

Post Dated Cheques – Commercial Management

Post Dated Cheques - Commercial (PDC-CM) handles the processing and reporting of post dated cheques from commercial tenants by Master Occupant. Cheques are entered into the Post Dated Cheque application and processed directly into the core Commercial Module for posting and applying to each tenant's recurring charge.

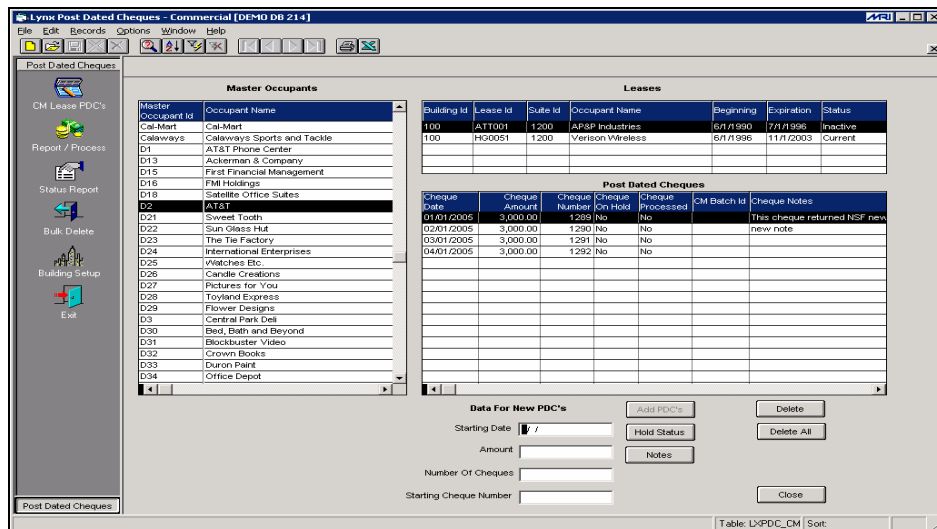
Benefits

➤ Saves Time – Saves Money By:

- Reducing time for post dated cheque (PDC) entry
- Processing PDCs in bulk and/or by date range
- Reducing late payments which improves cash flow
- Increasing control and improving maintenance of PDCs on hand
- Improving tracking and replenishing of PDCs as leases expire
- Eliminating duplicate entry of PDCs

➤ Comprehensive Reporting

- Offers an Edit Report to review PDCs prior to processing
- Provides Status Report listing tenants with less than 3 PDCs, cheques on hold or expired leases
- Processes PDCs in a core MRI Batch Report for editing and posting,, while automatically sorting by property or by date



Master Occupant Id	Occupant Name
Cat-Mart	Cat-Mart
Calways	Calways Sports and Tackle
D1	AT&T Phone Center
D13	Ackerman & Company
D15	First Financial Management
D16	FMI Holdings
D19	Satellite Office Suites
D2	AT&T
D21	Sweet Tooth
D22	Sun Glass Hut
D23	The Tie Factory
D24	International Enterprises
D25	Watches Etc.
D26	Candle Creations
D27	Pictures for You
D29	Tovlend Express
D29	Flower Designs
D3	Central Park Deli
D30	Bed, Bath and Beyond
D31	Blockbuster Video
D32	Crown Books
D33	Duron Paint
D34	Office Depot

Building Id	Lease Id	Suite Id	Occupant Name	Beginning	Expiration	Status
100	AT1001	1200	APSP Industries	8/1/99	7/31/99	Inactive
100	H20051	1200	Verizon Wireless	8/1/99	11/1/2003	Current

Cheque Date	Cheque Amount	Cheque Number	Cheque In Hold	Cheque Processed	CM Batch Id	Cheque Notes
01/01/2005	3,000.00	1293	No	No		This cheque returned NSF new
02/01/2005	3,000.00	1290	No	No		
03/01/2005	3,000.00	1291	No	No		
04/01/2005	3,000.00	1292	No	No		

PDCs can be managed by Master Occupant or by the appropriate lease.

Post Dated Cheques – Commercial Management

Benefits

➤ Easy to Set Up – Easy to Maintain

- Maintains PDCs building by building
- Provides easy access
- Allows current and inactive tenant PDCs to be processed
- Permits multiple tenant PDCs to be entered quickly and easily
- Provides warning system when duplicate PDCs applied
- Displays process date and batch ID for each PDC
- Allows PDC to be placed on hold in order to exclude it from processing
- Offers a purge process to remove old processed cheques by date

➤ Exceptional Flexibility

- Allows PDCs to be applied one property at a time or in a batch process for all properties
- Allows PDC processing by specific date or by date range
- Permits prepayment charge codes to be used to apply PDCs to open charges
- Provides a flexible reporting system
- Generates reporting by property or by all properties at once
- Provides variety of information to be displayed on reports

LXPDC_CMRPT DEMO DB 214		PDC Report Start Date: Jan/01/2005 End Date: Dec/31/2005		Page: 1 May-10-2006
Lease	Date	Number	Cheque Amount	
Building: 225 Glenrock Center				
700 Bed Bath and Body	Jan-01-2005	35	5,000.00	
700 Bed Bath and Body	Feb-01-2005	36	5,000.00	
700 Bed Bath and Body	Mar-01-2005	37	5,000.00	
700 Bed Bath and Body	Apr-01-2005	38	5,000.00	
700 Bed Bath and Body	May-01-2005	39	5,000.00	
POT001 Old Navy	Jan-01-2005	7909	8,000.00	
TCC001 Bannana Republic	Feb-01-2005	25466	8,363.87	
TCC001 Bannana Republic	Mar-01-2005	25467	8,363.87	
TCC001 Bannana Republic	Apr-01-2005	25468	8,363.87	
TCC001 Bannana Republic	May-01-2005	25469	8,363.87	
			225 Glenrock Center	

Beside : Review PDCs prior to processing.

LXPDC_OMAUD DEMOCB214		PDC Status Report - Commercial		Page: 1 May 10, 2006
Lease				
PDCs On Hold				
Building:	225 Glenrock Center	POT001	Old Navy.	
Less Than 3 PDCs Left				
Building:	225 Glenrock Center	POT001	Old Navy.	
Expired Lease				
Building:	225 Glenrock Center	700	Bed Bath and Body	
		POT001	Old Navy.	
		TCC001	Bannana Republic	
			Expiry Date:	Mar/05/2004
			Expiry Date:	Mar/31/2005
			Expiry Date:	Jul/01/2003

Above: Manage PDCs using the PDC Status Report