPTION			AMOUNT	FORM	DESCRIPTION			AMOUNT	
1	CASH			124.00	7	DEBIT CARD/EFT			400.00	
27	IN HOUSE FINANCE CHARGE			271.00						
CASH TOTAL:		524.00	A/R TOTAL:		271.00					

Totals Page

RUN DATE: 04/20/20		HT RTO		PAGE: 2						
TIME: 8:49:11		SALES OF ALL INVENTORY IN DATE ORDER		PSALEAUD						
SALE DATES OF: 4/17/20 THRU 4/17/20 SALES,PENDING SALES AND PENDING SALES DELIVERED PRINTED										
GROSS PROFIT EXCEPTION PERCENT: 100.00										
DATE	CUST NBR	AGMT NBR	NAME	LOC	SLSMN AGRMNT TTL-----	PAYMENT FORMS -----	TAX			
TOTAL THIS REPORT:		SALE 750.00	COST 430.62	GP 42.6	TAX 45.00	TRADE IN 0.00	DISCOUNT 0.00	ITEMS 2.00	TOTAL 795.00	RNTL SALES \$ 319.38
PAYMENT FORMS SUMMARY										
FORM	DESCRIPTION			AMOUNT	FORM	DESCRIPTION			AMOUNT	
1	CASH			124.00	7	DEBIT CARD/EFT			400.00	
27	IN HOUSE FINANCE CHARGE			271.00						
CASH TOTAL:		524.00	A/R TOTAL:		271.00					
TIME FINISHED:08:49:11										

Print Detail Lines: Yes

- **Location** – (Store Number) Location Title
- **Sales Dates Of** – Beginning entered date
- **Thru** – Ending entered date followed by type of sales selected
- **Title** – Based on the Type of Sales selection (e.g., Sales, Pending Sales and Pending Sales Delivered Printed)
- **2nd Title** – Additional report criteria (e.g., Gross Profit Exception Percent: 100.00)
- **Date** – Receipt date
- **Cust Nbr** – Customer’s account number
- **Agmt Nbr** – Sale ticket number
- **Name** – Customer’s last and first name
- **Loc** – Store location on the receipt
- **Slsmn** – Person who entered the sale into the system
- **Agmnt Ttl** – Total receipt, followed by pre-tax dollar amount
- **Payment Forms** – Up to three payment forms for each receipt (payment form followed by an R is Sales Accounts Receivable charge form)
- **Tax** – Total sales tax on the receipt
- **Trade In** – Dollar amount if trade-in is used
- **Discount** – Dollar amount if discount is used
- **Agmt Cost** – Total cost of items on ticket
- **Agmt GP** – Total Gross Profit based on cost and sold amount
- **Home Phone** – Customer’s phone number
- **Int Type** – Charge sale type of interest, if any
- **Int Rate** – Interest percent, if any
- **Finance Chg** – Total finance amount, if any
- **Pend Sale Date** – Undelivered items, if any
- **Model Nbr** – Model number(s) of inventory sold
- **Serial #** – Serial number of the item(s) sold
- **Desc** – Description of item
- **Qty** – Number of items sold of this model number
- **Sale** – Total sold price the model
- **Cost/Bk Value** – Cost or Book Value, when applicable for the item(s) sold
- **Tax** – Total sales tax for sold item(s)
- **Total** – Total collected for this item
- **GP** – Total Gross Profit for this item
- **A Spf** – Optional Spiff dollars entered in at the time of the sale
- **R Spf** – Optional Spiff dollars entered in at the time of the sale
- **Profit \$** – Total profit dollars

Loc Total/Total This Report Section

- **Sale** – Pre-tax totals for all sales during selected time period
- **Cost** – Cost or Book Value (if rental inventory) for all sales during the selected time period
- **GP** – Gross Profit Percent $[(\text{Sale} - \text{Cost}) \div \text{Sale}]$
- **Tax** – Total tax for all receipts
- **Trade In** – Dollar amount if trade-in is used
- **Discount** – Dollar amount if discount is used
- **Items** – Number of items sold for all receipts
- **Total** – Total dollars for all receipts
- **Rntl Sales \$** – Receipts Profit Dollars $[\text{Sale} - \text{Cost}]$

Payment Forms Summary Section

- **Form** – Payment form number
- **Description** – Payment form description
- **Amount** – Total dollars for this payment form
- **Cash Total** – Total of all cash receipts
- **A/R Total** – Total of charge receipts

PSALEAUD Example Report (Print Detail Lines: Yes)

DATE	CUST NBR	AGMT NBR	NAME	LOC	SLSMN	AGRMNT	TTL	PAYMENT FORMS			TAX
TRADE IN	DISCOUNT	AGMT COST	AGMT GP	HOME PHONE	INT TYPE	INT RATE	FINANCE CHG	PEND	SALE DATE		
RUN DATE: 04/17/20 HT RTO PAGE: 1 TIME: 13:44:05 SALES OF ALL INVENTORY IN DATE ORDER PSALEAUD LOCATION: (874) DALLAS SALE DATES OF: 4/17/20 THRU 4/17/20 SALES,PENDING SALES AND PENDING SALES DELIVERED PRINTED GROSS PROFIT EXCEPTION PERCENT: 100.00											
4/17/20	178000330	178106562	HOWARD, ANGEL	874	998	424.00	400.00	7	24.00	1	24.00
		150.62	62.3	(555)555-5555							
MODEL NBR	SERIAL #	DESC		QTY	SALE	COST/BK VALUE	TAX	TOTAL	GP	A	SPF
EVSAMSMT530NYKAXAR	RF2F80H01Y	GALAXY TABLET 4		1.00	400.00	150.62	24.00	424.00	62.3		
								PROFIT \$:	249.38		
4/17/20	774000801	178106565	JONES, ALEXIS	874	998	371.00	100.00	1	271.00	27R	21.00
		280.00	20.0	(555)555-5555	L	21.000	2.76				
MODEL NBR	SERIAL #	DESC		QTY	SALE	COST/BK VALUE	TAX	TOTAL	GP	A	SPF
FDASHD154-223-D	178016692	DINETTE SET		1.00	350.00	280.00	21.00	371.00	20.0		
								PROFIT \$:	70.00		
LOC TOTAL	874:	SALE 750.00	COST 430.62	GP 42.6	TAX 45.00	TRADE IN 0.00	DISCOUNT 0.00	ITEMS 2.00	TOTAL 795.00	RNTL 0.00	SALES \$ 319.38
PAYMENT FORMS SUMMARY											
FORM	DESCRIPTION	AMOUNT	FORM	DESCRIPTION	AMOUNT						
1	CASH	124.00	7	DEBIT CARD/EFT	400.00						
27	IN HOUSE FINANCE CHARGE	271.00									
CASH TOTAL:	524.00	A/R TOTAL:	271.00								

Chapter 3: Collections

Account Manager Activity Report (AMACTRPT)

Description

The Account Manager Activity Report (**AMACTRPT**) is a report listing all the collection activity noted on the customer’s account using the **CALL/COMMITMENT** button during the collections or payment process.



Report Type

Collections Activity Audit

Recommended Frequency

On Demand, Hourly, or Daily

Format

Portrait letter paper


Filter Options


- **Select by Entered by** – No to display all employees, or Yes to enter up to ten employee numbers to be displayed on the report
- **Sort By Entered By** – No to display all entries in chronological order, or Yes to display employees on separate pages
- **Starting and Ending Entered Date** – Enter the first and last transaction dates to be displayed on the report
- **Use Acct Mgr as Enter By** – No to default to employee numbers, or Yes to display results by Route/Account Manager Number instead of employee number
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes to display locations on separate pages, or No to display all entries in chronological order
- **Want Totals Only** – No to print customer details, including free-form notes, along with the summary breakout page, or Yes to print only the final totals page with contact code breakouts
- **Select by Account Nbr** – No to print activity for all customers, or Yes to enter a customer number in the **Cust Acct Nbr** field so that the resulting report is an audit of a specific customer’s collections activity
- **Print Order** – 1-Date/Time Order for chronological order of entries or 2-Customer/Date/Time Order to sort by customer’s last name with chronological order of entries
- **Print Auto Dialer Summary** – If Yes, **Select by Contact Code** will default to a Yes with Auto Dialer codes (**AGMT/CONT Types**) displayed (only contact results from Audit dialer will be reported in summary)
- **Select by Contact Code** – No to display all contact codes, or Yes to enter up to five specific contact codes to be displayed
- **Print Contact Phone Nbr Line** – No to display only the phone description, or Yes to display the phone number used with the contact code on the customer
- **Print Only Pending C/O Notes** – No to print all customer contact based on the previous selections, or Yes to display only agreements that have been changed to a pending charge off customer code

ACCOUNT MANAGER ACTIVITY REPORT

Select by Entered by:

Sort By Entered By:

Starting Entered Date: 

Ending Entered Date: 

Use Acct Mgr as Enter By:

Select by Loc or Loc Groups:

Loc/Group Selection:

Locations/Groups:

<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Sort by Location:

Want Totals Only:

Select by Account Nbr:

Print Order:

Print Auto Dialer Summary:

Select by Contact Code:

Print Contact Phone Nbr Line:

Print Only Pending C/O Notes:

Report Contents

Based on the report's selected criteria, the following headers will display:

- **Date** – Transaction date of the commitment activity
- **Time** – Hour and minute of the transaction date
- **Amgr** – Account manager (or route number on the agreement)
- **Employee** – Employee name associated with the commitment activity
- **Customer** – Customer's last and first name
- **Contact** – This is the customer's name and description of phone number used with this contact code. If print phone number was selected, the phone number associated with this contact will be displayed below the name. If Auto Dialer, call DIALER will display as phone description.
- **Max Days Late Today** – Total number of days late at the run date of the report
- **Contact Code** – This is the contact code description as it appears in cynergi | suite. If a letter is sent from the Collections program, "Letter from TICKDUE" will display on the report (at the end of the report, under **Contact Code Summary**, "Letter from TICKDUE" will display the number of each collection letter). If DIALER MSG, a response from auto call will be listed on the report. If there is a commitment, the details "Will Be In (with) \$XX.XX by XX/XX/XX, XX:XXam/pm" will be displayed.
- **Commitment Fulfilled** – Y will display in this field If a payment has been received that is associated with a commitment to pay

AMACTRPT Example Report

RUN DATE: 03/14/19		Cynergi Training					PAGE:	
1								
TIME:	19:40:57	ACCOUNT MANAGER ACTIVITY REPORT				AMACTR		
PT								
ACTIVITY ENTERED: 1/02/19 THRU 1/02/19								
SELECTED BY LOCS: 1								
DATE	TIME	AMGR	EMPLOYEE	CUSTOMER	CONTACT	MAX DAYS LATE TODAY	CONTACT CODE	COMMITMENT FULFILLED
1/02/19	09:02	2	K Mellson	BUCKLEY, SARAH	SARAH BUCKLEY	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:03	2	K Mellson	GLASS, MARISSA	MARISSA GLASS	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:04	1	S Varney	DICKSON, ECHO	ECHO DICKSON	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:04	2	K Mellson	JONES, AMBER	AMBER JONES	HOME 5 *	OUT CUST NO ANSWER	
1/02/19	09:05	2	K Mellson	LEE-LAST, JANELYNN	JANELYNN LEE-LA	HOME 0 *	OUT CUST LFT MESSAGE	
1/02/19	09:05	2	K Mellson	MADDOX, MARIE	MARIE MADDOX	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:06	1	S Varney	MITCHELL, HALI	HALI MITCHELL	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:07	2	K Mellson	MCCLAIN, CESARIA M	CESARIA M MCCLA	HOME 5 *	OUT CUST NO ANSWER	
1/02/19	09:08	2	K Mellson	PALACIOS, MARIA	MARIA PALACIOS	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:09	1	S Varney	PARKER, MELISSA	MELISSA PARKER	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:10	2	K Mellson	RILANG, LAW	LAW RILANG	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:10	1	S Varney	PARKER, MELISSA		0	Additional Comments	
							text	
1/02/19	09:11	2	K Mellson	ALLEN, CHRIS	CHRIS ALLEN	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:12	1	S Varney	GOULD, CHELSEA		0 *	Additional Comments	
							text	
1/02/19	09:12	2	K Mellson	WICKLES, KELLY	KELLY WICKLES	HOME 12 *	OUT CUST LFT MESSAGE	
1/02/19	09:15	2	S Varney	HOFER, MICHAEL		0	Additional Comments	
							text	
1/02/19	09:15	2	K Mellson	PENMAN, JANA	JANA PENMAN	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:16	2	K Mellson	CAMARENA, BRIAN	BRIAN CAMARENA	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:16	1	S Varney	FRECE, CARRIE	CARRIE FRECE	HOME 0 *	OUT CUST LFT MESSAGE	
1/02/19	09:17	2	K Mellson	RICHARDSON, LAMERAKU	LAMERAKUS RICHA	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:18	1	S Varney	FARNSWORTH, JACOB		0	Additional Comments	
							all phones are disc ---- Mark	
1/02/19	09:18	2	K Mellson	JACKSON, NOEL	NOEL JACKSON	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:20	2	K Mellson	WASHINGTON, BRAYLON	BRAYLON WASHING	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:20	2	K Mellson	MARTINEZ, ADELA	ADELA MARTINEZ	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:20	1	S Varney	GODWIN, REBECCA H	REBECCA H GOODW	HOME 0 *	OUT CUST LFT MESSAGE	
1/02/19	09:22	2	S Varney	HATHAWAY, DANIEL	DANIEL HATHAWAY	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:23	2	K Mellson	SWIDERSKI, HATTI	HATTI SWIDERSKI	CELL 0	OUT CUST NO ANSWER	
1/02/19	09:24	2	K Mellson	HALL, MARJORIE	LOUIELL DAVIS	SECO 0	OUT CUST NO ANSWER	
1/02/19	09:24	2	S Varney	HERNANDEZ, ELIZABETH	ELIZABETH HERNA	HOME 0 *	OUT CUST LFT MESSAGE	
1/02/19	09:25	1	S Varney	KAMELAMELA, PATRICK	PATRICK KAMELAM	HOME 0 *	OUT CUST LFT MESSAGE	
1/02/19	09:27	1	S Varney	LANE, ALICHA	ALICHA LANE	HOME 0 *	OUT CUST NO ANSWER	
1/02/19	09:28	1	S Varney	MARTIN, KYLE	KYLE MARTIN	HOME 5 *	OUT CUST NO ANSWER	
1/02/19	09:29	2	K Mellson	CHAPMAN, BREKROTT	BREKROTT CHAPMA	HOME 0	OUT CUST LFT MESSAGE	
1/02/19	09:29	1	S Varney	MARTIN, KYLE		5 *	Additional Comments	
							text - Mark	
1/02/19	09:34	2	K Mellson	ODEKERK, CORA	CORA ODEKERK	HOME 0	OUT CUST FROM TO PAY \$95.84 by 1/03/19 09:00am	Y
1/02/19	09:35	2	K Mellson	BUCKLEY, SARAH	SARAH BUCKLEY	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:36	2	K Mellson	GLASS, MARISSA	MARISSA GLASS	HOME 0	OUT CUST NO ANSWER	
1/02/19	09:37	2	K Mellson	JONES, AMBER	AMBER JONES	HOME 5 *	OUT CUST NO ANSWER	
1/02/19	09:38	1	S Varney	MCCOY, NORMAN (CODY)	NORMAN (CODY) MC	HOME 5	OUT CUST FROM TO PAY \$41.31 by 1/03/19 09:37am	
1/02/19	09:39	2	K Mellson	LEE-LAST, JANELYNN	JANELYNN LEE-LA	HOME 0 *	OUT CUST NO ANSWER	
1/02/19	09:39	2	K Mellson	MADDOX, MARIE	MARIE MADDOX	HOME 0	OUT CUST NO ANSWER	

RUN DATE: 03/14/19		Cynergi Training				PAGE:		
6								
TIME:	19:40:57	ACCOUNT MANAGER ACTIVITY REPORT				AMACTR		
PT								
ACTIVITY ENTERED: 1/02/19 THRU 1/02/19								
SELECTED BY LOCS: 1								
DATE	TIME	AMGR	EMPLOYEE	CUSTOMER	CONTACT	MAX DAYS LATE TODAY	CONTACT CODE	COMMITMENT FULFILLED
CONTACT CODE SUMMARY								

F/V PROMISE TO PAY								1
MGR REVIEW								1
OUT CUST LFT MESSAGE								36
OUT CUST NO ANSWER								40
OUT CUST FROM TO PAY								14
STR CUST SPEC AGREEM								3
Additional Comments								42

Report Totals:		137	Commitments:	18	Commitments Fulfilled:	5	% Fulfilled:	27.77
TIME FINISHED:19:40:57								

Account Manager Performance Report (AMGRPERF)

Description

The Account Manager (Route) Performance Report (**AMGRPERF**) includes details built for each rout during the nightly end of day process. This process builds details by Route/Account Manager for each store. This report measures the amount of revenue collected in comparison to the amount of potential revenue that could be collected if all accounts paid on their renewal date. The performance percentage is the actual revenue collected vs. potential revenue. The potential revenue fluctuates based on account due dates and collection activity. Lost revenue is also included in the report details.

Report Type

Collections Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly


Format


Portrait letter paper

Filter Options

- **Starting Date** – Starting transaction date
Please Note: If running a Monthly report, this must be the first day of the Month. If running a Weekly report, this must be the Sunday for the desired week. If running a Daily report, enter the beginning transaction date.
- **Ending Date** – Ending transaction date (typically the current date if running a Monthly report, Saturday date if running a Weekly report, or any range of desired transaction dates if running a Daily report)
- **Select Account Managers** – No, or Yes to select by account/route manager by entering up to ten Account/Route numbers in the **Account Managers** field
- **Each Acct Mgr on a Page** – No, or Yes to print each account/route manager on a separate page
- **Select Stores** – No to analyze summary of Store/Location, or Yes to break out Route by Store/Location and enter up to ten Store Location numbers in the **Stores** field
- **Sort by Location** – No, or Yes to print each store on a separate page
- **Select Divisions** – No, or Yes to enter up to ten divisions, which are assigned in **LOCMNT** by Home Office, in the **Divisions** field
- **Performance Based On** – M-Monthly, W-Weekly, or D-Daily based on the transaction starting and ending dates
- **Summary Only** – No to print each store and each date sorted by route, Yes to print a summary line for all routes within the date range, S-Store Summary Totals to print a one line total for the entire company for the dates selected, and D-Store Summary Detail to print a one line summary for all stores for each date selected
- **Count Lost Revenue By** – F-Full Impact on Potential for one full Monthly/Weekly payment, C-Closed Date for past due revenue at PU or CHG Off, or P-Prorated Amount for \$ to bring to past due to current system date
- **Revenue to Include** – A-All Accounts for all open agreements, N-New Accounts for new agreements (agreement date = Starting/Ending Date), or B-Beginning Accounts for all agreements excluding new agreements for Starting/Ending Dates
- **Potential to Include** – B-Beginning Account for all agreements excluding new agreements for Starting/Ending Dates, A-All Accounts for all open agreements, or N-New Accounts for new agreements (agreement date = Starting/Ending Date)
- **Include Late & Misc Fee Revenue** – Yes or No
- **Include Early Buyout Revenue** – Yes or No
- **Count Due Date Changes by** –P-Prorated Amount or F-Full Impact on Potential
- **Include RTO Receivables** – No or Yes
- **Print Receivables or Free Pmts** – R-Receivables or F-Free Pmts for Free Payments

ACCOUNT MANAGER PERFORMANCE REPORT

Starting Date: 

Ending Date: 

Select Account Managers: ▼

Each Acct Mgr on a Page: ▼

Select Stores: ▼

Stores:

1	0	0	0	0
0	0	0	0	0

Sort by Location: ▼

Select Divisions: ▼

Performance Based On: ▼

Summary Only: ▼

Count Lost Revenue By: ▼

Revenue to Include: ▼

Potential to Include: ▼

Include Late & Misc Fee Revenue: ▼

Include Early Buyout Revenue: ▼

Count Due Date Changes by: ▼

Include RTO Receivables: ▼

Print Receivables or Free Pmts: ▼

Report Contents

- **Run Date** – Run date for report
- **Time** – Run time for report real-time
- **Company Heading**
- **Starting Date** – Starting date for period
- **Ending Date** – Ending date for period
- Report title with report selection details (heading varies based on report selections)
- **Dist** – District Manager Number
- **Loc** – Location/Store Number
- **Acct Mgr** – Account Manager/Route Number
- **Date** – Revenue date (Unknown will display if Summary Option Y is selected)
- **Revenue Collected** – Revenue collected for selected accounts and revenue type
- **Income Potential** – Potential income for selected accounts
- **Lost Revenue RETs & C/Os** – Lost revenue on agreements returned and/or Charge off, based on lost revenue selected option ($\text{Loss revenue dollars} \div \text{Total potential revenue (collected + loss revenues)} = \text{Percent of revenue}$)
- **Due Date Change Amts** – Lost revenue for agreements that had an extension based on lost revenue selected option ($\text{Due Date Change Amts} \div \text{Total Potential Revenue (collected + loss revenues)} = \text{Percent of revenue}$)
- **Performance Percent** – $\text{Total Revenue collected} \div \text{Total Potential Revenue (collected + loss revenues)} = \text{Performance Percent}$
- **Deposit Amounts** – RTO receivable amounts
- **AOR** – Agreements on Rent

AMGRPERF Example Report: Daily

RUN DATE: 03/14/19		Cynergi Training					PAGE: 1			
TIME: 17:30:21		ACCOUNT MANAGER PERFORMANCE REPORT					AMGRPERF			
STARTING DATE: 3/09/19		ENDING DATE: 3/09/19		DAILY REPORT						
IMPACT OF LOST REVENUE ON POTENTIAL UNTIL END OF PERIOD										
REVENUE COUNTED FROM ALL ACCOUNTS										
POTENTIAL COUNTED ONLY FROM ACCOUNTS OPEN AT THE BEGINNING OF THE PERIOD										
OTHER FEES (MISC AND LATE) ADDED TO REVENUE										
IMPACT OF DUE DATE CHANGE ON POTENTIAL PRORATED										
STORES: 1										
DIST	LOC	ACCT MGR	DATE	REVENUE COLLECTED	INCOME POTENTIAL	LOST REVENUE RETs & C/Os	DUE DATE CHANGE AMTS	PERFORMANCE PERCENT	DEPOSIT AMOUNTS	AOR AGREE
1	1	1	3/09/19	3,048.83	4,018.81	263.96	159.65	40.69	390.07-	306
Acct Mgr		1 Total:		3,048.83	0.00	263.96	159.65	40.69	390.07-	306
1	1	2	3/09/19	3,210.79	2,130.27	373.97	220.35	54.09	763.09-	274
Acct Mgr		2 Total:		3,210.79	0.00	373.97	220.35	54.09	763.09-	274
1	1	3	3/09/19	0.00	0.00	0.00	0.00	0.00	0.00	2
Acct Mgr		3 Total:		0.00	0.00	0.00	0.00	0.00	0.00	2
1	1	7	3/09/19	189.10	693.76	0.00	0.00	21.41	36.02-	12
Acct Mgr		7 Total:		189.10	0.00	0.00	0.00	21.41	36.02-	12
Total:				6,448.72	0.00	637.93	380.00	38.73	1,189.18-	594
TIME FINISHED:17:30:21										

AMGRPERF Example Report: Monthly

RUN DATE: 03/14/19		Cynergi Training		PAGE: 1						
TIME: 23:54:02		ACCOUNT MANAGER PERFORMANCE REPORT		AMGRPERF						
STARTING DATE: 3/01/19		ENDING DATE: 3/14/19		MONTHLY REPORT						
IMPACT OF LOST REVENUE ON POTENTIAL UNTIL END OF PERIOD										
REVENUE COUNTED FROM ALL ACCOUNTS										
POTENTIAL COUNTED ONLY FROM ACCOUNTS OPEN AT THE BEGINNING OF THE PERIOD										
OTHER FEES (MISC AND LATE) ADDED TO REVENUE										
IMPACT OF DUE DATE CHANGE ON POTENTIAL PRORATED										
STORES: 1										
DIST	LOC	ACCT MGR	DATE	REVENUE COLLECTED	INCOME POTENTIAL	LOST REVENUE RETs & C/Os	DUE DATE CHANGE AMTS	PERFORMANCE PERCENT	DEPOSIT AMOUNTS	AOR AGREE
1	1	1	3/01/19	1,758.86	39,401.85	239.98	0.00	4.24	0.00	312
1	1	1	3/02/19	3,570.87	35,493.84	79.14	329.39	12.85	56.51-	317
1	1	1	3/03/19	0.00	35,493.84	0.00	0.00	12.85	0.00	317
1	1	1	3/04/19	2,768.93	32,860.44	323.32	26.63	19.30	476.79-	312
1	1	1	3/05/19	1,249.00	31,533.07	277.06	0.00	22.17	0.00	309
1	1	1	3/06/19	470.05	31,099.32	0.00	2.14	23.26	221.20-	307
1	1	1	3/07/19	976.84	30,155.89	0.00	0.00	25.56	0.00	307
1	1	1	3/08/19	1,617.01	28,259.06	453.10	2.50	29.26	12.56-	307
1	1	1	3/09/19	3,048.83	25,301.84	263.96	0.00	36.15	390.07-	306
1	1	1	3/10/19	0.00	25,301.84	0.00	0.00	36.15	0.00	306
1	1	1	3/11/19	640.38	24,541.62	250.47	4.72-	37.54	49.26	305
1	1	1	3/12/19	344.25	23,866.42	219.88	0.00	38.44	78.38-	303
1	1	1	3/13/19	0.00	0.00	0.00	0.00	86.97	0.00	0
Acct Mgr 1 Total:				16,445.02	0.00	2,106.91	355.94	86.97	1,186.25-	0
					0.00	11.14	1.88			
1	1	2	3/01/19	2,389.34	33,516.59	0.00	15.37	6.65	457.88-	267
1	1	2	3/02/19	2,995.70	30,738.67	142.99	0.00	14.84	17.76-	269
1	1	2	3/03/19	0.00	30,738.67	0.00	0.00	14.84	0.00	269
1	1	2	3/04/19	1,214.68	29,678.59	483.89	0.00	17.87	0.00	269
1	1	2	3/05/19	1,746.54	28,343.36	0.00	19.83	22.34	143.34-	270
1	1	2	3/06/19	366.25	28,163.01	0.00	9.67	23.20	81.55-	271
1	1	2	3/07/19	2,150.78	26,265.92	0.00	0.99-	28.73	666.54-	272
1	1	2	3/08/19	1,319.61	25,133.45	0.00	4.00	32.06	2.40-	272
1	1	2	3/09/19	3,210.79	21,816.34	483.96	9.90	40.11	763.09-	274
1	1	2	3/10/19	0.00	21,816.34	0.00	0.00	40.11	0.00	274
1	1	2	3/11/19	491.20	21,407.26	0.00	0.00	41.30	70.82-	274
1	1	2	3/12/19	1,011.40	21,163.11	219.96	0.00	42.83	0.00	272
1	1	2	3/13/19	0.00	0.00	0.00	0.00	92.40	0.00	0
Acct Mgr 2 Total:				16,896.29	0.00	1,330.80	57.78	92.40	2,203.38-	0
					0.00	7.27	0.31			
1	1	3	3/01/19	0.00	70.36	0.00	0.00	0.00	0.00	1
1	1	3	3/02/19	0.00	70.36	0.00	0.00	0.00	0.00	2
1	1	3	3/03/19	0.00	70.36	0.00	0.00	0.00	0.00	2
1	1	3	3/04/19	0.00	70.36	0.00	0.00	0.00	0.00	2
1	1	3	3/05/19	0.00	70.36	0.00	0.00	0.00	0.00	2

Print Customer Overdue Report (ZIP)

Description

The Print Customer Overdue Report (**ZIP**) shows information about past due accounts. Delinquent customer accounts are printed three to a page in the same format as a chase card. This report can be used instead of the On-Screen Collection program (**TICKDUE**) for manual collection departments. This report should be retained for use by manual collection department.

Report Type

Collections

Recommended Frequency

On Demand or Daily

Format

Portrait letter paper

Filter Options

- **Report Order** – 1-Cust Name for customer name, 2-Cust Name Within Zip/PC for customer name within Zip or Postal Code, 3-Zip/PC, 4-Map Code, or 5-Oldest Due
- **Prt History** – No, Yes to print comment history, or Only Accts without History to print only accounts without comment history
 - **Dates / To** – If Yes or Only Accts without History in **Prt History** field, these fields display for the beginning and ending comment dates
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes or No
- **Print 2nd Customer** – Yes or No
- **Select by Salesmen or Acct Mgrs** – No, 1-Select by Salesmen, or 2-Select by Acct Mgrs
- **Sort By Salesman/AcctMgr** – No or Yes
- **Select by Customer Types** – No or Yes
- **Select AGMT/CONT Type** – No or Yes
- **Starting Past Due Date** – Enter the starting past due date
- **Print Custs with Commitment** – Yes or No
- **Ending Past Due Date** – Enter the ending past due date
- **Use Commit Dates for Due Dates** – No or Yes
- **Count Receivables as Past Due** – No or Yes
- **Start/End Acct Nbr** – Enter beginning and ending customer account number, or accept the defaults of 0-9999999999 for all customers
- **Select by ZIP/PC/MODEL/DESC** – No, 1-Select by ZIP/PC to select up to ten Zip or Postal Code or to select a starting Zip or Postal Code, 2-Select by MODEL NBRS to select up to three Model Numbers, or 3-Select by DESC to select up to three Descriptions
- **Summarize by ZIP/PC** – No, or Yes to print a summary of past due agreements by Zip or Postal Code
- **By Cust Type** – No, or Yes to print a summary of past due agreements by Customer Type
- **Want Totals Only** – No, or Yes for only the summary totals
- **Only first time Overdue Custs** – No, or Yes for only agreements that have never been past due

- **Overdue First Pmt Report** – No, or Yes for only agreements that missed the first payment
- **Print Form** – Choose option 1 for the last three payments with three accounts per page, or option 3 for the last three payments with two accounts per page
- **Only with Comments** – No, or Yes to print only agreements with comments
- **Print References on Report** – No, or Yes to print references
- **Account Type** – 1) RTO, 2) AR, 5) MISC FEE, or 6) RTO/MISC FEE for RTO and Misc Fees
- **Starting Name** – Enter the starting last name, or leave blank for all
- **Add Late Charges** – Yes to add Late Charge to total past due, or No
- **Only Accts with RTO Receivables** – No, or Yes for only customers with Receivable amounts due

PRINT CUSTOMER OVERDUE REPORT

Report Order:	1-Cust Name ▼		
Prt History:	No ▼		
Select by Loc or Loc Groups:	1-Select by Locations ▼		
Loc/Group Selection:	1-Select by 10 Locs/Groups ▼		
Locations/Groups:	1	0	0
	0	0	0
Sort by Location:	No ▼		
Print 2nd Customer:	Yes ▼		
Select by Salesmen or Acct Mgrs:	No ▼		
Sort By Salesman/AcctMgr:	No ▼		
Select by Customer Types:	No ▼		
Select AGMT/CONT Type:	No ▼		
Starting Past Due Date:	3/09/19	Print Custs with Commitment:	Yes ▼
Ending Past Due Date:	3/09/19	Use Commit Dates for Due Dates:	No ▼
Count Receivables as Past Due:	No ▼	Start/End Acct Nbr:	0 999999999
Select by ZIP/PC/MODEL/DESC:	No ▼		
Summarize by ZIP/PC:	No ▼	By Cust Type:	No ▼
Want Totals Only:	No ▼	Only first time Overdue Custs:	No ▼
Overdue First Pmt Report:	No ▼	Print Form:	1
Only with Comments:	No ▼	Print References on Report:	No ▼
Account Type:	1	Starting Name:	<input style="width: 100%;" type="text"/>
Add Late Charges:	Yes ▼	Only Accts with RTO Receivables:	No ▼

Report Contents

Main Section

- **Name** – Customer’s last and first name, number of days past due, and address
- **Home Phone** – Home phone number on the customer’s account
- **Work Phone** – Work phone number on the customer’s account
- **Comments** – Any comments on the customer’s account

-
- **Acct Nbr** – Customer’s account number
 - **Ticket Nbr** – Agreement/ticket number
 - **Map Code** – Map Code, if any, on the customer’s account
 - **Agmt/Cnt Date** – Date when the agreement was added to the system
 - **Recv Amount** – RTO Receivable amount, if any, on the customer’s account

-
- **Store** – Store number for the agreement
 - **Acct Mgr** – Account Manager for the agreement
 - **Cust Type** – Customer Type associated with the agreement
 - **Pmt Terms** – Payment Frequency
 - **Times Lte** – Number of times late for the agreement

-
- **Salesman** – Person who processed the agreement in the system
 - **Tax Grp** – Tax Group/Code on the agreement
 - **Agmt/Cnt Type** – Agreement type/terms
 - **# BOR Items** – Number of BOR items, if noted on the agreement

-
- **Pmt Amt** – Rental Payment amount
 - **Tax Amt** – Tax amount
 - **Grp Amt** – GRP/LDW amount
 - **ESP Amt** – ESP amount
 - **Regular Total Due** – Total payment expected
 - **Agmt/Cnt Bal** – Remaining agreement balance
 - **Date** – Current commitment date, code, and comment, if any

-
- **Run Date** – Date the report was generated
 - **Due Date** – Current due date for the agreement
 - **Last Due** – Due date when last payment was received
 - **Last Pay** – Date the last payment was received
 - **Ttl Due** – Total current due, including past due and fees
 - **Ctrt Amt** – Original agreement value

-
- **Model Nbr** – Model number of the item
 - **Serial Nbr** – Serial number of the item
 - **Desc** – Description of the item
 - **Pmt Amt** – Payment amount for this item
-

- **Pay Date** – Receipt date
- **Due Date** – Due date at the time of the payment
- **Next Due** – Next due date after payment was made
- **Lte** – Number of days late at the time of the payment
- **Str** – Store number on the receipt
- **Pmt Amt** – Amount of Rent paid
- **ESP** – Amount of ESP paid
- **GRP** – Amount of GRP/LDW paid
- **Tax Amt** – Amount of Tax paid
- **Misc Amt** – Amount of Miscellaneous Fees paid
- **Late Amt** – Amount of Late Fees paid
- **Total Pmt** – Total paid
- **Balance** – Agreement balance after payment
- **Pmt Type** – Type of payment (REGULAR = Type 3 Rental Payment and FIRST PAYMENT = New agreement)
- **Salesman** – Person who entered the receipt into the system

ZIP Example Report: Main Section

Name: ALLEN, JEFF Acct Nbr: 1006587 Store: 1 Salesman: 60088 Pmt Amt: 21.99 Run Date: 3/14/19 5 25 E. 1800 S. Ticket Nbr: 368730 Acct Mgr: 2 Tax Grp: CLR Tax Amt: 1.65 Due Date: 3/09/19 ANYTOWN TX 55555 Map Code: Cust Type: R Agmt/Cnt Type: X Grp Amt: 2.20 Last Due: 2/23/19 Home Phone: (555)555-5555 Agmt/Cnt Date: 12/29/18 Pmt Terms: W # BOR Items: ESP Amt: 0.00 Last Pay: 3/02/19 Work Phone: (555)555-5555 Recv Amount: 0.30- Times Lte: 2 Regular Total Due: 25.84 Ttl Due: 36.53 Comments: OUT CUST PROM TO PAY \$ by 01/01/2019 05:30pm Agmt/Cnt Bal: 1,253.43 Ctrt Ant: 1,429.35 1160 E 50 S LOGAN UT KARA AND JEFF DIVORCED SHE IS LIVING IN LOGAN AND HAS PHONE														
Model Nbr	Serial Nbr Desc	Pmt Amt	Model Nbr	Serial Nbr Desc	Pmt Amt									
ADAMANED4655EW	0212117NPG FULL SIZE DRYER	8.33	AWAMANTW4516FW	2927806NPG FULL SIZE WASHER	13.66									
Pay Date	Due Date	Next Due	Lte	Str	Pmt Amt	ESP	GRP	Tax Amt	Misc Amt	Late Amt	Total Pmt	Balance	Pmt Type	Salesman
2/02/19	2/02/19	2/09/19	0	1	21.99	0.00	2.20	1.65	0.00	0.00	25.84	1,341.39	REGULAR	10098
2/09/19	2/09/19	2/23/19	0	1	43.98	0.00	4.40	3.32	0.00	0.00	51.70	1,297.41	REGULAR	60088
3/02/19	2/23/19	3/09/19	7	1	43.98	0.00	4.40	4.28	0.00	14.00	66.66	1,253.43	REGULAR	10098
Name: ANDERSON, SHAWN Acct Nbr: 104019 Store: 1 Salesman: 60088 Pmt Amt: 71.99 Run Date: 3/14/19 5 4935 OLD POST ROAD #2 Ticket Nbr: 370517 Acct Mgr: 1 Tax Grp: BRI Tax Amt: 5.15 Due Date: 3/09/19 ANYTOWN TX 55555 Map Code: Cust Type: R Agmt/Cnt Type: Z Grp Amt: 7.20 Last Due: 3/02/19 Home Phone: (555)555-5555 Agmt/Cnt Date: 3/02/19 Pmt Terms: M # BOR Items: ESP Amt: 0.00 Last Pay: 3/02/19 Work Phone: (555)555-5555 Recv Amount: 1.09- Times Lte: 0 Regular Total Due: 84.34 Ttl Due: 84.34 Comments: STR CUST SPEC AGREEM \$257.24 by 3/16/19 12:35pm Agmt/Cnt Bal: 1,295.82 Ctrt Ant: 1,295.82 RAY NEISER AUTH FOR 11/17 Date: 3/16/19 STR CUST SPEC AGREEM \$257.24 b y 3/16/19 12:35pm														
Model Nbr	Serial Nbr Desc	Pmt Amt	Model Nbr	Serial Nbr Desc	Pmt Amt									
D7ASHD338-425	Y-BRWN-BLK GRAY BRWN/BLK 6CH.	71.99												
Pay Date	Due Date	Next Due	Lte	Str	Pmt Amt	ESP	GRP	Tax Amt	Misc Amt	Late Amt	Total Pmt	Balance	Pmt Type	Salesman
3/02/19	3/02/19	3/09/19	0	1	1,295.82-	0.00	0.00	0.00	0.00	0.00	0.00	1,295.82	FIRST PMT	60088
3/02/19	3/02/19N	3/09/19	0	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,295.82	REGULAR	60088
3/02/19	3/02/19	3/02/19	0	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,295.82	REGULAR	60088
Name: BAIR, EVAN Acct Nbr: 1006900 Store: 1 Salesman: 10094 Pmt Amt: 29.99 Run Date: 3/14/19 5 1508 E 6400 S Ticket Nbr: 366990 Acct Mgr: 1 Tax Grp: UCO Tax Amt: 1.99 Due Date: 3/09/19 ANYTOWN TX 55555 Map Code: Cust Type: R Agmt/Cnt Type: X Grp Amt: 3.00 Last Due: 2/23/19 Home Phone: (555)555-5555 Agmt/Cnt Date: 11/23/18 Pmt Terms: W # BOR Items: ESP Amt: 0.00 Last Pay: 3/04/19 Work Phone: (555)555-5555 Recv Amount: Times Lte: 4 Regular Total Due: 34.98 Ttl Due: 45.59 Comments: OUT CUST PROM TO PAY \$74.21 by 1/28/19 06:30pm Agmt/Cnt Bal: 2,459.18 Ctrt Ant: 2,729.09 RG														
Model Nbr	Serial Nbr Desc	Pmt Amt	Model Nbr	Serial Nbr Desc	Pmt Amt									
TKLGE65UK6090PUA	8RMZLCC389 65" 4K SMART TV	29.99												
Pay Date	Due Date	Next Due	Lte	Str	Pmt Amt	ESP	GRP	Tax Amt	Misc Amt	Late Amt	Total Pmt	Balance	Pmt Type	Salesman
2/11/19	2/16/19	2/23/19	0	1	29.99	0.00	3.00	1.99	0.00	0.00	34.98	2,519.16	REGULAR	999
2/26/19	2/23/19	2/23/19	3	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,519.16	REGULAR	10098
3/04/19	2/23/19	3/09/19	9	1	59.98	0.00	6.00	5.08	0.00	18.00	89.06	2,459.18	REGULAR	999

Summary by Zip or Postal Code

- **Zip/PC** – Zip or Postal Code
- **Nbr of Custs** – Number of past due customers within the Zip/PC
- **Nbr Overdue** – Number of overdue agreements within the Zip/PC
- **Payment Amt** – Total rental dollars overdue within the Zip/PC
- **ESP & GRP Amt** – Total ESP and GRP overdue within the Zip/PC
- **Tax Amt** – Amount of tax overdue within the Zip/PC
- **Total Amt** – Total past due dollars overdue within the Zip/PC
- **Receivables** – Total remaining agreement value of agreements overdue within the Zip/PC
- **% Overdue** – Percent of overdue agreements for the Zip/PC

ZIP Example Report: Summary by Zip or Postal Code

RUN DATE: 03/14/19		Cynergi Training					PAGE: 1	
TIME:16:29:48		OVERDUE RTO ACCOUNTS						
		LOCS: 1						
		PAST DUE DATES OF: 3/01/19 THRU 3/14/19						
ZIP/PC	NBR OF CUSTS	NBR OVERDUE	PAYMENT AMT	ESP & GRP AMT	TAX AMT	TOTAL AMT	RECEIVABLES	% OVERDUE
55555	588	61	4,175.25	336.05	373.59	4,884.89	75,440.43	10.37
TOTAL:	588	61	4,175.25	336.05	373.59	4,884.89	75,440.43	10.37

Summary by Customer Type

- **Cust Type** – Customer Type as noted on the past due agreement
- **Nbr of Custs** – Number of past due customers within the Customer Type
- **Nbr Overdue** – Number of overdue agreements within the Customer Type
- **Payment Amt** – Total rental dollars overdue within the Customer Type
- **ESP & GRP Amt** – Total ESP and GRP overdue within the Customer Type
- **Tax Amt** – Amount of tax overdue within the Customer Type
- **Total Amt** – Total past due dollars overdue within the Customer Type
- **Receivables** – Total remaining agreement value of agreements overdue within the Customer Type
- **% Overdue** – Percent of overdue agreements for the Customer Type

ZIP Example Report: Summary by Customer Type

RUN DATE: 03/14/19		Cynergi Training					PAGE: 2	
TIME:16:29:48		OVERDUE RTO ACCOUNTS						
		LOCS: 1						
		PAST DUE DATES OF: 3/01/19 THRU 3/14/19						
CUST TYPE	NBR OF CUSTS	NBR OVERDUE	PAYMENT AMT	ESP & GRP AMT	TAX AMT	TOTAL AMT	RECEIVABLES	% OVERDUE
R	588	61	4,175.25	336.05	373.59	4,884.89	75,440.43	10.37
TOTAL:	588	61	4,175.25	336.05	373.59	4,884.89	75,440.43	10.37
FINISHED:16:29:48								

Past Due Call List/Close (BWACRPT)

Description

The Past Due Call List/Close Report (**BWACRPT**) is a detailed analysis of past due accounts. It can be set up for several different report variants and can be used in addition to the **ZIP** report for manual collections. This report should be retained as needed for working past due accounts. This is a real time report and the report totals will change depending on the account activity. Most commonly use totals only to check current close dollars/percentages by Route.

Report Type

Collections

Recommended Frequency

On Demand, Daily, or Weekly

Format

Portrait letter paper

Filter Options

- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes or No
- **Select by Salesman or Acct Mgr** – No, 1-Select by Salesman, or 2-Select by Acct Mgrs
- **Sort By Salesman/AcctMgr** – No, or Yes to print each Route on a separate page
- **Select by Cust Type** – No or Yes
- **Select by Agmt/Cnt Type** – No or Yes
- **Want Totals Only** – No, or Yes for only the past due break down summary
- **Base Past Dues on this Date** – Enter a due date (typically yesterday's date for Today Fall out or Saturday's date for credit closes)
- **Print Inventory on Report** – Yes to print inventory on the past due account, or No
- **Count BOR By** – 1-# of Contracts, 2-Indicated BOR on Ticket, or 3-Inventory
- **Print Comments on Reports** – No, or Yes to print customer comments including commitments on the report
- **Account Type** – 1-RTO Accounts (Includes Special Orders), 3-RTO Accounts for RTO accounts without Special Orders, or 4-RTO, RTR, and Special Orders
- **Want Pending Chargeoffs** – No, or Yes to print customers with a pending charge customer type
- **Print Format** – 1-Format 1 to list accounts with number of days past due, 2-Format 2 (With Phone numbers) to list accounts with Total Due, Home Phone, and Work Phone, or 3-Format 3 to list accounts with payment details including book value
- **Due Date** – Beginning past due date
- **Thru** – Ending past due date
- **Sort by Oldest Due Date** – No to list by customer name, or Yes to list by oldest due to newest due date
- **Past Due Summary Option** – 1--1-4, 5-7, 8-15, 16-23, 24-31, 32-60, >61; 2--1-3, 4-7, 8-14, 15-30, 31-45, 46-90, >91; 3--1-14, 15-30, 30+, 60+; 4--1-6, 7-13, 14-21, 22-30, 31+, 91+; 5--1-6, 7-16, 17+, 91+; or 6--2-6, 7-11, 12+
Please Note: This report is not designed for agreements over 100 days past due.
- **Print Inventory Book Value** – No or Yes

BWACRPT REPORT

Select by Loc or Loc Groups:

Location Selection:

<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>


Select by Salesman or Acct Mgr:

Sort By Salesman/AcctMgr:

Select by Cust Type:

Select by Agmt/Cnt Type:

Want Totals Only:

Base Past Dues on this Date: 

Print Inventory on Report:



Count BOR By:

Print Comments on Reports:

Account Type:

Want Pending Chargeoffs:

Print Format:

Due Date:  Thru: 

Sort by Oldest Due Date:

Past Due Summary Option:

Print Inventory Book Value:

Report Contents

Format 1 with Inventory

- **Customer Number** – Customer’s account number
- **Ticket Number** – Agreement number
- **Customer Name** – Customer’s last and first name
- **Agmt/Cnt Number** – Custom field no longer in use
- **Agmt/Cnt Date** – Date when the agreement was written
- **Last Paid Date** – Most recent receipt date
- **Next Pay Date** – Current due date
- **Agmt/Cnt Amount** – Agreement/Contract amount when written
- **Agmt/Cnt Balance** – Current Agreement/Contract balance
- **Payment Amount** – Total payment due
- **Days Past Due** – Past due analysis (the number of days past due is indicated by an asterisk (*))
- **Model Number, Serial Number, and Description** of inventory on the agreement

BWACRPT Example Report: Format 1 with Inventory

RUN DATE: 03/14/19		Cynergi Training		PAGE: 1					
TIME:17:40:28		RTO REPORT							
		BOR AS NBR OF AGREE/CONTS							
SELECTED BY LOCS: 1		PAST DUE DATE OF: 3/09/19							
==== DAYS PAST DUE ==									
CUSTOMER	TICKET	AGMT/CNT	AGMT/CNT	LAST PAID	NEXT PAY	AGMT/CNT	AGMT/CNT	PAYMENT	1 5 8 16 24 32 61
NUMBER	NUMBER	NUMBER	DATE	DATE	DATE	AMOUNT	BALANCE	AMOUNT	4 7 15 23 31 60 +
104721	367097	ALSOP, JOSHUA	11/23/18	2/13/19	3/05/19	3,455.76	3,167.78	143.99	*
	TKLGE70URK6570PU	9RMPG71744	70" 4K						
100886	359133	ANTHONY, MICA	2/17/18	2/19/19	2/23/19	1,379.31	340.35	19.99	*
	BMDIASER.SPCL PT	100066	FULL SIZE MATTRESS	BRFOACM7908WHF-BEDFB/CHST/1NF-HB/FB/CHEST INS					
100886	360706	ANTHONY, MICA	4/16/18	2/19/19	2/23/19	1,559.22	665.01	19.99	*
	BRASHB171FULL	SH BRN FUL	FULL GRAYISH BROWN	BMDIASERENITY SPE 00625079 FULL SIZE MATTRESS					
1004962	341209	ARCHULETA, DAMION	7/22/16	2/18/19	2/23/19	1,948.70	43.10	14.99	*
	LSASH83601	00620875	SECTIONAL						
104991	368687	BAKER, MICHAEL	12/28/18	2/02/19	1/12/19	2,399.85	2,399.85	159.99	*
	MCAPLIPHONE 7, 128	6087258126	IPHONE 7, 128GB						
1000303	370154	CRIFE (ABEL), JENNIFE	2/23/19	2/23/19	3/02/19	1,279.84	1,279.84	79.99	*
	VGSONPS4-CALLDUTY	E057763026	VIDEO GAME						
104877	367988	DAVENPORT, RICHARD	2/23/19	1/21/19	2/02/19	935.48	863.52	35.98	*
	BMASHM69631	ME QN. 10"	CRIME 10" HYBRID-QUEEN						
104877	368334	DAVENPORT, RICHARD	2/23/19	1/21/19	2/02/19	1,546.09	1,512.11	33.98	*
	BRASHB325	QB,DM,2N	BEDROOM SET						

Summary Page – Totals Only Print Format 1 & 2

1–15 Days Past Due, 16–30 Days Past Due, and 60 Days or Over Past Due

- **Cust Type** – Customer type on the agreement
- **Number Accts** – Number of agreements or units based on report selection
- **% of Accts** – Percent of accounts past due for this customer type
- **Agmt/Cnt Balances** – Remaining balances on past due agreements for this customer type
- **% of Balance** – Percent of balance for this customer type

Current Past Due Info

- **Days Past Due** – Break down based on report selections
- **Number Past Due** – Number of past due Agreements or Units this category
- **Percent of the Past Dues** – The percent of accounts past due this category
- **Percent of the Current Accounts** – The percent of past due this category divided total agreements or units
- **Pmt Amts Not Collected** – Dollars needed to bring past due accounts to current date
- **Total** – Total of past due agreements or units for all categories
- **Past Due Out Of** – Number of total agreements or units past due
- **Current BOR** – Number of agreements or units on rent
- **Past Due Dollars/Monthly Projected Amt** – Prorated dollars past due divided by Projected Revenue
- **Percent Over a Week past due** – Percent of agreements greater than 7 days past due (available on some Past due options)
- **Total Percent Past due** – The number of past due divided by active agreements or units
- **Total Agmt/Cnt Balances** – The total remaining balances of all active agreements
- **Total Performance Percent** – $(\text{Total Percent Past Due} + \text{Past Due Dollars/Monthly Projected Amt}) \div 2 = \text{Total Performance Percent}$

BWACRPT Example Report: Summary Page – Totals Only Print Format 1& 2

RUN DATE: 03/14/19		Cynergi Training										PAGE: 5				
TIME:17:40:28		RTO REPORT														
		BOR AS NBR OF AGREE/CONTS														
		SELECTED BY LOCS: 1														
		PAST DUE DATE OF: 3/09/19														
		===== 1-15 DAYS PAST DUE =====		===== 16-30 DAYS PAST DUE =====		===== 31-60 DAYS PAST DUE =====		===== 60 DAYS OR OVER PAST DUE =====								
CUST	NUMBER	% OF	AGMT/CNT	% OF	NUMBER	% OF	AGMT/CNT	% OF	NUMBER	% OF	AGMT/CNT	% OF	NUMBER	% OF	AGMT/CNT	% OF
TYPE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE
R	21	3.57	20801	2.80	9	1.53	11077	1.49	11	1.87	16046	2.16	2	0.34	2927	0.39
TTL:	21	3.57	20801	2.80	9	1.53	11077	1.49	11	1.87	16046	2.16	2	0.34	2927	0.39
CURRENT PAST DUE INFO																

DAYS PAST DUE		NUMBER PAST DUE		PERCENT OF THE PAST DUES				PERCENT OF THE CURRENT ACCOUNTS				PMT AMTS NOT COLLECTED				
1 - 4		2		4.65				0.34				48				
5 - 7		15		34.88				2.55				369				
8 - 15		4		9.30				0.68				146				
16 - 23		9		20.93				1.53				603				
24 - 31		0		0.00				0.00				0				
32 - 60		11		25.58				1.87				1817				
61 OR MORE		2		4.65				0.34				390 *61-100 DAYS				
TOTAL:		43										3377				
43 PAST DUE OUT OF		588 CURRENT BOR		PAST DUE DOLLARS/MONTHLY PROJECTED AMT:				5.18								
4.42 PERCENT OVER A WEEK PAST DUE																
7.31 TOTAL PERCENT PAST DUE																
740704 TOTAL AGMT/CNT BALANCES																
6.25 TOTAL PERFORMANCE PERCENT (% PAST DUE + % PAST DUE DOLLARS / 2)																
TIME FINISHED:17:40:28																

Format 2 with Phone, Comments, and Inventory

- **Customer Name** – Customer’s last and first name
- **Customer Number** – Customer’s account number
- **Ticket Number** – Agreement number
- **Total Due** – Total payment due
- **T** – Terms (payment frequency)
- **Agmt/Cnt Date** – Date when the agreement was written
- **Due Date** – Current due date
- **Days Late** – Number of days past due
- **Home Phone** – Customer’s home phone number
- **Work Phone** – Customer’s work phone number
- **Agmt/Cnt Amount** – Agreement/Contract amount when written
- **Agmt/Cnt Balance** – Current Agreement/Contract balance
- **Comment** – Commitment and comments as they appear on the customer’s Notes section
- **Model Number, Serial Number, and Description** of inventory on the agreement

BWACRPT Example Report: Format 2 with Phone, Comments, and Inventory

RUN DATE: 03/14/19		Cynergi Training		PAGE: 1					
TIME:14:01:03		RTO REPORT							
		BOR AS NBR OF AGREE/CONTS							
		SELECTED BY LOCS: 1							
		PAST DUE DATE OF: 3/14/19							
CUSTOMER NAME	CUSTOMER NUMBER	TICKET NUMBER	AGMT/CNT TOTAL DUE T	DATE DATE	DAYS LATE	HOME PHONE	WORK PHONE	AGMT/CNT AMOUNT	AGMT/CNT BALANCE
ALLEN, JEFF	1006587	368730	36.53 W	12/29/18	3/09/19	5	(555)555-5555 (555)555-5555	1,429.35	1,253.43
COMMENT: OUT CUST PROM TO PAY \$ by 01/01/2019 05:30pm									
1160 E 50 S LOGAN UT KARA AND JEFF DIVORCED SHE IS LIVING IN LOGAN AND HAS PHONE									
ADAMANED4655EW	0212117NPG	FULL SIZE DRYER		ANAMANTW4516FW	2927806NPG	FULL SIZE WASHER			

ALSOP, JOSHUA	104721	367097	188.93 M	11/23/18	3/05/19	9	(555)555-5555 (555)555-5555	3,455.76	3,167.78
COMMENT: OUT CUST PROM TO PAY \$186.82 by 3/13/19 01:00pm									
FIANCE STEVY MCBEE IS AUTHORIZED - 02/05/19 - HF									
GET THEM TO SATURDAY AFTER 2ND WED OF THE MONTH!!									
TKLGE70UK6570PU	9RMPG71744	70* 4K							

ANDERSON, SHAWN	104019	370517	84.34 M	3/02/19	3/09/19	5	(555)555-5555 (555)555-5555	1,295.82	1,295.82
COMMENT: STR CUST SPEC AGREEM \$257.24 by 3/16/19 12:35pm									
RAY NEISER AUTH FOR 11/17									
DTASHD338-425	Y-BROWN-BLK	GRAY BROWN/BLK 6CH.							

ANTHONY, MICA	100886	359133	111.35 W	2/17/18	2/23/19	19	(555)555-5555 (555)555-5555	1,379.31	340.35
COMMENT: OUT CUST PROM TO PAY \$138.97 by 12/31/18 10:17am									
842 E 760 N OGDEN 84404									
PAP FORM SENT 3/19/18 EJ									
BMDIASER.SPCL PT	100066	FULL SIZE MATTRESS		BRFOACM790MWHF-BEDFB/CHST/1NF-HB/FB/CHEST 1NS					

ANTHONY, MICA	100886	360706	111.35 W	4/16/18	2/23/19	19	(555)555-5555 (555)555-5555	1,559.22	665.01
COMMENT: OUT CUST PROM TO PAY \$138.97 by 12/31/18 10:17am									
842 E 760 N OGDEN 84404									
PAP FORM SENT 3/19/18 EJ									

Format 3 Agreement Payment Analysis

- **Customer Number** – Customer’s account number
- **Ticket Number** – Agreement number
- **Customer Name** – Customer’s last and first name
- **Agmt/Cnt Date** – Date when the agreement was written
- **Last Paid Date** – Date of last payment
- **Next Pay Date** – Current due date
- **Agmt/Cnt Balance** – Current Agreement/Contract balance
- **Rental Amount** – Payment for the agreement
- **GRP Amount** – GRP/LDW for the agreement
- **Book Value** – Remaining book value of inventory on the agreement

BWACRPT Example Report: Format 3 Agreement Payment Analysis

RUN DATE: 05/08/20		**CYNERGI TRAINING		RENTAL PAYMENTS REPORT (BWACRPT)		PAGE: 1			
TIME:14:04:28		BOR AS NBR OF AGREE/CONTS		LOCATION: (10) **CYNERGI TRAINING**		DUE DATES OF: THRU 5/08/20			
CUSTOMER NUMBER	TICKET NUMBER	CUSTOMER NAME	AGMT/CNT DATE	LAST PAID DATE	NEXT PAY DATE	AGMT/CNT BALANCE	RENTAL AMOUNT	GRP AMOUNT	BOOK VALUE
87	6915	ADAIR, JESSICA	1/24/20	4/17/20	4/24/20	1,931.39	21.23	1.70	468.56
87	6916	ADAIR, JESSICA	1/24/20	4/17/20	4/24/20	389.12	5.99	0.48	108.34
1327	6173	ALBARRAN, GUADALUPE	3/23/19	4/17/20	5/01/20	968.51	41.98	3.36	266.75
1649	5985	AMOS, OLIVIA	12/31/18	4/28/20	4/28/20	1,594.50	83.96	0.00	385.59
1649	5986	AMOS, OLIVIA	12/31/18	4/28/20	4/28/20	877.04	45.98	0.00	210.28
1649	6285	AMOS, OLIVIA	5/03/19	4/28/20	4/28/20	2,157.39	77.92	0.00	522.66
1649	6862	AMOS, OLIVIA	12/27/19	4/28/20	4/28/20	1,309.18	29.98	2.40	317.83
556	6853	ANGALA, JOHN	12/24/19	4/10/20	4/24/20	840.74	48.56	0.00	417.22
1952	7121	ARMACOST, REANNE	3/30/20	4/13/20	4/15/20	710.99	6.99	0.00	342.36
1562	5930	ARREDONDO, LUIS	12/17/18	3/06/20	5/03/20	1,822.20	135.39	0.00	278.42
1944	7091	ASKINS, DANIEL	3/16/20	4/18/20	4/19/20	1,689.29	33.98	2.72	405.64
1958	10020	BAGGINS, BILBO	4/21/20	4/21/20	4/28/20	804.65	10.45	0.84	140.46
1718	6228	BAKER, NATALIE	4/09/19	4/07/20	5/07/20	222.35	43.99	3.52	73.22
1852	6763	BALLARD, JAMES	11/29/19	4/28/20	4/22/20	1,313.64	22.99	1.84	421.80
1689	6142	BARR, ALEX	3/07/19	4/18/20	4/17/20	1,057.83	64.99	0.00	265.43
1803	6584	BATES, MARILYN	9/27/19	9/30/19	4/15/20	2,074.95	183.31	0.00	457.42
1547	5672	BATZ, MADISON	9/22/18	4/16/20	4/23/20	153.71	12.77	1.02	42.86
1837	6705	BEATTIE, CAITLYN	11/15/19	4/06/20	4/20/20	1,186.92	31.50	2.52	245.42
1837	6706	BEATTIE, CAITLYN	11/15/19	4/06/20	4/20/20	164.19	12.00	0.96	40.25
1807	6601	BELL, JENAWAI	10/08/19	4/28/20	4/28/20	1,698.41	21.74	1.74	420.38
1807	6679	BELL, JENAWAI	11/08/19	4/28/20	4/28/20	2,563.32	30.99	2.48	622.05
1807	6680	BELL, JENAWAI	11/08/19	4/28/20	4/28/20	850.15	14.99	1.20	199.69
1807	6681	BELL, JENAWAI	11/08/19	4/28/20	4/28/20	1,405.32	16.99	1.36	397.84
1807	6688	BELL, JENAWAI	11/09/19	4/28/20	4/28/20	1,015.72	11.99	0.96	254.64
1749	6757	BENOVIDES, ALBA	11/29/19	4/18/20	4/19/20	5,567.89	264.69	0.00	918.88
992	5988	BERNING, ALANA	1/03/19	4/15/20	4/18/20	494.45	12.99	1.04	117.22
992	6011	BERNING, ALANA	1/10/19	4/15/20	4/18/20	527.62	13.99	1.12	143.77
1833	7093	BEX, CHANTEL	3/17/20	4/06/20	4/26/20	3,518.52	154.98	0.00	878.68
1833	7097	BEX, CHANTEL	3/19/20	4/06/20	5/07/20	983.83	59.99	0.00	244.56
1126	6376	BOYD, BRYON	6/19/19	2/22/20	4/30/20	431.00	9.99	0.00	101.90
281	7124	BUCKLEY, WANDA	4/01/20	4/01/20	5/01/20	2,277.00	99.00	0.00	780.42
114	7100	BURGE, MARK	3/21/20	3/21/20	4/21/20	2,394.78	47.98	0.00	961.54
1923	7013	BURNEY, JACKIE	2/22/20	4/17/20	4/28/20	2,692.50	28.47	0.00	481.36
1923	7086	BURNEY, JACKIE	3/14/20	4/17/20	4/28/20	1,072.86	14.99	1.20	255.93
1923	7087	BURNEY, JACKIE	3/14/20	4/17/20	4/28/20	1,283.95	16.99	1.36	152.09

Summary Page – Totals Only Print Format 3

- **Cust Type** – Customer type on the agreement
- **Number Accts** – Number of agreements or units based on report selection
- **% of Accts** – Percent of accounts past due for this customer type
- **Agmt/Cnt Balances** – Remaining balances on past due agreements for this customer type
- **Rental Amount** – Sum of payments on accounts
- **GRP Amount** – Sum of GRP/LDW on accounts
- **Book Value** – Sum of book value of accounts

BWACRPT Example Report: Summary Page – Totals Only Print Format 3

RUN DATE: 05/08/20				**CYNERGI TRAINING		PAGE: 9
TIME:14:04:28				RENTAL PAYMENTS REPORT (BWACRPT)		
				BOR AS NBR OF AGREE/CONTS		
				LOCATION: (10) **CYNERGI TRAINING**		
				DUE DATES OF: THRU 5/08/20		
CUST TYPE	NUMBER ACCTS	% OF ACCTS	AGMT/CNT BALANCES	RENTAL AMOUNT	GRP AMOUNT	BOOK VALUE
R	357	56.67	406534	18325	540	99692
E	1	100.00	563	23	0	138
TTL:	358	56.74	407097	18349	540	99830
	358	PRINTED OUT OF		631	CURRENT BOR	

A/R Aging Report (PRTARAGE)

Description

The A/R Aging Report (**PRTARAGE**) is a detailed aging analysis of current and/or past due accounts. It can be set up for several different report variants and can be used in addition to other revenue projection and past due reports. This is a real time report and the report totals will change depending on the account activity. This report is for both Sale Accounts Receivable agreements (AR) and Rent to Own agreements (RTO).

Report Type

Collections and Aging Analysis Revenue Projection

Recommended Frequency

Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Location Selection**
 - **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes or No
- **Select by Salesmen or Acct Mgrs** – No, or 1-Select by Salesman or 2-Select by Account Manager to select up to ten salesmen/account managers
- **Sort By Salesman/AcctMgr** – No, or Yes to print each route on a separate page
- **Select By Customer Types** – No, or Yes to select up to ten customer types
- **Select By Contract Types** – No, or Yes to select up to ten contract types
- **Want Totals Only** – No, or Yes for only the Aging and Past Due break down summary
- **Aged Date** – Enter the date for analysis, typically week or month end date
- **Print Comments On Report** – No, or Yes to print customer comments, including commitments, on the report
- **Days Past Due Breakdown** – N-30 Day (1-30, 30-60, 60-90, 90-120, 120+), Y-10 Day (1-10, 10-20, 20-30, 30-40, Over 40), 5-5 Day (1-5, 6-10, 11-15, 16-30, Over 30), or G-Other (1-7, 8-32, 33-58, 59-119, Over 120)
- **Print Second Line** – No, or Yes to print phone number and address above the amount due line
- **Print Zero Balance Contracts** – No or Yes
- **A/R Type(s) Wanted** – Enter up to ten AR Payment Form Charge types, if applicable
- **Include Non-Past Due Accounts** – No, or Yes to include all open agreements for aging analysis
- **Type of Account** – 1-AR, 2-Airtime Fee, 3-RTO, 4-AR and RTO, or 5-RTR
- **Ticket Nbr To Print** – A-AR Ticket or S-Sale Ticket
- **Pending A/R** – I-Include, E-Exclude, or O-Only
- **Report Format** – A-A/R Aging, P-Payment Due, C-Call List (choose Print Second Line and Print Comments)
- **Print Receivables Amount** – No or Yes
- **Sales With A Hold PO Nbr** – E-Exclude, I-Include, or O-Only

A/R AGING REPORT

Select by Loc or Loc Groups:

Location Selection:

1	0	0	0	0
0	0	0	0	0

Select by Salesmen or Acct Mgrs:

Sort By Salesman/AcctMgr:

Select By Customer Types:

Select By Contract Types:

Want Totals Only: Aged Date:

Print Comments On Report: Days Past Due Breakdown:

Print Second Line: Print Zero Balance Contracts:

0	0	0	0	0
0	0	0	0	0

Include Non-Past Due Accounts: Type of Account:

Ticket Nbr To Print: Pending A/R:

Report Format: Print Receivables Amount:

Sales With A Hold PO Nbr:

Current Past Due Information

- **Days Past Due** – Ranges of days past due
- **Number Past Due** – Number of past due customers for each range
- **Percent of the Past Dues** – Number Past Due ÷ Total Past Due
- **Percent of the Current Accounts** – Percent of accounts by selected past due category
- **Pmt Amts Not Collected** – Payment amounts not collected by selected past due category
- **Total** – Agreements past due
- **XXX Past Due out of XXX Current Customers** – Number of past due agreements out of the number of current customers
- **XX.XX% Total Percent Past Due** – Number of past due agreements ÷ all agreements
- **XXXXXX Total Contract Balances** – Total of all contract balances

PRTARAGE Example Report (Totals Page, All Formats)

RUN DATE: 08/31/20		**CYNERGI TRAINING										PAGE: 6				
TIME:11:44:50		Cynergi Suite RTO AGING REPORT														
		LOCATION: (1) **CYNERGI TRAINING**														
		AGED DATE OF: 8/31/20														
===== 1-30 DAYS PAST DUE =====				===== 30-60 DAYS PAST DUE =====				===== 60-90 DAYS PAST DUE =====				===== 90-120 DAYS PAST DUE =====				
CUST	NUMBER	% OF	CONTRACT	% OF	NUMBER	% OF	CONTRACT	% OF	NUMBER	% OF	CONTRACT	% OF	NUMBER	% OF	CONTRACT	% OF
TYPE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE	ACCTS	ACCTS	BALANCES	BALNCE
R	119	18.94	124887	16.82		0.00	0	0.00	2	0.31	4404	0.59		0.00	0	0.00
E		0.00	0	0.00		0.00	0	0.00		0.00	0	0.00		0.00	0	0.00
TTL:	119	18.91	124887	16.81		0.00	0	0.00	2	0.31	4404	0.59		0.00	0	0.00
=== 120 DAYS OR OVER PAST DUE =																
CUST	NUMBER	% OF	CONTRACT	% OF												
TYPE	ACCTS	ACCTS	BALANCES	BALNCE												
R		0.00	0	0.00												
E		0.00	0	0.00												
TTL:		0.00	0	0.00												
CURRENT PAST DUE INFORMATION																

DAYS PAST DUE		NUMBER PAST DUE		PERCENT OF THE PAST DUES				PERCENT OF THE CURRENT ACCOUNTS				PMT AMTS NOT COLLECTED				
1 - 30		119		98.34				18.91				5625				
31 - 60		0		0.00				0.00				0				
61 - 90		2		1.65				0.31				4404				
91 -120		0		0.00				0.00				0				
121 OR MORE		0		0.00				0.00				0				
		-----										-----				
TOTAL:		121										10029				
121 PAST DUE OUT OF		629 CURRENT CUSTOMERS														
19.23 TOTAL PERCENT PAST DUE																
742724 TOTAL CONTRACT BALANCES																

Call List with Comments Format

- **Customer Name** – Customer’s last and first name
- **Street Address** – Customer’s address
- **Days Late** – Number of days late this agreement
- **Due Date** – Current due date
- **Total Due** – Past due amount
- **Pays to Date** – Next due date, if past due amount is paid
- **T** – Term or pay frequency of agreement (M = Monthly, W = Weekly, S = Semi-Monthly, B = Bi-Weekly)
- **Agmnt Date** – Date agreement was added
- **No. Pmts** – Number of payments in agreement term
- **Pmts Made** – Number of payments made on the agreement
- **Pmts Late** – Number of late payments
- **Home Phone** – Primary phone number for customer
- **Comments** – Comment/commitment if any for this customer

PRTARAGE Example Report (Call List with Comments Format)

RUN DATE: 08/31/20		**CYNERGI TRAINING		PAGE: 1							
TIME:10:59:23		Cynergi Suite RTO AGING REPORT									
LOCATION: (1) **CYNERGI TRAINING**		AGED DATE OF: 8/31/20									
CUSTOMER NAME	STREET ADDRESS	DAYS LATE	DUE DATE	TOTAL DUE	PAYS TO DATE	AGRMNT T	DATE	NO. PMTS	PMTS MADE	PMTS LATE	HOME PHONE
ABURTO, ANA	47 CLEAR CREEK AVE AP 31	78	6/14/20	97.17	9/14/20	M	4/29/20	10	0	0	(555)555-5555
ABURTO, ANALUZ	CLEAR CREEK AVE #47	71	6/21/20	97.20	9/21/20	M	4/29/20	9	0	0	(555)555-5555
	GENTLEMAN THAT ANSWERED SAID WN										
ACOSTA, HECTOR	105 S CARSON MEADOWS #1	44	7/18/20	429.08	9/18/20	M	7/18/20	18	0	0	(555)555-5555
	COMMENT: WBI \$62.33 by 12/28/16 04:00pm										
	NEED 33.94 BY TOMORROW 102816										
ADAIR, JESSICA	142 PALMER CT #A	50	7/12/20	243.00	9/06/20	W	1/24/20	104	20	1	(000)000-0001
	COMMENT: WBI \$105.39 by 03/07/2018 06:00pm										
	11/12/15 FILE AUDIT: SIGN AGREEMENT 1212										
	12/2/15 NEED TO SIGN AGREEMENT 1212										
ADAIR, JESSICA	142 PALMER CT #A	50	7/12/20	71.96	9/06/20	W	1/24/20	78	20	1	(000)000-0001
	COMMENT: WBI \$105.39 by 03/07/2018 06:00pm										
	11/12/15 FILE AUDIT: SIGN AGREEMENT 1212										
	12/2/15 NEED TO SIGN AGREEMENT 1212										

Payment Due with Second Line Format

- **Type** – Customer type on agreement
- **Phone** – Primary phone number for customer
- **Address** – Customer’s street address
- **City** – Customer’s city
- **Customer Number** – Customer Account Number
- **Ticket Number** – Agreement Number
- **Customer Name** – Customer’s last and first name
- **Date of Invoice** – Date on which the agreement was added
- **Invoice Amount** – Agreement Value
- **Balance** – Current Agreement Balance
- **Past Due Breakout** as defined in report parameters (e.g., 1-7, 8-32, 33-58, 59-119, and over 120)
- **Amount** – Dollar amount past due for this category
- **Total Past Due** – Total past due this agreement
- **Subtotal** line for customers with multiple agreements

PRTARAGE Example Report (Payment Due with Second Line Format)

RUN DATE: 08/31/20		**CYNERGI TRAINING		PAGE: 1								
TIME:12:54:37		Cynergi Suite RTO AGING REPORT										
LOCATION: (1) **CYNERGI TRAINING**		AGED DATE OF: 8/31/20										
TYPE	PHONE	ADDRESS	CITY									
CUSTOMER	TICKET		DATE OF	INVOICE		1-7	8-32	33-58	59-119	OVER 120	TOTAL	
NUMBER	NUMBER	CUSTOMER NAME	INVOICE	AMOUNT	BALANCE	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	PAST DUE	
R	(555)555-5555	220 SHADY GROVE		ANYTOWN								
	1952 7121	ARMACOST, REANNE	8/23/20	726.96	710.99	0.00	6.99	0.00	0.00	0.00	6.99	
R	(555)555-5555	20 COLLEGE PARKWAY #T381		ANYTOWN								
	1944 7091	ASKINS, DANIEL	8/27/20	1,766.96	1,689.29	33.98	0.00	0.00	0.00	0.00	33.98	
R	(555)555-5555	18 MILLIMAN		ANYTOWN								
	1852 6763	BALLARD, JAMES	8/30/20	1,793.22	1,313.64	22.99	0.00	0.00	0.00	0.00	22.99	
R	(555)555-5555	5105 DATSOLALEE WAY		ANYTOWN								
	1689 6142	BARR, ALEX	8/25/20	1,559.76	1,057.83	64.99	0.00	0.00	0.00	0.00	64.99	
R	(555)555-5555	1762 BOUGAINVILLEA DRIVE		ANYTOWN								
	1803 6584	BATES, MARILYN	8/23/20	3,299.58	2,074.95	0.00	183.31	0.00	0.00	0.00	183.31	
R	(555)555-5555	455 PAUTE ST		ANYTOWN								
	1837 6705	BEATTIE, CAITLYN	8/28/20	1,512.00	1,186.92	31.50	0.00	0.00	0.00	0.00	31.50	
	1837 6706	BEATTIE, CAITLYN	8/28/20	288.00	164.19	12.00	0.00	0.00	0.00	0.00	12.00	
					1,351.11	43.50	0.00	0.00	0.00	0.00	43.50	

Chapter 4: Customer

Print Rental Customers (CPRTA)

Description

The Rental Activity report (**CPRTA**) can be printed as a customer listing with inventory and payment details, an audit of all open and closed agreements during a time frame, an audit of RTO Receivable (suspense money) on closed agreements, a snapshot of customer activity per location (Zip or Postal code), or a snapshot of the number of new agreements by Advertising Code for a defined time frame.

Report Type

Audit

Recommended Frequency

On Demand, Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Format**
 - 1-1 Line – Customer name, payment details, due date
 - 2-3 Line – Customer name, address, ticket details staggered three lines per ticket
 - 3-1 Line #2 – Customer number, agreement number, last name, first name, first line of address, agreement date, last paid date, next due date, ticket description, payment amount, waiver amount, tax amount, total agreement balance
 - 4-1 Line #3 – Account number, customer last and first name, first line of address, work phone, home phone, SSN, driver's license number, ticket description
- **Print Comments** – Yes to print comments from the note section in RP, or No
- **Only Comments** – No, or Yes to print only those customers with comments in the note section in RP
- **Print Inventory** – Yes to print inventory details under any of the **Format** options selected above, or No
- **Report Order** – 1-Customer Name, 2-Account Number, 3-Agreement/Contr# (agreement number within account number), or 4-Agrmnt Number
- **Only 1 Item Agrmnts** – No, or Yes to print only agreements with only one inventory piece on the agreement
- **Account Type** – 1-RTO for only RTO, 2-AR, 5-Special Orders, 6-Misc Fee for only Misc Fee (club), or 7-RTO/Fee for RTO and Fee agreements
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1-Select by Locations or 2-Select by Location Groups to prompt **Location Selection**
 - **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten locations, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes to print a summary page for each location, or No
- **Print 2nd Customer** – Yes to print the second customer information, or No
- **Select by Slsmn/Acct Mgr** – No, 1-Salesperson, 2-Acct Mgr, or 3-Emp Nbr for employee who entered agreements (1, 2, or 3 gives the option to enter up to ten numbers)
- **Sort By Salesman/AcctMgr** – No, or Yes to print each number with a separate totals page

- **Select by Cust Type** – No, or Yes to enter up to ten customer types
- **Select by Agrmnt Type** – No, or Yes to enter up to ten agreement types
- **Current/Closed Customers** – 1-Current Customers for customers with open agreements, 2-Closed Customers for customers with closed agreements, or 3-Current and Closed Customers
- **Print Add'l Inventory Info** – No, or Yes to print inventory comments
- Depending on the selection for **Current/Closed Customers**, the fields in the next section will change
 - 1-Current Customers
 - **Select FP Agent** – No or Yes (only applicable if using Floor Planning Financing for Inventory)
 - **FP Agent** – If Yes to **Select FP Agent**, enter the Floor Plan Agent number
 - **Wkly Paying Mthly** – No to print all agreements, or Yes to print only weekly agreements that have been paying monthly
 - **Start Agrmnt Date** – Enter the beginning date range (monthly report: 01/01/XX)
 - **End Agrmnt Date** – Enter the ending date range (monthly report: 01/31/XX)
 - **Summarize by Zip/PC** – No, or Yes for a report with summary information sorted by Zip Code or Postal Code
 - **By Cust Type** – No to print all customer types, or Yes for a report with summary information sorted by Customer Type
 - **Tax in Balances** – No, or Yes to include taxes in balances
 - **Totals Only** – No to print a line for each customer, or Yes to print only the summary totals pages
 - **Payoff Custs** – No to print all customers, or Yes to print only customers who will pay out soon
 - **# Mnths Till Payout** – If Yes to **Payoff Custs**, enter the number of months to payout (default is 1)
 - **Select By Bal Due** – No for all customer agreements, or Yes to select by a balance due
 - **Balance Due** – If Yes to **Select By Bal Due**, enter the balance due (e.g., 25.00 would print only customers with a current agreement balance of 25.00 or less)
 - **Only ESP Accts** – No for all agreements, or Yes to print only those agreements that have ESP (Extended Service Policy)
 - **Calculate Projections** – No, or Yes to print a summary line of expected projected revenue for selected customers
 - **Factor** – If Yes to **Calculate Projections**, enter the weekly calculation factor (default is the typical 4.33 and can be adjusted here based on a 4- or 5-week month if desired)
 - **Single Agrmnts Only** – No to print all customers, or Yes to print only customers with one agreement

- 2-Closed Customers
 - **Starting and Ending Closed Date** – Date range for when agreement was closed
 - **Starting and Ending Agmt/Cont Date** – Date range for when agreement was added
 - **Select by Closed Reason** – No, or Yes to select up to ten reasons: 1) Return (will prompt for (R)efund & Cancel, R(E)quest Pickup, or Re(P)ossess), 2) Payout (will prompt for Payout (S)atisfactory or Payout (U)nsatisfactory, 6) Skip, 7) Stolen, 8) Charge Off, or 9) Early Buyout
 - **Same as Cash Selection** – I-Include same as cash Early Buyouts, E-Exclude, or O-Only SAC Early Buyouts
 - **Calculate Projections** – No or Yes
 - **Factor** – If Yes to **Calculate Projections**, enter the weekly calculation factor (default is the typical 4.33 and can be adjusted here based on a 4- or 5-week month if desired)
 - **Totals Only** – No or Yes
 - **Only Agmts Paid to the Balloon** – Client specific
 - **Only Foresight Warranty Agmts** – Client specific
 - **Only ESP Accts** – No, or Yes to print only those agreements closed during the time frame with ESP fee
 - **Receivables Write Off Report** – No, or Yes to print RTO receivables balances
 - **Only Accounts w/o Open Agrmnts** – No, or Yes to print only customers closed during the time frame that do not have an open agreement
- 3-Current and Closed Customers
 - **Rental Activity Rpt** – No, Yes, or Cust Analysis for a summary of customer activity
 - **Use Zip/PC for Loc** – No, or Yes to use the last three digits of code for store number
 - **Detailed Activity Rpt** – No to print a summary of advertising codes and closed reasons, or Yes to print the customer details along with summary
 - **Starting and Ending Activity Date** – Date range for when agreement was added
 - **Starting and Ending Closed Date** – Date range for when agreement was closed
- **Starting Last Name** – Leave blank to print all customers, or enter SMITH to start alphabetically with Smith and higher
- **Re-Opened Agrmnt Indr** – I-Include Re-Opened Agrmnts, E-Exclude Re-Opened Agrmnts, or O-Only Re-opened Agrmnts
- **Select Zip/PC, Model, Desc, Adv** – No, or Yes for 1-Zip/Postal Code, 2-Model Nbrs, 3-Description, or 4-Advertising Code
- **Want Birthday Report** – No, or Yes to print only customers with birthdays in defined month
- **Month** – If Yes to **Want Birthday Report**, enter the Month (e.g., enter 1 for January)
- **Starting Day** – If Yes to **Want Birthday Report**, enter the starting day of the birthday range (e.g., enter 1 to start with January 1st)
- **Thru** – If Yes to **Want Birthday Report**, enter the ending day of the birthday range (e.g., enter 31 to end with January 31st)

CPRTA REPORT

Format: Print Comments: Only Comments:

Print Inventory: Report Order: Only 1 Item Agrmnts:

Account Type:

Select by Loc or Loc Groups:

Location Selection:

<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Print 2nd Customer:

Select by Slsmn/Acct Mgr:

Sort By Salesman/AcctMgr:

Select by Cust Type:

Select by Agrmnt Type:

Current/Closed Customers: Print Add'l Inventory Info:

Want Insurance Rpt: Start Ins Expire Date: End Ins Expire Date:

Select FP Agent: FP Agent: Wkly Paying Mthly:

Start Agrmnt Date: End Agrmnt Date: Summarize by Zip/PC:

By Cust Type: Tax in Balances: Totals Only:

Payoff Custs: # Mnths Till Payout: Select By Bal Due:

Balance Due: Only ESP Accts: Calculate Projections:

Factor: Single Agrmnts Only:

Starting Last Name: Re-Opened Agrmnt Inrd:

Select Zip/PC, Model, Desc, Adv:

Want Birthday Report:

Month: Starting Day: Thru:

Report Contents

Format: 1-1 Line

- **Customer Number** – Customer’s account number
- **Customer Name** – Customer’s last and first name
- **Agmnt Number** – Agreement number for this line item
- **Store** – Store number as listed on the agreement
- **Acct Mgr** – Account Manager as listed on the agreement
- **Pmt Terms** – Payment frequency
- **Last Paid** – Date that agreement was last paid
- **Next Due** – Current due date for the agreement
- **Agmt Balance** – Current agreement balance
- **Pmt Amt** – Normal payment amount
- **Waiv Amt** – Waiver/GRP/LDW amount, if any on the agreement
- **ESP Amt** – Extended Service Policy, if any on the agreement
- **Tax Amt** – Calculated tax for one payment
- **Total Due** – Total due for one payment

CPRTA Example Report (Customer List, Format: 1-1 Line)

RUN DATE: 02/25/20		HT RTO										PAGE: 1	
TIME: 10:25:16		CURRENT RTO/FEE CUSTOMERS BY CUSTOMER NAME										CPRTA	
LOCATION: (874) DALLAS													
AGMT START DATES: THRU 2/25/20													
PROJECTION FACTOR: 4.33													
CUSTOMER	AGRMNT	ACCT	PMT	LAST	NEXT	AGMT	PMT	WAIV	ESP	TAX	TOTAL		
NUMBER CUSTOMER NAME	NUMBER STORE	MGR	TERMS	PAID	DUE	BALANCE	AMT	AMT	AMT	AMT	DUE		
154001997	3RDKING, ALVIN	178106173	874	948	W	6/12/19	6/19/20	852.72	16.72	1.67	0.00	1.10	19.49
154002026	3RDTAYLORKING, LEO	178106257	874	1	W	7/31/18	8/28/21	6.86	15.99	1.60	0.00	1.06	18.65
194001625	AADLAND, JOHN	178106263	874		W	3/29/18	6/30/21	237.86	16.99	1.70	0.00	1.12	19.81
194001625	AADLAND, JOHN	178106317	874		D	2/06/20	6/26/21	4,724.43	9.43	0.94	0.00	0.63	11.00
194001625	AADLAND, JOHN	178106468	874		M	10/19/18	10/20/19	1,716.72	71.53	0.00	0.00	4.29	75.82
574001864	ABBITT, BRIAN	178106291	874	354	W	9/30/19	10/25/21	456.31	7.13	0.71	0.00	0.47	8.31
574002343	ABBITT, BRYAN	178106324	874	901	B	5/22/19	9/20/21	3,102.19	35.14	3.51	0.00	2.32	40.97
574000002	ABBITT, HENRETTA	178106325	874	965	M	11/06/19	1/15/23	1,924.40	84.90	8.49	0.00	5.60	98.99
178009042	ABBITT, JAMESHIA	178106358	874	1	W	2/06/20	11/04/21	27.00	1.00	0.00	0.00	0.00	1.00
574001190	ABBITT, MARY	178106486	874	959	W	1/30/20	8/03/20	963.98	17.04	5.00	0.00	1.32	23.36
194001066	ABBITT, ROSLYN	178106357	874	901	M	3/06/19	10/19/21	13,657.00	250.00	1.62	0.00	15.10	266.72
574000706	ABBITT, SARA	178106359	874	354	M	2/08/18	5/27/21	2.00	10.00	0.00	0.00	0.00	10.00
178000774	ABBITT, SARAH	178106530	874	1	W	10/03/19	10/03/19	1,774.50	22.75	5.00	0.00	1.67	29.42
574001179	ABBITT, SHANELLE	178106505	874	1	W	5/10/19	6/01/20	37.70-	12.00	5.00	0.00	0.91	17.91
154000176	ACREE, JUSTIN	178106309	874	901	M	6/19/18	9/22/21	1,420.74	36.46	3.65	0.00	2.41	42.52
178007182	AHMAD, JALILA	178106251	874	901	M	5/23/17	8/20/20	838.96	23.50	2.35	0.00	1.55	27.40
178016667	ALLEN, ADRIANNE	178106539	874	902	W	12/09/19	12/20/19	1,006.56	19.96	5.00	0.00	1.50	26.46
178016667	ALLEN, ADRIANNE	178106540	874	902	W	12/09/19	12/20/19	2,442.66	31.96	5.00	0.00	2.22	39.18
178019228	ANDERSON, ALLAN	178106527	874	938	M	8/19/19	10/01/19	940.12	41.66	4.17	0.00	2.75	48.58
134001102	ANDERSON, ANGELA	178103382	874	903	M	3/19/18	10/21/20	293.39	49.99	5.00	0.00	3.30	58.29
134001102	ANDERSON, ANGELA	178103383	874	903	M	3/19/18	10/21/20	704.26	120.00	12.00	0.00	7.92	139.92
178010112	ANDERSON, CHRISTOPHER	178102446	874	903	W	6/01/18	3/27/20	189.64	27.99	2.80	0.00	1.85	32.64
178010112	ANDERSON, CHRISTOPHER	178105507	874	901	W	5/22/18	3/16/20	9.69	8.99	0.90	0.00	0.59	10.48

Format: 1-1 Line, Current/Closed Customers: 3-Current and Closed Customers

- **Customer Number** – Customer’s account number
- **Customer Name** – Customer’s last and first name
- **Agrmnt Number** – Agreement number
- **Store** – Store number on agreement
- **Acct Mgr** – Account Manager/Route on agreement
- **Pmt Terms** – Payment frequency
- **Last Paid** – Date that agreement was last paid
- **Next Due** – Current due date for the agreement
- **Pmt Amt** – Normal payment amount
- **Waiv Amt** – Waiver/GRP/LDW amount, if any on the agreement
- **ESP Amt** – Extended Service Policy amount, if any on the agreement
- **Tax Amt** – Tax for payment
- **Total Due** – Total due for one payment
- Staggered Total Lines
 - **Summary Advertising Source Code** – Number of agreements opened with this code during date range
 - **Indicated AOR**
 - **Summary of all Accounts Opened**
 - **Keep Rate %** – Percent of agreements still opened, based on the run date of the report
 - **Avg Days on Books** – Average number of days the agreements have been open, based on run date
 - **Indicated AOR** – Units on the agreements
 - **Agreement Amt** – Agreement value when entered
 - **Agreement Bal** – Current balance of the agreements, based on run date

CPRTA Example Report (Format: 1-1 Line, Current/Closed Customers: 3-Current and Closed Customers)

CURRENT/CLOSED RTO SEQUENCED BY CUST NAME											PAGE: 4
CP											CPRTA
LOC: (2)											
ACTIVITY DATES: 2/01/20 THRU 2/25/20											
CUSTOMER	AGRMNT	ACCT	PMT	LAST	NEXT		PMT	WAIV	ESP	TAX	TOTAL
NUMBER CUSTOMER NAME	NUMBER STORE	MGR	TERMS	PAID	DUE		AMT	AMT	AMT	AMT	DUE
2006763 WEEDMAN, JACOB	2031902	2	15 W	2/15/20	2/28/20		12.00	5.00	0.00	1.02	18.02
ADV SOURCE OF TELEVISION		37 INDICATED AOR:			37						
ACCOUNTS OPENED:		65	KEEP RATE %:		95.38	AVG DAYS ON BOOKS:		11			
INDICATED AOR:		65	AGREEMENT AMT:		116,862.54	AGREEMENT BAL:		114,080.35			
2006751 CLEARY, DONALD	2031845	2	15 M	2/11/20	3/14/20	REFUND & CANCEL					122.24
2004277 CORBETT, VANESSA	2031806	2	15 W	2/08/20	2/08/20	REFUND & CANCEL					28.62
2002037 GOODE, SCOTT	2031937	2	15 W	2/20/20	2/20/20	REFUND & CANCEL					7.42
CLOSED BECAUSE REFUND & CANCEL		3 INDICATED AOR:			3						
2005227 RAYMER, WILLIAM	2024765	2	15 W	2/14/20	2/20/20	PAYOUT SATISFAC					41.04
CLOSED BECAUSE PAYOUT SATISFAC		1 INDICATED AOR:			1						
2004678 HICKS, QUINNE	2028950	2	15 W	2/18/20	1/31/20	REQUEST PICKUP					47.40
2004678 HICKS, QUINNE	2028951	2	15 W	2/18/20	1/31/20	REQUEST PICKUP					36.04
2004813 SMITH, GARY	1	2	15 W	2/21/20	2/14/20	REQUEST PICKUP					30.74
2004813 SMITH, GARY	2031661	2	15 W	2/21/20	2/14/20	REQUEST PICKUP					38.92
CLOSED BECAUSE REQUEST PICKUP		4 INDICATED AOR:			4						
2004484 ALDRIDGE, HENRY II	2030139	2	15 W	2/15/20	4/11/20	EARLY BUYOUT					21.96
2004484 ALDRIDGE, HENRY II	2030140	2	15 W	2/20/20	5/11/20	EARLY BUYOUT					19.08
2006582 BARBOUR, SHEQUAY	2030805	2	15 W	2/21/20	7/17/20	EARLY BUYOUT					21.20
2006443 BELL, ANFERNEE	2029898	2	15 W	2/06/20	4/29/20	EARLY BUYOUT					34.98

CPRTA Example Report (Advertising Source Code Summary)

RUN DATE: 02/25/20			PAGE: 9
TIME: 14:00:52		CURRENT/CLOSED RTO SEQUENCED BY CUST NAME	CPRTA
CP			
LOCS: 2			
ACTIVITY DATES: 2/01/20 THRU 2/25/20			
ADV SOURCE OF CURRENT CUST	26		
ADV SOURCE OF RADIO	1		
ADV SOURCE OF REFERRAL	1		
ADV SOURCE OF TELEVISION	37		
NBR OPENED:	65	KEEP RATE %:	95.38 AVG DAYS ON BOOKS: 0
CLOSED BECAUSE REFUND & CANCEL	3		
CLOSED BECAUSE PAYOUT SATISFAC	1		
CLOSED BECAUSE REQUEST PICKUP	4		
CLOSED BECAUSE EARLY BUYOUT	64		
NBR CLOSED:	72		
TIME:14:00:52			

Format: 2-3 Line

Section 1

- **Cust Acct** – Customer’s account number
- **Customer Name** – Customer’s last and first name
- **Address** – Customer’s address
- **City** – City on customer’s account
- **State** – State on customer’s account
- **ZIP/PC** – Zip or Postal Code on customer’s account
- **Home Phone**
- **Work Phone**

Section 2

- **Type** – Customer type on the agreement
- **Cont Type** – Contract type as listed on the agreement
- **Agmnt Nbr** – Agreement number
- **Store** – Store number on the agreement
- **Acct Mgr** – Account Manager/Route for this agreement
- **Agmt** – Date on which the agreement was written
- **Last Pd** – Most recent payment receipt
- **Next Due** – Current due date of agreement
- **Pmt Terms** – Payment frequency
- **Birth Day** – Birthday (MM/YY)
- **SSAN** – Social Security Number

Section 3

- **Pmt Amt** – Normal payment amount
- **Waiv Amt** – Waiver/GRP/LDW, if any on the agreement
- **ESP Amt** – Extended Service Policy, if any on the agreement
- **Tax Amt** – Calculated tax for one payment
- **Total Due** – Total due for one payment
- **Agmt Amount** – Initial agreement balance (rate x term)
- **Agmt Balance** – Current agreement balance
- **Times Late** – Number of late payments for the agreement
- **#AOR Items** – Typically a 1 for one agreement on rent; if # of BOR is populated on the agreement, that number would be here
- **Receivable Amount** – RTO Receivable (also called Customer Deposit or Suspense) balance for customer, if any
- **Email** – Email address as it appears on the customer information screen

Section 4

- **Comment** – Any Commitments or Notes on the customer’s account

Section 5

- **Model Nbr** – Model number as it appears on the inventory item
- **Serial Nbr** – Serial number
- **Bar Code#** – Alt ID number (barcode number)
- **Description** – Description as it appears on the inventory item
- **Agmt Date** – Date on which this item was added to the agreement
- **#Agmt Periods** – Agreement term
- **Agmt Amt** – Initial agreement balance for this inventory item
- **Pmt Amt** – Rental payment amount for this inventory item
- ----- – Signifies the end of agreement information

Totals Section

- **Total Agmnts This Location [Location Number]** – Total agreement count
- **Indicated AOR** – Typically the same as the agreement count; if # of BOR is entered on the agreement, this number would represent the total of those entries
- **Receivables** – Remaining agreement balances as of run date for all accounts
- **Agreement Amt** – Initial agreement balance for all accounts

CPRTA Example Report (Format: 2-3 Line)

RUN DATE: 02/26/20		HT RTO		PAGE: 3		
TIME: 8:06:11		CURRENT RTO CUSTOMERS BY CUSTOMER NAME				CPRTA
LOCATION: (874) DALLAS						
AGMT START DATES: THRU 2/26/20						
1	CUST ACCT	CUST CONT	ADDRESS	CITY	ST ZIP/PC HOME PHONE	WORK PHONE
2	TYPE NBR	NAME TYPE	AGRMNT NBR AGMT	STORE ACCT MGR	AGMT LAST PD	NEXT DUE PMT TERMS MAP BIRTH DAY SSAN
3	PMT	WAIV	ESP TAX	TOTAL	AGMT	AGMT TIMES # AOR RECEIVABLE EMAIL
	AMT	AMT	AMT AMT	PMT AMT	AMOUNT	BALANCE LATE ITEMS AMOUNT
1	194001066	ABBITT, ROSLYN	PO BOX 922	ANYTOWN	TX 55555	(555)555-5555 (555)555-5555
2	R	Z	178106357	874	901	2/01/18 3/06/19 10/19/21 M 9/20 ***-**-0001
3	250.00	1.62	0.00 15.10	266.72	6,000.00	.3,657.00 1 1 B123@GMAIL.COM
4	COMMENT: WBI \$297.86 by 07/12/2018 02:40pm NEED ID 091807 AR 10257 STONEMALL RD. CONCORD, VA 24538 NO MAIL RECEPACLE.					
5	MODEL NBR	SERIAL NBR	BAR CODE#	DESCRIPTION	AGMT DATE #AGMT PERIODS	AGMT AMT PMT AMT
	ETSAMUN32J4000	R 3CFG830544	3CFG830544	TV	2/01/18 24 MONTHS	6,000.00 250.00

	178000774	ABBITT, SARAH	1488SPRING GROVE RD.	ANYTOWN	TX 55555	(555)555-5555 (555)555-5555
	R	X	178106530	874	1	10/03/19 10/03/19 10/03/19 W 4/ 7 ***-**-0001
	22.75	5.00	0.00 1.67	29.42	1,774.50	1,774.50 0 1
	COMMENT: WBI \$555.14 by 1/18/20 04:00pm					
	MODEL NBR	SERIAL NBR	BAR CODE#	DESCRIPTION	AGMT DATE #AGMT PERIODS	AGMT AMT PMT AMT
	EVASUTF300T-B	R 0KCT187767	0KCT086642	TABLET	10/03/19 78 WEEKS	1,774.50 22.75

	574001179	ABBITT, SHANELLE	4269 WATT ABBITT RD.	ANYTOWN	TX 12345	(555)555-5555 (555)555-5555
	R	X	178106505	874	1	5/10/19 5/10/19 6/01/20 W 8/10 ***-**-0001
	12.00	5.00	0.00 0.91	17.91	0.00	37.70- 0 1 DONTKNOW@GMAIL.COM
	COMMENT: TRCPT \$28.43 by 4/08/16 05:00pm					
	MODEL NBR	SERIAL NBR	BAR CODE#	DESCRIPTION	AGMT DATE #AGMT PERIODS	AGMT AMT PMT AMT
	ETPLP55PFL4609F7	N 984524	984524	TV	5/10/19 0 WEEKS	0.00

	154000176	ACREE, JUSTIN	3200 KING WM AVE #2	ANYTOWN	TX 55555	(555)555-5555 (555)555-5555
	R	Z	178106309	874	901	10/04/17 6/19/18 9/22/21 M 0/ 0 ***-**-0001
	36.46	3.65	0.00 2.41	42.52	1,750.08	1,420.74 2 1 TEST@YAHOO.COM
	COMMENT: CUSTOMER HAS MOVED WITH MERCHANDISE NEED TO FILE LARCENY CHARGES 11-15-04 PER CHAD HOME VISIT!!!!!!!!!!!!!!!!!!!!!! DO NOT TAKE A PAYMENT UNTIL YOU SPEAK WITH MANAGER					
	MODEL NBR	SERIAL NBR	BAR CODE#	DESCRIPTION	AGMT DATE #AGMT PERIODS	AGMT AMT PMT AMT
	SSGBP20X40	N 1749	1749	20X40	10/04/17 48 MONTHS	1,750.08 36.46

CPRTA Example Report (Totals Section)

TOTAL AGRMNTS THIS LOCATION	874:	387	INDICATED AOR:	387	RECEIVABLES:	436,415.82	AGREEMENT AMT:	708,303.02
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Receivables Write Off Report

Report Set Up

- **Report Order** – 2-Account Number
- **Current/Closed Customers** – 2-Closed Customers
- **Receivables Write Off Report** – Yes
- **Only Accounts w/o Open Agrmnts** – Yes

Report Contents

- **Customer Number** – Customer’s account number
- **Customer Name** – Customer’s last and first name
- **Agrmnt Number** – Agreement number for this line item
- **Store** – Store number as listed on the agreement
- **Acct Mgr** – Account Manager as listed on the agreement
- **Pmt Terms** – Payment frequency
- **Closed Date** – Date on which the agreement was closed
- **Next Due** – Current due date for the agreement
- **# Days Late** – Number of days late at the time of close
- **Last Pmt or Past Due Amt** – If payout, this will be the final rental payment to close. If returned, this will be rental payment due at the time of close.
- **Closed Reason** – Description of the selected closed reason
- **Recv Amt** – RTO receivable balance for the customer, if any (a negative figure signifies overpayment and a positive figure signifies amount still due from the customer)

CPRTA Example Report (Receivables Write Off Report)

TIME: 15:27:57		CLOSED RTO/FEE CUSTOMERS SEQUENCED BY CUSTOMER NUMBER								CPRTACLS	
RECEIVABLES WRITE OFF REPORT											
ONLY ACCOUNTS WITHOUT OPEN AGREEMENTS											
SELECTED BY LOCATIONS: 2											
CLOSED DATES OF: 1/01/20 THRU 2/29/20											
AGMT DATES OF: THRU 3/05/20											
CUSTOMER NUMBER	CUSTOMER NAME	AGRMNT NUMBER	STORE	ACCT MGR	PMT TERMS	CLOSED DATE	NEXT DUE	# DAYS LATE	LAST PMT OR PAST DUE AMT	CLOSED REASON	RECV AMT
2002079	DORNER, ANDREW	2026665	2	15	W	2/29/20	1/03/20	57	24.51	PAYOUT SATISFAC	0.06
2002079	DORNER, ANDREW	2026667	2	15	W	2/29/20	1/03/20	57	382.47	REQUEST PICKUP	0.00
2002079	DORNER, ANDREW	2026668	2	15	W	2/29/20	1/03/20	57	195.51	REQUEST PICKUP	0.00
2003721	PETTY, DEVON	2030378	2	15	M	2/29/20	3/03/20	0	0.00	PAYOUT SATISFAC	1.20-
2003721	PETTY, DEVON	2030379	2	15	M	2/29/20	6/12/20	0	268.73	EARLY BUYOUT	0.00
2004678	HICKS, QUINNE	2028950	2	15	W	2/18/20	1/31/20	18	102.78	REQUEST PICKUP	2.06-
2004678	HICKS, QUINNE	2028951	2	15	W	2/18/20	1/31/20	18	74.52	REQUEST PICKUP	0.00
2004678	HICKS, QUINNE	2028952	2	15	W	2/18/20	1/31/20	18	7.74	PAYOUT SATISFAC	0.00
2005846	KELLEY, SEAN/FOGLE	2027244	2	15	W	1/30/20	10/01/19	0	0.00	SKIP	2.61
2005846	KELLEY, SEAN/FOGLE	2027245	2	15	W	1/31/20	10/03/19	120	51.60	PAYOUT SATISFAC	0.00
2005859	CHILDERS, DERRICK	2027339	2	15	W	1/21/20	12/20/19	32	91.52	REQUEST PICKUP	6.10-
2005859	CHILDERS, DERRICK	2027340	2	15	W	1/21/20	12/20/19	32	91.52	REQUEST PICKUP	0.00
2005859	CHILDERS, DERRICK	2027341	2	15	W	1/21/20	12/20/19	32	13.76	PAYOUT SATISFAC	0.00
2006029	HAYES, MANUEL	2028044	2	15	W	1/16/20	12/20/19	27	11.61	PAYOUT SATISFAC	10.88
2006029	HAYES, MANUEL	2028045	2	15	W	1/16/20	12/20/19	27	108.00	REQUEST PICKUP	0.00
2006365	HATCHETT, WILEY	2029497	2	15	W	1/02/20	12/06/19	27	84.78	REQUEST PICKUP	0.60
2006365	HATCHETT, WILEY	2029498	2	15	W	1/02/20	12/06/19	27	69.39	REQUEST PICKUP	0.00
2006365	HATCHETT, WILEY	2029499	2	15	W	1/02/20	12/06/19	27	11.61	PAYOUT SATISFAC	0.00
2006480	CLARK, RALPH	2030117	2	15	W	1/10/20	12/06/19	35	179.90	REQUEST PICKUP	1.32-

Customer Statistics Report (CSTATRPT)

Description

The Customer Statistics Report (CSTATRPT) is a snapshot report that shows life to date Customer and Agreement information by store(s) and account manager(s) (route). It may be added to the report Spooler or manually generated.

Report Type

Customer Audit

Recommended Frequency

Weekly or Monthly

Format

Landscape legal paper

Filter Options

- **Report Type**
 - **Detail** – Displays all agreements for selected store(s) and account manager(s) by customer
 - **Summary** – Displays customer information for all agreements for selected store(s) and account manager(s)
 - **Recap** – Displays selected account manager totals for the store selected
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, 1-Select by Locations, or 2-Select by Location Groups
- **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten Locations/Groups, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Acct Mgr** – A single route or multiple routes may be selected
- **Only Include Customers with Active Agreements** – No to include all active and in-active customers, or Yes to include only active customers

CSTATRPT REPORT

Report Type:

Select by Loc or Loc Groups:

Location Selection:

Starting Loc Group: Ending Loc Group:

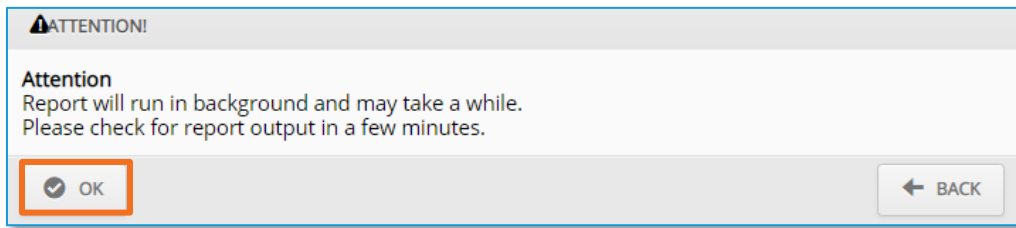
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Acct Mgr:

	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Only Include Customers with Active Agreements:

If the report is run on demand, it will run in the background and may take a several seconds to generate. The message below will appear on the screen. Click **OK** to continue.



Report Contents

Detail Report: Details by Customer/Agreement

- **Customer** – Customer’s last and first name
- **Agreement** – Agreement number
- **AOR** – Agreements on Rent/BOR
- **UOR** – Units on Rent
- **Agreement Date** – Date of Agreement
- **Orig Rate** – Inventory original rate
- **Actual Rental Rates** – Payment amount for the agreement based on the payment terms, separated into columns for Weekly (WK), Semi-monthly (SM), and Monthly (MO). There is an asterisk (*) next to the rate indicating the current payment terms. If there is no asterisk, then the agreement’s payment terms are Bi-weekly.
- **Accum Rent** – Accumulated Rent = Contract Amount – Contract Balance
- **To-Date Rent Differ** – Rent Differential to-date = Accumulated Rent – Theoretical Rent
(Theoretical rent = Terms gone by × Agreement payment amount)
Terms gone by is based on the payment terms:
 - Weekly: Difference in number of days between agreement contract date and next due date ÷ 7
 - Bi-weekly: Difference in number of days between agreement contract date and next due date ÷ 14
 - Monthly: Difference in number of months between agreement contract date and next due date
 - Semi-Monthly: Difference in number of months between agreement contract date and next due date × 2
- **Remaining Cost** – TOTAL book value of each inventory item on the agreement
- **Free Time Days** – Total number of days given as free time (uses Discount code)
(Free Time Days = Receipt amount taken as payment form 8 ÷ Daily rate)
- **Days Ext.** – Total number of days the payment is extended (uses Due Date Move Code)
(Days Ext. = Actual Advance – Proper Advance where
Actual Advance = Next due date – Date payment due
Proper Advance = Payment amount ÷ Daily rate)
- **Promo Days Used** – If Promo days option is activated, this will be the number of days the customer has used
- **Cust Receivable** – Customer “total” amount of Customer Receivable credit (overpaid will be a negative (-) amount and underpaid will be a positive (+) amount)
- **Next Due Date** – Next time a payment is due
- **Est. Payout Date** – Estimated Payout Date = Number of days left to pay + Today’s date
(*Number of days left to pay = Contract balance ÷ Daily rate*)
- **Days Past Due** – Number of days past due for this customer
- **# Times Past Due** – Ranges are the Past Due Category ranges Setup in the **AMRNKMNT** (Control Records). The SS column will show “1” if the closed reason is Skip or Stolen.
- **Pd Wv** – Paid Waiver (GRP), **Y** or **N** will reflect whether the customer pays Waiver/GRP on the agreement

- **Defrd Fees** – Total fees that have been deferred: Installation, In-Home Collection, Processing, Delivery, Late, and Waiver/GRP
- **Club Awards**
 - **M** – Either **Y** or **N** depending on whether or not this is a club agreement
 - **Ern** – Bonus Bucks that have been earned
 - **Usd** – Bonus Bucks that have been used
 - **Lft** – Bonus Bucks available to use
- **Customer Total** – Total if there is more than one agreement for the customer
- **Route Total, Store Total, and Final Total** – Orig Rate, Actual Rental Rates, Accum Rent, To-Date Rent Differ, and Remaining Cost are shown in whole dollars

Summary Report: Details by Customer/Agreement

This provides the same information as the Detail Report, with the exception of the columns specific to the agreement (Agreement #, Agreement Date, Next Due Date, and Est. Payout Date).

Recap Report: Totals by Route

- **Paid Waiver** – Paid Waiver (GRP) is the count of the number of agreements that are supposed to collect Waiver/GRP
- **Deferred Fees Instl** – Amount of Installation Fees deferred
- **Deferred Fees Deliv** – Amount of Delivery Fees deferred
- **Deferred Fees Proc** – Amount of Processing Fees deferred
- **Deferred Fees GRP** – Amount of Waiver/GRP Fees deferred
- **Deferred Fees Reinst** – Amount of Late (reinstate) Fees deferred
- **Deferred Fees IHC** – Amount of In-Home Collection Fees deferred
- **Club Awards Mem** – Number of active club agreements

CSTATRPT Example Report: Detail Report

RUN DATE: 03/14/19 TIME: 20:12:09		Cynergi Training C U S T O M E R S T A T I S T I C S 1 Store 1 Cynergi Training															PAGE: 1 CSTATRPT										
SELECTED BY ACCT MGRS: all SELECT ACTIVE ONLY: N ACCT MGR: (1)		DETAIL REPORT																									
Customer	Agreement	AOR	UOR	Agreement Date	Orig Rate	Actual WK	Rental SM	Rates MO	Accum Rent	To-Date Rent Differ	Remaining Cost	Free Time Days	Promo Days Ext.	Promo Days Used	Cust Receivable	Next Due Date	Est. Payout Date	Days Past Due	#Times Due 1-6	Past Due 7-14	Past Due 15+	PdDefrd SS Wv	Club Awards M	Ern Usd	Lft		
AARON, JOSEPH	266296	1	2	4/22/11		25.11	49.99	99.99*	353.49	3.53		0	0	0				2778	0	0	0	0	0	0	0	0	
	266300	1	3	4/22/11		24.89	50.00	99.99*	714.18	41.74-		0	0	0				2656	0	0	0	1	0	0	0	0	
Customer Total:			2	5		50.00	99.99	199.98	1067.67	38.21-		0	0	0					0	0	0	0	1	0	0	0	0
ABEYTA, EMILIO	267694	1	1	12/23/11		21.98	43.99	87.99*	72.25	33.33-		0	0	0	3.42-			2602	0	0	0	0	0	0	0	0	
	267832	1	2	1/16/12		27.09	53.99	107.99*	80.97	62.65-		0	0	0				2574	0	0	0	0	0	0	0	0	
	267835	1	2	1/17/12		31.98	63.99	127.99*	95.97	70.41-		0	0	0				2574	0	0	0	0	0	0	0	0	
	269414	1	1	11/16/12		16.30	31.99	63.99*	178.20	17.60-		0	0	0				2217	0	0	0	0	0	0	0	0	
	269859	1	3	1/03/13		24.89	50.00	99.99*	39.27	106.71-		0	0	0				2217	0	0	0	0	0	0	0	0	
Customer Total:			5	9		122.24	243.96	487.95	466.66	290.70-		0	0	0					0	0	0	0	0	0	0	0	0
ABLES, MAURLENE	259508	1	1	5/15/07		27.88	59.99	111.99	1131.74	895.29-		0	0	0				3814	0	1	0	0	0	0	0	0	
	259629	1	1	8/11/07		32.24	64.49	128.99	990.58	939.90-		13	0	0				3814	0	0	0	0	0	0	0	0	
	260117	1	1	12/24/07		29.98	59.99	119.99	428.39	792.80-		0	0	0				3813	0	0	0	0	0	0	0	0	
Customer Total:			3	3		90.10	184.47	360.97	2550.71	2627.99-		13	0	0					0	1	0	0	0	0	0	0	0
ACKERMAN, CLAYTON	266182	1	2	4/01/11		40.18*	79.99	159.99	148.52	45.83-		0	0	0				2870	0	0	0	0	0	0	0	0	
ADAMS, WENDY	261800	1	2	11/15/08		21.26	42.55	85.10*	771.98	56.04-		0	0	0	1.20-			3479	0	0	0	0	0	0	0	0	
AESCHLIMANN, CYNTHIA	345480	1	2	12/01/16		19.99	39.99	79.99*	478.92	3.41-		0	2	0				652	3	2	0	0	0	0	0	0	
AESCHLIMANN, JESSE	275994	1	3	10/09/15		57.81*	115.98	231.96	646.17	57.82-		0	0	0				1167	0	0	0	0	0	0	0	0	
	276125	1	1	10/31/15		28.98	57.99	115.99*		243.57-		0	0	0				1167	0	0	0	0	0	0	0	0	
Customer Total:			2	4		86.79	173.97	347.95	646.17	301.39-		0	0	0					0	0	0	0	0	0	0	0	0
AGEE, IESHA	262047	1	1	12/20/08		39.57	79.16	158.32*	39.58	118.74-		0	0	0				3708	0	0	0	1	0	0	0	0	
	262049	1	2	12/20/08		21.30	42.84	85.68*	21.42	64.26-		0	0	0				3708	0	0	0	1	0	0	0	0	
Customer Total:			2	3		60.87	122.00	244.00	61.00	183.00-		0	0	0					0	0	0	2	0	0	0	0	0
AGUERO, TERRI	363592	1	1	7/30/18	119.99	33.32	66.66	133.33	400.12	61.69-		0	12	0	197.07-			130	4	0	0	0	0	0	0	0	
	363593	1	1	7/30/18	119.99	12.50	25.00	50.00	150.00	23.25-		0	12	0				130	1	0	0	0	0	0	0	0	
	364090	1	1	8/14/18	79.99	19.99	39.99	79.99	618.59	12.69-	131.58	0	4	0		3/23/19	11/16/19	0	3	0	0	0	0	0	0	0	
Customer Total:			3	3		65.81	131.65	263.32	1168.71	97.63-		0	28	0					8	0	0	0	0	0	0	0	
AGUILAR, TONY	266161	1	1	3/28/11		32.11*	63.99	127.99	132.53	50.13-		0	0	0				2868	0	0	0	0	0	0	0	0	
	266162	1	1	3/28/11		15.98*	31.99	63.99	70.80	20.50-		0	0	0				2868	0	0	0	0	0	0	0	0	
	266163	1	1	3/28/11		20.08*	39.99	79.99	19.99	94.15-		0	0	0				2868	0	0	0	0	0	0	0	0	
	266179	1	1	4/01/11		19.98*	39.99	79.99	88.54	14.20-		0	0	0				2868	0	0	0	0	0	0	0	0	
Customer Total:			4	4		88.15	175.96	351.96	311.86	178.98-		0	0	0					0	0	0	0	0	0	0	0	

Cynergi Training															PAGE: 77											
C U S T O M E R S T A T I S T I C S															CSTATRPT											
1 Store 1 Cynergi Training																										
DETAIL REPORT																										
Customer	Agreement	AOR	UOR	Agreement Date	Orig Rate	----Actual WK	Rental SM	Rates MD	Accum Rent	To-Date Rent Differ	Remaining Cost	Free Time Days	Promo Days Ext.	Days Used	Cust Receivable	Next Due Date	Est. Payout Date	Days Past Due	--#Times Past Due--	PdDefrd	--ClubAwards--					
																		1- 6	7-14	15+	SS Wv Fees	M Ern Uad Lft				
RACHEL, DELISA	276124	1	1	10/31/15		33.25	66.50	133.00*	403.75	158.84-		1	0	0				1103	0	0	0	0	0.00	0	0	0
	276816	1	1	1/23/16		12.02	24.99	49.99*		69.98-		0	0	0				1104	0	0	0	0	Y 0.00	0	0	0
Customer Total:		2	2			45.27	91.49	182.99	403.75	228.82-		1	0	0				0	0	0	0	0.00	0	0	0	0
Route Total:		2	2			45	91	182	403	228-		1	0	0				0	0	0	0	0.00				
Store Total:	2030227241				288,390	518,903	1046025	2081336	10896513	1913556-	306,770	16951	2599-	0	16380.67-			9037	6400	2945443	63.06					
Final Total:	2030227241				288,390	518,903	1046025	2081336	10896513	1913556-	306,770	16951	2599-	0	16380.67-			9037	6400	2945443	63.06					

* = Current Payment Mode (W, S, M). If BiWeekly, there's no *
 TIME FINISHED:20:12:10

Chapter 5: Exceptions

Exception Analysis Report (EXCPTARP)

Description

The Exception Analysis Report (**EXCPTARP**) lists exceptions for any given time frame. The report can be run in summary or detail. Exception types/codes can also be selected.

Report Type

Audit

Recommended Frequency

On Demand or Daily

Format

Landscape legal paper

Filter Options

- **Totals Only** – No or Yes
- **Print Exception Comments** – No or Yes
- **Sort Order** – 1-Exception Code, 2-Exception Group, 3-Employee Name, or 4-Customer Name
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – Yes or No
- **Starting Exception Date** – Starting Receipt Date to print on the report
- **Ending Exception Date** – Last Receipt Date to print on the report
- **Select by Except Code OR Group** – No to print all, or Yes to choose either 1-Exception Codes or 2-Exceptions Groups in the **Except Code OR Group** field
- **Exception Codes/Groups** – Enter up to five codes or groups

EXCEPTION ANALYSIS REPORT

Totals Only:

Print Exception Comments:

Sort Order:

Select by Loc or Loc Groups:

Loc/Group Selection:

Locations/Groups:

1	0	0	0	0
0	0	0	0	0

Sort by Location:

Starting Exception Date:

Ending Exception Date:

Select by Except Code OR Group:

Exception Codes:

0	0	0	0	0
---	---	---	---	---

Report Contents

- **Store** – Store number on the receipt
- **GP** – Group Code (if any are defined by Home Office in **EXCPTMNT**)
- **Code** – Code Number as defined in **EXCPTMNT**
- **Except Description** – Definition of the Code as defined in **EXCPTMNT**
- **Date** – Transaction Date
- **Time** – Transaction Time
- **Exception Data** – Exception customer detail info, including agreement number and override details
- **Customer Name** – Customer name on the transaction
- **Term** – Terminal Store Number
- **Employee** – Employee Number
- **Name** – Employee Name

EXCPTARP Example Report

RUN DATE: 03/15/19		Cynergi Training										PAGE: 1	
TIME: :16:16		EXCEPTION ANALYSIS REPORT										EXCPTARP	
SELECTED LOCATIONS: 0001													
SELECTED EXCEPTION CODES: ALL													
STARTING DATE: 3/04/19 ENDING DATE: 3/09/19 SORT ORDER: EXCEPTION CODE													
STORE	GP	CODE	EXCEPT	DESCRIPTION	DATE	TIME	EXCEPTION DATA				CUSTOMER NAME	TERM	EMPLOYEE NAME
1		23	Process Fee Override	3/04/19 093345	Processing Fee override on Agrmnt	370548	from \$20.00 to \$0.00				SANDOVAL, VALERIE	1	10094 FAWSON, HA
1		23	Process Fee Override	3/04/19 110811	Processing Fee override on Agrmnt	370549	from \$20.00 to \$0.00				MORALES, ELISA	1	10094 FAWSON, HA
1		23	Process Fee Override	3/05/19 125120	Processing Fee override on Agrmnt	370607	from \$20.00 to \$0.00				CHAVEZ, ROBERT	1	60088 HODSON, BR
1		23	Process Fee Override	3/05/19 125700	Processing Fee override on Agrmnt	370608	from \$20.00 to \$0.00				WILLIAMSON, TERESA	1	60088 HODSON, BR
1		23	Process Fee Override	3/06/19 143604	Processing Fee override on Agrmnt	370651	from \$20.00 to \$0.00				RODRIGUEZ, HILLARY J	1	60088 HODSON, BR
1		23	Process Fee Override	3/06/19 163622	Processing Fee override on Agrmnt	370660	from \$20.00 to \$0.00				JACKSON, JAMES	1	60088 HODSON, BR
1		23	Process Fee Override	3/07/19 154926	Processing Fee override on Agrmnt	370685	from \$20.00 to \$0.00				MCCLIMAN, KARLI	1	10094 FAWSON, HA
1		23	Process Fee Override	3/08/19 111839	Processing Fee override on Agrmnt	370704	from \$20.00 to \$0.00				BAKER, CODY	1	10094 FAWSON, HA
1		23	Process Fee Override	3/08/19 165123	Processing Fee override on Agrmnt	370728	from \$20.00 to \$0.00				OBRIEN, TYSON	1	60088 HODSON, BR
1		23	Process Fee Override	3/08/19 173516	Processing Fee override on Agrmnt	370733	from \$20.00 to \$0.00				DE LA PAZ, ALEJANDRA	1	60088 HODSON, BR
1		23	Process Fee Override	3/08/19 192308	Processing Fee override on Agrmnt	370748	from \$20.00 to \$0.00				HARRISON, MARY	1	60088 HODSON, BR
1		23	Process Fee Override	3/08/19 192729	Processing Fee override on Agrmnt	370749	from \$20.00 to \$0.00				BROOKS, DANIA	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 092608	Processing Fee override on Agrmnt	370750	from \$20.00 to \$0.00				SALAZAR, JONAH	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 094128	Processing Fee override on Agrmnt	370751	from \$20.00 to \$0.00				OBRIEN, TYSON	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 101557	Processing Fee override on Agrmnt	370752	from \$20.00 to \$0.00				ANDERSON, SHAWN	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 111538	Processing Fee override on Agrmnt	370758	from \$20.00 to \$0.00				HENDERSON, SUSAN	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 123913	Processing Fee override on Agrmnt	370770	from \$20.00 to \$0.00				GARCIA, MICHELLE	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 142910	Processing Fee override on Agrmnt	370786	from \$20.00 to \$0.00				JACKSON, ALEX	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 143429	Processing Fee override on Agrmnt	370788	from \$20.00 to \$0.00				JACKSON, ALEX	1	60088 HODSON, BR
1		23	Process Fee Override	3/09/19 171713	Processing Fee override on Agrmnt	370818	from \$20.00 to \$0.00				BOYD, ERIC	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/05/19 125120	Rate or Term override on Agrmnt	370607	from 018 Months to 015 Months				CHAVEZ, ROBERT	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/05/19 125700	Rate or Term override on Agrmnt	370608	from 018 Months to 015 Months				WILLIAMSON, TERESA	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/06/19 143604	Rate or Term override on Agrmnt	370651	from 018 Months to 015 Months				RODRIGUEZ, HILLARY J	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/06/19 163622	Rate or Term override on Agrmnt	370660	from 021 Months to 024 Months				JACKSON, JAMES	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/07/19 154926	Rate or Term override on Agrmnt	370685	from 018 Months to 015 Months				MCCLIMAN, KARLI	1	10094 FAWSON, HA
1		26	Agreement Type Overr	3/08/19 165123	Rate or Term override on Agrmnt	370728	from 018 Months to 015 Months				OBRIEN, TYSON	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/08/19 173516	Rate or Term override on Agrmnt	370733	from 012 Months to 010 Months				DE LA PAZ, ALEJANDRA	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/08/19 192308	Rate or Term override on Agrmnt	370748	from 018 Months to 012 Months				HARRISON, MARY	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/08/19 192729	Rate or Term override on Agrmnt	370749	from 018 Months to 015 Months				BROOKS, DANIA	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 092608	Rate or Term override on Agrmnt	370750	from 018 Months to 015 Months				SALAZAR, JONAH	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 094128	Rate or Term override on Agrmnt	370751	from 018 Months to 012 Months				OBRIEN, TYSON	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 111538	Rate or Term override on Agrmnt	370758	from 018 Months to 015 Months				HENDERSON, SUSAN	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 123913	Rate or Term override on Agrmnt	370770	from 018 Months to 015 Months				GARCIA, MICHELLE	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 142910	Rate or Term override on Agrmnt	370786	from 018 Months to 003 Months				JACKSON, ALEX	1	60088 HODSON, BR
1		26	Agreement Type Overr	3/09/19 143429	Rate or Term override on Agrmnt	370788	from 021 Months to 003 Months				JACKSON, ALEX	1	60088 HODSON, BR
1		32	Ret/Redlv Same Cust	3/09/19 094128	Returned & Redelivered to Same Customer; Agrmnt	370751					OBRIEN, TYSON	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/04/19 093345	RENT EXT: New	370548	on 3/04/19 from \$5.33 to \$0.00				SANDOVAL, VALERIE	1	10094 FAWSON, HA
1		38	Rnt Ext: 1st Pmt Amt	3/05/19 125700	RENT EXT: New	370608	on 3/05/19 from \$2.66 to \$0.00				WILLIAMSON, TERESA	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/06/19 163622	RENT EXT: New	370660	on 3/06/19 from \$26.66 to \$0.00				JACKSON, JAMES	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/07/19 154926	RENT EXT: New	370685	on 3/07/19 from \$156.00 to \$0.00				MCCLIMAN, KARLI	1	10094 FAWSON, HA
1		38	Rnt Ext: 1st Pmt Amt	3/08/19 111839	RENT EXT: New	370704	on 3/08/19 from \$88.00 to \$0.00				BAKER, CODY	1	10094 FAWSON, HA
1		38	Rnt Ext: 1st Pmt Amt	3/08/19 165123	RENT EXT: New	370728	on 3/08/19 from \$16.00 to \$0.00				OBRIEN, TYSON	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/08/19 173516	RENT EXT: New	370733	on 3/08/19 from \$13.86 to \$0.00				DE LA PAZ, ALEJANDRA	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/08/19 192308	RENT EXT: New	370748	on 3/08/19 from \$21.32 to \$0.00				HARRISON, MARY	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/08/19 192729	RENT EXT: New	370749	on 3/08/19 from \$17.06 to \$0.00				BROOKS, DANIA	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 092608	RENT EXT: New	370750	on 3/09/19 from \$23.33 to \$0.00				SALAZAR, JONAH	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 094128	RENT EXT: New	370751	on 3/09/19 from \$37.32 to \$0.00				OBRIEN, TYSON	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 101557	RENT EXT: New	370752	on 3/09/19 from \$14.00 to \$0.00				ANDERSON, SHAWN	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 111538	RENT EXT: New	370758	on 3/09/19 from \$61.18 to \$0.00				HENDERSON, SUSAN	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 123913	RENT EXT: New	370770	on 3/09/19 from \$59.72 to \$0.00				GARCIA, MICHELLE	1	60088 HODSON, BR
1		38	Rnt Ext: 1st Pmt Amt	3/09/19 142910	RENT EXT: New	370786	on 3/09/19 from \$44.80 to \$0.00				JACKSON, ALEX	1	60088 HODSON, BR

RUN DATE: 03/15/19		Cynergi Training				PAGE: 17					
TIME: :16:16		EXCEPTION ANALYSIS REPORT				EXCPTARP					
SELECTED LOCATIONS: 0001											
SELECTED EXCEPTION CODES: ALL											
STARTING DATE: 3/04/19 ENDING DATE: 3/09/19 SORT ORDER: EXCEPTION CODE											
STORE	GP	CODE	EXCEPT	DESCRIPTION	DATE	TIME	EXCEPTION DATA	CUSTOMER NAME	TERM	EMPLOYEE NAME	
TOTAL FOR ALL STORES ON THE REPORT:						507					
TIME FINISHED: 00:16:16											

Chapter 6: Integrated Credit Cards (ICC)

Credit Card Integration Recon Report (CCRCONRP)

Description

The Credit Card Reconciliation Report (**CCRCONRP**) reconciles all successful (approved) electronic payments. Originally designed for Integrated Credit Card, this report also includes any kind of electronic payments (including Pre-Approved Payments and Online Payments). Payments are listed in chronological order.

Report Type

Reconciliation

Recommended Frequency

On Demand or Daily

Format

Portrait letter paper

Filter Options

- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, 1-Select by Locations, or 2-Select by Location Groups
- **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten Locations/Groups or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Payment Method**
 - **Blank** – Shows all kinds of electronic payment methods
 - **1 = ICC Only (Integrated Credit Card)** – Shows only in-store credit card transactions ran through the integrated credit card system
 - **2 = PAP Only (In Store Pre-Approved Payments)** – Shows only employee-ran PAPs
 - **3 = OLP Only (On-Line Payments includes Recurring PAP)** – Shows only Online Payments, including recurring (AutoPay) payments
 - **4 = PAP & OLP Only** – Shows **2** and **3** together, omitting in-store integrated credit card payments
- **Payment Form**
 - **Blank** – Shows any kind of payment form
 - **CC - Credit Card** – Shows only Credit Card payments
 - **ACH - Bank Draft** – Shows only ACH (checking account draft) payments; only valid with PAP and OLP payment methods
- **Starting Date** – Beginning of the date range for which the report is run
- **Ending Date** – End of the date range for which the report is run
- **Include Chargebacks on Report**
 - **No - Exclude Chargebacks** – Entered chargebacks will not be shown on the report
 - **Yes - Include Chargebacks** – Entered chargebacks will be shown on the report
- **Print Exceptions Only**
 - **No - Do Not Print Exceptions** – Despite how this option is worded, this will print everything, including exceptions
 - **Yes - Print Exceptions Only** – This shows exceptions only, such as manually-entered or duplicated transactions

- **Print Totals Only**
 - **No - Do Not Print Totals Only** – This shows every individual transaction
 - **Yes - Print Totals Only** – This option will omit individual transactions and will show only summarized totals per location
- **Page Break on Store**
 - **Yes - Page Break on Store** – If ran for multiple or all stores, each store will start on its own page
 - **No - Do Not Page Break on Store** – If ran for multiple or all stores, each next store will start immediately below the previous store without starting on a new page
- **Entry Type**
 - **Blank** – Shows any kind of Entry Type
 - **M - Manual** – Shows Manual Transactions
 - **S - System** – Shows System transactions

CREDIT CARD INTEGRATION RECON REPORT

Select by Loc or Loc Groups:

Location Selection:

Starting Loc Group: Ending Loc Group:

<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Payment Method: Payment Form:

Starting Date: 000 31 Ending Date: 000 31

Include Chargebacks on Report: Print Exceptions Only:

Print Totals Only: Page Break on Store:

Entry Type:

Report Contents

- **Authoriz Date** – Calendar date on which the electronic payment was transacted
- **Provider Date** – Provider’s settlement date on which the payment was posted (if blank, it is the same as the **Authoriz Date**)
- **Payment Date** – Business date in cynergi | suite on which the payment was filed
- **Pmt Store** – Store/location for which the payment was filed
- **Payment Receipt #** – Receipt number that was filed in cynergi | suite
- **Auth \$** – Amount that was sent to, and authorized by, the payment processor
- **Pmt \$** – Amount that was filed into cynergi | suite
 - Please Note: If **Auth \$** and **Pmt \$** are different, this is an exception and should be investigated.*
- **Othr Str\$** – Any amount that was filed into cynergi | suite for another store
- **Auth #** – Authorization Number returned by the payment processor for the approved payment
- **Charge Back** – Whether this was a keyed-in chargeback
- **M/S Typ** – How the payment was processed
 - **M (Manual)** – Any electronic payment that was keyed into cynergi | suite by using the **ENTER AUTH NUM** button, which does NOT send it “over the wire” to the processor. The payment should have been authorized via other means, such as via the processor’s online merchant portal or telephone number.
 - **S (System)** – Any electronic payment that was sent “over the wire” and authorized by the payment processor. This includes chipped, swiped, and keyed into the PIN pad.
- **Pmt Mth** – Payment Method
 - **ICC** – Integrated Credit Card
 - **OLP** – Online Payment
 - **PAP** – Pre-Approved Payment
- **Pmt Frm** – Payment Form
 - **CC** – Credit Card
 - **ACH** – Bank Draft
- **Customer Name and Acct** – Customer’s account name and account number in cynergi | suite under which the payment was filed (not the name on the credit card or bank account)
- **Subtotals** – Subtotals for each location showing a breakout between ICC and PAP/OLP (only when **Payment Method** field is left blank)
- **Report Totals** – Total Authorized, Payment, and Other Store amounts

CCRCONRP Example Report

RUN DATE: 01/08/20		Ace Furniture & TV, Inc.		PAGE: 1	
TIME: 14:25:08		CREDIT CARD/ACH RECONCILIATION REPORT		CCRCONRP	
SELECTED LOCATIONS: 0002		LOCATION: (2) ACE RENT-TO-OWN-25TH			
SELECTED DATES: 1/08/20 thru 1/08/20					
SELECTED PAYMENT METHODS: All (ICC, PAP & OLP)				SELECTED PAYMENT FORMS: All (CC & ACH)	
CHARGEBACKS INCLUDED: NO ENTRY TYPE:				EXCEPTIONS ONLY: NO	
TOTALS ONLY SELECTED: NO				PAGE BREAK ON STORE: YES	

AUTHORIZ DATE	PROVIDER DATE	PAYMENT DATE	PMT STORE	PAYMENT RECEIPT #	AUTH \$	PMT \$	OTHR	STR\$	AUTH #	CHARGE BACK	M/S TYP	PMT MTH	PMT FRM	CUSTOMER NAME AND ACCT
1/08/20		1/08/20	2	20637021	42.56	42.56	0.00		159654		M	ICC	CC	DOE, JOHN 1054727
1/08/20		1/08/20	2	20637022	42.56	42.56	0.00		123645		M	ICC	CC	DOE, JOHN 1054727
		1/08/20	2	20637023	0.00	42.56 *	0.00							ACH DOE, JANE 1054728
		1/08/20	2	20637024	0.00	42.56 *	0.00							ACH DOE, JANE 1054728
1/08/20		1/08/20	2	20637025	202.53	202.53	0.00		336998		M	ICC	CC	SMITH, JOE 1054729
		1/08/20	2	20637026	0.00	202.53 *	0.00							ACH SMITH, JOE 1054729
					287.65	575.30	0.00	**** OUT OF BALANCE ****						
SUBTOTALS:		PMT\$	METHOD											
		287.65	ICC											
		287.65	PAP/OLP											
REPORT TOTALS:					287.65	575.30	0.00	**** OUT OF BALANCE ****						

* = Authorization and Payment Amounts are Different
 @ = Multi-Store Authorization
 TIME FINISHED:14:25:08

Chapter 7: Inventory

Active Inventory Analysis Report (INVACTRP)

Description

The Active Inventory Analysis Report (**INVACTRP**) is a snapshot report showing all inventory for a specific store by model number. It lists the status, cost, purchase date, days old, accumulated rent, rates, and other fields associated with inventory as of the date the report is generated.

Report Type

Inventory

Recommended Frequency

Weekly or Monthly

Format

Landscape legal paper

Filter Options

- **Report Type**
 - **Detail** – Displays detailed information of all individual active inventory for selected store(s)
 - **Summary** – Displays inventory information and statistics by Product Code
- **Location** – Select by individual store location
- **Status** – Any one of the following inventory status options may be selected
 - All
 - N-New
 - R-Re-Rental
 - O-On-Rent
 - L-Loaner

ACTIVE INVENTORY ANALYSIS REPORT

Report Type: Detail ▼

Location: 1-HT Store 1 ▼

Status: All ▼

Report Contents

- **CL** – Class (F Fixed Asset, O Rent To Own, R Rent To Rent, S Sales/Retail)
- **Model Number** – Created by the client; typically a two-character Product Code plus a three-character Brand code, followed by Manufacturer’s model
- **Brand** – Three-character brand code
- **Rate Code** – Rate Code assigned to the Model Number (if using Rate Code pricing)
- **Alt Id** – Alternate ID
- **Sts** – Inventory Status (N New, R Previously Rented, O On Rent)
- **Original Cost** – Original cost of the unit
- **Purchase Date** – Date Received
- **Days Old** – Days elapsed since Purchase Date
- **First Rented** – Date unit was first rented
- **Times Rented** – Number of times the unit has been on-rent (cumulative)
- **Days Rented** – Number of days unit has been rented (cumulative)
- **Accum Rent** – Accumulated Rent (cumulative)
- **Days Idle** – Days old – Days rented
- **Pct Idle** – Days Idle ÷ Days Old
- **Due Date** – Current due date if unit is on rent
- **Payout Date** – Due Date + Months Remaining
- **Months Remain** – Rent Remaining ÷ Rental Rate (Monthly) or Rent Remaining ÷ Rental Rate ÷ 4.33 (Weekly)
- **Rate** – Current rental rate as well as the payment mode
- **Rent Remaining** – Remaining Balance
- **Rent Next 12 Months** – Rent remaining to be collected in the next twelve months
- **Buyout** – Buyout Balance (typically only used in North Carolina)
- **Receivable** – Receivable calculated amount of total customer receivable (based on the units actual RTO amount divided by total contract amount)
- **Anticipated Turns** – Total Accum Rent (On-rent only) + Total Rent Remaining (On-rent only) ÷ Total Original Cost (on-rent only)

INVACTRP Example Report

Cynergi Training															PAGE: 1				
ACTIVE INVENTORY ANALYSIS															INVACTRP				
STATUS: A SUMMARY REPORT FOR Thursday 03/14/19																			
STORE: 1 Store 1 Cynergi Training																			
C	Rate	Original	Purchase	Days	First	Times	Days	Accum	Days	Pct	Due	Payout	Months	Rent	Rent	Rent	Buyout		
L Model Number	Brand Code	Alt Id	Sts	Cost	Date	Old	Rented	Rented	Rented	Idle	Idle	Date	Date	Remain	Rate	Remaining	12 Months	Receivable	
Prod AA	Total # Units	Units on Rent	5	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	22	5		6188.51		777		314	10754.52	463	59.5%			8.5	77.08 /M	3147.87	3147.87	0.00	298.40-
Anticipated Turns: 4.7																			
Prod AD	Total # Units	Units on Rent	53	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	72	53		32603.27		717		272	63584.71	445	62.0%			11.6	56.96 /M	35699.71	26512.39	0.00	276.49-
Anticipated Turns: 3.5																			
Prod AF	Total # Units	Units on Rent	4	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	5	4		1409.32		363		229	2646.74	134	36.9%			7.7	65.86 /M	2240.77	2059.00	0.00	7.55-
Anticipated Turns: 4.8																			
Prod AG	Total # Units	Units on Rent	8	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	12	8		7483.99		589		269	10898.86	320	54.3%			16.5	86.87 /M	9880.30	6523.62	0.00	16.98-
Anticipated Turns: 3.7																			
Prod AH	Total # Units	Units on Rent	7	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	7	7		3268.00		505		166	6902.56	339	67.1%			12.4	95.79 /M	8539.68	6731.16	0.00	29.41-
Anticipated Turns: 4.7																			
Prod AM	Total # Units	Units on Rent	0	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	1	0		256.00		262		272	486.98	10	49.8%			0.0	0.00 /M	0.00	0.00	0.00	0.00
Anticipated Turns: 0.0																			
Prod AR	Total # Units	Units on Rent	25	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	26	25		25182.00		722		320	56905.82	402	55.6%			9.7	146.46 /M	37800.93	28680.15	0.00	128.75-
Anticipated Turns: 3.8																			
Prod AS	Total # Units	Units on Rent	1	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	1	1		935.00		255		135	719.80	120	47.0%			19.3	151.51 /M	2924.08	1818.08	0.00	0.00
Anticipated Turns: 3.9																			
Prod AV	Total # Units	Units on Rent	0	Total		Avg		Avg	Total	Avg	Avg%			Avg	Rate	Total	Total	Total	Total
	1	0		211.56		1165		756	169.17	409	35.1%			0.0	0.00 /M	0.00	0.00	0.00	0.00
Anticipated Turns: 0.0																			

Idle Inventory (INVIDLRP)

Description

The Idle Inventory (**INVIDLRP**) is a listing of all idle inventory units at the time it is generated.

Report Type

Audit

Recommended Frequency

On Demand, Daily, or Weekly (as needed)

Format

Portrait letter paper

Filter Options

- **Location** – Select by individual store location, or enter 0 for all locations
- **Status**
 - **A-All Idle** – All idle units, both new and previously rented
 - **N-New** – Only new idle units
 - **R-Re-Rental** – Only idle units that have been rented before

IDLE INVENTORY

Location: 1-HT Store 1 ▼

Status: A-All Idle ▼

Report Contents

- **Model Number** – cynergi|suite Model Number
- **Brand** – cynergi|suite Brand Code
- **Description** – cynergi|suite Model Number 1st Description
- **Alt ID** – Alternate inventory unit ID number
- **Serial Nbr** – Inventory unit serial number
- **Date Received** – Date the inventory unit was received
- **Date Last Rented** – Date the unit was last put on rent
- **Date Returned** – Date the unit was last returned from rent
- **Original Cost** – Cost of the unit when received
- **Remaining Value** – Remaining Book Value of the inventory unit (Depreciated Value)
- **Accum Rent** – Accumulated Rent
- **# of Turns** – Number of Turns
- **Times Rented** – Number of Times Rented
- **Days Idle** – Number of Days Idle
- **St** – Status
- **Wkly Term** – Weekly Term
- **Wk Rate** – Week Rate
- **Wk Total** – Week Total
- **Mnth Term** – Monthly Term
- **Mo Rate** – Month Rate
- **Mo Total** – Month Total
- **Cash Price** – Cash Price
- **Loc** – Location

Serialized Inventory Report by Location (PINVL)

Description

The Serialized Inventory Report by Location (**PINVL**) can be used for a physical inventory report, to audit inventory in Pending Locations and/or Demo Locations, and to review current pricing for used product on the floor.

Report Type

Inventory Audit

Recommended Frequency

On Demand or Weekly

Format

Portrait letter paper

Filter Options

- **Inventory Type** – 2 Rental (default), 1 Sales, 3 Sales and Rental, 5 All Inventory, or 8 Fixed Asset Inventory
- **Only Transferred Inventory** – No or Yes (Yes with 2 for **Inventory Type** will produce a report with only inventory that transitioned from Sale to Depreciating (Rental))
- **Report Order** – Choose sort order of 1 - Model Number, 2 - Serial Number, or 3 - Description
- **Print Inv Comments** – No, or Yes to print detail comments associated with the inventory, if any
- **Type Print** – 1 - Detail, 2 - Summary on Model Nbr, 3 - Detail and Summary, or 4 - Summary on Desc
- **Type Report** – 1 Cost (default), 2 Accumulated Rent, 3 Loaner, 4 Rented, 5 Book Value, 6 Pricing, or 7 Pricing #2
- **Print Floor Plan Or Condition** – 1 - Floor Plan Agent for info in the Floor Plan Agent field, if any, or 2 - Inventory Condition Code to print the Inventory Condition Code
- **Select By** – No, or Yes to enter in a Floor Plan Agent
- **Print Alt ID For Serial #** – No, or Yes to print the Alternate ID (barcode number) instead of the Serial Number
- **Starting Received Date** – Enter the date inventory was first received, or leave blank for all
- **Ending Received Date** – Enter the last received date (default is current system date)
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Locations** – Yes or No
- **Sort by Loc Groups** – No or Yes
- **Select by Description** – No, or Yes to enter up to three product **Descriptions**
- **Select by Model Number** – No, or Yes to enter up to three **Model Nbrs**
- **Select by Status** – No, or Yes to enter up to fifteen **Statuses** (R & N for idle inventory, D for Demo/Loaner, etc.)
 - If status is C, E, or P, system will prompt for **Paid Date and End Date**
 - If status is O or R, system will prompt for **Rented Date and End Date**
 - If status is S, system will prompt for **Sales Date and End Date**
- **Print Serial Numbers** – Yes, or No for summary type print options
- **Print Service Information** – No, or Yes to print service information, if any
- **Print Totals Only** – No, or Yes to print summary totals by location

SERIALIZED INVENTORY REPORT BY LOCATION

Inventory Type:	<input type="text" value="2"/>	Only Transferred Inventory:	<input type="text" value="No"/>
Report Order:	<input type="text" value="1 - Model Number"/>	Print Inv Comments:	<input type="text" value="No"/>
Type Print:	<input type="text" value="1 - Detail"/>		
Type Report:	<input type="text" value="1"/>		
Print Floor Plan Or Condition:	<input type="text" value="1 - Floor Plan Agent"/>		
Select By:	<input type="text" value="No"/>		
Print Alt ID For Serial #:	<input type="text" value="No"/>		
Starting Received Date:	<input type="text" value="3/03/19"/>	Ending Received Date:	<input type="text" value="3/14/19"/>
Select by Loc or Loc Groups:	<input type="text" value="1 - Select by Locations"/>		
Loc/Group Selection:	<input type="text" value="1 - Select by 10 Locs/Group"/>		
Locations/Groups:	<input type="text" value="1"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>		
	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="0"/>		
Sort by Location:	<input type="text" value="No"/>		
Sort by Loc Groups:	<input type="text" value="No"/>		
Select by Description:	<input type="text" value="No"/>		
Select by Model Number:	<input type="text" value="No"/>		
Select by Status:	<input type="text" value="No"/>		
Print Serial Numbers:	<input type="text" value="Yes"/>		
Print Service Information:	<input type="text" value="No"/>		
Print Totals Only:	<input type="text" value="No"/>		

Report Contents

Type Report: 7 Pricing #2 (Report used for Physical Inventory & Pricing)

- **Model Number** – Model number as it appears on the inventory piece
- **Serial #** – Serial Number or Alt ID based on report parameters
- **Description** – Description of the inventory piece
- **Date Received** – Date on which the inventory piece was received
- **Cost** – Cost of the inventory piece
- **Remaining Book Value** – Remaining Book Value
- **Days Idle** – Number of days that inventory has not been out on rent
- **Rental**
 - **Monthly** – Monthly rental payment
 - **#P** – Remaining terms (monthly)
 - **Weekly** – Weekly rental payment
 - **#P** – Remaining terms (weekly)
- **St** – Inventory Status (N = New, R = Returned)
- **Loc** – Current inventory location

PINVL Example Report

TIME: 10:58:32		SERIALIZED RENTAL INV										PINV	
LOC: (1)													
PRICING RPT #2 BY MODEL #-DETAIL													
BOOK VALUE BASED ON: 3/10/20													
RECEIVED DATES OF: THRU 3/10/20													
RENTED DATES OF: THRU 3/10/20													
SELECTED BY STATUSES: R N													
MODEL NUMBER	SERIAL #	DESCRIPTION	DATE RECEIVED	COST	REMAINING BOOK VALUE	DAYS IDLE	MONTHLY RENTAL #P	WEEKLY RENTAL #P	ST	LOC			
AAGENSBS137HWW	RM169736G	PEDESTAL-GE FRONT LOAD	1/23/20	172.00	172.00	47	20.00	24	5.00	104	N	1	
AAGENSBS137HWW	SM135687G	PEDESTAL-GE FRONT LOAD	1/23/20	172.00	172.00	47	20.00	24	5.00	104	N	1	
ADAMANED4655EW	MX0758897	6.5 CU FT DRYER-ELEC-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
ADAMANED4655EW	MX0868482	6.5 CU FT DRYER-ELEC-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
ADAMANED4655EW	MX0868565	6.5 CU FT DRYER-ELEC-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
ADFRIFFRE4120SW	KD92901652	6.7 CU FT ELECTRIC DRYER	9/13/19	415.00	415.00	179	55.99	24	13.99	104	N	1	
ADGENGFD43ESSMWW	HM801638C	7.5 CU FT FRONT LOAD DRYER	1/23/20	534.00	534.00	47	69.99	24	16.99	104	N	1	
ADGENGTD42EASJWW	RM763032C	7.2 CU FT DRYER	8/28/19	434.00	307.36	4	51.99	22	12.99	95	R	1	
ADGENGTD42EASJWW	AR775534	7.2 CU FT DRYER	2/14/20	409.00	409.00	25	51.99	24	12.99	104	N	1	
ADGENGTD42EASJWW	VL757198C	7.2 CU FT DRYER	2/14/20	409.00	409.00	25	51.99	24	12.99	104	N	1	
ADMAYMED6230HW	MX0607428	7.4 CU FT DRYER-SMART	3/03/20	549.00	549.00	7	69.99	24	16.99	104	N	1	
ADMAYMEDC465HW	MX0206284	7.0 CU FT DRYER-ELEC-WHITE	1/21/20	385.00	385.00	49	47.99	24	11.99	104	N	1	
ADMAYMEDX655DW	MX0202380	7.0 CU FT DRYER-ELEC-WHITE	1/21/20	465.00	465.00	49	59.99	24	14.99	104	N	1	
ADWHIWD4850HW	MX0314401	7.0 CU FT DRYER-ELECTRIC	1/28/20	375.00	375.00	42	47.99	24	11.99	104	N	1	
ADWHIWD7500GC	M83934948	7.4 CU FT HE DRYER-ELECTRIC	10/02/18	549.00	160.16	119	69.99	22	16.99	94	R	1	
AFFRIFFFC05M1TW	AA84400078	5 CU. FT. CHEST FREEZER	3/15/19	140.00	69.96	38	39.99	9	9.99	42	R	1	
AFFRIFFFC09M1RB	1D85243676	8.7CU FT CHEST FREEZER-BLACK	5/15/19	209.00	121.94	49	59.99	10	14.99	44	R	1	
AFGENHCM7SMWW	GM985356	7.1 CU FT CHEST FREEZER	1/10/20	210.00	210.00	60	51.99	12	12.99	52	N	1	
AFGENHCM9DMWW	TM985909	9.4 CU FT CHEST FREEZER	12/06/19	305.00	305.00	95	69.99	12	16.99	52	N	1	
APWHIWDP370PAHB	F94123178	PORTABLE DISHWASHER BLACK	11/26/19	495.00	495.00	105	79.99	18	19.99	78	N	1	
APWHIWDP370PAHB	FX0201002	PORTABLE DISHWASHER BLACK	2/11/20	495.00	495.00	28	79.99	18	19.99	78	N	1	
ARAMAART318FFDW	VSX0740089	18 CU FT REF TOP MNT -WHITE	3/03/20	450.00	450.00	7	64.99	24	15.99	104	N	1	
ARFRIFFTRI821TB	BA83510010	18 CU. TOP MNT FRIDGE BLK	9/14/18	409.00	102.24	38	64.99	21	15.99	91	R	1	
ARFRIFFTRI821TB	BA94014015	18 CU. TOP MNT FRIDGE BLK	10/11/19	479.00	479.00	151	64.99	24	15.99	104	N	1	
ARFRIFFTR2021TB	4A94114617	20 CU FT TOP MNT REF BLACK	12/12/19	530.00	530.00	28	69.99	24	16.99	103	R	1	
ARFRIFFTR2021TW	4A92701978	20 CU FT TOP MNT REF WHITE	12/12/19	530.00	530.00	89	69.99	24	16.99	104	N	1	
AWAMANTW4516FW	CX0727876	3.5 CU FT WASHER-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
AWAMANTW4516FW	CX0727877	3.5 CU FT WASHER-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
AWAMANTW4516FW	CX0727881	3.5 CU FT WASHER-WHITE	3/03/20	299.00	299.00	7	39.99	24	9.99	104	N	1	
AWGENGFW430SSMWW	ZM216865T	4.5 CU FT FRONT LOAD WASHER	1/23/20	534.00	534.00	47	69.99	24	16.99	104	N	1	
AWGENGTW465ASNWW	RM183330G	4.5 CU FT WASHER-AUTO SOAK	8/28/19	434.00	307.36	4	59.99	22	14.99	95	R	1	
AWMAYMVC6230HW	C95170285	4.7 CU FT WASHER-SMART	3/03/20	549.00	549.00	7	69.99	24	16.99	104	N	1	
AWMAYMVC465HW	C90333557	3.8 CU FT WASHER-WHITE	3/12/19	349.00	174.48	32	47.99	23	11.99	99	R	1	
AWMAYMVC465HW	CX0535537	3.8 CU FT WASHER-WHITE	2/11/20	385.00	385.00	28	47.99	24	11.99	104	N	1	
AWMAYMVC465HW	CX0535793	3.8 CU FT WASHER-WHITE	2/11/20	385.00	385.00	28	47.99	24	11.99	104	N	1	
AWWHIWTW4855HW	C94931932	3.8 CU FT WASHER-WHITE	1/21/20	375.00	375.00	49	47.99	24	11.99	104	N	1	
CODELI3475A481WHPT	27Q8T13	23.8" AIO-8GB-1TB-WEBCAM	2/07/20	559.00	559.00	32	129.99	12	31.99	52	N	1	
CODELI3475A481WHPT	27SBT13	23.8" AIO-8GB-1TB-WEBCAM	2/07/20	559.00	559.00	32	129.99	12	31.99	52	N	1	
CLACRAM515-42-R5ED	408E733400	LAPTOP-2.1GHZ-8GB-1TB-15.6	3/06/20	575.00	575.00	4	139.99	12	34.99	52	N	1	
CLACRAM515-42-R5ED	408FE73400	LAPTOP-2.1GHZ-8GB-1TB-15.6	3/06/20	575.00	575.00	4	139.99	12	34.99	52	N	1	
CLDELI3541-2001BLK	736VH52	4/500 15.6" AMD A66310 QU	9/29/15	359.00	0.00	169	83.99	11	20.99	48	R	1	
CLDELI3565A453BLK	7NVS9L2	LAPTOP-2.0GHZ-4GB-15.6"	9/19/18	269.00	0.00	11	63.99	9	15.99	40	R	1	
CLDELI5555-2144BLK	B7M6P72	INSPIRON 15.6" TOUCHSCREE	11/01/16	550.00	0.00	17	128.99	10	31.99	46	R	1	

Rental Inventory Price Analysis Report (PINVPRC)

Description

The Rental Inventory Price Analysis Report (**PINVPRC**) is primarily used to Audit Price exceptions on New agreements (option #6), Cash Sale price for new agreements (option #5), and as an analysis projection of return on investment (option #3).

Report Type

Inventory Audit & Return on Investment Analysis

Recommended Frequency

On Demand, Daily, or Weekly

Format

Portrait letter paper

Filter Options

- **Type Report** – 1 - Mgr Or for manager pricing (includes costs), 2 - Emp Pricing for employee pricing, 3 - Inv Analysis for inventory analysis (ROI), 4 - RTO Price for inventory on rent without customer information, 5 - Sale Price for cash price on rent, or 6 - RTO #2 for RTO price with customer details
- **Package Items** – If option #4 or #6 is chosen for **Type Report**, this field will display. Leave the default of Yes to show package exceptions on the reports; otherwise, select No.
- **Exception Amt** – If option #4 or #6 is chosen for **Type Report**, this field will display. Leave the default of 999999 for all exceptions; otherwise, enter a dollar amount for exceptions less than or equal to the amount entered.
- **Exceptions Only Price Analysis** – No or Yes
- **Alternate Price Exceptions** – No or Yes
- **Report Order** – 1 - Model Number, 2 - Serial Number, or 3 - Description
- **Totals Only** – No or Yes
- **Select by Inv** – 1 - RTO, 2 - Sale, 3 - RTO/Sale (default), 4 - RTR, or 5 - RTO/RTR
- **Zero Cost Items** – Include, Exclude, or Only zero cost items
- **Type Print** – 1 - Detail, 2 - Summary on Model, 3 - Detail and Summary, or 4 - Summary on Desc
- **+/- to Nbr of Monthly Pmts** – 0 for all (default)
- **Select One Acct Nbr** – No for all, or Yes to select an account number
 - **Enter Account Number to Print** – If Yes to **Select One Acct Nbr**, this field will display. Enter the customer account number.
- **+/- to Nbr of Weekly Pmts** – 0 for all (default)
- **Starting Received Date** – Leave blank for all, or enter a beginning inventory received date
- **Ending Date** – Leave 12/31/79 for all, or enter an ending inventory received date
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Sort by Location** – No or Yes
- **Select by Description** – No, or Yes to enter up to three product Descriptions
- **Select by Model Number** – No, or Yes to enter up to three Model Numbers

- **Select by Status** – No, or, for most reports, Yes to select by Status
 - Enter **Statuses** R, O, and N for inventory analysis of all inventory rented (**Type Report #3, #4, or #6**), and enter a beginning **Rented Date** and **End Date** (audit dates)
 - Enter O and N for inventory analysis of New Inventory rented during audit dates
 - Enter R and N for inventory analysis of Returned Inventory rented during audit dates
 - Enter S for inventory analysis of Sold items, and the system will prompt for **Sales Date** and **End Date**
 - Enter E or P for inventory analysis of Early or Paid out inventory, and the system will prompt for **Paid Date** and **End Date**
 - Enter desired charge off status
- **Same As Cash Selection** – If **Statuses** E or P are selected, this field will display. Select Include, Exclude, or Only Same As Cash payouts.
- **Ignore +/- on Status N** – Yes or No
- **Include Accum Rental in Projection** – Yes to include accumulated rent in projection, or No
- **Add in Service Expense** – Yes to include Service Costs on ROI calculation, or No
- **Interest Rate to Use** – 0.000 for none, or enter a percentage to include on the ROI calculation

RENTAL INV PRICE ANALYSIS REPORT

Type Report:	6 - RTO #2	Exception Amt:	999999
Package Items:	Yes	Alternate Price Exceptions:	No
Exceptions Only Price Analysis:	Yes	Totals Only:	No
Report Order:	1 - Model Number	Zero Cost Items:	Include
Select by Inv:	3 - RTO/Sale		
Type Print:	1 - Detail		
+/- to Nbr of Monthly Pmts:	0		
Select One Acct Nbr:	No		
+/- to Nbr of Weekly Pmts:	0		
Starting Received Date:		Ending Date:	12/31/79
Select by Loc or Loc Groups:	No		
Sort by Location:	Yes		
Select by Description:	No		
Select by Model Number:	No		
Select by Status:	Yes		
Statuses:	<input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> N <input type="checkbox"/> <input type="checkbox"/>		
Rented Date:	3/01/20	End Date:	3/31/20
Ignore +/- on Status N:	Yes	Include Accum Rental in Projection:	Yes
Add in Service Expense:	Yes	Interest Rate to Use:	0.000

Report Contents

Type Report: 6 - RTO #2 (New Agreement Audit with Customer Info)

- **Cust Name** – Customer’s last and first name
- **Serial Nbr** – Serial number
- **Desc** – Description of the inventory piece
- **S** – Status at the time of rental (N or R)
- **Loc** – Inventory location
- **Date Rented** – Date inventory was put on rent
- **Age Mnth** – Number of months that inventory has been active
- **Days Idle** – Number of days that inventory has not been out on rent
- **Terms** – M for monthly, S for semi-monthly, W for weekly, B for biweekly
 - **Min** – System Default terms for this serial number
 - **Act** – Actual terms on this agreement
- **Price**
 - **Min** – System Default payment amount
 - **Act** – Actual payment amount on this agreement
 - **+/- Min** – Loss or gain in dollars based on Actual Term and Payment amount vs System Default pricing
- **Cost** – Cost of the inventory piece
- **Accum Rntl** – Accumulated Rental Revenue for this piece (as of the Run Date of the report)
- **Slsn** – Employee number of the person who entered the agreement
- **Proj Return** – Projected Return on investment based on current rental agreement and factors selected during report set up (Include revenue, Include service costs, % interest)
- **Tick #** – Rental agreement number
- Totals page
 - **Loc Total [Location]** – Total items for this report
 - **Average Contract Length** – Average contract length in months for items on this report
 - **+/- Min** – Total loss or gain
 - **Accum Rntl** – \$\$ Totals
 - **Proj Return** – Average return on investment (turns) for items on this report

PINVPRC #6 Example Report

RUN DATE: 07/27/20		**CYNERGI TRAINING										PAGE: 1					
TIME:13:40:31		RENTAL INV PRICE ANALYSIS #2-MODEL #-DETAIL															
EXCEPTIONS ONLY																	
INCLUDE ACCUM REVENUE																	
LOC: (9001) CUSTOMER HOME																	
RECEIVED: THRU 12/31/79																	
AMOUNT +/- MIN LESS THAN OR EQUAL TO 999999												SERVICE \$ ADDED IN					
RENTED: 3/01/20 THRU 3/31/20																	
STAT: R O N																	
CUST NAME	SERIAL NBR	DESC	S LOC	DATE RENTED	AGE	DAYS	TERMS	MIN	ACT	PRICE	MIN	ACT	ACCUM COST	RNTL	PROJ SLSM	RETURN	TICK #
ALVAREZ, DANIA	4141	OCCASIONAL	N9001	3/07/20	4	106	M 18 24	6	24.99	18.55	4-	113	62	1005	3.916	7069	
ARMACOST, REANNE	WB02364018	17.3" LENO	R9001	3/30/20	41	1250	W 78 104	26	15.99	6.99	520-	349	15	1005	2.077	7121	
BURGE, MARK	4004	GAME TABLE	N9001	3/21/20	6	178	B 104 104		39.99	23.99	1,664-	1,001	100	1005	2.491	7100	
BURNEY, JACKIE	1730105353	TV 55" LED	R9001	3/14/20	29	127	W 82 82		16.99	16.99	6-	497	1,577	1013	5.753	7087	
CANDELARIA, HILDA	4351	SOFA	N9001	3/10/20			M 18 24	6	52.99	38.24	36-	180	110	1013	5.087	7081	
COOK, DARLENE, IV	C80634114	WASHER	R9001	3/03/20	17		M 24 24		39.99	38.32	40-	339	185	1005	2.706	7057	
COOK, KIMBERLEE	2982	OCCASIONAL	R9001	3/12/20	22		M 16 18	2	22.99	20.44	1	103	221	1010	5.364	7083	
FUENTES, DEANNA	3077	ACCENT CHAI	R9001	3/19/20	21	178	M 12 12		27.99	19.99	92-	83	33	1013	3.029	7096	
HARMS, JOHN	4015	FIVE DRAWER	N9001	3/04/20	5	146	M 17 24	7	46.99	35.24	47	212	258	90010	4.873	7061	
HARMS, JOHN	2029	QUEEN MATTR	R9001	3/04/20	38	1	M 17 24	7	55.99	39.66	3-	253	289	90010	4.593	7061	
HARMS, JOHN	4281	QUEEN MATTR	N9001	3/04/20	1	26	M 18 24	6	61.99	46.49		280	92	90010	3.985	7061	
HARMS, JOHN	1393	MAYSVILLE 5	R9001	3/04/20	48	79	M 16 24	8	65.99	43.99	10-	301	574	90010	5.116	7061	
HARMS, JOHN	9MXBPS5453	TV 43" LED	N9001	3/04/20	5	128	M 18 24	6	52.99	39.74	1	269	86	90010	3.560	7061	
HARMS, JOHN	3768	SOFA	R9001	3/04/20	10	72	M 17 24	7	51.99	36.83	10	231	323	90010	4.886	7061	
HARMS, JOHN	2897	COCKTAIL/EN	R9001	3/04/20	24	120	M 23 24	1	68.99	66.12	5-	413	386	90010	4.456	7061	
HONE, VICKI	2224	KING MATTRE	R9001	3/12/20	36	978	M 17 24	7	63.99	1.00	1,082-	287	181	1013	0.708	7084	
HONE, VICKI	3444	NIGHT STAND	R9001	3/12/20	16	9	M 23 24	1	55.99	35.99	434-	333	255	1013	3.137	7084	
HONE, VICKI	3298	EK TWIN BED	R9001	3/12/20	18	306	M 16 24	8	56.99	30.99	185-	256	447	1013	4.401	7084	
HONE, VICKI	3479	EK TWIN BED	R9001	3/12/20	15	177	M 17 24	7	56.99	30.99	198-	274	397	1013	3.934	7084	
HONE, VICKI	3987	5PC DINETTE	N9001	3/12/20	6	175	M 24 24		57.99	29.99	672-	386	59	1013	1.863	7084	
HONE, VICKI	2278	SOFA/LOVESE	R9001	3/12/20	34	13	M 23 24	1	142.99	115.99	508-	855	788	1013	3.903	7084	
HONE, VICKI	3719	ACCENT CHAI	R9001	3/12/20	11	22	M 18 24	6	51.99	29.99	205-	234	103	1013	3.260	7084	
HONE, VICKI	3720	ACCENT CHAI	R9001	3/12/20	11	22	M 18 24	6	51.99	29.99	205-	234	103	1013	3.260	7084	
HONE, VICKI	4063	CERAMIC TAB	N9001	3/12/20	5	141	M 12 24	12	17.99	9.99	23	53	19	1013	4.459	7084	
HONE, VICKI	3247	OCCASIONAL	N9001	3/12/20	18	547	M 18 24	6	29.99	20.99	36-	133	41	1013	3.765	7084	
HONE, VICKI	4067	MEDIUM RUG	N9001	3/12/20	5	141	M 12 24	12	17.99	9.99	23	53	19	1013	4.457	7084	
JUSTESEN, AMBER	4149	SOFA/LOVESE	R9001	3/07/20	4	57	B 104 104		17.99	17.81	7-	463	187	1005	4.096	7074	
MILLER, DEBORAH	4228	TWIN/TWIN B	N9001	3/23/20	2	68	B 78 104	26	10.99	8.24	212	38	1005	4.030	7101		
MILLER, DEBORAH	4234	TWIN MATTRE	N9001	3/23/20	2	68	B 52 104	52	6.99	3.49	79	16	1005	4.581	7101		
MILLER, DEBORAH	4235	TWIN MATTRE	N9001	3/23/20	2	68	B 52 104	52	6.99	3.49	79	16	1005	4.581	7101		
PATRICK, TAMMY	3294	DRESSER/MIR	N9001	3/23/20	18	545	M 18 24	6	44.99	33.74	201	39	90010	4.027	7106		
PATRICK, TAMMY	4393	QUEEN MATTR	N9001	3/23/20	3	M 18 24	6	56.99	42.74	274	49	90010	3.736	7106			
PATRICK, TAMMY	4390	MONSTER FRA	N9001	3/23/20	3	M 6 24	18	36.99	9.25	55	10	90010	4.036	7106			
PEARSON, PATRICIA	4389	MONSTER FRA	N9001	3/23/20	3	M 6 12	6	36.99	18.50	55	19	1013	4.036	7103			
RAMIERZ, ALBERTO	4387	TWIN MATTRE	N9001	3/20/20		M 6 18	12	31.99	10.66	48	85	1013	3.964	7099			
RESENDES, CLAUDIO	4275	CALI KING F	N9001	3/26/20	1	48	M 18 24	6	25.99	19.49	114	11	1010	4.103	7112		
WIGART, CYNTHIA	3735	ACCENT CHAI	R9001	3/03/20	11	126	M 17 24	7	42.99	30.00		190	305	90010	4.904	7054	
WIGART, CYNTHIA	3736	ACCENT CHAI	R9001	3/03/20	11	126	M 17 24	7	42.99	30.00	13-	190	250	90010	4.618	7054	
WIGART, CYNTHIA	2539	COCKTAIL/EN	R9001	3/03/20	30		M 22 24	2	57.99	42.53	226-	348	705	90010	4.585	7054	
WIGART, CYNTHIA	1445	QUEEN MATTR	R9001	3/05/20	47	976	M 21 24	3	68.99	30.00	758-	415	800	90010	3.444	7062	
WIGART, CYNTHIA	4044	CHAIR	R9001	3/05/20	5	2	M 17 24	7	46.99	30.00	91-	211	228	90010	4.054	7062	
WIGART, CYNTHIA	4045	CHAIR	R9001	3/05/20	5	2	M 17 24	7	46.99	30.00	91-	211	228	90010	4.054	7062	
WIGART, CYNTHIA	4043	ACCENT CHES	R9001	3/05/20	5	2	M 17 24	7	31.99	22.66	8-	144	161	90010	4.415	7062	
WIGART, CYNTHIA	4041	SOFA	R9001	3/05/20	5	2	M 17 24	7	55.99	39.66	14-	252	283	90010	4.430	7062	
WIGART, CYNTHIA	4042	COCKTAIL/EN	R9001	3/05/20	5	2	M 23 24	1	70.99	60.00	194-	422	458	90010	4.069	7062	

RUN DATE: 07/27/20		**CYNERGI TRAINING										PAGE: 2						
TIME:13:40:31		RENTAL INV PRICE ANALYSIS #2-MODEL #-DETAIL																
EXCEPTIONS ONLY																		
INCLUDE ACCUM REVENUE																		
LOC: (9001) CUSTOMER HOME																		
RECEIVED: THRU 12/31/79																		
AMOUNT +/- MIN LESS THAN OR EQUAL TO 999999												SERVICE \$ ADDED IN						
RENTED: 3/01/20 THRU 3/31/20																		
STAT: R O N																		
CUST NAME	SERIAL NBR	DESC	S LOC	DATE RENTED	AGE	DAYS	TERMS	MIN	ACT	PRICE	MIN	ACT	ACCUM COST	RNTL	PROJ SLSM	RETURN	TICK #	
LOC TOTAL 9001:	45	AVERAGE CONTRACT LENGTH: 23.07 MONTHS									7,202-			10,636		3.797		

Type Report: 3 - Inv Analysis

RENTAL INV PRICE ANALYSIS REPORT

Type Report:	<input type="text" value="3 - Inv Analysis"/>	Alternate Price Exceptions:	<input type="text" value="No"/>
Exceptions Only Price Analysis:	<input type="text" value="No"/>	Totals Only:	<input type="text" value="No"/>
Report Order:	<input type="text" value="1 - Model Number"/>	Zero Cost Items:	<input type="text" value="Include"/>
Select by Inv:	<input type="text" value="3 - RTO/Sale"/>	Type Print:	<input type="text" value="1 - Detail"/>
+/- to Nbr of Monthly Pmts:	<input type="text" value="0"/>	Select One Acct Nbr:	<input type="text" value="No"/>
+/- to Nbr of Weekly Pmts:	<input type="text" value="0"/>	Starting Received Date:	<input type="text" value=""/>
Select by Loc or Loc Groups:	<input type="text" value="No"/>	Ending Date:	<input type="text" value="12/31/79"/>
Sort by Location:	<input type="text" value="Yes"/>	Select by Description:	<input type="text" value="No"/>
Select by Model Number:	<input type="text" value="No"/>	Select by Status:	<input type="text" value="Yes"/>
Statues:	<input type="text" value="O"/> <input type="text" value="R"/> <input type="text" value="E"/> <input type="text" value="P"/>	Rented Date:	<input type="text" value="1/01/20"/>
	<input type="text" value=""/>	End Date:	<input type="text" value="3/31/20"/>
Same As Cash Selection:	<input type="text" value="Include"/>	Ignore +/- on Status N:	<input type="text" value="Yes"/>
Add in Service Expense:	<input type="text" value="Yes"/>	Include Accum Rental in Projection:	<input type="text" value="Yes"/>
		Interest Rate to Use:	<input type="text" value="0.000"/>

- **Model Number** – Model Number of the inventory item
- **Serial Nbr** – Serial Number of the inventory item
- **Desc** – Description of the inventory item
- **S** – Current status
- **Loc** – Current location
- **Date Received** – Date when the inventory item was received
- **Last Rented** – Last rented date
- **Cost** – Cost of the inventory item
- **Accum Rental** – Accumulated Rental Income
- **Revenue To Get** – Uncollected Revenue (based on system generated rate and term)
- **Lost Idle Revenue** – Lost revenue based on idle days
- **Idle Days** – Number of days idle
- **Service Dollars** – Service costs on this inventory piece
- **Current Return** – Return of investment (turns)

- Totals page
 - **Loc Total [Location]** – Total items for this report
 - **Cost** – Total cost
 - **Accum Rental** – Revenue to get (lost revenue)
 - **Lost Idle Revenue** – Total lost revenue
 - **Idle Days** – Total number of days idle
 - **Service Dollars** – Total service costs
 - **Current Return** – Average return of investment for all items

PINVPRC #3 Example Report

RUN DATE: 07/27/20		**CYNERGI TRAINING				PAGE: 6							
TIME:15:22:18		RENTAL INV INV ANALYSIS-MODEL #-DETAIL		LOC: (8010) CHARGE OFF									
		RECEIVED: THRU 12/31/79		SERVICE \$ ADDED IN									
		RENTED: 1/01/20 THRU 3/31/20		STAT: O R E P									
MODEL NUMBER	SERIAL NBR	DESC	S	LOC	DATE RECEIVED	LAST RENTED	COST	ACCUM RENTAL	REVENUE TO GET	LOST REVENUE	IDLE DAYS	SERVICE DOLLARS	CURRENT RETURN
LUASHR402141	4203	LARGE RUG	E8010		12/13/19	3/07/20	85	175	187-		2	3	2.047
LVASHW701-88	2049	XL TV STAND	P8010		1/25/17	2/14/20	375	1,878	319		162	76	5.010
LVASHW701-88	2514	XL TV STAND	P8010		8/14/17	1/22/20	375	1,552	6-		40	19	4.139
LVASHW723-30	3703	TV STAND	E8010		4/08/19	1/30/20	363	621	937-		44	21	1.709
LWMDR02-1-13-14-	1893	GUN WARDROB	E8010		12/01/16	2/21/20	399	1,661	1-		946	415	4.164
LOC TOTAL 8010:							149	46,526	119,060	66,406-	33,225	21,332	2.559

Type Report: 5 – Sale Price

RENTAL INV PRICE ANALYSIS REPORT

Type Report:	5 - Sale Price		
Exceptions Only Price Analysis:	Yes	Alternate Price Exceptions:	No
Report Order:	1 - Model Number	Totals Only:	No
Select by Inv:	3 - RTO/Sale	Zero Cost Items:	Include
Type Print:	1 - Detail		
+/- to Nbr of Monthly Pmts:	0		
Select One Acct Nbr:	No		
+/- to Nbr of Weekly Pmts:	0		
Starting Received Date:	<input type="text" value=""/>	Ending Date:	12/31/79
Select by Loc or Loc Groups:	No		
Sort by Location:	Yes		
Select by Description:	No		
Select by Model Number:	No		
Select by Status:	Yes		
Statues:	<input type="text" value="R"/>	<input type="text" value="O"/>	<input type="text" value="N"/>
	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Rented Date:	3/01/20	End Date:	3/31/20
Ignore +/- on Status N:	Yes	Include Accum Rental in Projection:	Yes
Add in Service Expense:	Yes	Interest Rate to Use:	0.000

- **Model Number** – Model Number of the inventory item
- **Serial Nbr** – Serial Number of the inventory item
- **Desc** – Description of the inventory item
- **S** – Current status
- **Loc** – Current location
- **Date Received** – Date when the inventory item was received
- **Last Rented** – Last rented date
- **Computed Price** – Based on auto pricing parameters, Cash Selling Price (SAC Price)
- **Actual Price** – Cash Selling Price/SAC amount on agreement
- **Amount +/- Min** – Gain or loss that is the difference between computed and actual SAC price
- **Cost** – Cost of inventory item
- **Accum Rental** – Accumulated rent dollars received (as of the Run Date of the report)
- **Pmt Terms** – Rental agreement terms followed by frequency (M = Monthly, S = Semi-monthly, W = Weekly, B = Bi-weekly)
- **Slsn** – Employee number of the person who entered the agreement
- **Proj Return** – Projected Return on investment based on current rental agreement and factors selected during report set up (Include revenue, Include service costs, % interest)
- **Tick #** – Rental agreement number

- Totals page
 - **Loc Total [Location]** – Total items for this report
 - **Average Contract Length** – Average contract length in months for items on this report
 - **+/- Min** – Total loss or gain
 - **Cost** – Totals
 - **Accum Rntl** – \$\$ Totals
 - **Proj Return** – Average return on investment (turns) for items on this report

PINVPRC #5 Example Report

RUN DATE: 07/30/20		**CYNERGI TRAINING										PAGE: 1		
TIME:12:13:36		RENTAL INV CASH PRICE ANALYSIS-MODEL #-DETAIL												
		EXCEPTIONS ONLY												
		INCLUDE ACCUM REVENUE												
		LOC: (9001) CUSTOMER HOME												
		RECEIVED: THRU 12/31/79												
		SERVICE \$ ADDED IN												
		RENTED: 3/01/20 THRU 3/31/20												
		STAT: R O N												
MODEL NUMBER	SERIAL NBR	DESC	S LOC	DATE RECEIVED	LAST RENTED	COMPUTED PRICE	ACTUAL PRICE	AMOUNT +/- MIN	COST	ACCUM RENTAL	PMT TERMS	SLSM	PROJ RETURN	TICK#
BKCSFDAVISPL-660	4276	KING MATTRE	N9001	2/07/20	3/10/20	685.99	795.99	110	348	375	24 M 1013		3.923	7079
LSASH8600238	4351	SOFA	N9001	3/10/20	3/10/20	475.99	400.00	75-	180	110	24 M 1013		5.087	7081
LTASHT194-13	2982	OCCASIONAL	R9001	5/01/18	3/12/20	183.96	145.99	37-	103	221	18 M 1010		5.364	7083
BQHOMMT-G12Q	4353	QUEEN MATTR	N9001	3/16/20	3/16/20	685.99	755.99	70	320	205	24 M 1013		4.712	7090
LCASH9910160	3077	ACCENT CHAI	R9001	6/27/18	3/19/20	119.94	150.00	30	83	33	12 M 1013		3.029	7096
D5FOACM-GM339T/3	4004	GAME TABLE	N9001	9/25/19	3/21/20	2005.99	1599.99	406-	1,001	100	104 B 1005		2.491	7100
BQCSFDAVISEPT-50	4393	QUEEN MATTR	N9001	3/20/20	3/23/20	515.99	681.98	165	274	49	24 M90010		3.736	7106
LOC TOTAL 9001:		7	AVERAGE CONTRACT LENGTH: 21.43 MONTHS						143-	2,313	1,095		3.513	

Cynergi|suite Receiver Report by Batch

Description of Update

When receipts are performed using **POINLOAD** or **RECEIVE**, a batch number is generated for the items received. This number is on the receipts as **Receiving Number**. By using this batch number, an employee can print a report of items received on a specific batch on the **PINVBC** screen. New fields added on the **PINVBC** screen are **Select by Batch** and **Batch Number**. **Select by Batch** is a Y/N field. **Batch Number** is hidden unless **Select by Batch** is set to "Y."

Update Benefits

- The employee can print a report for a specific batch, instead of everything received that day.

Update Requirements

- **Select by Batch** must be set to "Y" in order to get a report by batch number.

Update Details

```

SERIALIZED INVENTORY ALT ID REPORT
INVENTORY TYPE: 2      PRINT FP INFO IN 2ND DESC: N
REPORT ORDER: 1       DISCONTINUED INDR: I
TYPE PRINT: 1
SELECT BY PO NBR: N
PRINT TOTALS ONLY: N  ONLY INDIVIDUALLY PRC ITEMS: N
PRINT FURNITURE STYLES: N  REFURBISHED RPT: N  INV COMMENTS: N
RECEIVED DATES:        THRU: 12/17/18  HOLD DATE: N
EXPENSED DATES:        THRU: 12/17/18
SELECT BY LOC OR LOC GROUPS: N

SORT BY LOCATION: Y
SELECT BY BATCH: Y    BATCH NBR: █ ←
SELECT BY DESCRIPTION: N

SELECT BY MODEL NUMBER: N

SELECT BY STATUS: N
PRINT? SERIAL NUMBERS: Y      ALT IDS: Y    COLOR/FABRIC: N
STRIP MERGE EXCEPTIONS REPORT: N  PRINT PO REPORT: N
EMPLOYEE PRICING REPORT: N      SALES MANAGER PRICING RPT: N
    
```


Chapter 8: Management

Store Income Analysis (STRINCAN)

Description

The Store Income Analysis (**STRINCAN**) is part of a suite of reports available from Daily Report (**DLYRPTRP**).

Report Type

Summary Income

Recommended Frequency

Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Run Date** – Business Date transaction/receipt occurred
- **Select Companies** – No, or Yes to enter up to ten company numbers
- **Select Regions** – No, or Yes to enter up to ten regions
- **Select Divisions** – No, or Yes to enter up to ten divisions
- **Select Stores** – No, or Yes to enter up to ten store locations
- **Total Page Only?** – No or Yes

Run Date:	<input style="width: 100%;" type="text" value="3/14/19"/>
Select Companies:	<input style="width: 100%;" type="text" value="No"/>
Select Regions:	<input style="width: 100%;" type="text" value="No"/>
Select Divisions:	<input style="width: 100%;" type="text" value="No"/>
Select Stores:	<input style="width: 100%;" type="text" value="No"/>
Total Page Only?:	<input style="width: 100%;" type="text" value="No"/>

Report Options

Rental Income Section

Section Headers

- **Income Category** – Income category break down
- **Today** – Run Date entered in report Set Up - % of Income Compared to 100% Total Income
- **WTD** – Monday to Run Date selected in report Set Up - % of Income Compared to 100% Total Income
- **MTD** – First day of the calendar month - % of Income Compared to 100% Total Income
- **YTD** – Beginning of your company’s Fiscal Year as defined in **CTRLMNT** - % of Income Compared to 100% Total Income
- **Full Month +/- Prev MTD** – Income category break down compared to the previous calendar month; “-” indicates less than the previous month, otherwise the number is greater than the previous month
- **Store Number and Description** – As defined in **LOCMNT** (e.g., 1 Store 1 Cynergi Training)

Section Content

- **Past Due** – Past due Rental Income for the defined period
- **Advance - First Pmts** – Rental Income on New Rental agreements
- **Advance - Other Pmts** – Rental Income on all other accounts that were not past due during the defined period
- **Total Rental Income** – Sum of Past Due, Advance First Payments, and Advance Other Payments for the defined period
- **In Home Collection Fee** – In Home Collection Fees collected for the defined period
- **Reinst Fee** – Reinstatement/Late Fees collected for the defined period
- **Club Fee** – Club Ticket Fees collected for the defined period
- **Cash Sale** – Retail Cash Sales for the defined period
- **Early Purchase Opt** – Early Purchase, Same As Cash, and Early Buyout income for the defined period
- **Waiver Fee** – Waiver/LDW/GRP fees collected for the defined period
- **Other Fees** – Miscellaneous, Installation, ESP, and any AR Fees
- **Sub-Total** – Total Rental Income + all Fees for the defined period
- **Tax** – Total sales tax collected for the defined period
- **Sub-Total** – Total amount collected for the defined period
- **NSF/CC Chargeback** – NSF Check returned, Credit Card charge back to customer account (does not affect store deposit only revenue) for the defined period
- **NSF Check Return Tax Amt** – Sales tax refunds due to NSF Check return or Credit Card charge back for the defined period
- **Petty Cash In (-Out)** – Petty Cash Transactions for the defined period
- **Customer Dep’s In (-Out)** – Net RTO Receivable transactions aka Customer Deposits and Customer Suspense for the defined period
- **Long (-Short)** – Deposit over/short for the defined period
- **Income Total**** – Total tax and revenue - Returned Checks, Credit Card Chargebacks, Petty Cash and over short
- **Bank Deposit***** – Entered Bank Deposit for the defined period
- **Deposit Filed by** – Employee who filed the final Deposit for the defined period

****Includes payments taken FROM other stores** – If you are using the payments for the other store feature

*****Includes payments taken FOR other stores** – If you are using the payments for the other store feature

Statistics Section

Section Headers

- **Avg Rate Agmt*** – Sum of active rental agreements rental payment amounts ÷ total rental agreements
- **AOR** – Total number of agreements on rent for the defined period
- **Potential Income From Agrmnts on Rent** – Total Projected revenue weekly, semi-monthly, monthly divided by number of agreements in the same category
- **Uncollected** – Uncollected = Potential Monthly Revenue – Rental Income
- **Net Collected to Date** – Net Collected to Date = Rental Income ÷ Potential Income
- **Potential Income from Idle Inv** – Average potential inventory income based on current inventory on rent

Section Content

- **Weekly** – Weekly and Bi-weekly agreements
- **Semi-Mo** – Semi-monthly agreements
- **Monthly** – Monthly agreements

Store Deposits on File Analysis Section

- **Security Deposit** – Deposit Fee
- **Customer Deposit** – Net RTO Receivable Balances
- **Total on File** – Total Customer Deposits & Security Deposits

STRINCAN Example Report

RUN DATE: 03/14/19		Cynergi Training						PAGE: 1	
TIME: 12:22:55		STORE INCOME ANALYSIS						STRINCAN	
		DATE: 3/14/19							
SELECTED STORES: 1									
INCOME CATEGORY	TODAY	WTD		MTD		YTD	FULL MONTH +/- PREV MTD		
1 Store 1 Cynergi Training									
Rental Income									
Past Due	0.00 0.0%	175.38	7.0%	2,080.32	6.1%	16,701.97	8.7%	-5,145.75	
Advance - First Pmts	0.00 0.0%	41.47	1.7%	391.62	1.1%	2,646.53	1.4%	-763.57	
Advance - Other Pmts	0.00 0.0%	1,030.31	41.3%	25,929.66	75.8%	138,375.73	71.8%	-28,732.93	
Total Rental Income	0.00 0.0%	1,247.16	50.0%	28,401.60	83.0%	157,724.23	81.9%	-34,642.25	
Processing	0.00 0.0%	60.00	2.4%	347.63	1.0%	2,418.63	1.3%	-343.37	
In Home Collection Fee	0.00 0.0%	0.00	0.0%	60.00	0.2%	200.00	0.1%	40.00	
Reinstate	0.00 0.0%	70.00	2.8%	1,139.00	3.3%	6,869.94	3.6%	-1,696.94	
Cash Sale	0.00 0.0%	0.00	0.0%	0.00	0.0%	305.00	0.2%	-200.00	
Early Purchase Opt	0.00 0.0%	981.21	39.3%	1,683.18	4.9%	10,397.35	5.4%	-4,501.58	
Waiver	0.00 0.0%	137.85	5.5%	2,589.01	7.6%	14,708.93	7.6%	-3,205.87	
Sub-Total	0.00 0.0%	2,496.22	100.0%	34,220.42	100.0%	192,624.08	100.0%	-44,550.01	
Tax	0.00	174.16		2,372.75		13,343.68		-3,084.53	
Sub-Total	0.00	2,670.38		36,593.17		205,967.76		-47,634.54	
NSF Checks Return	0.00	0.00		0.00		0.00		0.00	
NSF Check Return Tax Amt	0.00	0.00		0.00		0.00		0.00	
Petty Cash In (-Out)	0.00	0.00		-190.20		-1,493.26		225.14	
Customer Dep's In (-Out)	0.00	126.72		786.21		114.84		697.08	
Long (-Short)	0.00	0.00		9.67		12.58		5.75	
Income Total	0.00	2,797.10		37,198.85		204,601.92		-46,706.57	
Bank Deposit	0.00	2,797.10		37,198.85		204,601.92		-46,706.57	
Deposit Filed by: Not Final Yet									
AVG RATE AGMT *		AOR = POTENTIAL INCOME FROM AGRMNTS ON RENT		UNCOLLECTED	NET COLLECTED TO DATE	POTENTIAL INCOME FROM IDLE INV			
Weekly:	0.00	0.00 /Wk * 4.33 =	0.00/Mo						
Semi-Mo:	0.00	0.00 /SM * 2.00 =	0.00/Mo						
Monthly:	0.00	0.00 /Mo * 1.00 =	0.00/Mo						
			0.00/Mo	28,401.60	%	0.00	/Day		
STORE DEPOSITS ON FILE ANALYSIS									
Security Deposit -	0.00								
Customer Deposit -	0.00								
Total on File -	0.00								

Regional Managers Report (ZOOMMGR)

Description

The Management Summary Audit Report (**ZOOMMGR**) has a detail snapshot of each location’s revenue today, week-to-date, period-to-date, and year-to-date. In addition, this report has a Loss Revenue section for free time, free money, and fees, a breakdown of BOR and PASTDUE accounts, and customer statistics.

Report Type

Summary Audit

Recommended Frequency

Daily, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Activity Date** – Business Date transaction/receipt occurred
- **Week Starts** – Beginning of Week Business Date transaction/receipt occurred
- **Period Starts** – Beginning of Month or Period as defined in **CALMNT** (supports 13 week Quarter business model)
- **Year Starts** – Beginning of Fiscal Year
- **Want Totals Only** – N-No, Y-Yes, T-Totals Page, D-Division/Region, or S-Store Only
Please Note: T will print one page with totals for all stores.
- **Select Companies** – No, or Yes to enter up to ten company numbers
- **Select Regions** – No, or Yes to enter up to ten regions
- **Select Divisions** – No, or Yes to enter up to ten divisions
- **Select Stores** – No, or Yes to enter up to ten store locations

REGIONAL MANAGERS REPORT

Activity Date:	<input type="text" value="3/09/19"/>		Week Starts:	<input type="text" value="3/04/19"/>	
Period Starts:	<input type="text" value="3/01/19"/>		Year Starts:	<input type="text" value="1/01/19"/>	
Want Totals Only:	<input type="text" value="N-No"/>				
Select Companies:	<input type="text" value="No"/>				
Select Regions:	<input type="text" value="No"/>				
Select Divisions:	<input type="text" value="No"/>				
Select Stores:	<input type="text" value="Yes"/>				
	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Report Contents

Revenues Section

Section Headers

- **Today** – Activity as defined in report set up
- **Week-to-Date** – Typically Monday to current date
- **Period-to-Date** – Typically the 1st of current month to current date (defined in **CALMNT**)
- **Year-to-Date** – Beginning of your company’s fiscal year (defined in **CTRLMNT**) to current business date
- **\$\$Amount**
- **%Total** – % of Total Revenue

Please Note: Rental Revenue is 100%

Section Content

- **Rental Revenues** – RTO revenue (rental payments – early buy out revenue)
- **Early Purch Option** – Early buy out revenue ($\text{Early Purch Option \%Total} = \frac{\text{Early Purch Option } \$\$Amount}{\text{Rental Revenues } \$\$Amount}$)
- **Retail Cash Sales**
- **LDW/GRP Fees** – Waiver/LDW/GRP collected during the payment process
- **Processing Fees** – Processing Fees collected during the payment process
- **Re-instate Fees** – Reinstatement Fees/Late Fees collected during the payment process
- **Return Ck Fees** – Return Check Fees collected during the refund bad check process
- **Other Charges** – Sum of fields from the payment process that are labeled as deposit amount, down payment amount, in-home collection charge, airtime fees, club fees, other fees, ESP amount, or miscellaneous charges
- ***Total Revenue & Fees** – Sum of first eight rows (**Rental Revenues** through **Other Charges**)
- **Sales Tax** – Sales Tax Summary
- **Chrg-Acct Activity** – Net Charge account activity/Customer deposits/Green or Red money
- **NSF Check Return** – NSF check returned, refund \$\$ of an NSF check from customer accounts (does not affect store deposits, only revenue)
- **Cash Paid In/(Out)** – Petty Cash transactions
- **Actual Bank Deposit** – Deposits filed by the Store at EOD
- **Cash Over/(Short)** – $\text{Cash Over/(Short)} = \text{Revenue} - \text{Petty Cash} - \text{EOD Deposits filed}$

Lost Revenues Section

Section Headers

- Same as Revenues Section above

Section Content

- **Free Pay (Disc/Promo)** – Free Money Payment (Payment form 8); Disc = Discounts, established agreements Free Money taken in Rental Payment Screen; Promo = Promotions, Free Money taken in the new rental agreement screen
- **EPO Discounts** – Agreement balance not collected when agreement is closed as an Early Buy Out
- **Rent Waived** – Extensions on agreements, existing or new
- **LDW/GRP Waived** – LDW/GRP Fees forgiven during payment process
- **Process Fee Waived** – Processing Fees forgiven during the payment process
- **Reinst. Fee Waived** – Late Fees/Reinstatement Fees forgiven during the payment process
- **1&2 Days Late** – Late/Reinstatement Fees forgiven on Rental Agreements that were 1 or 2 days late at the time of the payment
- **3 Days Late** – Late/Reinstatement Fees forgiven on Rental Agreements that were 3 days late at the time of the payment
- **Past Due On Pickup** – Pro-rated rental dollars owed on past due closed agreements closed as Return or Repo
- **Past Due On Skips** – Lost Revenue Dollars on accounts closed as Skip, followed by the percent of skip dollars against total revenue
- ***Total Lost Revenues** – Sum of first ten rows (**Free Pay (Disc/Promo)** through **Past Due On Skips**)
- **Free Pay\$/#Deliveries** – Free Pay (Disc/Promo) ÷ Deliveries (Transactions Section) = average Free Payment dollars per delivery
- **Past Due Pkup\$/#Pkup** – Past Due On Pickup ÷ Pickups (Transactions Section) = average \$ past due on Picked Up or Returned agreements
- **Past Due Days/#Pkup** – Total of past due days on Picked Up or Returned agreements ÷ Pickups (Transactions Section) = average days past due at the time of agreement closed as picked up or returned
- **%Of All Proc. Fees Collected** – % Collected = (Processing fees waived + Processing fees collected) ÷ Processing fees collected
- **%Of All Rein. Fees Collected** – % Collected = (Reinstatement fees waived + Reinstatement fees collected) ÷ Reinstatement fees collected
- **%Of EPO Disc\$/ (EPO\$+EPO Disc\$)** – Early Purch Option \$ (Revenues Section) ÷ [Early Purch Option (Revenues Section) + EPO Discounts (Lost Revenues Section)] = average discount % on early buy outs (if your discount for early buy outs is 50%, this number should be close to 50%)

Transactions Section

Section Headers

- **Today** (from top of report) – Activity as defined in report set up
- **Week-to-Date** (from top of report) – Based on week close (date defined in report typically previous Sunday close)
- **Period-to-Date** (from top of report) – Typically the last day of the previous month ending agreement count
- **Year-to-Date** (from top of report) – Last day of the previous fiscal year
- **#Count** – Agreement Count
- **\$Ideal** – Projection calculated as (Weekly payment × 4.33) + (Biweekly ÷ 2 × 4.33) + (Semi-monthly × 2) + (Monthly rental payment) = Ideal/Projected Monthly Rental Revenue

Section Content

- **Beginning Agree** – Number of agreements from the end of the previous period and Ideal Dollars for expected monthly rental revenue for those agreements
- **+ Deliveries** – Number of deliveries for the defined period and Ideal Dollars for those deliveries
- **- Pickups** – Number of pickups and repos for the defined period and Ideal Dollars for pickups and repos
- **- Payoffs** – Number of payoffs for the defined period and Ideal Dollars lost for payoffs
- **- Skips/Stolen** – Number of skips/stolen and charge offs for the defined period and Ideal Dollars lost for all active agreement charge offs/disposals
- **Ending Agree** – Number of active agreements and Ideal Dollars for those agreements at the end of the defined period
- **Gain/(Loss) Agree** – Net of the agreement transactions and Ideal dollars for those agreements for the period
- **New/Cur/Exs/Los/Netcust** – **New**: a new customer who was added to the system within the defined period; **Cur**: customer who had an open agreement during the defined period; **Exs**: customer who was in the system before the defined period, but had no open agreements; **Los**: customer who had an open agreement that was closed during the defined period and has no active agreements; **Netcust**: the net gain or loss of customers during the defined period
- **Gain/(Loss) Items** – Net of the units/items on agreement transactions
- **Override Std. Rate** – Number of times the system generated rate of an item was changed and net of the gain/loss of projected income based on the override
- **Override Std. Term** – Number of times the system generated term of an item was changed

Past Due Section

Past Due data is compiled from the fifth page of **SUMMNT** section header Ending Nbr Tickets Due and Ending Amt Tickets Due:

Ending Nbr Tickets Due				
Overdue 1-3:	10	Overdue 4-7:	18	Overdue 8-14: 65
Overdue 15-30:	56	Overdue 31-45:	26	Overdue 46-90: 30
Overdue 91+:	10	Overdue 46-60:	17	Overdue 61+: 23
Ending Amt Tickets Due				
Overdue 1-3:	68.62	Overdue 4-7:	354.29	Overdue 8-14: 2069.69
Overdue 15-30:	3785.07	Overdue 31-45:	3093.44	Overdue 46-90: 5305.93
Overdue 91+:	3181.49	Overdue 46-60:	2828.26	Overdue 61+: 5659.16

Section Headers

- **End of Today** – Based on Transaction Date
- **Collected Today** – Based on Transaction Date
- **Pickups Today** – Based on Transaction Date
- **#Agree** – Number of agreements
- **%End#Agr** – Percentage calculated by Past Due ÷ Total Agreements
- **\$Amount** – Total dollars past due for this category
- **%Ideal\$\$** – \$Amount ÷ Ending Agree \$Ideal (Transactions Section) = % of Ideal Dollars

Section Content

- **Past Due 01-07** – Agreements that are 1 to 7 days past due (“Overdue 1-3” + “Overdue 4-7” sum of all locations in **SUMMNT** for ALL COMPANY section of report)
- **Past Due 08-14** – Agreements that are 8 to 14 days past due (“Overdue 8-14” sum of all locations in **SUMMNT** for ALL COMPANY section of report)
- **Past Due 15-45** – Agreements that are 15 to 45 days past due (“Overdue 15-30” + “Overdue 31-45” sum of all locations in **SUMMNT** for ALL COMPANY section of report)
- **Past Due 46-90** – Agreements that are 46 to 90 days past due (“Overdue 46-90” sum of all locations in **SUMMNT** for ALL COMPANY section of report)
- **Past Due 91+** – Agreements that are 91 days and over past due (“Overdue 91+” sum of all locations in **SUMMNT** for ALL COMPANY section of report)
- ***Total Past Due** – Total of all agreements past due (sum of Past Due 01-07 through Past Due 91+)
- **LO-Q Past Due > 7** – Low Quality Past Due is the total of Past Due 08-14 through Past Due 91+ (agreements greater than 7 days past due)

Statistics Section

Section Content

- **#Cust-Actv** – Number of customers with active rental agreements
- **%LDW-Cust** – Percent of customers that have LDW coverage on agreements
- **\$Cust-Ppay** – Total dollars of customers’ Credit RTO Receivables/Green Money/Customer Deposits
- **#Cust-Chrg** – Number of customers who owe RTO Receivables/Red Money/Suspense Money
- **\$Cust-Chrg** – Total dollars of customers who owe RTO Receivables/Red Money/Suspense Money
- **\$Hold-Rein** – Total dollar amount of Late Receivables, carried back to be paid later
- **#Agre/Cust** – Average number of agreements per customer = Total number of agreements ÷ Total number of customers [Ending Agree (Transactions Section) ÷ #Cust-Actv]
- **\$Ideal/Cust** – Average ideal dollars per customer = Today’s Ideal Dollars of Ending Agreements ÷ Number of active customers [Ending Agree \$Ideal (Transactions Section) ÷ #Cust-Actv]
- **\$Ideal/Agre** – Average ideal dollars per agreement [Ending Agree (Transactions Section) ÷ Ending Agree \$Ideal (Transactions Section)]
- **#On-Rent** – Number of units on rent today
- **#In-Service** – Number of units in a service location today
- **30+Days** – Number of units in a service location today that have been in that location for 30 days or more
- **#Idle** – Number of units idle
- **#100+** – Number of units idle in the current location for 100 or more days
- **RV** – Remain book value for all idle units
- **#On-Loan** – Number of units in a Demo/Loaner location

ZOOMMGR Example Report

Business Date: 3/09/2019		Rent To Own Management Summary		Page: 1					
Run Date: 03/14/19		Store: 1 Store 1 Cynergi Training		Time: 18:34:32					
STORES: 1									
<-----TODAY-----> <---WEEK-TO-DATE---> <---PERIOD-TO-DATE---> <-----YEAR-TO-DATE----->									
REVENUES	\$\$\$AMOUNT--%TOTAL	\$\$\$AMOUNT--%TOTAL	\$\$\$AMOUNT--%TOTAL	\$\$\$AMOUNT--%TOTAL	\$\$\$AMOUNT--%TOTAL				
RENTAL REVENUES	5,736.47 100.0	18,162.21 100.0	27,154.44 100.0	156,477.07 100.0					
EARLY PURCH OPTION	0.00 0.0	0.00 0.0	701.97 2.6	9,416.14 6.0					
RETAIL CASH SALES	0.00 0.0	0.00 0.0	0.00 0.0	305.00 0.2					
LDW/GRP FEES	511.25 8.9	1,639.39 9.0	2,451.16 9.0	14,571.08 9.3					
PROCESSING FEES	0.00 0.0	173.00 1.0	287.63 1.1	2,358.63 1.5					
RE-INSTATE FEES	201.00 3.5	849.00 4.7	1,069.00 3.9	6,799.94 4.3					
RETURN CK FEES	0.00 0.0	0.00 0.0	0.00 0.0	0.00 0.0					
OTHER CHARGES	0.00 0.0	60.00 0.3	60.00 0.2	200.00 0.1					
*TOTAL REVENUE & FEES	6,448.72 112.4	20,883.60 115.0	31,724.20 116.8	190,127.86 121.5					
SALES TAX	445.90	1,448.89	2,198.59	13,169.52					
CHRG-ACCT ACTIVITY	619.14-	494.47-	659.49	11.88-					
NSF CHECK RETURN	0.00	0.00	0.00	0.00					
CASH PAID IN/(OUT)	0.00	118.45-	190.20-	1,493.26-					
ACTUAL BANK DEPOSIT	6,274.41	21,722.48	34,401.75	201,476.56					
CASH OVER/(SHORT)	1.07-	2.91	9.67	12.58					
LOST REVENUES									
FREE PAY (DISC/PROMO)	0.00 0.0	0.00 0.0	50.00- 0.2-	360.13- 0.2-					
EPO DISCOUNTS	0.00 0.0	0.00 0.0	1,135.49- 4.2-	12,452.86- 8.0-					
RENT WAIVED	326.23- 5.7-	694.40- 3.8-	1,219.52- 4.5-	5,546.84- 3.5-					
LDW/GRP WAIVED	32.60- 0.6-	48.99- 0.3-	83.85- 0.3-	555.45- 0.4-					
PROCESS FEE WAIVED	80.00- 1.4-	120.00- 0.7-	240.00- 0.9-	940.00- 0.6-					
REINST. FEE WAIVED	0.00 0.0	12.00- 0.1-	16.00- 0.1-	348.00- 0.2-					
1&2 DAYS LATE	0.00 0.0	4.00- 0.0	8.00- 0.0	116.00- 0.1-					
3 DAYS LATE	0.00 0.0	8.00- 0.0	8.00- 0.0	232.00- 0.1-					
PAST DUE ON PICKUP	283.97- 5.0-	873.18- 4.8-	913.18- 3.4-	9,904.87- 6.3-					
PAST DUE ON SKIPS	0.00 0.0	0.00 0.0	0.00 0.0	4,200.49- 2.7-					
*TOTAL LOST REVENUES	722.80- 12.6-	1,748.57- 9.6-	3,658.04- 13.5-	34,308.64- 21.9-					
FREE PAY\$/#DELIVERIES	0.00	0.00	1.43-	2.01-					
PAST DUE PKUP\$/#PKUP	56.79-	58.21-	48.06-	57.92-					
PAST DUE DAYS/#PKUP	22.8	19.1	15.6	16.3					
%OF ALL PROC.FEES COLLECTED	0.0	59.0	54.5	71.5					
%OF ALL REIN.FEES COLLECTED	100.0	98.6	98.5	95.1					
%OF EPO DISC/(EPO\$+EPO DISC\$)	0.0	0.0	61.8	56.9					
TRANSACTIONS									
	#COUNT--\$IDEAL	#COUNT--\$IDEAL	#COUNT--\$IDEAL	#COUNT--\$IDEAL	#COUNT--\$IDEAL				
BEGINNING AGREE	593 66,227	600 67,174	593 66,330	702 77,979					
+ DELIVERIES	8 652	20 1,742	35 3,483	179 19,203					
- PICKUPS	5 447	15 1,333	19 1,802	171 18,443					
- PAYOFFS	2 387	11 1,538	15 1,966	107 11,545					
- SKIPS/STOLEN	0 0	0 0	0 0	10 1,148					
ENDING AGREE	594 66,046	594 66,046	594 66,046	594 66,046					
GAIN/(LOSS) AGREE	1 181-	6- 1,128-	1 285-	108- 11,933-					
NEW/CUR/EXS/LOS/NETCUST	2/ 4/ 1/ 2/ 1	4/ 12/ 3/ 11/ 4-	5/ 21/ 4/ 13/ 4-	30/ 95/ 25/ 115/ 60-					
GAIN/(LOSS) ITEMS	1-	6-	3	129-					
OVERRIDE STD. RATE	7 1,434-	18 2,020-	33 7,117-	162 37,407-					
OVERRIDE STD. TERM	6	15	28	149					
PAST DUE									
	<-----END-OF-TODAY----->		<---COLLECTED-TODAY--->		<---PICKUPS-TODAY--->				
	#AGREE %END#AGR	\$AMOUNT %IDEAL\$	#AGREE \$AMOUNT	#AGREE \$AMOUNT	#AGREE \$AMOUNT				
PAST DUE 01-07	20 3.4	435 0.7	3 54	0 0	0 0				
PAST DUE 08-14	4 0.7	147 0.2	3 175	0 0	0 0				
PAST DUE 15-45	18 3.0	1,690 2.6	3 0	3 284	3 284				
PAST DUE 46-90	6 1.0	1,252 1.9	0 0	0 0	0 0				
PAST DUE 91+	0 0.0	0 0.0	0 0	0 0	0 0				
*TOTAL PAST DUE	48 8.1	3,525 5.3	9 229	3 284	3 284				
LO-Q PAST DUE > 7	28 4.7	3,090 4.7	6 175	3 284	3 284				
STATISTICS									
#CUST-ACTV:	323	#CUST-CHRG:	0	#AGRE/CUST:	1.84	#ON-RENT:	806	#IN-SERVICE / 30+DAYS:	52 / 35
%LDW-CUST:	97.2	\$CUST-CHRG:	0.00	\$IDEAL/CUST:	204.48	#IDLE/#100+/RV:	353 / 228 / 26,613	#ON-LOAN:	15
\$CUST-PPAY:	6175.98	\$HOLD-REIN:	1981.06	\$IDEAL/AGRE:	111.19				

Income Projection/Performance Analysis Report (INCPRJRP)

Description

The Income Projection/Performance Analysis Report (**INCPRJRP**) may be used to track performance by printing a summary of projected store rental income with comparisons to actual rental income. It may be added to the report Spooler or manually generated.

Report Type

Management

Recommended Frequency

Monthly

Format

Portrait letter paper

Filter Options

- **Month to Run Report For - Last, Current or Next**
 - **L-Last Month**
 - **C-Current Month**
 - **N-Next Month**
- **Location to Run Report For** – Select a location
- **Projected BOR (optional)** – The user may optionally enter projected BOR for each of the four weeks of the projected month. If the user does not enter “Projected BOR” on the selection screen, the BOR will be assumed to be the number of open agreements on the last day of the month prior to the projection (report) month.

INCOME PROJECTION/PERFORMANCE ANALYSIS REPORT

Month to Run Report For - Last, Current or Next:	C-Current Month ▼
Location to Run Report For:	1
Projected BOR - Week 1 (optional):	
Projected BOR - Week 2 (optional):	
Projected BOR - Week 3 (optional):	
Projected BOR - Week 4 (optional):	

Report Contents

Top of Report

The data in this section is based on the date the report was generated, what month the report was run for (last, current, or next), and the values in the summary record on the last day of the month prior to the report month. When running the report for last month or the current month, the figures should not change.

- **Run Time** – Date and time the report was generated
- **As of** – This is the business day prior to the run date when report is run for the current or future month. When the report is run for last month, this is the last day of that month.
- **Projections (Report) Month** – Month and Year for which the report was run
- **Report Month Description** – This describes which month for which the report is being run. It will either be “Final: End of Month,” “Current: Month to Date,” or “Preliminary: Future Month,” depending if the report was run for Last, Current, or Next month.
- **BOR Projections Description** – This will be “BOR PROJECTIONS ASSUMED” if the user did not enter BOR projections on the report selection screen, in which case the projected BOR will be the open number of agreements on the last day of the month prior to the projection (report) month. Otherwise, it will be “BOR PROJECTIONS ENTERED” if the user did enter projected BOR on the report selection screen.
- **Weekly Accounts** – Percent of weekly accounts (including bi-weekly accounts) from the last day of the month prior to the report month

$$\frac{[SUM-NBR-RTO-WKLY-AGMTS + (SUM-NBR-RTO-BWKLY-SMTHLY-AGMTS - SUM-NBR-RTO-SMTHLY-AGMTS)]}{SUM-NBR-OPEN-TICKETS} \times 100$$
- **Semi-Monthly Accts** – Percent of semi-monthly accounts from the last day of the month prior to the report month

$$(SUM-NBR-RTO-SMTHLY-AGMTS \div SUM-NBR-OPEN-TICKETS) \times 100$$
- **Monthly Accounts** – Percent of monthly accounts from the last day of the month prior to the report month

$$(SUM-NBR-RTO-MTHLY-AGMTS \div SUM-NBR-OPEN-TICKETS) \times 100$$
- **Weekly Unit Average** – Total of all rates (*regular payments*) of all weekly accounts (*plus half the regular payment amounts of bi-weekly accounts*) ÷ number of weekly (+ bi-weekly) BOR from the last day of the month prior to the report month

$$\frac{SUM-PROJ-RTO-REV-WKLY}{[SUM-NBR-RTO-WKLY-AGMTS + (SUM-NBR-RTO-BWKLY-SMTHLY-AGMTS - SUM-NBR-RTO-SMTHLY-AGMTS)]}$$

(includes half of total bi-weekly payments)
- **Semi-Monthly Unit Average** – Total of all semi-monthly payment amounts divided by the total number of semi-monthly payments from the last day of the month prior to the report month

$$\frac{SUM-PROJ-RTO-REV-SMTHLY}{SUM-NBR-RTO-SMTHLY-AGMTS}$$

(includes only one payment per account)
- **Monthly Unit Average** – Total of all rates of all monthly accounts ÷ Number of monthly BOR from the last day of the month prior to the report

$$SUM-PROJ-RTO-REV-MTHLY \div SUM-NBR-RTO-MTHLY-AGMTS$$
- **Monthly BOR at Projected Month End** – Monthly BOR count at the end of the projected month

$$[PERCENT MONTHLY ACCOUNTS \div 100] \times PRIOR MONTH ENDING BOR$$
- **Prior Month Ending BOR** – Total BOR count at the end of the month prior to the report month

$$SUM-NBR-OPEN-TICKETS \text{ (from last day of previous month)}$$

Projected Rental Income Section

The data in this section is also based on when the report was run, what month the report was run for (last, current, or next), and the values in the summary record on the last day of the month prior to the report month. When running the report for last month or the current month, the figures should not change unless the user enters projected BOR numbers on the report selection screen.

- **Proj BOR** – This is the projected BOR. If the projection has not been manually entered, then the ending BOR for the month previous to the projection (report) month is used for all weeks and the “BOR PROJECTION ASSUMED” title will appear. The 29th, 30th, and 31st will be the percent of income which that particular day represents (see the **Income Per Day Section**).

For weeks 1-4: SUM-NBR-OPEN-TICKETS (from last day of month prior to report month)

For plus days: Income Per Day % (based on actual income received on the day of the week in month prior to report month)

- **Week** – There are four weeks in each month and up to 3 additional “plus” days. The weeks will always be for days 1-7 (first week), 8-14 (second week), 15-21 (third week), and 22-28 (fourth week). The “plus” days (29th, 30th, and 31st) will be determined by the number of days in the projection month.

- **Weekly Number Due/Wk** – Number of weekly accounts due during the week or plus day

For weeks 1 through 4: PROJ BOR × % WEEKLY ACCOUNTS

For the plus days: Same calculation as above except “Plus Day BOR” is substituted for “PROJ BOR”

Plus Day BOR = PROJ BOR, week 4 × PROJ BOR, plus day %

- **Weekly Income Due/Wk** – This is the weekly income expected during the week or plus day (for all weeks and all plus days).
WEEKLY INCOME = NUMBER WEEKLY DUE × WEEKLY UNIT AVERAGE

- **Monthly Prcnt Due/Wk** – Percent of monthly accounts due during the week or plus day for the month prior to the report month

For weeks 1 through 4 and all plus days: Number of monthly payments expected in each respective week or day ÷ Total number of monthly payments expected

(SUM-MTHLY-AGMTS-DUE-DAY01-07 ÷ SUM-NBR-RTO-MTHLY-AGMTS) × 100

- **Monthly Number Due/Wk** – Number of monthly accounts due during the week or plus day

For weeks 1 through 4: PROJ BOR × % MONTHLY ACCOUNTS × PERCENT MONTHLY DUE/WK

For the plus days: Same calculation as above except “PROJ BOR, week 4” is substituted for “PROJ BOR”

- **Monthly Income Due/Wk** – Monthly income expected during the week or plus day.

For all weeks and all plus days: NUMBER MONTHLY DUE/WK × MONTHLY UNIT AVERAGE

- **Semi-Mo Prcnt Due/Wk** – Percent of semi-monthly account payments due during the week or plus day

For all weeks and all plus days: Number of semi-monthly payments expected in each respective week or day ÷ Total number of semi-monthly payments expected

[SUM-SMTHLY-AGMTS-DUE-DAY01-07 ÷ (SUM-NBR-RTO-SMTHLY-AGMTS × 2)] × 100

- **Semi-Mo Number Due/Wk** – Number of semi-monthly account payments due during the week or plus day

For weeks 1 through 4: Semi-Monthly Pmt/Acct Ratio × Semi-Monthly BOR × SEMI-MO PRCNT DUE/WK

(Semi-Monthly Pmt/Acct Ratio = Total number of semi-monthly payments ÷ Number of semi-monthly accounts)

(Semi-Monthly BOR = PROJ BOR × % SEMI-MONTHLY ACCOUNTS)

For plus days: Same calculation as above except “PROJ BOR, week 4” is substituted for “PROJ BOR”

Please Note: Semi-Monthly Pmt/Acct Ratio can be assumed to always be 2.

- **Semi-Mo Income Due/Wk** – Semi-monthly income expected during the week or plus day.

For all weeks and all plus days: SEMI-MO NUMBER DUE/WK × SEMI-MONTHLY UNIT AVERAGE

- **Total Income Due/Wk** – Total income expected during the week or plus day

For all weeks and all plus days: WEEKLY INCOME EACH/WK + MONTHLY INCOME EACH/WK + SEMI-MO INCOME EACH/WK

- **Total Average Due/Wk** – Average weekly rental income expected for each unit during the week or plus day
For weeks 1 through 4: $TOTAL\ INCOME\ EACH/WK \div PROJ\ BOR$
For the plus days: Same calculation as above except “Plus Day BOR” is substituted for “PROJ BOR”
 (Plus Day BOR = PROJ BOR, week 4 × PROJ BOR, plus day)
- **Total Projected Rental Income** – Total of all weeks’ and all plus days’ total income each week and plus day
 (TOTAL INCOME DUE/WK, summed)
- **Overall Projected Average Per Unit** – Average weekly rental income expected for each unit during the month
For weeks 1 through 4: $Month\ Unit\ Average \div Number\ of\ Weeks/Plus\ Days$
 (Month Unit Average = TOTAL PROJECTED RENTAL INCOME ÷ PROJ BOR, week 4)
 (Number of Weeks/Plus Days = 4 + PROJ BOR, plus days summed)

Performance Analysis Section

The data in this section compares actual income in the projection (report) month with the projected rental income in the previous section.

- **Projected BOR** – This is the projected BOR. If the projection has not been manually entered, the ending BOR for the month previous to the projection month is used for all weeks and the “BOR PROJECTION ASSUMED” title will appear. The 29th, 30th and 31st will be the percent of income which that particular day represents (see the **Income Per Day Section**).
Please Note: Same as PROJ BOR except in row form instead of column.
 - **Projected Rental Income** – This is the same as TOTAL INCOME EACH/WK in the PROJECTED RENTAL INCOME section for completed weeks. However, if the projection is for the current month and the current week is not complete, then the amount will be prorated to include only the days already passed in the week. For the prorated income amount, the calculation will use the sum of the INCOME PER DAY percentages (already passed in the week) × TOTAL INCOME EACH/WK.
 - **Purchase Option Credits** – Credits equal to the amount of the scheduled payments are given through the end of the month or the normal payout date, whichever comes first for agreements that are paid out early. This credit is given so that a penalty is not incurred for early purchase options. If the projection is for the current month and the current week is not complete, then the amount will be prorated to include only the days already passed in the week.
 - **For the Week** – MTD totals of SUM-EPO-CREDIT-DAY01-07, SUM-EPO-CREDIT-DAY08-14, SUM-EPO-CREDIT-DAY15-21, SUM-EPO-CREDIT-DAY22-28, SUM-EPO-CREDIT-DAY29, SUM-EPO-CREDIT-DAY30, and SUM-EPO-CREDIT-DAY31 respectively for each column
 - **For the Month** – Previous week’s “For the Month” amount (zero for 1st week) + Current “For the Week” amount
 - **Actual Rental Income** – This is the actual amount of rental income received, not including fees. If the projection is for the current month, it will be indicated on the report with “Current: Month to Date.” If the projection is for next month, it will be indicated on the report with “Data Unavailable.” If the projection is for last month, it will be indicated on the report with “Final: End of Month.”
 - **For the Week** – MTD totals of SUM-PMT-AMT – SUM-RTO-EARLY-BUYOUT-AMTS
 - **For the Month** – Previous week’s “For the Month” amount (zero for 1st week) + Current “For the Week” amount
 - **Rental Income Performance** – This is the comparison of projected rental income and actual rental income plus purchase option credits. Fees and other income are not included in this comparison. If the projection is for the current month, it will be indicated on the report with “Current: Month to Date.” If the projection is for next month, it will be indicated on the report with “Data Unavailable.”
 $[ACTUAL\ RENTAL\ INCOME + PURCHASE\ OPTION\ CREDITS] \div PROJECTED\ RENTAL\ INCOME$
- Actual Total BOR** – This is the actual BOR at the end of each week or plus day for the projection month. If not available (future periods) then field will display “N/A.”
 SUM-NBR-OPEN-TICKETS on the last day of the week (or plus day) of the report month

- **Actual Total Income** – This is the actual amount of total income received (which includes fees and other income). This is used for comparison only and not included in the determining rental income performance. If the projection is for the current month, it will be indicated on the report with “MONTH TO DATE.” If the projection is for next month, it will be indicated on the report with “Data Unavailable.”
 - **For the Week** – SUM-MTD-REVENUE (from last day of the week)
 - **For the Month** – Previous week’s “For the Month” amount (zero for 1st week) + Current “For the Week” amount
- **Returned NSF Checks** – Total amount of returned (refunded) bad checks in each week or plus day
MTD total of SUM-NSF-RETURNED-CHECKS for the last day in the week

Income Per Day Section

This section shows the percent of income received each day of the week. It is based on the actual rental income received in the month previous to the projection month. If the projection is for next month, this data may be incomplete since the current month would be used as the basis and would reflect month to date only.

Calculation: [MTD total of SUM-PMT-AMT (for each day of the week) ÷ SUM-MTD-PMT-AMT] × 100

INCPRIJP Example Report

RUN TIME: 03/14/19 12:20:43		INCOME PROJECTION/PERFORMANCE ANALYSIS REPORT (INCPRIJP)							PAGE: 1		
As of: Thursday - 2/28/19		for: Store 1 Cynergi Training							FEBRUARY, 2019		
		Final: End of Month									
% WEEKLY ACCOUNTS: 63.06%		BOR PROJECTIONS ASSUMED					WEEKLY UNIT AVERAGE: 26.77				
% SEMI-MONTHLY ACCTS: 5.26%							SEMI-MONTHLY UNIT AVERAGE: 57.51				
% MONTHLY ACCOUNTS: 31.68%		MONTHLY BOR AT PROJECTED MONTH END: 205					MONTHLY UNIT AVERAGE: 99.65				
		PRIOR MONTH ENDING BOR: 647									
***** PROJECTED RENTAL INCOME *****											
PROJ	WEEKLY	WEEKLY	MONTHLY	MONTHLY	MONTHLY	SEMI-MO	SEMI-MO	SEMI-MO	TOTAL	TOTAL	
BOR	NUMBER	INCOME	PRCNT	NUMBER	INCOME	PRCNT	NUMBER	INCOME	INCOME	AVERAGE	
	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	DUE/WK	
647	1st	407.99	10921.89	53.17	108.99	10860.85	100	67.99	3910.10	25692.84	39.71
647	2nd	407.99	10921.89	9.27	19.00	1893.35	0.00	0.00	0.00	12815.24	19.81
647	3rd	407.99	10921.89	21.95	44.99	4483.25	0.00	0.00	0.00	15405.14	23.81
647	4th	407.99	10921.89	15.61	32.00	3188.80	0.00	0.00	0.00	14110.69	21.81
N/A	29th	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	30th	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	31st	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
									TOTAL PROJECTED RENTAL INCOME	68023.91	
									OVERALL PROJECTED AVERAGE PER UNIT	26.28	
***** PERFORMANCE ANALYSIS *****											
	1st WEEK	2nd WEEK	3rd WEEK	4th WEEK	29th DAY	30th DAY	31st DAY				
PROJECTED BOR	647	647	647	647	N/A	N/A	N/A				
PROJECTED RENTAL INCOME	Final: End of Month				Final: End of Month						
FOR THE WEEK	25692.84	12815.24	15405.14	14110.69	N/A	N/A	N/A				
FOR THE MONTH	25692.84	38508.08	53913.22	68023.91	N/A	N/A	N/A				
PURCHASE OPTION CREDITS	Final: End of Month				Final: End of Month						
FOR THE WEEK	175.97	23.98	157.93	317.89	N/A	N/A	N/A				
FOR THE MONTH	175.97	199.95	357.88	675.77	N/A	N/A	N/A				
ACTUAL RENTAL INCOME	Final: End of Month				Final: End of Month						
FOR THE WEEK	18895.49	13385.75	15051.01	15711.60	N/A	N/A	N/A				
FOR THE MONTH	18895.49	32281.24	47332.25	63043.85	N/A	N/A	N/A				
RENTAL INCOME PERFORMANCE	Final: End of Month				Final: End of Month						
FOR THE WEEK	74.22 %	104.63 %	98.72 %	113.59 %	N/A %	N/A %	N/A %				
FOR THE MONTH	74.22 %	84.34 %	88.45 %	93.67 %	N/A %	N/A %	N/A %				
ACTUAL TOTAL BOR	633	630	609	593	N/A	N/A	N/A				
ACTUAL TOTAL INCOME	Final: End of Month				Final: End of Month						
FOR THE WEEK	22319.43	15321.77	18218.09	22711.14	N/A	N/A	N/A				
FOR THE MONTH	22319.43	37641.20	55859.29	78570.43	N/A	N/A	N/A				
RETURNED NSF CHECKS	0.00	0.00	0.00	0.00	N/A	N/A	N/A				
***** INCOME PER DAY *****											
	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY				
	0.41%	11.97%	6.69%	11.41%	14.16%	21.68%	33.69%				
END TIME: 03/14/19 12:20:43											

Chapter 9: Petty Cash

Petty Cash Detail Report (PCDTLRPT)

Description

The Petty Cash Detail Report (**PCDTLRPT**) can be run for summary or petty cash details including free-form comments on the receipt.

Report Type

Audit

Recommended Frequency

On Demand or Daily



Format

Landscape legal paper

Filter Options

- **Beginning Selection Date** – Enter the first transaction date for the report
- **Ending Date** – Enter the last transaction date for the report
- **Select Companies** – No, or Yes to enter up to ten company numbers
- **Select Regions** – No, or Yes to enter up to ten regions
- **Select Divisions** – No, or Yes to enter up to ten divisions
- **Select Stores** – No, or Yes to enter up to ten store locations
- **Print Totals Only** – No or Yes
- **Page Break on Store?** – No, or Yes to print each store on its own page
- **Print/Change Audit Information** – No, or Yes to include the “Chg By Empl/Date/Time” header and information
- **Exclude Cust Recv Forfeit** – No, or Yes to exclude petty cash customer receivable forfeits from the petty cash report if Petty Cash Customer Receivable Forfeit is set up in your system

PETTY CASH DETAIL REPORT

Beginning Selection Date:  Ending Date: 

Select Companies: ▼

Select Regions: ▼

Select Divisions: ▼

Select Stores: ▼

1	0	0	0	0
0	0	0	0	0

Print Totals Only: ▼

Page Break on Store?: ▼

Print/Change Audit Information: ▼

Exclude Cust Recv Forfeit: ▼

Report Contents

- **Store** – Store number on the petty cash receipt
- **Date** – Transaction Date
- **Responsible Employee** – Employee who provided or requested the expense
- **Entered By** – Employee who entered the receipt into the system
- **Amount** – Dollar amount on the petty cash receipt
- **Comment** – Comments that were entered for the receipt
- **Chg By Empl/Date/Time** – Employee, date, and time of the edit, if the receipt was edited

PCDTLRPT Example Report

RUN DATE: 03/14/19		Cynergi Training				PAGE: 1	
TIME: 18:39:46		Petty Cash Detail Report				PCDTLRPT	
For Dates: 3/04/19 thru 3/09/19							
SELECTED STORES: 1							
STORE	DATE	TYP	RESPONSIBLE EMPLOYEE		ENTERED BY	AMOUNT	COMMENT
1	3/04/19	9	10094	Richardson, George	10094 Richardson, George	38.45	VICS SAFE & KEY
					TYPE 9 Other	TOTAL:	38.45
					3/04/19	TOTAL:	38.45
1	3/06/19	6	60088	Cook, Paul	60088 Cook, Paul	80.00	CURTIS SIMS LABOR
					TYPE 6 Temporary Labor	TOTAL:	80.00
					3/06/19	TOTAL:	80.00
					STORE 1	TOTAL:	118.45
					REPORT	TOTAL:	118.45
TIME FINISHED: 18:39:46							
***** END OF REPORT *****							

Chapter 10: Receivables

Receivables Report (RECVRP)

Description

The Receivables Report (**RECVRP**) is used to audit Credit (overpayment held for future use) and/or Debit (suspense) receivable amounts for customers who have open agreements and/or no open agreements. If the option fields are left blank, all customers with a receivable for the selected location will print.

Report Type

Audit

Recommended Frequency

On Demand, Weekly, or Monthly

Format

Portrait letter paper

Filter Options

- **Location** – Select an individual store
- **Receivable Type** – C = Credit Receivables, D = Debit Receivables, or leave blank for both
- **Customers With or Without Open Agreements** – O = Open Agreements, N = No Open Agreements, or leave blank for both

RECEIVABLES REPORT

Location:

Receivable Type:

Customers With or Without Open Agreements:

Click **OK** at the **Attention** prompt.

⚠ATTENTION!

Attention
 Report will run in background and may take a while.
 Please check for report output in a few minutes.

Report Contents

- **Location** – Store number and name
- **Receivable Type** – Credit, Debit, or All for both
- **Customers With Open Agreements** – Active Agreements for only customers with open agreements, No Active Agreements for only customers without open agreements, or All Agreements for both

- **Cust Acct** – Customer’s account number
- **Customer Name** – Customer’s last and first name
- **Recv Amount** – Customer’s receivable amount
- **Open Agr** – Number of open agreements
- **Closed Agr** – Number of closed agreements
- **Last Closed** – Date of most recent closed agreement for this customer
- **Last Receivable** – Date of the most recent receivable receipt for this customer

Summary Line on the Last Page

- **Total Customers** – Total number of customers for this location
- **Total Amount** – Net Dollars of receivables for this location

RECVP Example Report

RUN DATE: 06/05/20		RECEIVABLES REPORT						PAGE: 6
TIME: 9:33:38								RECVRP
LOCATION: 1								
RECEIVABLE TYPE: ALL								
CUSTOMERS WITH OPEN AGREEMENTS: ALL AGREEMENTS								
CUST ACCT	CUSTOMER NAME	RCV AMOUNT	OPEN AGR	CLOSED AGR	LAST CLOSED	LAST RECEIVABLE		
5003910	GAMBLIAN TAMMY	23.86	2	6	6/07/19	6/03/20		
5003922	WILLIS ROBERT N	1.79-	3	14	5/07/20	12/20/19		
5003931	PHILLIPS CARMEN	5.74	0	21	11/01/19	2/13/19		
5004011	CORDELL CHRISTIAN L	0.07	1	7	11/21/16	5/01/20		
5004013	ALLISON JASON	0.68-	2	20	7/21/18	2/18/20		
5004025	FRIEND JAMES/DONNITA	17.42	0	7	10/04/19	8/02/19		
5004071	BROWN TERRY L	1.90-	6	14	2/17/20	5/01/20		
5004084	JOHNSON MARY	5.00-	3	14	1/11/20	5/22/20		
5004099	LARIMORE JUDY M	55.22-	1	1	10/22/09	5/01/20		
5004203	CASE JR. JAMES R	0.21	0	11	10/23/19	6/17/19		
5004258	HAYGOOD VANCE D	2.43	0	11	4/27/20	1/24/20		
5004326	PARKER SARAH	0.23	0	2	6/04/19	5/20/19		
5004327	MCCABE STEVEN - JAKE	1.07-	1	10	10/07/15	5/18/20		
5004331	SANDERS ROBERT N	11.07	0	8	4/08/19	1/04/19		
5004389	GARRISON MICHELLE N	9.82	0	18	5/22/19	1/19/19		
5004404	SIMMONS AMANDA M	19.08	0	3	11/14/19	7/13/19		
5004406	RODRIGUEZ DIANE	3.25	1	8	11/04/19	4/07/20		
5004483	BLANCHARD ERIC	0.83-	4	15	10/04/19	5/23/20		
5004550	EDINGTON DONNIE	22.40	0	16	12/02/19	9/06/19		
5004563	ROHDE BRENDA	8.30	3	15	4/03/19	3/19/20		
TOTAL CUSTOMERS: 265		TOTAL AMOUNT: 722.34-						

Print RTO Receivables (RTORECVP)

Description

Print RTO Receivables (**RTORECVP**) is a one-line report used to audit RTO receivables (also called suspense dollars). You can select by less or greater than a specific dollar amount. Also, you can choose only customers without open agreements. The report can be emailed, printed to PDF, or printed to a printer.

Report Type

Customer Audit

Recommended Frequency

On Demand or Monthly

Format

Portrait letter paper

Filter Options

- **Loc** – Store location associated with the customer
- **Cust Type** – Default customer type
- **Totals Only** – No, or Yes to print one line with Total number of customers and net dollars in RTO Receivables
- **Less or Greater** – (L)ess or (G)reater than
- **Amount** – Dollar amount associated with the previous question
- **W/O Open Agmt** – No, or Yes to list only customers with receivables without an open agreement

Print RTO Receivables

Loc: 10 Cust Type: Totals Only: N Less or Greater: L Amount: 999999.99
W/O Open Agmt: N

Report Contents

- **Cust #** – Customer number
- **Name** – Customer’s last and first name
- **RTO Rec Amt** – Receivable amount for this customer
- **Tot RTO Receivables** – Running total of net receivable dollars this location
- **Tot RTO Rec Custs** – Running count of the number of customers with RTO receivables
- **Loc** – Location associated with this customer

RTORECVP Example Report

RTORECVP			Print RTO Receivables			
Cust#	Name		RTO Rec Amt	Tot RTO Receivables	Tot RTO Rec Custs	Loc
100029	BRADFORD	RICHARD	10.00-	10.00-	1	1
100058	DURAN	JULIAN	0.41-	10.41-	2	1
100061	SHADLE	VELVET	0.26-	10.67-	3	1
100064	MOE	RICHARD	0.86-	11.53-	4	1
100089	SIORDIA	RUDOLPH	0.45-	11.98-	5	1
100097	ELLSWORTH	BRIAN	0.64-	12.62-	6	1
100140	BROOKS	DIANE	2.30-	14.92-	7	1
100147	SCOTT	CHERYL	1.55-	16.47-	8	1
100155	FISHER	WILLIAM	0.19-	16.66-	9	1
100159	MOORE	ALANNA	0.92-	17.58-	10	1
100165	BROWN	NANCY	1.92-	19.50-	11	1
100166	STEDNITZ	ANDREW	0.67-	20.17-	12	1
100167	HOWARD	DONOVAN	0.28-	20.45-	13	1
100187	HAMPTON	MICHELLE	0.58-	21.03-	14	1
100230	ORTUNO	MARCIAL	2.95-	23.98-	15	1
100243	CLEVELAND	ROBERT	1.35-	25.33-	16	1
100264	DICKEY	KYLE	0.37-	25.70-	17	1
100302	MARTINEZ	MICHELLE	0.16-	25.86-	18	1
100327	BALLI	ANTONIO	0.86-	26.72-	19	1
100337	MONTES	JODIE	0.11-	26.83-	20	1
100378	NUCI	JUAN CARLOS	0.56-	27.39-	21	1
100397	HERNANDZE	CLAUDIA	90.58-	117.97-	22	1
100406	EMERY	JOSH	0.16-	118.13-	23	1
100426	GARZA	JESSICA	10.60-	128.73-	24	1
100432	MERCADO	CESAR	17.75-	146.48-	25	1

Chapter 11: Recurring Payments

Recurring Online Payments (RECOLPRT)

Description

Tickets Enrolled in Recurring Online Payments (**RECOLPRT**) shows which customers and their agreements are enrolled in Recurring Payments. It can also be run for previous dates to show which customers' recurring payments were last ran, and it can be run inversely to show which customers and their agreements are not currently enrolled.

Report Type

Customer

Recommended Frequency

On Demand

Format


Portrait letter paper


Filter Options

- **Print Recurring Tickets**
 - **A-All Recur Tickets** – Prints a list of all customers and their tickets who are currently enrolled in Recurring Payments as of this time
 - **D-Recur Due Within Date Range** – Prints a list of customers and their tickets whose last recurring payments were processed within the specified due dates
 - **N-Tickets Not Recur** – Prints a list of customers and their tickets who are not enrolled in Recurring Payments
- **Starting and Ending Due Date** – Only valid when **D-Recur Due Within Date Range** is set in the **Print Recurring Tickets** field above
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, 1-Select by Locations, or 2-Select by Location Groups
- **Location Selection** – 1-Select by 10 Locs/Groups to enter up to ten Locations/Groups, or 2-Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**

RECURRING ONLINE PAYMENTS

Print Recurring Tickets: ▼

Starting Due Date: 

Ending Due Date: 

Select by Loc or Loc Groups: ▼

Location Selection: ▼

Starting Loc Group: Ending Loc Group:

1	0	0	0	0
0	0	0	0	0

Report Contents

- **Store** – Store where the customer and ticket are currently open
- **Next Due** – Ticket’s next due date
- **Customer Name** – Customer’s last and first name
- **Ticket #** – Ticket (or Agreement) Number
- **Terms**
 - **M** – Monthly
 - **S** – Semi-Monthly
 - **B** – Bi-Weekly
 - **W** – Weekly
- **Tckt Recurring** – Y for Yes if the ticket is enrolled in Recurring Payments
- **Pmt Amt*** – Rental payment due, not including tax or fees

RECOLPRT Example Report

Store	Next Due	Customer Name	Ticket #	Terms	Tckt Recurring	Pmt Amt*
1	3/02/19	MICKLES, KELLY	357512	B	Y	47.98
1	3/02/19	MICKLES, KELLY	369292	B	Y	57.98
1	3/09/19	JONES, AMBER	358110	W	Y	21.99
1	3/09/19	JONES, AMBER	366968	W	Y	10.99
1	3/09/19	JONES, AMBER	366972	W	Y	10.99
1	3/09/19	JONES, AMBER	367979	W	Y	10.99
1	3/09/19	LUCERO, ROMEO	369004	W	Y	32.49
1	3/14/19	JACOBSON, HAYDEN	354644	W	Y	39.49
1	3/14/19	JACOBSON, HAYDEN	369192	W	Y	29.99
1	3/14/19	JACOBSON, HAYDEN	369193	W	Y	45.98
1	3/14/19	STATEN, ANGELA	354757	W	Y	42.98
1	3/15/19	ALVEY, JOSH	351527	W	Y	24.99
1	3/16/19	BAGSHAW, KATRINA	366174	W	Y	26.98
1	3/16/19	BARNES, KENNETH	359183	B	Y	69.98
1	3/16/19	BEARD, TRACY	369151	S	Y	140.00
1	3/16/19	CONNOR, ZACHARIAH	360771	W	Y	24.99
1	3/16/19	FORSBERG, DANIEL	352415	W	Y	4.99
1	3/16/19	FORSBERG, DANIEL	356386	W	Y	19.99
1	3/16/19	FRONTEAK, MONICA	353689	W	Y	15.99
1	3/16/19	FRONTEAK, MONICA	357033	W	Y	9.99
1	3/16/19	GRANADOS, SANDRA	353264	W	Y	37.49
1	3/16/19	GRANADOS, SANDRA	356832	W	Y	19.99
1	3/16/19	HATHAWAY, HEATHER	367341	B	Y	63.98
1	3/16/19	HERNANDES, TANYA	364794	W	Y	29.99
1	3/16/19	LUCERO, ISAAC	368362	W	Y	23.09
1	3/16/19	MOORE, JANETTE	349274	W	Y	29.99
1	3/16/19	OUTZEN, DEVAN	361266	W	Y	14.99
1	3/16/19	RANKIN, ASHLEY	366765	W	Y	19.99
1	3/16/19	SETALLA, SHIRLENE	352558	B	Y	49.98
1	3/16/19	SETALLA, SHIRLENE	364601	B	Y	59.98
1	3/16/19	SHELLY, WILLIAM	354988	W	Y	29.99
1	3/16/19	SHELLY, WILLIAM	355085	W	Y	44.99
1	3/16/19	STEVENS, TED	358510	W	Y	39.99
1	3/16/19	STEVENS, TED	364255	W	Y	32.99
1	3/16/19	TREMEA, TIMOTHY	359571	W	Y	24.99
1	3/20/19	CIARMATARO, MICHAEL	363253	M	Y	79.99
1	3/20/19	NEVAREZ, MONIQUE	369776	M	Y	159.99
1	3/21/19	HANSEN, JESSICA	359059	B	Y	44.98
1	3/21/19	PETERSEN, CASEY	346920	M	Y	99.99
1	3/21/19	THOMPSON, ED	358927	B	Y	25.98
1	3/21/19	THOMPSON, ED	366980	B	Y	79.98
1	3/21/19	THOMPSON, ED	367399	B	Y	39.98
1	3/23/19	CHRISTLIER, REBECCA	354894	B	Y	39.98
1	3/23/19	CRANE, JACOB	365367	B	Y	69.96
1	3/23/19	CRANE, JACOB	365368	B	Y	59.98
1	3/23/19	GONZALES, TABATHA	355051	B	Y	35.98
1	3/23/19	HILL, CINDY	366028	B	Y	69.98
1	3/23/19	LANGFORD, ROBERT	369000	B	Y	58.32
1	3/23/19	NORRIS, CHANDRA	367309	B	Y	59.98
1	3/23/19	THORNBERG, ASHLEY R	370367	S	Y	62.00

RUN DATE: 03/14/19
TIME: 18:59:44

Tickets Enrolled in Recurring Online Payments Report

PAGE: 1
RECOLPRT

Print All: A
Selected By Locations: 1

RUN DATE: 03/14/19 Tickets Enrolled in Recurring Online Payments Report PAGE: 2
 TIME: 18:59:44 RECOLPRT

Print All: A
 Selected By Locations: 1

Store	Next Due	Customer Name	Ticket #	Terms	Tckt Recurring	Pmt Amt*
1	3/23/19	THORNBURG, ASHLEY R	370372	S	Y	52.00
1	3/28/19	HALACY, MICHELLE	360198	M	Y	119.99
1	4/04/19	ATKINSON, CATHY	367600	M	Y	79.99
1	4/05/19	JOHNSON, FREIDA	368677	M	Y	71.99
1	4/05/19	JOHNSON, FREIDA	368678	M	Y	71.99
1	4/06/19	MADDOX, MARIE	365291	B	Y	49.98
STORE TOTALS:						2645.18
GRAND TOTALS:						2645.18

*Pmt Amt does NOT include tax or fees

TIME FINISHED:18:59:44

Chapter 12: Service

Service Analysis Report (SERVRPT)

Description

The Service Analysis Report (**SERVRPT**) provides details of units that are currently in a Service Location or have been taken out of a Service Location.

Report Type

Inventory Audit

Recommended Frequency

On Demand or Weekly

Format

Landscape legal paper

Filter Options

- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Service Information** – 2 = To Service to print only the inventory items that are currently in service, 1 = From Service to print only the inventory items that have been taken out of service, or leave blank for both
- **Starting Date** – Beginning of the date range for which the report is run
- **Ending Date** – End of the date range for which the report is run

UNITS BEING SERVICED REPORT

Select by Loc or Loc Groups:

Loc/Group Selection:

Starting Loc Group: Ending Loc Group:

<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Service Information:

Starting Date: Ending Date:

Report Contents

Horizontal Floating Headers

- **Date To Service** – Date on which the item was transferred to service
- **Days in Service** – Number of days this item has been in service
- **Serial #** – Serial number of the item being serviced
- **Alt Id#** – Alternate Identifier Number of the item being serviced
- **Model #** – Model Number of the item being serviced
- **First Rented** – Date on which the item was first rented (if blank, this is a New item)
- **Inventory Status** – Status of the item
- **Brand** – Model Brand Description of the item
- **Desc** – Model number Description on the item

Headers

- **Date To Service** – Date on which the item was transferred to this service location
- **Date From Service** – Last date on which this item was transferred to service, if any
- **Current Location** – Current location number and location description
- **Cost** – Service Cost added to the item when taken out of service
- **Service Notes/Problem Description** – Service Notes that were entered when this item was transferred to service
- **Where Serviced** – From notes that were entered when item was transferred to service

The following will appear on the report if the item in service is associated with an active or paid out agreement:

- **RA #** – Rental Agreement Number
- **Customer** – Customer’s last and first name and address
- **Loaner** – Serial number will be displayed if there is a loaner unit on the agreement, otherwise nothing will display

Report Totals

- **Number of Units Being Serviced in [Store Number or Loc Group]** – Total number of units in this location
- **Total Number of Units Being Serviced** – Report Total (on the last page of the report)

SERV RPT Example Report

RUN DATE: 02/11/20		AMERICAN HOME FURNITURE			PAGE: 1	
TIME: 16:08:49		SERVICE ANALYSIS REPORT			SERVRPT	
SELECTED BY LOCATIONS: 4		SELECTED DATES: 2/11/20 thru 2/11/20		SERVICE TYPE: ALL		
LOCATION: 4 Stockbridge						
Date To	Days in	Serial #:	Alt Id#:	Model #:	First Rented:	Inventory Status:
Service	Service	GM856669C	00512036	ADGEAGTD65EBPLDG	6/14/19	0
-----		Brand: GENERAL ELECTRIC	Desc: DRYER			
2/11/20	0					
Date To	Date From	Current Location		Cost	Service Notes/Problem Description	Where Serviced
Service	Service	-----		-----	-----	-----
2/11/20	2/11/20	9004 CUSTOMER HOME-Stockbridge		20.00	SERVICE NOTE 1 SERVICE NOTE 2 SERVICE NOTE 3	

RA #	Customer	Loaner				
-----	-----	-----				
304699	DOE, JOHN 1234 STREET ST STOCKBRIDGE, GA 30281	None				

Date To	Days in	Serial #:	Alt Id#:	Model #:	First Rented:	Inventory Status:
Service	Service	C94220922	00400162	AWCROVAW3584GW		N
-----		Brand: CROSLEY	Desc: WASHER			
2/11/20	0					
Date To	Date From	Current Location		Cost	Service Notes/Problem Description	Where Serviced
Service	Service	-----		-----	-----	-----
2/11/20		6004 SERVICE-Stockbridge		0.00		

Date To	Days in	Serial #:	Alt Id#:	Model #:	First Rented:	Inventory Status:
Service	Service	BA92716023	00410280	ARFRIFTR1821TBA	12/14/19	0
-----		Brand: FRIGIDAIRE	Desc: REFRIGERATOR			
2/11/20	0					
Date To	Date From	Current Location		Cost	Service Notes/Problem Description	Where Serviced
Service	Service	-----		-----	-----	-----
2/11/20	2/11/20	9004 CUSTOMER HOME-Stockbridge		15.00		

RA #	Customer	Loaner				
-----	-----	-----				

304700 DOE, JANE None
 4321 PARK PLACE
 STOCKBRIDGE, GA 30281

Date To Service Days in Service Serial #: 00506608 Alt Id#: 00506608 Model #:LPASHL211894C First Rented: 5/09/14 Inventory Status: R
 Brand: ASHLEY FURNITURE Desc: DELUXE LAMPS

2/11/20 0

Date To Service	Date From Service	Current Location	Cost	Service Notes/Problem Description	Where Serviced
2/11/20	2/11/20	4 Stockbridge	0.00		

Number of Units Serviced in 4: 4

Total Number of Units Serviced: 4

TIME FINISHED:16:08:49

Chapter 13: Tax

Sales Tax Analysis Report (SLTAXRPT)

Description

The Sales Tax Analysis Report (**SLTAXRPT**) is used for reporting tax to State and Local governments.

Report Type

Summary Accounting

Recommended Frequency

On Demand or Monthly

Format

Landscape legal paper

Filter Options

- **Activity Date** – Report is MTD so this is the final activity date, typically the last day of the month
- **Select State/Province** – No, or Yes to enter up to ten US States or Canada Province codes in the **State/PC** field
- **Select by Loc or Loc Groups** – No to print all locations if terminal record allows, or 1 - Select by Locations or 2 - Select by Location Groups to prompt **Loc/Group Selection**
 - **Loc/Group Selection** – 1 - Select by 10 Locs/Groups to enter up to ten **Locations/Groups**, or 2 - Select Range of Locs/Groups to enter a **Starting and Ending Loc Group**
- **Select by Tax Group or Tax Code** – No, or Yes to prompt additional fields
 - **Select by Groups or Codes** – 1 - Select by Tax Groups or 2 - Select by Tax Codes
 - **Tax/Grp Code** – Enter up to ten tax groups or tax codes
- **Print Taxable Only** – No or Yes
- **Totals Only** – No or Yes
- **Exclude codes with no MTD taxes** – No or Yes

SALES TAX ANALYSIS REPORT

Activity Date:

Select State/Province: ▼

Select by Loc or Loc Groups: ▼

Loc/Group Selection: ▼

Locations/Groups:

1	0	0	0	0
0	0	0	0	0

Select by Tax Group or Tax Code: ▼

Print Taxable Only: ▼

Totals Only: ▼

Exclude codes with no MTD taxes: ▼

Report Contents

Horizontal Headers

- **Business Date** – Activity Date entered in the report’s filter options
- **Print Taxable Only** – Displays if Yes was entered in the **Print Taxable Only** field
- **Taxable Item** – Displays if No was entered in the **Print Taxable Only** field
- **Sales Tax Percent** – Tax Percentage on the Tax Code or Group
- **Today**
 - **Tax** – Tax collected Today based on entered Activity Date
 - **Income** – Total Income collected today
- **WTD**
 - **Tax** – Tax collected Week-to-Date based on entered Activity Date
 - **Income** – Total Income collected Week-to-Date
- **MTD**
 - **Tax** – Tax collected Month-to-Date based on entered Activity Date
 - **Income** – Total Income collected Month-to-Date

- **YTD**
 - **Tax** – Tax collected Year-to-Date based on entered Activity Date
 - **Income** – Total Income collected Year-to-Date
- **+/- Prev MTD**
 - **Tax** – Tax collected the previous Month based on entered Activity Date
 - **Income** – Total Income collected the previous Month
- **Tax Code** – Tax Code assigned in **TAXCDMNT**
 - **Percent** – Tax Percent associated with the code
 - **Tax Desc** – Tax Description associated with the code

Vertical Headers

*Please Note: If **Print Taxable Only** is Yes, only taxable revenue will appear on the report.*

- **Rental Income**
 - **Regular** – Rental Income excluding Early Buy Out income collected for the defined period
 - **Ownership** – Rental income payment that causes the Rental Agreement to payout for the defined period
 - **Total Rental Income** – Total Rental Income collected for the defined period
- **AR Payment** – Income Retail Accounts Receivable collected for the defined period
- **In-Home Collection Fees**
- **Late Chg** – Late Charge Revenue/Reinstatement Fees collected for the defined period
- **Cash Sale** – Cash Sale Revenue collected for the defined period
- **Purchase Opt** – Early Buy Out Income collected for the defined period
- **Waiver Fee (GRP)** – Income on GRP/Waiver/LDW Fees collected for the defined period
- **NSF Checks Repaid** – Income from paid NSF checks
- **Process Fee** – Income from Processing Fees collected for the defined period
- **Delivery Fee** – Income from Delivery Fees collected for the defined period
- **Install Fee** – Income from Installation Fees collected for the defined period
- **Other Taxable** – Income from Other Fees collected for the defined period
- **Club Fees** – Income from Club Fees collected for the defined period
- **Airtime Fees** – Income from Airtime Fees collected for the defined period
- **Recycle Fees** – Income from Recycle Fees collected for the defined period
- **Deposits** – Income from Deposits Fees collected for the defined period
- **Misc Fees** – Income from Miscellaneous Fees collected for the defined period
- **ESP Fees** – Income from Extended Service Policy Fees collected for the defined period

SLTAXRPT Example Report (Print Taxable Only: No)

RUN DATE: 03/14/19		Cynergi Training										PAGE: 1	
TIME: 16:50:54		Sales Tax Analysis Report										SLTAXRPT	
Business Date: 3/14/2019													
SELECTED BY LOCATIONS: 1													
TAXABLE ITEM	SALES TAX PERCENT	TODAY TAX	TODAY INCOME	WTD TAX	WTD INCOME	MTD TAX	MTD INCOME	YTD TAX	YTD INCOME	+/- TAX	PREV MTD INCOME		
Tax Code = BOU 2.15000 TAX DESC: BOUNTIFUL													
Rental Income													
Regular		0.00	0.00	0.00	0.00	2.84	131.94	24.37	1,131.91	0.32-	14.85-		
Ownership		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total Rental Income		0.00	0.00	0.00	0.00	2.84	131.94	24.37	1,131.91	0.32-	14.85-		
AR Payment		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
In-Home Collection Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Late Chg		0.00	0.00	0.00	0.00	0.00	0.00	0.72	34.00	0.00	0.00		
Cash Sale		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Purchase Opt		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Waiver Fee (GRP)		0.00	0.00	0.00	0.00	0.28	13.20	2.53	118.01	0.03-	1.48-		
NSF Checks Repaid		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Process Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.86	40.00	0.43-	20.00-		
Delivery Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Install Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Other Taxable		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Club Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Airtime Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Recycle Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Deposits		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Misc Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
ESP Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total ...		0.00	0.00	0.00	0.00	3.12	145.14	28.48	1,323.92	0.78-	36.33-		
Tax Code = BOX 1.25000 TAX DESC: BOX ELDER COUNTY (NO CITY)													
Rental Income													
Regular		0.00	0.00	0.00	0.00	2.00	159.98	6.00	479.94	0.00	0.00		
Ownership		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total Rental Income		0.00	0.00	0.00	0.00	2.00	159.98	6.00	479.94	0.00	0.00		
AR Payment		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
In-Home Collection Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Late Chg		0.00	0.00	0.00	0.00	0.10	8.00	0.76	60.00	0.20-	16.00-		
Cash Sale		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Purchase Opt		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Waiver Fee (GRP)		0.00	0.00	0.00	0.00	0.21	16.00	0.63	48.00	0.00	0.00		
NSF Checks Repaid		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Process Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Delivery Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Install Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Other Taxable		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Club Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Airtime Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Recycle Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Deposits		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Misc Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
ESP Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total ...		0.00	0.00	0.00	0.00	2.31	183.98	7.39	587.94	0.20-	16.00-		

SLTAXRPT Example Report (Print Taxable Only: Yes)

RUN DATE: 03/14/19		Cynergi Training								PAGE: 1	
TIME: 17:00:20		Sales Tax Analysis Report								SLTAXRPT	
Business Date: 3/14/2019											
PRINT TAXABLE ONLY											
SELECTED BY LOCATIONS: 1											
TAXABLE ITEM	SALES TAX PERCENT	TODAY TAX	TODAY INCOME	WTD TAX	WTD INCOME	MTD TAX	MTD INCOME	YTD TAX	YTD INCOME	+/- TAX	PREV MTD INCOME
Tax Code = BOU 2.15000 TAX DESC: BOUNTIFUL											
Rental Income											
Regular		0.00	0.00	0.00	0.00	2.84	131.94	24.37	1,131.91	0.32-	14.85-
Ownership		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Rental Income		0.00	0.00	0.00	0.00	2.84	131.94	24.37	1,131.91	0.32-	14.85-
In-Home Collection Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Late Chg		0.00	0.00	0.00	0.00	0.00	0.00	0.72	34.00	0.00	0.00
Cash Sale		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Purchase Opt		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Waiver Fee (GRP)		0.00	0.00	0.00	0.00	0.28	13.20	2.53	118.01	0.03-	1.48-
NSF Checks Repaid		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Process Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.86	40.00	0.43-	20.00-
Install Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Taxable		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Club Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airtime Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recycle Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deposits		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESP Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total ...		0.00	0.00	0.00	0.00	3.12	145.14	28.48	1,323.92	0.78-	36.33-
Tax Code = BOX 1.25000 TAX DESC: BOX ELDER COUNTY (NO CITY)											
Rental Income											
Regular		0.00	0.00	0.00	0.00	2.00	159.98	6.00	479.94	0.00	0.00
Ownership		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Rental Income		0.00	0.00	0.00	0.00	2.00	159.98	6.00	479.94	0.00	0.00
In-Home Collection Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Late Chg		0.00	0.00	0.00	0.00	0.10	8.00	0.76	60.00	0.20-	16.00-
Cash Sale		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Purchase Opt		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Waiver Fee (GRP)		0.00	0.00	0.00	0.00	0.21	16.00	0.63	48.00	0.00	0.00
Process Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Delivery Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Install Fee		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Taxable		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Club Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airtime Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recycle Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deposits		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESP Fees		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total ...		0.00	0.00	0.00	0.00	2.31	183.98	7.39	587.94	0.20-	16.00-