

## **JD Edwards EnterpriseOne Applications**

Enhanced Real Estate Management for the United Kingdom and  
China Implementation Guide

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# Preface

Welcome to the JD Edwards EnterpriseOne Applications Enhanced Real Estate Management for the United Kingdom and China Implementation Guide.

## Audience

This guide is intended for implementers and end users of the JD Edwards EnterpriseOne Enhanced Real Estate Management for the United Kingdom and China system.

## JD Edwards EnterpriseOne Products

This implementation guide refers to the JD Edwards EnterpriseOne Real Estate Management product from Oracle.

## JD Edwards EnterpriseOne Application Fundamentals

Additional, essential information describing the setup and design of the system appears in a companion volume of documentation called *JD Edwards EnterpriseOne Financial Management Applications Fundamentals 9.0 Implementation Guide*.

Customers must conform to the supported platforms for the release as detailed in the JD Edwards EnterpriseOne minimum technical requirements. In addition, JD Edwards EnterpriseOne may integrate, interface, or work in conjunction with other Oracle products. Refer to the cross-reference material in the Program Documentation at <http://oracle.com/contracts/index.html> for Program prerequisites and version cross-reference documents to assure compatibility of various Oracle products.

### See Also:

- [JD Edwards EnterpriseOne Enhanced Real Estate Management Implementation](#).

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## Related Documents

You can access related documents from the JD Edwards EnterpriseOne Release Documentation Overview pages on My Oracle Support. Access the main documentation overview page by searching for the document ID, which is 1308615.1, or by using this link:

<https://support.oracle.com/CSP/main/article?cmd=show&type=NOT&id=1308615.1>

To navigate to this page from the My Oracle Support home page, click the Knowledge tab, and then click the Tools and Training menu, JD Edwards EnterpriseOne, Welcome Center, Release Information Overview.

## Conventions

The following text conventions are used in this document:

<b>Convention</b>	<b>Meaning</b>
<b>Bold</b>	Indicates field values.
<i>Italics</i>	Indicates emphasis and JD Edwards EnterpriseOne or other book-length publication titles.
Monospace	Indicates a JD Edwards EnterpriseOne program, other code example, or URL.

# Introduction to JD Edwards EnterpriseOne Enhanced Real Estate Management for the United Kingdom and China

This chapter contains the following topics:

- [Section 1.1, "JD Edwards EnterpriseOne Enhanced Real Estate Management Overview"](#)
- [Section 1.2, "JD Edwards EnterpriseOne Enhanced Real Estate Management Integrations"](#)
- [Section 1.3, "JD Edwards EnterpriseOne Enhanced Real Estate Management Implementation"](#)

## 1.1 JD Edwards EnterpriseOne Enhanced Real Estate Management Overview

The JD Edwards EnterpriseOne Enhanced Real Estate Management system from Oracle, a supplementary system to the JD Edwards EnterpriseOne Real Estate Management system, provides extra functionality to meet the requirements of the real estate market in the United Kingdom and in China. The information in this guide describes only the enhanced functionality.

Features of the JD Edwards EnterpriseOne Enhanced Real Estate Management system are described in the following topics.

### 1.1.1 Additional Lease Information

The Lease Master Maintenance program (P74U1501) was enhanced to provide additional information for bank interest rates, alternative unit of measure conversion, and payment/accounting profile years. The P74U1501 also has functionality to automatically credit or credit/re-invoice tenants who have been billed in advance and who move out before the end of the billing period. The JD Edwards EnterpriseOne Enhanced Real Estate Management Lease Master Maintenance program replaces the standard program.

### 1.1.2 User-Defined Bill Patterns

JD Edwards EnterpriseOne Enhanced Real Estate Management uses bill patterns instead of billing frequencies that enable users to determine when and how often an account is billed. Bill patterns are used in recurring billing and expense participation processing.

### 1.1.3 Property VAT Accounting

JD Edwards EnterpriseOne Enhanced Real Estate Management allows you to set up tax rate areas and tax explanation codes for value-added tax (VAT) processing by property and unit. Manual billing, recurring billing, and expense participation use these as defaults instead of using the tax defaults from the customer or supplier master record.

### **1.1.4 Enhanced Manual Billing**

Manual billing was enhanced to process currency, unit accounting, and property VAT accounting.

### **1.1.5 Recurring Billing with Payment and Accounting Profiles**

The recurring billing process was enhanced for currency, unit accounting, and VAT accounting and to use bill patterns instead of billing frequencies. In addition, each recurring billing record generates both payment profiles and accounting profiles, which are used for billing generation and accounting accruals and deferrals, respectively.

### **1.1.6 Expense Participation by Bill Pattern**

Expense participation was enhanced to use bill patterns instead of billing frequencies and to use the base currency of the building to determine its currency. In addition, enhanced expense participation now interacts directly with enhanced recurring billing for estimated costs or directly into a payment profile for actual costs. Although the enhanced expense participation replaces standard expense participation, the system continues to use a number of the standard expense participation programs.

### **1.1.7 Fees and Interest with Bank Rates**

You can calculate interest using bank rates and manage changes in bank rates over the interest calculation period. The generation process now creates records in the payment profile instead of the Lease Billings Master table (F1511B), which enables fee and interest charges to be combined on the same invoice as the recurring billing charges. Enhanced fees and interest replace standard fees and interest.

### **1.1.8 Global Generation**

Global generation is the process that converts payment profile records into records in the Lease Billings Master table (F1511B). The global generation process in JD Edwards EnterpriseOne Enhanced Real Estate Management replaces the standard recurring billing generation program. In addition, it processes fees and interest, and expense participation billings into the Lease Billings Master table (F1511B).

### **1.1.9 Accounting Generation**

Accounting generation is the process that converts the accounting profile from the JD Edwards EnterpriseOne Enhanced Real Estate Management system into records in the Account Ledger table (F0911).

### **1.1.10 VAT Reporting**

JD Edwards EnterpriseOne Enhanced Real Estate Management provides a number of additional reports to meet customs and excise requirements, including mixed rents, mixed expenses, and non-elected properties reports.

### **1.1.11 Global Updates**

JD Edwards EnterpriseOne Enhanced Real Estate Management provides global updates for the enhancements, including global updates for rents, bank rates, payment profiles, and accounting profiles.

### 1.1.12 Integrities

JD Edwards EnterpriseOne Enhanced Real Estate Management provides two integrity reports to alert users of differences between the payment and accounting profiles.

### 1.1.13 Unit Accounting

JD Edwards EnterpriseOne Enhanced Real Estate Management allows users to automatically update unit balances into the general ledger as subledger entries. By providing this information in the general ledger, users can report on property transactions at both the property and unit levels.

## 1.2 JD Edwards EnterpriseOne Enhanced Real Estate Management Integrations

The JD Edwards EnterpriseOne Enhanced Real Estate Management system integrates with these JD Edwards EnterpriseOne systems:

- JD Edwards EnterpriseOne Real Estate Management.
- JD Edwards EnterpriseOne Accounts Receivable.
- JD Edwards EnterpriseOne Accounts Payable.
- JD Edwards EnterpriseOne General Accounting.

### 1.2.1 JD Edwards EnterpriseOne Real Estate Management

JD Edwards EnterpriseOne Enhanced Real Estate Management retrieves information from and updates information to the tables in the JD Edwards EnterpriseOne Real Estate Management system. The features described in this implementation guide provide additional functionality to meet requirements for the United Kingdom and China. Specifically, the JD Edwards EnterpriseOne Enhanced Real Estate Management system uses the JD Edwards EnterpriseOne Real Estate Management system exclusively for receipt processing, sales overage, sales analysis, and revenue fees. The JD Edwards EnterpriseOne Enhanced Real Estate Management system does not support escalations, FASB 13, or projected rent processing.

### 1.2.2 JD Edwards EnterpriseOne Accounts Receivable

JD Edwards EnterpriseOne Enhanced Real Estate Management generates invoice and receipt records for tenants in the JD Edwards EnterpriseOne Accounts Receivable system from Oracle. This system allows integration for credit and collection management, reporting, and accounting processes.

### 1.2.3 JD Edwards EnterpriseOne Accounts Payable

JD Edwards EnterpriseOne Enhanced Real Estate Management generates voucher and payment records for landlords in the JD Edwards EnterpriseOne Accounts Payable system from Oracle. This system allows integration for reporting and accounting processes.

### 1.2.4 JD Edwards EnterpriseOne General Accounting

JD Edwards EnterpriseOne Enhanced Real Estate Management generates journal entries from the accounting profile records. This functionality enables billing amounts that fluctuate by period to be recorded as fixed amounts.

## 1.3 JD Edwards EnterpriseOne Enhanced Real Estate Management Implementation

This section provides an overview of the global and core steps that are required to implement the JD Edwards EnterpriseOne Enhanced Real Estate Management system.

In the planning phase of the implementation, take advantage of all JD Edwards EnterpriseOne sources of information, including the installation guides and troubleshooting information.

When determining which electronic software updates (ESUs) to install for JD Edwards EnterpriseOne Enhanced Real Estate Management, use the EnterpriseOne and World Change Assistant. EnterpriseOne and World Change Assistant, a Java-based tool, reduces the time required to search and download ESUs by 75 percent or more. It also enables you to install multiple ESUs at one time.

See *JD Edwards EnterpriseOne Tools Software Updates Guide*

### 1.3.1 Global Implementation Steps

This table lists the global implementation steps for the JD Edwards EnterpriseOne Enhanced Real Estate Management system:

- Set up fiscal date patterns.  
See "Setting Up Organizations" in the *JD Edwards EnterpriseOne Applications Financial Management Fundamentals Implementation Guide*
- Set up accounts.  
See "Setting Up Organizations" in the *JD Edwards EnterpriseOne Applications Financial Management Fundamentals Implementation Guide*
- Set up General Accounting constants.  
See "Setting Up Constants for General Accounting" in the *JD Edwards EnterpriseOne Applications General Accounting Implementation Guide*
- Set up multicurrency processing, including currency codes and exchange rates.  
See "Setting Up General Accounting for Multicurrency Processing" in the *JD Edwards EnterpriseOne Applications Multicurrency Processing Implementation Guide*
- (Optional) Set up ledger type rules.  
See "Setting Up Ledger Type Rules for General Accounting" in the *JD Edwards EnterpriseOne Applications General Accounting Implementation Guide*
- Enter address book records.  
See "Entering Address Book Records" in the *JD Edwards EnterpriseOne Applications Address Book Implementation Guide*

### 1.3.2 Core Implementation Steps

This table lists the core implementation steps for the JD Edwards EnterpriseOne Enhanced Real Estate Management system:

- Set up additional company constants.  
See [Setting Up Additional Company Constants](#).
- Set up user-defined codes.  
See [Setting Up User-Defined Codes](#).

- Set up automatic accounting instructions.  
See [Setting Up Automatic Accounting Instructions](#).
- Set up bill codes and adjustment reasons.  
See [Setting Up Bill Codes and Adjustment Reasons](#).
- Set up billing patterns.  
See [Setting Up Billing Patterns](#).
- Set up default payment profile statuses.  
See [Setting Up Default Payment Profile Statuses](#).
- Set up bank base rates.  
See [Setting Up Bank Base Rates](#).



# Setting Up the JD Edwards EnterpriseOne Enhanced Real Estate Management System

This chapter contains the following topics:

- [Section 2.1, "Prerequisites"](#)
- [Section 2.2, "Setting Up User-Defined Codes"](#)
- [Section 2.3, "Setting Up Additional Company Constants"](#)
- [Section 2.4, "Setting Up Automatic Accounting Instructions"](#)
- [Section 2.5, "Setting Up Bill Codes and Adjustment Reasons"](#)
- [Section 2.6, "Setting Up Billing Patterns"](#)
- [Section 2.7, "Setting Up Default Payment Profile Statuses"](#)
- [Section 2.8, "Setting Up Bank Base Rates"](#)

## 2.1 Prerequisites

Before you complete the tasks in this section, you must:

- Set up the JD Edwards EnterpriseOne Real Estate Management system.  
See "Setting Up the JD Edwards EnterpriseOne Real Estate Management System" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*.
- If you are working in the United Kingdom, verify that the user profile has the value **UK** in the Localization Country Code field in the User Profiles program (P0092).  
See "Setting Up User Display Preferences" in the *JD Edwards EnterpriseOne Applications Localizations for the United Kingdom and Ireland Implementation Guide*.
- If you are working in China, verify that the user profile has the value **CN** in the Localization Country Code field in the User Profiles program (P0092).  
See "Setting Up User Display Preferences" in the *JD Edwards EnterpriseOne Applications Localizations for China Implementation Guide*.

## 2.2 Setting Up User-Defined Codes

You must set up these UDCs in addition to those that you set up for the JD Edwards EnterpriseOne Real Estate Management system.

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**Note:** If the UDCs are hard-coded, you must use the codes that are set up in the corresponding UDC table; you cannot add or revise the codes.

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This table describes user-defined codes (UDCs) that pertain to the JD Edwards EnterpriseOne Enhanced Real Estate Management system:

<b>UDC</b>	<b>Description</b>	<b>Hard-Coded</b>
Accounting Journal Method (74U/AJ)	Defines the method used to create accounting journals.	Yes
Bank Base Rates (74U/BC)	Defines the bank used for setting interest rates.	No
Billing Occurrences (74U/BO)	Defines the billing day of the month.	Yes
Bill Pattern Type (74U/BT)	Defines whether weekly bill patterns use offset-day or fixed-day billing.	Yes
Credit Calculation Method (74U/CM)	Defines the method used to credit tenants who have been billed past their move-out date.	Yes
Cancellation Reasons (74U/CR)	Defines the reason codes entered when a billing event is canceled.	Yes
Day of the Week (74U/DW)	Defines the billing day of the week.	Yes
Generation Type (74U/GE)	Defines the generation method used for billing. These types are recurring, manual, fees and interest, actual, and estimated expense participation.	Yes
Accounting Profile Status (74U/PA)	Defines the status of an accounting profile line.	Yes
Payment Method (74U/PM)	Defines whether billing is in advance or arrears.	Yes
Property Number From (74U/PN)	Defines which property number to use on purchase orders for retrieval of tax codes and rates.	Yes
Payment Profile Status (74U/PP)	Defines the status of a payment profile line.	Yes
Bill Period Type (74U/PT)	Defines whether billing is weekly, monthly, or by fiscal date pattern (hard-coded).	Yes
Period Weeks (74U/PW)	Defines the number of weeks in the selected period. Used in the definition of the 445 Method of the accounting profile structure.	Yes
Unit Accounting Constant (74U/UA)	Defines whether unit accounting is implemented.	Yes

## 2.3 Setting Up Additional Company Constants

This section provides an overview of additional company constants and discusses how to set up additional company constants.

### 2.3.1 Understanding Additional Company Constants

The Additional Property Company Constants program (P74U0201) provides the supplementary framework for how the JD Edwards EnterpriseOne Enhanced Real Estate Management processes work based on business needs. For each company, you can define:

- Lease processing rules.
- Accounting rules.
- Default value-added tax (VAT) codes and rules.

The system stores the information for additional company constants in the Property Company Constants table (F74U0201).

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**Important:** Only authorized personnel should have access to this program. Changes after the initial setup are not generally recommended, as they may produce unpredictable results.

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### 2.3.2 Forms Used to Set Up Additional Company Constants

Form Name	Form ID	Navigation	Usage
Work With Company Constants	W74U0201A	Enhanced Setup (G74U15415), Additional Company Constants	Review the company constant records.
Maintain Constants	W74U0201B	On the Work With Company Constants form, click Add.	Set up additional company constants.

### 2.3.3 Setting Up Additional Company Constants

Access the Maintain Constants form.

Figure 2-1 Maintain Constants form

**Additional Company Constants - Maintain Constants**

Company: 00150 Real Estate Management Company

Lease | Accounting | VAT

Free Move Out Day       Free Move In Day

Allow Interest Date Change

Payment Balance Distribution

Number of Years to Create: 99

Credit Calculation Method: CR *Credit & Re-Invoice*

### 2.3.3.1 Lease

#### Free Move Out Day

If you select the check box, the move-out day is free and the tenant is not charged rent.

If you clear the check box, the move-out day is not free and the tenant must pay rent.

#### Free Move In Day

If you select the check box, the move-in day is free and the tenant is not charged rent.

If you clear the check box, the move-in day is not free and the tenant must pay rent.

#### Allow Interest Date Change

If you select this check box, the system enables changes to the date fields in the Fee & Interest Information program (P74U1525).

#### Payment Balance Distribution

Specify whether to enable differences for fixed payment amounts to be distributed for lease terms that are greater than one year.

If you select the check box, the system enables the difference to be distributed.

If you clear the check box, the system does not enable the difference to be distributed.

#### Number of Years to Create

Enter the default number of years for which the system generates payment profile records. The system uses this value as the default value for the Number Years to

Create Payment Profile and Number Years to Create Account Profile fields on the Work With Lease Master Additional Information form when you add a lease.

The value that you specify should be greater than or equal to the term of the lease. The minimum value that you can enter is **1**. You should enter the value **99** so that billing and expense records are always generated. You can override the value of this field when you set up additional information for the lease, if desired. You cannot leave this field blank.

#### **Credit Calculation Method**

Enter a user-defined code from UDC table 74U/CM to specify how to calculate credit amounts if the tenant moves out before the end of the lease term. Values are:

**CR:** Credit and Re-Invoice. The system credits all of the billing amounts that were invoiced and generates a new invoice for the desired period for the appropriate amount.

**NC:** Net Credit. The system generates a credit invoice for the applicable period only.

### **2.3.3.2 Accounting**

#### **Accounting Journal Method**

Enter a user-defined code from UDC table 74U/AJ to specify the method to use to create accounting profile transactions. Values are:

**4:** "445" Method. When you select this method, the system displays additional fields for you to specify the number of weeks in each quarter, which it uses to generate the accounting profile transactions. If you leave the period fields blank, the system automatically assigns the default values **4,4**, and **5**, respectively.

**D:** Daily Journals. The system generates accounting profile transactions daily.

**P:** Periodic Journals. The system generates accounting profile transactions on the last day of each month.

#### **Number of Accounting Weeks**

Enter the actual number of accounting period weeks. The system automatically updates the value of this field to 52. You can override the value to 53, if desired. No other values are valid.

The system displays this field only when you enter **4** in the Accounting Journal Method field.

#### **Quarter 1, Quarter 2, Quarter 3 and Quarter 4**

Enter the number of weeks for each period of each quarter in the corresponding fields. Values are **0,1,2,3,4,5**, and **6**.

The system displays this field only when you enter **4** in the Accounting Journal Method field.

#### **Weekly Accounting Used**

Specify whether to generate a weekly accounting profile in addition to the period accounting profile, as specified by the value in the Accounting Journal Method field.

If you select the check box, the system generates a weekly accounting profile.

If you do not select the check box, the system does not generate a weekly accounting profile.

### **Property Number From**

Enter the user-defined code from UDC table 74U/PN to specify whether the system retrieves the property number from the branch/plant or business unit record from the Purchasing system. Values are:

**BP:** Retrieves the property number from the branch/plant record.

**BU:** Retrieves the property number from the business unit record.

### **Unit Accounting Constant**

Enter a user-defined code from UDC table 74U/UA to specify whether to generate journal entries that use the unit as the subledger. Values are:

**N:** Not implemented. Do not use the unit number as the subledger.

**S:** Use subledger. The system uses the unit number as the subledger.

**C:** Reserved for future use.

## **2.3.3.3 VAT**

### **Mandatory Property Tax Code**

Specify whether tax explanation codes are required for buildings and units.

If you select this check box, a tax explanation code is required for building and units. The system returns an error if you add a new unit or building and do not specify a tax explanation code.

If you clear this check box, a tax explanation code is not required for building and units.

### **VAT Override Allowed**

Specify whether to return an error or display a warning message when the user overrides the system-calculated VAT amount.

If you select this check box, the system returns an error when the user overrides the VAT amount.

If you do not select this check box, the system displays a warning message when the user overrides the VAT amount.

### **Allow Interest Tax Code Change**

Specify whether to allow overrides to the tax explanation codes on interest amounts.

If you select this check box, the system does not enable overrides to the tax explanation code on interest. The system assigns the value entered in the Tax Exempt Code field.

If you do not select this check box, the system enables overrides to the tax explanation code on interest. If a tax explanation code is not specified, the system assigns the default code for exempt.

### **Tax Exempt Code**

Enter a user-defined code from UDC table 00/EX that specifies the default tax explanation code to assign to buildings and units that are exempt from taxes. If specified, the system assigns the same tax explanation code to interest amounts, since tax should not be applied to interest. Tax explanation codes must begin with the letter E.

**Tax Exempt Area/Rate**

Enter a value to specify the default tax rate area to assign to buildings and units that are exempt from taxes. If you enter a value, the system also assigns the tax rate area to interest amounts.

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**Note:** This tax area is not the same as a tax area that represents a zero rate.

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## 2.4 Setting Up Automatic Accounting Instructions

The system uses automatic accounting instructions from the JD Edwards EnterpriseOne Real Estate Management system to distribute journal entries that were generated from the JD Edwards EnterpriseOne Enhanced Real Estate Management system.

This table describes the automatic accounting instruction (AAI) prefixes that the JD Edwards EnterpriseOne Enhanced Real Estate Management system uses with the appropriate bill codes to process transactions for the accounting profile:

Prefix	Description
AR	The revenue account for a receivable accounting profile transaction, which the system credits. For example, ARRO is the AAI that corresponds to the revenue account for regular rent (RO).
AD	The debtor account for a receivable accounting profile transaction, which the system debits. For example, ADRO is the AAI that corresponds to the accrued revenue account for regular rent (RO).
AP	The expense account for a payable accounting profile transaction, which the system debits. For example, APRENT is the AAI that corresponds to the expense account for payable rent (RENT).
AC	The creditor account for a payable accounting profile transaction, which the system credits. For example, ACRENT is the AAI that corresponds to the accrued expense account for payable rent (RENT).

The Accounting Profile Journal Creation program (R74U0212) uses the AAI prefixes as processing option selections but users have the choice to reference other user-defined prefixes.

This table describes the AAIs that the JD Edwards EnterpriseOne Enhanced Real Estate Management uses for the specific purposes of credit/re-invoice and rent review:

AAI	Description
PMCREC*	The income account, which the system debits, for the credit transaction that it automatically creates when a tenant moves out of a property.
RCCRED*	The debtor account, which the system credits, for a credit transaction that it automatically creates when a tenant moves out of a property.
PMRINV*	The income account, which the system credits, for a re-invoice transaction that it automatically creates when a tenant moves out of a property.
RCRINV*	The debtor account, which the system debits, for a re-invoice transaction that it automatically creates when a tenant moves out of a property.
PMRRVW	The income account for a back dated rent review change, which the system credits.

AAI	Description
RCRRVW	The debtor account for a back dated rent review change, which the system debits.

---

**Note:** These AAIs are used only when a tenant who is billed in advance decides to move out before the lease end date. The settings of the additional company constants determine which AAIs the system uses.

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**Important:** Only authorized personnel should have access to this program. Changes after initial setup are not generally recommended, as they may produce unpredictable results.

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## 2.5 Setting Up Bill Codes and Adjustment Reasons

You set up and use bill codes and adjustment reasons for JD Edwards EnterpriseOne Enhanced Real Estate Management in the same way that you do for the JD Edwards EnterpriseOne Real Estate Management system: to identify the AAIs that correspond to the system-generated transactions. In addition to the standard bill codes, the JD Edwards EnterpriseOne Enhanced Real Estate Management system uses these bill codes to facilitate the credit/re-invoice and rent review process:

- CRED - The credit transaction generated when a tenant moves out before the lease expiry date.
- RINV - The re-invoice transaction generated when a tenant moves out before the lease expiry date.
- RRVW - The transaction generated for a back-dated rent review.

See "Setting Up Bill Codes and Adjustment Reason Codes" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

## 2.6 Setting Up Billing Patterns

This section provides an overview of billing patterns and discusses how to set up billing patterns.

### 2.6.1 Understanding Billing Patterns

You set up bill patterns for recurring billing and expense participation to determine when and how often an account is billed. You can set up billing cycles such as daily, weekly, biweekly, bimonthly, monthly, quarterly, semi-annually, and annually. Billing dates can be specific dates, such as the beginning of the month, the end of the month, quarter days, and so on.

You must define the billing patterns that you set up as one of three types:

- F - Fiscal periods (expense participation only).

The system uses the periods defined by the fiscal date pattern for billings. An X for Fiscal Pattern Linked should be entered in each period for which billings should be done. For example, if EP is calculated annually in December, an X should appear in period 12 only.

- M - Monthly periods.

The system uses calendar months for monthly, bimonthly, quarterly, semi-annual, and annual billings. You determine the day of the month to use.

- W - Weekly billing.

The system uses a user-defined specific day of the week or number of days for billing.

You assign billing patterns to the billings that occur automatically, such as recurring billing, interest and fees, and expense participation.

## 2.6.2 Forms Used to Set Up Billing Patterns

Form Name	Form ID	Navigation	Usage
Work With Billing Patterns	W74U0203A	Enhanced Setup (G74U15415), Billing Pattern Maintenance	Review and select billing patterns.
Maintain Billing Pattern	W74U0203B	On the Work With Billing Patterns form, click Add.	Set up billing patterns.

## 2.6.3 Setting Up Billing Patterns

Access the Maintain Billing Pattern form.

Figure 2–2 Maintain Billing Pattern form

**Billing Pattern Maintenance - Maintain Billing Pattern**

Tools

Bill Pattern  Fiscal Linked   Billing Date Adjustment

Bill Period Type  *Bill and Fiscal Pattern Linked*

Period Less Than a Month  Fixed Period Amount Fiscal Date Pattern

**Months**

Period 1 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 2 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 3 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>
Period 4 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 5 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 6 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>
Period 7 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 8 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 9 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>
Period 10 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 11 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>	Period 12 <input type="text" value="X"/> <i>Fiscal Pattern Link</i>

**Days**

Bill Pattern Type

**Choose Method**

Day of Week  Offset Days

**Bill Pattern**

Enter a code up to five characters in length to identify the billing pattern. Enter the description of the billing pattern in the unlabeled field to the right of the Bill Pattern field.

**Bill Period Type**

Enter a user-defined code from UDC table 74U/PT that specifies when the system generates the payment profile (billing) records. Values are:

**F:** The billing period is linked to the fiscal date pattern. The system generates the payment profile records according to the fiscal date pattern that is specified.

---

**Note:** You must use a bill pattern that is set up for this bill period type if you use expense participation.

---

**M:** The billing period is at least one month. The system generates payment profile records monthly on the day that you specify for each period.

**W:** The billing period is less than one month. The system generates payment profile records weekly on the day that you specify in the Day of Week field or by the

frequency that you specify by the number of days that you enter in the Offset Days field.

#### **Billing Date Adjustment**

Specify whether to include the billing date as the ending date in the payment profile for the specified bill pattern. The system uses this check box only for the payment method of Arrears (ARR).

If you select this check box, the system generates a payment profile for ending dates that include the billing date.

If you do not select this check box, the system generates a payment profile for ending dates that do not include the billing date.

#### **Period Less Than a Month**

The system automatically selects this check box when you enter **W** in the Bill Period Type field.

#### **Fixed Period Amount**

Specify whether to bill a fixed amount for each period and generate a catch-up billing amount at the end of the billing cycle or lease. For example, if you generate a payment profile monthly, because the number of days vary in each month, the billing amount will be different for each month.

If you select this check box, the system prorates the annual billing amount so that the period billing amount is a fixed rate. The number that you enter in each of the period fields should be the same.

If you do not select this check box, the system generates the payment profile according to the bill period type and dates specified in the Period fields.

The system selects this check box automatically if the Bill Period Type is **W**.

#### **Fiscal Date Pattern**

Enter a user-defined code from UDC H00/DP to specify the fiscal date pattern to use for the payment profile (billing cycle). The system enables this field only when you enter **F** in the Bill Period Type field.

#### **Period 01 through Period 12**

Enter a user-defined code from UDC table 74U/BO that corresponds to the day on which you want the billing to occur. The system enables the period fields only when you enter **F** or **M** in the Bill Period Type field.

#### **Bill Pattern Type**

Enter a user-defined code from UDC table 74U/BT that specifies whether the weekly billing occurs on a specific day of the week or is based on the number of offset days. The system enables this field only when you enter **W** in the Bill Period Type field. Values are:

**F:** Fixed billing day. The system enables the Day of Week field.

**O:** Offset number billing day. The system enables the Offset Days field.

#### **Day of Week**

Enter a user-defined code from UDC table 74U/DW that corresponds to the day of the week on which you want the billing to occur. The system enables this field only when you enter **F** in the Bill Pattern Type field.

**Offset Days**

Enter the frequency of billing (payment profile) generation. For example, if you enter **20**, the system generates a payment profile every 20 days. You must enter a number between 1 and 28.

The system enables this field only when you enter **O** in the Bill Pattern Type field.

## 2.7 Setting Up Default Payment Profile Statuses

This section provides an overview of default payment profile statuses and discusses how to set up default payment profile statuses.

### 2.7.1 Understanding Default Payment Profile Statuses

You set up default payment profile status codes to assign to payment profile transactions that the system generates. Because the codes that you set up are assigned to all transactions that the system generates, assign the most commonly used code for the corresponding status. All of the payment status codes are user-defined codes (UDCs) that are set up in UDC 74U/PP. The codes in the UDC table are hard-coded, so you should not revise them. You can override the status that the system assigns to the billing or expense record, if necessary, by accessing the payment profile record after the system generates it and changing the status.

The system stores the default payment status information in the EPM Status Code table (F74U0209).

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**Important:** Only authorized personnel should have access to this program. Changes after initial setup are not generally recommended, as they may produce unpredictable results.

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### 2.7.2 Form Used to Set Up Default Payment Profile Statuses

Form Name	Form ID	Navigation	Usage
Maintain Default Payment Profile Status	W74U0209A	Enhanced Setup (G74U15415), Default Payment Profile Status	Set up default payment profile statuses.

### 2.7.3 Setting Up Default Payment Profile Statuses

Access the Maintain Default Payment Profile Status form.

Figure 2–3 Maintain Default Payment Profile Status form

Default Status		
Default Open	<input type="text" value=""/>	<i>Open</i>
Default Cancelled	<input type="text" value="C"/>	<i>Cancelled</i>
Default Suspended	<input type="text" value="S"/>	<i>Suspended</i>
Default Generated	<input type="text" value="G"/>	<i>Generated</i>
Default Paid	<input type="text" value="P"/>	<i>Paid</i>
Default Pending	<input type="text" value="M"/>	<i>Pending Cancellation</i>

**Default Open, Default Cancelled, Default Suspended, and Default Paid**

Enter a user-defined code from UDC table 74U/PP that specifies the default status to assign to payment profile transactions that are not paid, canceled, suspended, or paid.

**Default Generated**

Enter a user-defined code from UDC table 74U/PP that specifies the default status to assign to payment profile transactions that are processed by the Global Generation program (R74U0210).

**Default Pending**

Enter a user-defined code from UDC table 74U/PP that specifies the default status to assign to payment profile transactions that are pending cancellation due to an early move out on a lease. The system assigns the value that you specify when you run the R74U0210 program.

## 2.8 Setting Up Bank Base Rates

This section provides an overview of bank base rates, lists a prerequisite, and discusses how to set up bank base rates.

### 2.8.1 Understanding Bank Base Rates

You set up annual bank base rates to calculate interest payments for the Fee & Interest Calculation program (R74U5160). As the bank base rates change, you must add new base bank rate records; the system does not enable revisions to existing base bank records. When you add a new record for an existing bank, the system automatically assigns an effective end date that is equal to the effective start date of the new rate. You can enter the rate as either a decimal or a whole number. If you need to update the

same rate across numerous banks, run the Bank Base Rate Global Update program (R74U0202).

The system stores bank base rate records in the Bank Base Rates (EPM) table (F74U0202).

### 2.8.2 Prerequisite

Before you complete the tasks in this section, you must set up the bank codes for the banks that you use in UDC table 74U/BC.

### 2.8.3 Forms Used to Set Up Bank Base Rates

Form Name	Form ID	Navigation	Usage
Bank Base Rate Maintenance	W74U0202A	Enhanced Setup (G74U15415), Bank Base Rate Maintenance	Review and select bank base rate records.
Bank Base Rate Revisions	W74U0202B	On the Bank Base Rate Maintenance form, click Add.	Set up bank base rates.

### 2.8.4 Setting Up Bank Base Rates

Access the Bank Base Rates Revisions form.

Figure 2-4 Bank Base Rates Revisions form

**Bank Base Rate Maintenance - Bank Base Rates Revisions**

Form Tools

**Bank**

Bank Code:  *Barclays*

Bank Name:

**Dates**

Effective Start Date:  Effective End Date:

**Rate**

Annual Interest Rate:  *0.4 %*

**Information**

Last Date Interest Calc Run:  Last Date Interest Generation Run:

**Bank Code**

Enter a user-defined code from UDC table 74U/BC that specifies a bank for which you can associate interest rate percentages based on effective dates. You can use this information when you set up interest and fee tables by bank code.

**Effective Start Date and Effective End Date**

Enter the date on which the annual interest rate is effective or expires.

**Annual Interest Rate**

Enter the number that specifies the annual percentage to apply as interest on past due amounts. You can enter the number in either a decimal format or as a whole number. For example, you can enter 0.05 or 5.0 to specify five percent.

**Last Date Interest Calc Run (last date interest calculation run)**

Enter the date that the record was last used in an interest calculation by the Fee & Interest Calculation program (R74U5160).

**Last Date Interest Generation Run**

Enter the date that the record was used for interest generation by the Global Generation program (R74U0210).



# Setting Up Additional Facility and Lease Information

This chapter contains the following topics:

- [Section 3.1, "Setting Up VAT for Properties and Units"](#)
- [Section 3.2, "Setting Up Additional Lease Information"](#)

## 3.1 Setting Up VAT for Properties and Units

This section provides an overview of the VAT setup for properties and units and discusses how to set up VAT for properties and units.

### 3.1.1 Understanding the VAT Setup for Properties and Units

You set up properties, buildings, floors, and units in the JD Edwards EnterpriseOne Enhanced Real Estate Management system using the same programs that you use in the JD Edwards EnterpriseOne Real Estate Management system. As part of the property setup, the U.K. requires that you assign VAT information to each building. The system prompts you to set up VAT information after you enter the building record. When you set up VAT information, you must specify whether the building is exempt from taxes:

- If the building is exempt from taxes, the system assigns the default tax exempt information from the Additional Company Constants.

When you set up units for a tax exempt building, the units are also tax exempt and you cannot override tax information.

- If the building is not exempt from taxes, you assign the tax explanation code and tax rate area to calculate taxes for billing and expenses.

The system provides separate tax fields so that you can assign different tax information depending on whether you are the landlord (generating billing records) or the tenant (generating expense records). When you set up units for buildings that are not tax exempt, you have the opportunity to override the tax information for the unit.

In addition to the tax information that you must enter for a building, you can also enter the address book number of the person to contact about the building and the asset number of the building if you use the Fixed Assets system. If you provide the asset number, the system updates the Account Ledger records (F0911) for billing and expenses so that you can use it for inquiry and reporting purposes.

In addition to the tax information that you enter for a unit, you can also enter the address book number of the person to contact. Additionally, the system provides an option for you to update the address book number in the Unit Master table (F1507), if desired.

#### 3.1.1.1 Revising Tax Information on Buildings and Units

The system uses effective dates to control the tax information that you set up for buildings and, optionally, units. To revise the tax information, you enter a tax change date and revise the tax information. The system automatically generates a new tax

record for the change and updates the Effective Date field with the value of the change date. The system also updates the Ending Date field on the original tax record to one day before the change date that you entered. Once you revise a tax record, you cannot select it. The system displays the record for audit purposes only. If you attempt to change the tax information without entering a change date, the system issues a warning that the audit trail of changes will be lost.

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**Note:** The system allows revisions and deletions to VAT codes and rates only if no billing records exist between the specified dates. A processing option controls the validation for billing records, and you can override it; however, use caution when exercising this option.

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### 3.1.2 Forms Used to Set Up VAT for Properties and Units

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**Note:** The system automatically launches the application to set up tax information when you add a new building or unit. You use the navigation to access the forms in this table when you need to review or revise tax information.

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Form Name	Form ID	Navigation	Usage
Work With Building Additional Details	W74U0210B	Facility Setup (G74U15411), Property Maintenance For VAT	Review VAT information for properties.
Building Additional Details Maintenance	W74U0210A	Click Add on the Work With Building Additional Details form.	Set up VAT for properties and units.
Work With Unit VAT	W74U0215A	Facility Setup (G74U15411), Unit Maintenance For VAT	Review VAT information for units.
Maintain Unit VAT	W74U0215B	On the Work With Unit VAT form, click Add.	Set up VAT for properties and units.

---

### 3.1.3 Setting Up VAT for Properties and Units

Access either the Building Additional Details Maintenance form or the Maintain Unit VAT form.

Figure 3-1 Maintain Unit VAT form

**Unit Maintenance For VAT - Maintain Unit VAT**

Building: 15111, Real Estate UK Building, Effective From: 01/01/2001

Unit: 001, Unit 1, Date for Change: [ ]

**Billing**

Tax Code: V, GST Applies, Tax Rate: UKSTD, UK Standard Tax Rate

**Expense**

Tax Code: V, GST Applies, Tax Rate: UKSTD, UK Standard Tax Rate

**Contact Details**

Address Number: [ ]

Update Unit Address Details

Information that you set up for a unit overrides any information that you set up for a property.

**Valid From**

Enter the date on which the VAT tax record becomes effective for the specified property. The system automatically updates this field with the date that you set up in the building record. You can override the date, if desired.

**Waive Tax Exemption**

Specify whether the property is exempt from VAT tax.

If you select this check box, the property is not exempt from VAT tax. The system enables the tax fields so that you can specify the tax explanation code and tax rate area to use for billing and expense transactions.

If you do not select this check box, the property is exempt from VAT tax. The system automatically completes the tax fields with the default values from the Additional Company Constants that are specified for the company that is assigned to the property.

**Changes Effective From**

Enter the date that new tax information becomes effective. The system automatically generates a new record using the date that you enter in this field as the effective date for the new record.

**Billing Tax Code**

Enter a VAT tax explanation code from UDC table 00/EX that the system uses to calculate the tax amounts for billing transactions, including manual, recurring, interest and fees, and expense participation.

**Billing Tax Rate**

Enter the tax rate area to retrieve the tax rate to calculate the tax amounts for billing transactions, including manual, recurring, interest and fees, and expense participation.

**Expense Tax Code**

Enter a VAT tax explanation code from UDC table 00/EX to calculate the tax amounts for expense transactions, including vouchers, purchase orders, and journal entries with VAT.

**Expense Tax Rate**

Enter the tax rate area from which the system will retrieve the tax rate to use to calculate the tax amounts for expense transactions, including vouchers, purchase orders, and journal entries with VAT.

**Address Number**

Enter the address book number of the contact person for the property.

**Asset Number**

Enter the asset number to cross-reference the property to the JD Edwards EnterpriseOne Fixed Assets system.

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**Note:** The following field is available on the Maintain Unit VAT form.

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**Update Unit Address Details**

Specify whether to update the unit record in the Unit Master table (F1507) with the address information entered in the Address Number field.

If you select this check box, the system updates the unit record with the address book number.

If you do not select this check box, the system does not update the unit record with the address book number.

## 3.2 Setting Up Additional Lease Information

This section provides an overview of additional lease master information and discusses how to set up additional lease information.

### 3.2.1 Understanding Additional Lease Master Information

You set up a lease in the JD Edwards EnterpriseOne Enhanced Real Estate Management system in the same way that you set up a lease in the JD Edwards EnterpriseOne Real Estate Management system. After you set up the lease on the Lease Master Revisions form, the system prompts you to enter additional information about the lease. This information is specific to JD Edwards EnterpriseOne Enhanced Real Estate Management and includes:

- The default bank code to use for fee and interest calculations.
- Additional interest to add to the base bank rate, if desired.
- The number of years to generate payment profile and account profile transactions.
- The currency code and exchange rate.

In addition to the fields that you complete on the Maintain Lease Master Additional Information form, you can also set up unit of measure conversion rates and assign them to each building and unit record that is associated with the lease. For example, if the area of the unit that you lease is 10,000 square feet, you can set up a conversion rate from square feet to square meters so that you can calculate the area in square meters quickly and accurately. You access the unit of measure conversion program only

through the Lease Master Maintenance program (P74U1501); it is not set up on a menu.

The processing options for the P74U1501 program are the same as the processing options for Lease Information program (P1501). No additional processing options are needed for the additional lease information or the alternative unit of measure applications.

The system stores lease information in these tables:

- Lease Master Header (F1501B).  
The system stores information from the header area of the lease in this table.
- Lease Master Detail (F15017).  
The system stores information from the grid area of the lease in this table.
- Lease Master Tag (F74U01BT).  
The system stores the additional lease information in this table.
- Lease Master Alternative UOM Tag (F74U03BT).  
The system stores alternate unit of measure information in this table.

### 3.2.1.1 Move-Out Dates

In the JD Edwards EnterpriseOne Enhanced Real Estate Management system, if the tenant moves out early, you have a choice of either crediting the tenant for the amount of their overpayment or crediting and re-invoicing the tenant for the correct payment amount. The system uses the value of the Credit Calculation Method field in the Additional Company Constants to determine which payment profile records to create. The system closes the original payment profile records and creates new ones based on the method that you use.

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**Note:** The process to credit or re-invoice billing amounts for early move-out dates is applicable only to recurring billing records with a payment method of advance.

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## 3.2.2 Forms Used to Set Up Additional Lease Information

Form Name	Form ID	Navigation	Usage
Work with Leases	W74U1501A	Tenant & Lease Information (G74U1511), Lease Master Maintenance	Review and select lease records.
Lease Master Revisions	W74U1501D	Select a lease record on the Work with Leases form or click Add to set up a new lease.	Add or revise a new a lease.

Form Name	Form ID	Navigation	Usage
Work With Lease Master Additional Information	W74U501AA	Select a lease on the Work with Leases form, and then select Additional Info from the Row menu.  Select Additional Information from the Form menu on the Lease Master Revisions form.	Review and select additional lease information records.
Maintain Lease Master Additional Information	W74U501AB	Click OK after setting up a new lease on the Lease Master Revisions form.  Click Add on the Work With Lease Master Additional Information form.	Set up additional lease information.
Lease Master Alternative UOM Display	W74U501AC	Select a building record for the lease on the Lease Master Revisions form, and then select Alt UOM (alternative unit of measure) from the Row menu.	Complete the Alternative UOM field in the header area, and then select Convert from the Form menu. The system automatically updates the Alternative UOM and Alternative UOM Qty (alternative unit of measure quantity) fields in the grid based on the conversion rate that is set up.
Work With Standard Units of Measure	W41003A	Select UOM Conversion (unit of measure conversion) from the Form menu on the Lease Master Alternative UOM Display form.	Set up and revise conversion rates for the unit of measure.

### 3.2.3 Setting Up Additional Lease Information

Access the Maintain Lease Master Additional Information form.

Figure 3–2 Maintain Lease Master Additional Information form

**Lease Master Maintenance - Maintain Lease Master Additional Information**

Form Tools

**Lease Details**

Lease: 370 1

**Interest Information**

Bank Code: [ ] Interest Adjustment Pct: .000000

Effective Start Date: [ ] Effective End Date: [ ]

**Years to Create**

Payment Profile: 1 Accounting Profile: 1

**Currency Information**

Lease Currency Code: USD Exchange Rate: [ ]

**Bank Code**

Enter the bank code to use for calculating interest and fees. The system uses the value that you enter as a default value unless you set up a different value in the Fee & Interest Information program. The system automatically updates this field with the bank code that you enter in the Fee & Interest Information, if you change the value.

**Interest Adjustment Pct. (interest adjustment percent)**

Enter the percentage to add to the base bank code rate to determine the interest to assess on past due billing amounts. The system adds the percentage to the rate for the base bank rate record. Enter the value as either a whole number or a decimal fraction. The system displays the percentage as a whole number, but stores it as a decimal fraction.

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**Note:** You can enter a negative value, but when calculated, the total interest rate cannot be less than zero.

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**Effective Start Date**

Enter the effective date that is associated with the interest adjustment percentage.

**Effective End Date**

This field is not updated by the system, nor is it enabled for input.

**Payment Profile and Accounting Profile**

Enter the number of years for which the system generates payment profile and accounting profile transactions for the lease. Typically, the number of years that you enter equals the number of years for which the lease is set up. The system automatically updates this field with the value in the Number of Years to Create field for the Additional Company Constants, but you can override it if necessary.

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**Note:** If the number of years that you enter is less than the term of the lease, the system will not generate profile records after the number of years expires. You must manually update the field to generate additional payment and accounting profile records. You should enter the value 99 so that billing and expense records are always generated.

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**Lease Currency Code**

Enter the currency code of the lease. The system generates transactions in the currency that is assigned to the lease. If you leave this field blank, the system assigns the same currency code that is assigned to the company of the building.

**Exchange Rate**

Enter the exchange rate for transactions that the system generates for foreign leases. If you leave this field blank, the system retrieves the exchange rate that is set up in the Currency Exchange Rates table (F0015).

# Processing Manual Billing Records

This chapter contains the following topics:

- [Section 4.1, "Prerequisite"](#)
- [Section 4.2, "Set Up Manual Billing Records"](#)

## 4.1 Prerequisite

Before you complete the tasks in this chapter, you must review the manual billing process in the JD Edwards EnterpriseOne Real Estate Management system.

See "Processing Manual Billings" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

## 4.2 Set Up Manual Billing Records

This section provides an overview of manual billing process and discusses how to enter a manual billing record for a lease.

### 4.2.1 Understanding the Manual Billing Process

The JD Edwards EnterpriseOne Enhanced Real Estate Management system uses the same manual billing process as the JD Edwards EnterpriseOne Real Estate Management system. You enter the manual billing record, generate the billing register, and review and post billing batch. After records are processed, you can print invoices and statements.

The differences between the Manual Billing program (P74U1511) in the JD Edwards EnterpriseOne Enhanced Real Estate Management and the Manual Billing Entry program (P1511) in the JD Edwards EnterpriseOne Real Estate Management are:

- The system retrieves the VAT information from the unit. This information might be the same as the VAT information for the building, which the system uses as the default when you set up the VAT unit information.
- If unit accounting is selected in the Additional Company Constants, the system updates the subledger with the unit number.
- The form that you use to enter the manual billing record displays tax fields in the grid area only instead of the header area and grid area.
- The form that you use to enter the manual billing record includes totals at the bottom for the gross amount, discount, and tax amounts.
- The system updates the Payment Profile table (F74U0205) with a status of Generated for the record, in addition to, the Lease Billings Master table (F1511B).

After you enter manual billing records you must run the Billing Edit/Register program (R15300) and post the transactions to generate invoices or vouchers.

**Note:** For UK, with the alternate tax rate/area functionality, when you add a manual billing, the system assigns the alternative tax rate/area based on the building and tenant country information or it retrieves the tax rate/area from the tenant of the lease. (Release 9.1 Update)

## 4.2.2 Forms Used to Set Up Manual Billing Records

Form Name	Form ID	Navigation	Usage
Work with Manual Billings	W74U1511B	Real Estate Management Manual Billing (G74U1512), Manual Billing.	Review manual billings.
Manual Billing Revisions	W74U1511A	On Work with Manual Billings, click Add.	Enter manual billings records for leases.

## 4.2.3 Entering Manual Billing Records for Leases

Access the Manual Billing Revisions form.

Figure 4–1 Manual Billing Revisions form

The screenshot shows the 'Manual Billing - Manual Billing Revisions' form. At the top, there are fields for Invoice Number (5492), Lease Number (721), Invoice Amount (595681), Invoice Date (01/31/2005), and G/A Date (01/31/2005). Below these are fields for Payment Terms, Supplier Invoice, Alternate Payee, and Company (Property Management Company). A table below the form lists records with columns: Pay Item, Gross Amount, Bill Code, Description, Inv Grp, Due Date, P C, Building, Unit, Co, DBA, Manual Rev Req'd, and Account Number. The records include Regular Rent - Retail, Denver, CO Sales/Use Tax, and Void Pay Items.

See "Entering Manual Billing Transactions" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

### 4.2.3.1 Detail Area

#### Building

Enter a value that specifies the building number.

(Release 9.1 Update) Based on the value in this field, the system retrieves the value in the Tx Rate/Area field.

**Tx Rate/Area**

Enter a code that identifies a tax or geographic area that has common tax rates and tax authorities. The system validates the code against the Tax Areas table (F4008). The system uses the tax rate area, the tax explanation code, and tax rules to calculate tax and GL distribution amounts when you create an invoice or voucher.

(Release 9.1 Update) When you complete the grid line and do not enter a value in the Tx Rate/Area field, the system retrieves the alternate tax rate/area if the company is enabled. The system assigns the alternate tax rate/area based on the building and tenant country information. If you change the building on the grid, the system recalculates the tax rate/area based on the new building and tenant. However, when you enter a value in the Tx Rate/Area field, the system does not change this value even if you change the building information.



# Processing Recurring Billings

This chapter contains the following topics:

- [Section 5.1, "Setting Up Recurring Billing Information"](#)

## 5.1 Setting Up Recurring Billing Information

This section provides an overview of recurring billing entry and discusses how to:

- Set processing options for Recurring Billing Information (P74U1502).
- Enter recurring billing information.
- Allocate billing balances.

### 5.1.1 Understanding Recurring Billing Entry

You enter recurring billing information in the same way for JD Edwards EnterpriseOne Enhanced Real Estate Management as for JD Edwards EnterpriseOne Real Estate Management, with these exceptions:

- You enter an annual billing amount, not a period amount.

The system divides the annual amount by the number of periods in the bill pattern to determine the period billing amounts. Depending on how you complete the Payment Balance Allocation form, you can bill differences to either the first or final billing period or allocate by a percentage.

- You enter a bill pattern code instead of a billing frequency.

The bill pattern code that you enter must be based on a monthly or weekly bill period type; you cannot use a fiscal link. If you click the Search button for the Bill Pattern field, the system displays monthly and weekly bill patterns on the Search Bill Pattern form.

- You can specify either to bill in advance or in arrears.

Depending on whether you select the check box for the Billing Date Adjustment when you set up the billing pattern, when you bill in arrears, the system either includes or excludes the actual billing date from the period that is billed.

For example, if the billing date is the 10th of each month and you select the Billing Date Adjustment check box, when the system generates the payment profile records, it uses the 10th of the month as the value of the Bill Date. If you do not select the check box, when the system generates the payment profile records it uses the 9th of the month as the value of the Bill Date.

- The system retrieves tax information from the Business Unit Tag (F74U006T) or the Property Unit Tag (F74U071T) tables instead of the customer or supplier master record.
- After you have entered entering information on the Enhanced Recurring Billing form, the system displays the Payment Balance Allocation form so that you can distribute the difference amounts that occur when the system divides the annual billing amount by the number of billing periods for the year, to the first or final billing period of the lease.

You can also split the difference between the first and final lease periods based on a percentage that you enter. The system updates the payment profile records according to the selections that you make.

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**Note:** The system displays the Payment Balance Allocation form only for leases with a lease term of more than one year.

If you click Cancel or OK without entering any information, the system allocates differences to the first billing period by default.

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- The system generates records in these tables in addition to the Recurring Billings Master table (F1502B) and the Billings Generation Control table (F15011B):
  - The Recurring Billing Tag table (F74U02BT).
  - The Payment Profile table (F74U0205).

The system generates records in this table for each period based on the value specified for the number of years to create payment profile records in the Additional Lease Information.

- The Accounting Billing Profile table (F74U0212) or the Weekly Accounting Profile table (F740213), depending on the value of the Weekly Accounting Used check box on the Maintain Constants form, which you access from the Additional Company Constants program.

The system generates records in the appropriate table for each period (or week) based on the value specified for the number of years to create accounting profile records in the Additional Lease Information.

After you enter recurring billing information, you must run the Global Generation program (R74U0210) and post transactions to complete the billing process.

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**Note:** For UK, with the alternate tax rate/area functionality, when you add a recurring billing, the system assigns the alternative tax rate/area based on the building and tenant information or it retrieves the tax rate/area from the tenant of the lease.

When you complete the grid line and do not enter a value in the Tax Rate/Area field, the system retrieves the alternate tax rate/area if the alternate tax rate/area functionality on the company of the specified building is enabled. The system assigns the alternate tax rate/area based on the building and tenant country information. If you change the building on the grid, the system recalculates the tax rate/area based on the new building and tenant. However, when you enter a value in the Tax Rate/Area field, the system does not change this value even if you change the building information. (Release 9.1 Update)

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### 5.1.1.1 Revisions to Recurring Billing Records

Before you can revise recurring billing records, you must clear the payment and accounting profile records. When you revise the recurring billing record, the system regenerates the payment and accounting profile records based on the new information. If you suspend the recurring billing record manually, the system does not update the status on the payment and accounting profile records. Therefore, you could still

generate billing transactions for suspended records because the system selects the records to process from the F74U0205 table, not the F1502B table.

## 5.1.2 Forms Used to Enter Recurring Billing Information

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### Note:

To access JD Edwards EnterpriseOne Enhanced Real Estate Management objects and screens, you must set the localization code to 74U for the United Kingdom or to CN for China.

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Form Name	Form ID	Navigation	Usage
Work with Leases	W15210A	Recurring Billing (G74U1521), Recurring Billing Information	Review leases.
Enhanced Recurring Billing	W74U1502A	On the Work with Leases form, select a lease.	Enter recurring billing information.
Payment Balance Allocation	W74U0206A	Click OK on the Enhanced Recurring Billing form after setting up a new recurring bill line.  Select a recurring billing record on the Enhanced Recurring Billing form, and then select Pay Balance Dist (pay balance distribution) from the Row menu.	<ul style="list-style-type: none"> <li>■ Allocate billing balances.</li> <li>■ Specify whether to allocate remaining difference amounts to the first or final billing period or by a percentage that you specify. Remaining differences occur as the result of dividing the annual lease amount by the number of periods for the billing year.</li> </ul>

## 5.1.3 Setting Processing Options for Recurring Billing Information (P74U1502)

Processing options enable you to specify the default processing for programs and reports.

### 5.1.3.1 Defaults

#### 1. Retrieve Bill Code Description

Specify whether the system retrieves the description for the bill code from the Billing Code Extension table (F1512), or leaves the description blank so that it can be entered manually. Values are:

Blank: Leave the description for the bill code blank.

1: Retrieve the description for the bill code from the Billing Code Extension table (F1512).

**Note:** If you leave this processing option blank and then change it to 1 at a later date, the system retrieves the bill code description when you inquire on the recurring billing record.

## 2. Search Default for Lease Version

Specify whether the system retrieves the version of the lease that is based on today's date (the system date) or the latest effective date. Values are:

Blank: Displays the version of the lease that is effective as of the system date.

1: Displays the version of the lease with the latest (future) effective date. For example, if today's date is June 30, 2009, and the lease has two versions dated January 01, 2009, and October 01, 2009, respectively, then the system displays the version dated October 01, 2009.

**Note:** The system ignores this processing option if you do not set up versioning in the Real Estate Management Constants table (F1510B).

## 5.1.3.2 Edits

### 1. Date Edits Against the Lease Master

Specify whether the system validates recurring billing entries against the beginning and ending dates in the Tenant/Lease Master table (F1501). Values are:

Blank: Do not validate. The system accepts all entries regardless of the lease dates.

1: Validate. The system enables you to enter only recurring billing entries with dates that occur within the beginning and ending dates of the lease.

## 5.1.4 Entering Recurring Billing Information

Access the Enhanced Recurring Billing form.

**Figure 5–1 Enhanced Recurring Billing form**

Bill Code	Building	Unit	Starting Date	Ending Date	Annual Net Amount	Currency Code	Bill Pattern	Payment Method	Lease Adj. %	Payment Terms	Suspend Code	Suspend Date	Billing Group
RRTL	17000	267	01/01/2006	10/31/2006	108000.00	USD			.000000				17

### 5.1.4.1 Detail Area

#### Building

Enter a value that specifies the building number.

(Release 9.1 Update) Based on the value in this field, the system retrieves the value in the Tx Rate/Area field.

**Tax Rate/Area**

Enter a code that identifies a tax or geographic area that has common tax rates and tax authorities. The system validates the code against the Tax Areas table (F4008). The system uses the tax rate area, the tax explanation code, and tax rules to calculate tax and GL distribution amounts when you create an invoice or voucher.

(Release 9.1 Update) When you complete the grid line and do not enter a value in the Tax Rate/ Area field, the system retrieves the alternate tax rate/area if the company is enabled. The system assigns the alternate tax rate/area based on the building and tenant country information. If you change the building on the grid, the system recalculates the tax rate/area based on the new building and tenant. However, when you enter a value in the Tax Rate/ Area field, the system does not change this value even if you change the building information.

**5.1.5 Allocating Billing Balances**

Access the Payment Balance Allocation form.

*Figure 5-2 Payment Balance Allocation form*

The screenshot shows the 'Payment Balance Allocation' form with the following sections:

- Recurring Billing Header:** Lease Number (267), Lease Version (1), Building (17000), Bill Code (RRTL), and Unit (267).
- Payments Detail:** A table with columns for 'New Amounts', 'From', and 'To'. It includes rows for 'First Payment Amount', 'Final Payment Amount', and 'Differential'.
- Differential Allocation Methods:** Radio buttons for 'First Payment' (selected), 'Final Payment', and 'Percentage Split on First Payment' (with a percentage input field).



# Processing Expense Participation Billings

This chapter contains the following topics:

- [Section 6.1, "Understanding the Expense Participation Process"](#)

## 6.1 Understanding the Expense Participation Process

The process that generates expense participation billings is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system:

- You set up expense classes.
- You enter expense participation information.
- You generate expense participation calculations.
- You review and revise calculations, if necessary.
- You generate expense participation billing records.

The differences between the two systems are discussed in these sections:

- Entering Expense Participation Information.
- Generating, Reviewing, and Revising Expense Participation Calculations.
- Generating Expense Participation Billings.
- Deleting Expense Participation Batches.
- Generating Estimated Expense Participation Billings.

### 6.1.1 Program Navigations

All of the programs that the JD Edwards EnterpriseOne Enhanced Real Estate Management system uses to process expense participation are located on the G74U1523 menu. Even if you use the corresponding program for JD Edwards EnterpriseOne Real Estate Management, the system launches the program for JD Edwards EnterpriseOne Enhanced Real Estate Management because of the value in the Localization Country Code field on the User Profile Revisions form.

### 6.1.2 Entering Expense Participation Information

The process to enter expense participation information using the E.P. Information program (P74U5012) is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system, which uses the E.P. Information program (P15012), with these exceptions:

- The system uses billing patterns instead of billing frequencies.

The billing pattern that you enter must be a fiscal link, which enables you to process expense participation information according to the fiscal date pattern instead of solely by calendar year. You can still process expense participation by calendar year as long as the fiscal date pattern that you use for the billing pattern is based on a calendar year.

- The system enables you to specify a payment method to bill in advance, as well as in arrears.
- The system retrieves the tax information from the Lease Master Tag File (F74U01BT), instead of the customer or supplier master record.

If you do not set up tax information for the unit, the system uses the tax information that is set up for the building.

- The system does not use tenant exclusion rules.
- The system does not use share factor denominators.

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**Note:** (Release 9.1 Update) For UK, with the alternate tax rate/area functionality, when you enter expense participation information using the E.P. Information program, the system assigns the alternative tax rate/area based on the building and tenant country information or it retrieves the tax rate/area from the tenant of the lease.

When you complete the grid line and do not enter a value in the Tax Rate/Area field, the system retrieves the alternate tax rate/area if the EU Tax/Rate Constant is enabled for the company of the building that you enter. If the company is not set up for the building, the system retrieves the company information from the Lease Master Detail table (F15017). The system assigns the alternate tax rate/area based on the building, tenant, and company information.

If you change the building on the grid, the system retrieves the tax rate/area based on the new building and tenant. However, when you enter a value in the Tax Rate/Area field, the system does not change this value even if you change the building information.

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#### **6.1.2.1 Processing Options for E.P. Information (P74U5012)**

The processing options for the E.P. Information program (P74U5012) are a subset of the processing options for the E.P. Information program (P15012) in the JD Edwards EnterpriseOne Real Estate Management system. The following processing options from the P15012 program are not available in the P74U5012 program:

- Allow Overrides to Billed Lines
- Default Area Calculation Method
- Transaction Currency Override
- Exchange Rate Override

See "Setting Up Expense Participation Information" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

### **6.1.3 Generating, Reviewing, and Revising Expense Participation Calculations**

The system generates calculations using the same formulas that the E.P. Calculation Generation program (R74U5110) uses in the JD Edwards EnterpriseOne Real Estate Management system. The process to review and revise calculations and the programs on the menu are the same.

#### **6.1.3.1 Processing Options for E.P. Calculation Generation (R74U5110)**

The processing options for the E.P. Calculation Generation program (R74U5110) are a subset of the processing options for the E.P. Calculation Generation program (R15110)

in the JD Edwards EnterpriseOne Real Estate Management system. The following processing options from the R15110 program are not available in the R74U5110 program:

- Account Range Inclusion
  - The E.P Information Revisions form has no fields in which to specify objects and subsidiaries, so no information is available for inclusions.
- For the Occupied Area Option processing option, the value 2(occupancy refresh results) is not valid in the JD Edwards EnterpriseOne Enhanced Real Estate Management system since the system does not use tenant exclusion or share factor denominator rules.
- Occupancy Refresh (R15141) Version 1
- Occupancy Refresh (R15141) Version 2
- Occupancy Refresh (R15141) Version 3
- Version Override

You cannot override the dates to retrieve estimated billings for lease versioning.

See "Generating Expense Participation Calculations" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

#### 6.1.4 Generating Expense Participation Billings

The JD Edwards EnterpriseOne Enhanced Real Estate Management system uses these programs to generate expense participation billing records:

- E.P. Billing Generation (R74U5101)
  - This program generates records in the Payment Profile table (F74U0205).
- Global Generation (R74U0210)
  - This program generates records in the Lease Billings Master table (F1511B).

The process to generate expense participation billings is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system, with these exceptions:

- The system generates records in the Payment Profile table (F74U0205) only.
- The system assigns the currency of the building as the currency in which it generates billing amounts, not the currency of the lease.

After you generate expense participation records in the F74U0205 table, you must run additional programs to complete the billing process.

##### 6.1.4.1 Processing Options for E.P. Billing Generation (R74U5101)

The processing options for the E.P. Billing Generation program (R74U5101) in the JD Edwards EnterpriseOne Enhanced Real Estate Management system are the same as those for the E.P. Billing Generation program (R15101) in the JD Edwards EnterpriseOne Real Estate Management system with this exception; R74U5101 does not include a processing option to specify a version of the Billing Edit/Register program (R15300). This processing option is included on the Global Generation program (R74U5101), which you must run to generate F1511B records.

See "Generating Expense Participation Billings" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

## 6.1.5 Deleting Expense Participation Batches

The JD Edwards EnterpriseOne Enhanced Real Estate Management system does not provide a separate program for deleting expense participation batches. Do not use the E.P. Batch Delete program (R158061) from the JD Edwards EnterpriseOne Real Estate Management system because it will not delete the associated payment profile records. Instead, use the Batch Delete program (R74U5806) for JD Edwards EnterpriseOne Enhanced Real Estate Management.

## 6.1.6 Generating Estimated Expense Participation Billings

The process to generate estimated expense participation billings is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system, with these exceptions:

- You run the Estimated E.P. Billing Generation program (R74U5102), unless you use the calculations that were generated for actual expense participation billings.
- You run the Estimated E.P. Edit/Update program (R74U5113).

You can specify to run this program in proof mode by setting a processing option in the E.P. Billing Generation program (R74U5101).

When you run E.P. Edit/Update (R74U5113), the system updates the Payment Profile table (F74U0205) and the Accounting Billing Profile table (F74U0212) in addition to the Recurring Billings Master table (F1502B) and the Recurring Billing Tag table (F74U02BT).

After you run the E.P. Edit/Update program, you must run additional programs to complete the billing process.

### 6.1.6.1 Processing Options for Estimated E.P. Billing Generation

The processing options for Estimated E.P. Billing Generation (R74U5102) in the JD Edwards EnterpriseOne Enhanced Real Estate Management system are the same as the processing options for Estimated E.P. Billing Generation (R15102) in the JD Edwards EnterpriseOne Real Estate Management system.

See "Generating Estimated Expense Participation Billings" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

### 6.1.6.2 Processing Options for Estimated E.P. Edit/Update

The processing options for the Estimated E.P. Edit/Update (R74U5113) are a subset of the processing options for the Estimated E.P. Edit/Update (R15113) in the JD Edwards EnterpriseOne Real Estate Management system.

The following processing options in the R15113 program are not available in the R74U5113 program:

- Proof or Final
- Display of Tax Fields

The following processing options are unique to the R74U5113 program:

- Print Edit Report
- Bill Pattern Code
- Catch Up Bill Pattern

See "Understanding Estimated Expense Participation Billings Update" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

# Processing Fees and Interest

This chapter contains the following topics:

- [Section 7.1, "Understanding Fee and Interest Processing"](#)
- [Section 7.2, "Understanding Fee and Interest Information"](#)
- [Section 7.3, "Generating Fee and Interest Records"](#)

## 7.1 Understanding Fee and Interest Processing

Processing fees and interest is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system:

- You enter fee and interest information in tables.
- You calculate fee and interest amounts.
- You generate fee and interest billing records, which you post.

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**Note:** All of the programs that the JD Edwards EnterpriseOne Enhanced Real Estate Management system uses to process fees and interest are located on the G74U1527 menu.

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**Caution:** Do not use the Fee and Interest programs from the G1527 menu because these programs will not update the correct tables.

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## 7.2 Understanding Fee and Interest Information

Use the Enhanced Fee and Interest Information program (P74U1525) to set up the fee and interest values that the system uses to generate calculations with the Fee & Interest Calculation program (R74U5160) and the Global Generation program (R74U0210).

The process to enter the fee and interest information and to generate fee and interest records is the same for the JD Edwards EnterpriseOne Enhanced Real Estate Management system as it is for the JD Edwards EnterpriseOne Real Estate Management system, with these exceptions:

- You can use a bank code to assess the fee or interest instead of setting up amounts or percentages.
- The system retrieves the tax information from the unit or property, not from the customer master record.
- You cannot enter a currency code.

The system generates the fee and interest records in the currency that is assigned to the lease.

- The system updates the Interest Tag table (F74U25BT) in addition to the A/R Fee Interest table (F1525B).

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**Note:** You cannot revise the tax information on the fee and interest records unless you select the Allow Interest Tax Code Change check box in the Additional Company Constants.

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## 7.3 Generating Fee and Interest Records

This section provides an overview of fee and interest records and discusses how to:

- Calculate fee and interest.
- Set processing options for Fee and Interest Calculation (R74U5160).

### 7.3.1 Understanding Fee and Interest Records

The JD Edwards EnterpriseOne Enhanced Real Estate Management system uses these programs to generate fee and interest records:

- Fee & Interest Calculation program (R74U5160). This program processes the fee calculations and generates records in the Payment Profile table (F74U0205).
- Global Generation program (R74U0210). This program generates records in the Lease Billings Master table (F1511B).

The Fee & Interest Calculation program (R74U5160) processes fees and interest records like Fee & Interest Generation program (R15160) from the JD Edwards EnterpriseOne Real Estate Management system, with these exceptions:

- The R74U5160 program generates payment profile records only.
- The R74U5160 program uses the rate associated with the bank code, if specified.

If you use a bank code and complete the Interest Adjustment Pct (interest adjustment percent) field that is set up on the Maintain Lease Master Additional Information form, the system adds the percentage that you specify to the rate entered for the bank code.

If the bank rate changes during the period in which you generate fees and interest, the system calculates the fee and interest based on each effective date only when you select the Allow Interest Date Change check box using the Additional Company Constants. Otherwise, the system uses the bank record with the most recent effective date, regardless of whether it is set up for the period during which processing occurs.

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**Note:** You can override the interest adjustment percent on the recurring bill code line, if desired.

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- The R74U5160 program generates one fee or interest record per bill code; there is no processing option to specify a File Update Method to generate the fee or interest by invoice number.

### 7.3.2 Calculating Fee and Interest

Select Fees & Interest (G74U1527), Fee & Interest Calculation.

### 7.3.3 Setting Processing Options for Fee and Interest Calculation (R74U5160)

Set these processing options before calculating fee and interest records.

### 7.3.3.1 Selection

#### 1. Company

Specify the company to process.

#### 2. Fee Type

Specify a user-defined code (UDC) from UDC table 15/FY that specifies the type of fee to process.

#### 3. Lease Currency Code

Specify the lease currency code.

#### 4. Generation Date

Specify the date the system uses to select the invoice records for which are generating fees or interest. The system selects only those invoice records with an open amount that have a due date that is on or before the date that you enter. If you leave this processing option blank, the system uses the current date.

#### 5. G/L Date For Invoices

Specify the general ledger date to assign to the fee or interest invoice records that the system generates.

#### 6. Invoice Date

Specify the date to assign to the fee or interest records that the system generates. If you leave this processing option blank, the system assigns the current date as the invoice date.

#### 7. Open or Paid

Specify whether the report selects records that are open or paid. Values are:

Blank: Open records.

1: Paid records.

### 7.3.3.2 Process

#### 1. Proof Or Final Mode

Specify whether the program runs in proof or final mode. Values are:

Blank: Proof mode. The system generates only a report.

1: Final mode. The system generates the fee or interest record, updates the appropriate tables, and generates a report.

#### 2. Late Fee Processing

Specify whether the system verifies that the Subject to Late Fees option (LTFE) is selected in the Bill Codes / Adjustment Reasons program (P1512) for the bill code for which the late fee is processed. Values are:

Blank: Verify that the option is selected.

The system does not generate late fees for bill codes that do not have the Subject to Late Fees option selected.

1: Do not verify that the option is selected.

The system generates late fees for all of the bill codes specified, regardless of the setting of the Subject to Late Fees option.

### **3. Security Deposit Write-Off Reason Code**

Specify the reason code used to retrieve the offset account for the Receipts Detail record (F03B14) that the system generates for the compounded interest on security deposits. The system retrieves the account from the AAI item RAXx, where xx is the reason code.

The system uses this processing option only when you specify to generate compounded interest on security deposits. If the Compound Flag field (COPF) is set to blank, the system ignores this processing option.

### **4. Variable Fee Or Interest Rates**

Specify up to four rates that the system uses to calculate the fee or interest when the value in the Rate Indicator Code field (RAIF) in the Fee and Interest table (F1525B) is equal to **1,2,3**, or **4**. The system uses the rate from this processing option that corresponds to the value in the Rate Indicator field. If the value of the Rate Indicator field is %, the system ignores this processing option.

Enter the rate in decimal format. For example, type **0.05** to specify five percent.

## **7.3.3.3 Print**

### **1. Report Summarization**

Select the report summarization by lease number or by bill code. Values are:

Blank: Bill code.

**1**: Lease number.

# Completing the Billing Process

This chapter contains the following topics:

- [Section 8.1, "Understanding How to Complete the Billing Process"](#)
- [Section 8.2, "Running the Global Generation Program \(R74U0210\)"](#)
- [Section 8.3, "Running the Billing Edit/Register and Posting Programs"](#)

## 8.1 Understanding How to Complete the Billing Process

With the exception of the manual billing process, which updates records to the Lease Billings Master table (F1511B) automatically, you must generate the F1511B records from the payment profile records so that you can post them and generate invoices and vouchers. To complete the billing process you must:

1. Run the Global Generation program (R74U0210).
2. Run the Billing Edit/Register program (R15300).
3. Run the Post Invoices or Post Vouchers program (R15199).

## 8.2 Running the Global Generation Program (R74U0210)

This section provides an overview of global generation and discusses how to:

- Run the Global Generation program (R74U0210).
- Set Processing Options for Global Generation (R74U0210).

### 8.2.1 Understanding Global Generation

You run the Global Generation program (R74U0210) to generate billing records in the Lease Billings Master table (F1511B). The records that the system generates can be from recurring billing, expense participation, interest and late fees, and credits. You can run the R74U0210 program in either proof or final mode:

- In proof mode, the system generates a report of the payment profile records that it selects to update.

If you are not satisfied with the records selected, you can change the data selection and processing options and rerun the program until the report displays the records that you want to generate.

- In final mode, the system generates a report of the payment profile records that were selected and generates records in the Lease Billings Master table (F1511B).

The system also updates these fields in the payment profile records that you can display on the Payment Profile Information form:

- Status

The system updates the value to **G** (generated).

- Document Number

The system assigns the document number from the next number table for either the voucher or invoice. The system does not generate the actual voucher or invoice until you run the corresponding post program (R15199).

- Document Type

The system assigns the document type based on the generation type. For recurring billing records that are generated for Accounts Receivable, the system assigns the document type **RD**. For recurring billing records that are generated for Accounts Payable, the system assigns the document type **PF**.

- Pay Item

The system assigns **001** as the starting pay item and increments by 1 for each subsequent pay item.

- G/L Date and Invoice Date

The system assigns the value in the Billing Date field as the general ledger date and the invoice date unless you specify an override date in the corresponding processing option.

Although you can generate the recurring billing, expense participation, and fee and interest records simultaneously when you run Global Generation, you should run the program separately for each type of billing so that the system assigns the correct generation type to the F1511B records.

See "Processing Recurring Billings" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

## 8.2.2 Running Global Generation (R74U0210)

Select Recurring Billing (G74U1521), Global Generation.

## 8.2.3 Setting Processing Options for Global Generation (R74U0210)

Processing options enable you to specify the default processing for programs and reports.

### 8.2.3.1 Process

#### 1. From Date

Specify the beginning date in the date range that the system uses to select payment profile records to process. If you leave this processing option blank, the system selects all payment profile records through the date entered in the Through Date processing option.

#### 2. Through Date

Specify the ending date in the date range that the system uses to select payment profile records to process. If you leave this processing option blank, the system selects records from the date entered in the From Date processing option through today.

#### 3. Process Recurring Billings

Specify whether to select recurring billing records (generation type 1) from the Payment Profile table (F74U0205) to process. Values are:

Y: Yes.

N: No.

**4. Process Credits**

Specify whether to select credit transactions, such as credit invoices and unapplied receipts, to process. Values are:

**Y:** Yes.

**N:** No.

**5. Process Interest/Late Fees**

Specify whether to select interest and late fee records (generation type 5) to process. Values are:

**Y:** Yes.

**N:** No.

**6. Process Expense Participation**

Specify whether to select expense participation records (generation types 2 and 7) to process. Values are:

**Y:** Yes.

**N:** No.

**7. Summarize Invoices by Lease**

Specify whether the system summarizes invoices by lease. An invoice number is generated each time that the lease Alternate Payee or Separate Invoice Code on a payment profile line changes. Values are:

**Blank or N:** Generate a new invoice for each payment profile line that is processed, regardless of lease number.

**Y:** Generate one invoice number for each lease, regardless of the number of payment profile lines that are processed for the lease.

**8. Alternate Payee Retrieval**

Specify the table from which the system retrieves the alternate payee. Values are:

**Blank:** Recurring Billings Master table (F1502B).

**1:** Lease Master Header table (F1501B).

**8.2.3.2 Catch Up****1. Catch Up**

Specify whether to generate catch-up billings. The system generates billings for payment profile records with dates before the date that you enter in the From Date processing option. Values are:

**Y:** Generate catch-up billings. You must specify the number of catch up periods to process by completing the Number of Catch Up Periods processing option.

**N:** Do not create catch-up billings.

**2. Number of Catch Up Periods**

Specify the number of billing periods for which you want to generate catch-up billings.

### 8.2.3.3 Currency

#### 1. Global Generation Currency

Specify the currency code to use to select payment profile records to process. If you leave this processing option blank, the system does not select any records to process.

#### 2. Currency Mode

Specify whether to print the amounts on the report in the domestic or foreign currency. Values are:

Blank or **D**: Domestic currency.

**F**: Foreign currency.

### 8.2.3.4 Receivables/Payables

#### 1. Receivable/Payable

Specify whether to select payment profile records for leases that generate invoice records or leases that generate voucher records. If the value of the Lessee field (STMB) on the lease is blank, the system generates invoice records when you post billings. If the value of the Lessee field (STMB) on the lease is **1** or **Y**, then the system generates voucher records when you post billings. The system processes only those leases with a value in the Lessee field that corresponds to the setting of this processing option. Values are:

Blank: Invoice records.

**1**: Voucher records.

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**Note:** You must process recurring billings that generate invoices separately from recurring billings that generate vouchers.

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### 8.2.3.5 Override Dates

#### 1. General Ledger Date, 2. Invoice Date, and 3. Service Tax Date.

Specify the date to assign to as the general ledger date, invoice date, or service tax date on the F1511B records. If you leave these processing options blank, the system uses the date entered in the Billing Date field of the payment profile record.

#### 4. Due Date

Specify the date to assign to as the due date on the F1511B records. If you leave this processing option blank, the system uses the payment term to calculate the due date.

### 8.2.3.6 Print

#### 1. Print Edit Report

Specify whether to run the program in proof or final mode. Values are:

Blank: Proof mode. The system prints a report of the records selected to generate, but does not generate the records or update tables.

**1**: Final mode. The system generates billing records in the Lease Billings Master table (F1511B).

### 8.2.3.7 Versions

#### 1. Billing/Edit Register

Specify the version of the Billing Edit/Register program (R15300) to run. If you leave this processing option blank, the system does not run the R15300 program automatically; you must run the program manually.

## 8.3 Running the Billing Edit/Register and Posting Programs

This section provides overviews of the Billing Edit/Register program and the post program.

### 8.3.1 Understanding the Billing Edit/Register Program

After you generate F1511B records, whether by running the Global Generation program or entering manual billing records, you must run the Billing/Edit Register program (R15300). If you run the Global Generation program, you can set a processing option so that the system automatically runs the R15300 program when the Global Generation program completes. If you did not set the processing option or you entered manual billing records, you must run the R15300 program manually, so that batches are no longer set to an error status. Depending on the setting of the Manager Approval of Input check box in the Accounts Receivable Constants and Accounts Payable Constants, the system updates the batch status from **Error** to either **Pending** or **Approved** when you run the R15300 program:

- If you select the Manager Approval of Input check box, the batch will be in pending status. You must approve the batch before running the post program.
- If you do not select the Manager Approval of Input check box, the batch will be in an approved status and will be ready to post.

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**Note:** You cannot manually approve the batches with an error status from the batch review program; you must run the R15300 program.

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### 8.3.2 Understanding the Post Program

After the batches are approved, you run the Post Invoices or Post Vouchers program (R15199) to generate the appropriate transactions:

- If you run the Post Invoices program, the system generates records in the Customer Ledger (F03B11) and Account Ledger (F0911) tables.
- If you run the Post Vouchers program, the system generates records in the Accounts Payable Ledger (F0411) and the Account Ledger (F0911) tables.

See "Posting Invoices and Vouchers" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*



# Managing Payment Profiles and Accounting Profiles

This chapter contains the following topics:

- [Section 9.1, "Understanding Payment and Accounting Profiles"](#)
- [Section 9.2, "Managing Payment Profile Records"](#)
- [Section 9.3, "Managing Accounting Profile Records"](#)
- [Section 9.4, "Generating the Accounting Profile Journal Entries"](#)

## 9.1 Understanding Payment and Accounting Profiles

The system generates payment profile records automatically depending on the billing process that you run. This table specifies which profile records the system creates when you run the corresponding program:

<b>Program</b>	<b>Payment Profile Records</b>	<b>Accounting Profile Records</b>
Manual Billing P74U1511	Yes	No
Recurring Billing Information P74U1502	Yes	Yes
E.P. Billing Generation R74U5101	Yes	No
Estimated E.P. Edit/Update R74U5113	Yes	Yes
Fee & Interest Calculation R74U5160	Yes	No

Except for manual billing, which updates the Lease Billings Master table (F1511B) when you enter the billing record, the system uses the payment profile records to generate Lease Master Billing records (F1511B) when you run the Global Generation program.

The system uses the accounting profile to generate accrual entries, so that reporting can be done on a fixed amount instead of an amount that fluctuates based on the number of days in the billing period. You must run the Accounting Profile Journal Creation program to generate these journal entries.

The system stores payment profile records in the Payment Profile table (F74U0205). The system stores accounting profile records in the Accounting Billing Profile table (F74U0212).

## 9.2 Managing Payment Profile Records

This section provides an overview of payment profile records and lists the forms used to manage payment profile records.

## 9.2.1 Understanding Payment Profile Records

You use the Payment Profile Inquiry program (P74U0205) to review payment profile records. You can access this program from several menus, as well as from the recurring billing information program. The Payment Profile Inquiry program displays payment profile information on three forms:

- **Work With Payment Profile**

This form displays each payment profile record from the Payment Profile table (F74U0205). You access this form only when you select Payment Profile Inquiry from a menu.

- **Payment Profile Information**

This form displays details about the payment profile record, such as:

- The billing dates that the system used to generate the record.
- The status of the record.
- For fee and interest records, the lease adjustment percent, the amount on which the fee is based, and the rate used to process the fee.
- The posted code.
- The invoice date, due date, and general ledger date.

- **Work With Payment Profile Status History**

This form displays audit information, such as when the status of the record was changed, the reason for the change, and the user ID of the person who changed it. The system displays records from the Payment Profile Status History table (F74U207A).

### 9.2.1.1 Changing Payment Profile Statuses

Each payment profile record has a status that maintains an audit trail of the changes that were made to the record. The system assigns default status codes based on the values set up in the Default Payment Profile Status program. The system stores records for status changes as history in the Payment Profile Status History table (F74U207A).

You can change the status of the payment profile record individually or by selecting a record and selecting the corresponding Row menu, or you can update payment profile records globally by running the Payment Profile Status Change program.

### 9.2.1.2 Clearing and Regenerating Payment Profile Records

If you need to make changes to recurring billing records, you need to clear the payment profile and accounting profile records that the system generated initially, change the recurring billing line, and regenerate the payment and accounting profile records. You must perform these tasks from the recurring billing application.

To clear payment profile records, all of the records associated with the recurring billing line must be set to an open (blank) status. You cannot manually update the status of a payment profile record to blank; you must run the Payment Profile Status Change program (R74U0221).

When you clear the payment profile records associated with a recurring billing line, the system changes the color of the line to yellow to indicate that payment profile records are missing. The system regenerates new payment profile records automatically when you change the recurring billing record. If you do not need to change the recurring billing record because you cleared the records erroneously, you

can click OK on the Enhanced Recurring Billing form to regenerate the records for the same amount.

### 9.2.1.3 Extending the Payment Profile

The system generates payment profile records based on the number of years that you specify in the additional lease master information, not the recurring billing dates. If you did not enter a number of years that is equal to the term of the lease, you might need to create additional payment profile records for recurring billing lines at some point during the term of the lease. To do so, you must select Ext. Payment Profile (extend payment profile) from the Row menu on the Enhanced Recurring Billing form. The system generates the additional payment profile records automatically based on the Number of Years to Create value, which is set up in Lease Master Additional Information. For example, if the number of years to create is set to **1**, then the payment profile will be extended for only one additional year. To extend it for more than one year, change the value of the Number of Years to Create in Lease Master Additional Details.

## 9.2.2 Forms Used to Manage Payment Profile Records

Form Name	Form ID	Navigation	Usage
Work With Payment Profile	W74U0205A	Manual Billing (G74U1512), Payment Profile Recurring Billing (G74U1521), Payment Profile Inquiry Expense Participation (G74U1523), Payment Profile Inquiry Fees & Interest (G74U1527), Payment Profile Inquiry	Review payment profile records.
Enhanced Recurring Billing	W74U1502A	Recurring Billing (G74U1521), Recurring Billing Information Select a lease on the Work with Leases form.	Access the programs to manage payment profile records. <b>Note:</b> To access Enhanced Real Estate Management objects and screens, set the localization code for the U.K. to <b>74U</b> .
Clear Payment Profile Confirmation	W74U1502C	Select a recurring billing record on the Enhanced Recurring Billing form, and then select Clear Payment Profile from the Row menu.	Click Yes on the Clear Payment Profile Confirmation form to clear payment profile records for the selected recurring billing line. <b>Note:</b> To access Enhanced Real Estate Management objects and screens, set the Localization code for the U.K. to <b>74U</b> .

Form Name	Form ID	Navigation	Usage
Extend Payment Profile Confirmation	W74U1502F	Select a recurring billing record on the Enhanced Recurring Billing form, and then select Ext. Payment Profile (extend payment profile) from the Row menu.	Click Yes on the Extend Payment Profile Confirmation form to create additional payment profile records for the selected recurring billing line.
Payment Profile Information	W74U0205B	Select a payment profile record on the Work With Payment Profile form.  Select recurring billing record on the Enhanced Recurring Billing form, and then select View Pay Profile from the Row menu.	Review payment profile details.
Work With Payment Profile Status History	W74U0220D	Select a payment profile record on the Payment Profile Information form, and then select Status History from the Row menu.	Review the audit trail for payment profile status changes.
Status History	W74U0220B	Select a payment profile record on the Payment Profile Information form, and then select Status Change from the Row menu.	Change the status of a payment profile record.

## 9.3 Managing Accounting Profile Records

This section provides an overview of accounting profile records and lists the forms used to manage accounting profile records.

### 9.3.1 Understanding Accounting Profile Records

You can review accounting profile records only from the Recurring Billing Information program by selecting the Row menu that corresponds to the Accounting Journal Method field that you specified in the Additional Company Constants program. The system enables the Row menu, Wkly Account (weekly accounting) field, which you use to review weekly accounting profile records *only* when you select the Weekly Accounting Used check box on the Maintain Constants form. You access this form from the Additional Company Constants program.

The system provides these forms for the review of accounting profile information:

- Accounting Profile Information or Weekly Accounting Profile Information.  
Use this program to review the accounting profile records for the recurring billing line that you selected. The system displays the amount, the status, and the audit information that corresponds to the journal entry when you run the Accounting Profile Journal Creation program. The system displays information from the Accounting Billing Profile table (F74U0212).

- Periodic Accounting Profile History or Weekly Accounting Profile History.

Use this program to review the audit trail of changes that were made to accounting profile statuses, such as when the status of the record was changed, the reason for the change, and the user ID of the person who changed it. The system displays records from either the Periodic Accounting Profile Status History table (F74U207B) or the Weekly Accounting Profile Status History table (F74U207C).

### 9.3.1.1 Changing Accounting Profile Statuses

Each accounting profile record has a status that maintains an audit trail of the changes that were made to the record. The system assigns default status codes based on the values set up in the Default Payment Profile Status program. The system stores records for status changes as history in either the Periodic Accounting Status Profile History table (F74U207B) or the Weekly Accounting Status Profile History table (F74U207C).

You can change the status of the accounting profile record individually or by selecting a record and selecting the corresponding Row menu. Alternatively, you can update accounting profile records globally by running either the Periodic Accounting Profile Status Change program or the Weekly Accounting Profile Status Change program.

### 9.3.1.2 Clearing and Regenerating Accounting Profile Records

If you need to make changes to recurring billing records, you need to clear the payment profile and accounting profile records that the system generated initially, change the recurring billing line, and regenerate the payment and accounting profile records. You must perform these tasks from the recurring billing application.

To clear accounting profile records, all of the records associated with the recurring billing line must be set to an open (blank) status, and you cannot have generated journal entries for the records. You cannot manually update the status of an accounting profile record to blank; you must update them globally by running either the Periodic Accounting Profile Status Change program (R74U0222) or the Weekly Accounting Profile Status Change program.

If you clear accounting records for the wrong recurring billing line, you can regenerate them by clicking OK on the Enhanced Recurring Billing form. The system automatically regenerates the accounting profile records.

### 9.3.1.3 Extending the Accounting Profile

The system generates accounting profile records based on the number of years that you specify in the additional lease master information, not the recurring billing dates. If you did not enter a number of years that is equal to the term of the lease, you might need to create additional accounting profile records for recurring billing lines at some time during the term of the lease. To do so, you must select Ext. Accounting Profile from the Row menu on the Enhanced Recurring Billing form. The system generates the additional accounting profile records automatically based on the Number of Years to Create field, which is set up in the Lease Master Additional Information. For example, if the number of years to create is set to 1, then the accounting profile will be extended for only one additional year. To extend it for more than one year, change the value of the Number of Years to Create field in the Lease Master Additional Details form.

## 9.3.2 Forms Used to Manage Accounting Profile Records

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**Note:** To access Enhanced Real Estate Management objects and screens, set the Localization code for the U.K. to 74U.

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Form Name	Form ID	Navigation	Usage
Enhanced Recurring Billing	W74U1502A	<p>Recurring Billing (G74U1521), Recurring Billing Information</p> <p>Select a lease on the Work with Leases form.</p>	Access the programs to manage accounting profile records.
Accounting Profile Information	W74U0212A	Select a recurring billing record on the Enhanced Recurring Billing form, and then select Accounting Profile from the Row menu.	Review periodic accounting profile information.
Weekly Accounting Profile	W74U0212B	Select a recurring billing record on the Enhanced Recurring Billing form, and then select Wkly Account (weekly accounting) from the Row menu.	Review weekly accounting profile information.
Extend Accounting Profile Confirmation	W74U1502G	Select a recurring billing record on the Enhanced Recurring Billing form, and then select Ext. Acct. Profile from the Row menu.	Click Yes on the Extend Accounting Profile Confirmation form to create additional accounting profile records for the selected recurring billing line.
Clear Accounting Profile	W74U1502F	Select a recurring billing record on the Enhanced Recurring Billing form, and select Clear Acct Profile (clear accounting profile) from the Row menu.	The system displays one accounting profile record for each year for which they were generated on Clear Accounting Profile. Double-click the accounting profile summary record to select it. The system displays a button or period to the left of the Billing Code field. Click OK to clear the accounting profile detail records associated with the summary record.
Periodic Accounting Profile History	W74U0230B	Select an accounting profile record on the Accounting Profile Information form, and then select Status History from the Row menu.	Review the audit trail associated with changes made to the status of the periodic accounting profile record.

Form Name	Form ID	Navigation	Usage
Periodic Accounting Profile Status Change	W74U0230A	Select an accounting profile record on the Accounting Profile Information form, and then select Status Change from the Row menu.	Change the status of a periodic accounting profile record.
Weekly Account Profile History	W74U0230D	Select an accounting profile record on the Weekly Accounting Profile form, and then select Status History from the Row menu.	Review the audit trail associated with changes made to the status of the weekly accounting profile record.
Weekly Accounting Profile Status Change	W74U0230C	Select an accounting profile record on the Weekly Accounting Profile form, and then select Status Change from the Row menu.	Change the status of a weekly accounting profile record.

## 9.4 Generating the Accounting Profile Journal Entries

This section provides an overview of the Accounting Profile Journal Creation Program (R74U0212) and discusses how to:

- Run the Accounting Profile Journal Creation (R74U0212).
- Set processing options for Accounting Profile Journal Creation (R74U0212).

### 9.4.1 Understanding the Accounting Profile Journal Creation Program

You run the Accounting Profile Journal Creation program (R74U0212) to generate journal entries in the Account Ledger table for fixed billing amounts. Because you can generate billing amounts for any day of the period, the amount that you generate from the payment profile records could be different for each period. The system generates payment profile records based on the billing date that you enter in the billing pattern that you assign. The system generates accounting profile records based on the value of the Accounting Journal Method field that you enter in the Additional Company Constants program. For example, if you enter **P**, the system generates accounting profile records monthly, from the first of the month through the end of the month. In effect, the system produces a straight-line amount for each month. Some companies and countries require that reporting be done on straight-line billing amounts, rather than the actual, fluctuating billing amounts.

The system generates accounting profile records only for billing types that generate recurring billing records, such as recurring billing and estimated expense participation.

You can run the R74U0212 program in either proof or final mode:

- In proof mode, the system generates a report of the records that it selects to process.
- In final mode, the system generates a report of the records that it processes and generates the journal entry in the Account Ledger table.

The system also updates the accounting profile records with audit information, such as the batch number, document number, document type, and general ledger date. The system updates the status to **G** (generated).

You can generate accounting profile journal entries for each period or whenever you want. The system enables you to generate catch-up billings for any periods that you do not process.

#### **9.4.1.1 Update the Accounting Profile Records**

A processing option enables you to choose whether to update the accounting profile records regardless of errors. The system generates the journal entries regardless of how you set this processing option. For example, if you set up an automatic accounting instruction (AAI) with an invalid account, the system generates the journal entries without an account number.

If you choose to update the accounting profile records, you must correct the existing journal entry and post it. Otherwise, the information that is updated on the accounting profile records will not match the actual journal entry (for example, if you delete the journal entry and reenter it).

If, however, you do not update the accounting profile records, you might lose the audit trail completely. The system enables you to update the status of the accounting profile record, but it does not enable you to enter the audit information to locate the journal entry. Therefore, because the system still generates the journal entry, even if you delete it, you cannot rerun the program to regenerate it or to update the audit information on the accounting profile record. You can update the status to **G** (generated), however, and attach a memo with the correct journal entry audit information. You cannot clear the accounting profile records once journal entries are generated.

### **9.4.2 Running the Accounting Profile Journal Creation Program (R74U0212)**

Select Accounting Profile (G74U1530), Accounting Profile Journal Creation.

Select Create Journals from the Report menu on the Accounting Profile Information form, which you access by selecting the corresponding Row menu from the Enhanced Recurring Billing form.

### **9.4.3 Setting Processing Options for Accounting Profile Journal Creation (R74U0212)**

Processing options enable you to specify the default processing for programs and reports.

#### **9.4.3.1 Process**

##### **1. Company**

Specify the company for which you want to generate journal entries from the accounting profile. If you leave this processing option blank, the system does not process any records.

##### **2. From Date and 3. Through Date**

Specify the dates to use to select the accounting profile records to process. If you leave these processing options blank, the system processes all records for the company specified through today's date.

##### **4. Document Type**

Specify the document type to assign to the journal entries that the system generates. If you leave this processing option blank, the system assigns document type **JP**.

**5. Primary Ledger Type**

Specify the ledger type to assign to the journal entries that the system generates. If you leave this processing option blank, the system uses **AA**.

**6. Journal Description**

Specify the text to assign to the Explanation field on the journal entry that the system generates. If you leave this processing option blank, the system assigns **Accounting Profile Journal** as the default explanation.

**7. Suspended Recurring Billing Lines**

Specify whether to process accounting profile records that are suspended (the Status field is assigned the value **S**). Values are:

Blank: Do not process.

1: Process.

**9.4.3.2 Print****1. Proof or Final**

Specify whether to run the program in proof or final mode. Values are:

Blank: Proof mode. The system generates a report of the records that it selects to process.

1: The system creates journal entries for the records that it selects and generates a report.

**2. Update Accounting Profile**

Specify whether to update the accounting profile records if the system generates journal entries with errors. For example, if the AAI is set up for an invalid account, the system generates the journal entries without an account number, regardless of the setting of this processing option. This processing option controls whether the system updates the accounting profile records as generated. Values are:

Blank: Update the accounting profile records only when the journal entries are generated without error.

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**Note:** If the system generates the journal entries with errors and you do not update the accounting profile records, you can update the status to **G**, but you cannot update the audit information, such as the document number, batch number, and so forth.

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1: Update the accounting profile records regardless of whether the system generates the journal entries with errors.

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**Note:** If you delete the journal entry that is in error, you cannot update the status of the accounting profile record from **G** (generated) back to blank (open). You must manually enter the journal entry, which could result in an audit discrepancy between the document number on the accounting profile records and the actual document number of the journal entry.

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### 9.4.3.3 Catch Up

#### 1. Catch Up

Specify whether to generate journal entries for catch-up billings, which are accounting profile transactions with a date that precedes the date range specified in the From Date and Through Date processing options. Values are:

Blank: Do not generate.

1: Generate.

#### 2. Catch Up G/L Date (catch up general ledger date)

Specify the general ledger date to assign to the journal entries that the system generates for catch-up billings. This processing option is necessary only if you specified to create catch-up billings. If you leave this processing option blank, the system uses the journal date that is assigned to the accounting profile records as the general ledger date.

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**Important:** If you do not assign a general ledger date in the current period, you might not be able to post system-generated entries.

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### 9.4.3.4 AAI

#### 1. Debtor Accrual Prefix

Specify the two-character prefix to use to retrieve the AAI item for the debtor accrual account. The system concatenates the prefix that you enter to the bill code from the accounting profile record. The standard prefix for this account is *AD*, but you can use any prefix that you want as long as you set up the AAI item.

If you leave this processing option blank, the system uses the prefix *PM* in conjunction with the billing code to retrieve the AAI.

#### 2. Receivable Rent Accrual Prefix

Specify the two-character prefix to use to retrieve the AAI item for the receivable rent accrual account. The system concatenates the prefix that you enter to the bill code from the accounting profile record. The standard prefix for this account is *AR*, but you can use any prefix that you want as long as you set up the AAI item.

If you leave this processing option blank, the system does not generate the journal entries for this account.

#### 3. Creditor Accruals Prefix

Specify the two-character prefix to use to retrieve the AAI item for the creditor accrual account. The system concatenates the prefix that you enter to the bill code from the accounting profile record. The standard prefix for this account is *AC*, but you can use any prefix that you want as long as you set up the AAI item.

If you leave this processing option blank, the system uses the prefix *RM* in conjunction with the billing code to retrieve the AAI.

#### 4. Payable Rent Accrual Prefix

Specify the two-character prefix to use to retrieve the AAI item for the payable rent accrual account. The system concatenates the prefix that you enter to the bill code from the accounting profile record. The standard prefix for this account is *AP*, but you can use any prefix that you want as long as you set up the AAI item.

If you leave this processing option blank, the system uses the prefix *RM* in conjunction with the billing code to retrieve the AAI.

**5. Default AAI Prefixes**

Specify whether to use the default AAI prefixes. Values are:

**Blank:** Use default prefixes. The system looks to prefix 'PM' if it does not find a value in the Debtor Accrual Prefix processing option. Similarly, the system looks to prefix 'RM' if it does not find a value in the Creditor Accrual Prefix processing option.

**1:** Do not use default prefixes. The system displays an error if the prefix in the processing option is not found without attempting to try the default prefixes.



# Updating the JD Edwards EnterpriseOne Enhanced Real Estate Management System

This chapter contains the following topics:

- Section 10.1, "Understanding Updating Rent Changes Globally"
- Section 10.2, "Updating Bank Base Rates Globally"
- Section 10.3, "Updating Payment Profile Statuses Globally"
- Section 10.4, "Updating Accounting Profile Statuses Globally"
- Section 10.5, "Purging Unposted Billing Transactions"

## 10.1 Understanding Updating Rent Changes Globally

The JD Edwards EnterpriseOne Enhanced Real Estate Management system provides several programs to assist you in managing changes that affect numerous records for the leases and billing activity.

The programs that you use to select and update records for rent changes in the JD Edwards EnterpriseOne Enhanced Real Estate system correspond to the programs that you use for the same purpose in the JD Edwards EnterpriseOne Real Estate Management system:

- Rent Change Global Selection program (R74U1521) corresponds to the Recurring Billing Global Selection program (R15021)
- Rent Change Global Update program (R74U1516) corresponds to the Recurring Billing Global Update program (R15116).

The only difference between the two sets of programs is the selection and update of the Payment Profile table (F74U0205) and the Recurring Billing Tag (F74U02BT). Otherwise, the process to select records and the process to update records is the same.

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**Note:** When the system updates records to recurring billing, the payment and accounting profiles are created interactively.

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## 10.2 Updating Bank Base Rates Globally

This section provides an overview of updating bank base rates and discusses how to:

- Update bank base rates globally.
- Set processing options for Global Bank Rate Update (R74U0202).

### 10.2.1 Understanding Updating Bank Base Rates

You enter bank base rates to use to charge interest or fees. To update the rate, you must enter a new bank record. If you have many bank records to update, rather than reentering the information manually for each record, you can use this program to update one or more records simultaneously.

You specify which records to update using data selection. If you do not enter any data selection, the system selects all records. You use processing options to specify the

percentage by which you want the rates to change, whether to increase or decrease the rate, and the date on which the new rate becomes effective. You can run the Bank Base Rate Global Update program (R74U0202) in either proof or final mode:

- In proof mode, the system generates a report of the records selected to update.  
The report includes the old interest rate and the new interest rate that would result from the change.
- In final mode, the system generates a report of the number of records changed, but it does not include the details of the old and new rates.  
Because the system generates new records, however, you can review the old and new records using the Bank Base Rate Maintenance program (P74U0202).

## 10.2.2 Update Bank Base Rates Globally

Select Global Updates (G74U15311), Bank Base Rate Global Update.

## 10.2.3 Setting Processing Options for Global Bank Rate Update (R74U0202)

Processing options enable you to specify the default processing for programs and reports.

### 10.2.3.1 Rate

#### 1. Interest Rate Change

Specify the percentage by which you want the rent amount increased or decreased. Enter the percentage as a decimal value. For example, enter **0.050000** to specify five percent.

#### 2. Type of Increase

Specify whether to use the percentage that you entered in the Interest Rate Charge processing option to increase the rent amount or decrease the rent amount. Values are:

+: Increase.

-: Decrease.

### 10.2.3.2 Proof/Final

#### 1. Proof or Final

Specify whether to run the program in proof or final mode. Values are:

**0:** Proof mode. The system generates a report of the records selected to update.

**1:** Final mode. The system updates the Bank Base Rates (EPM) table (F74U0202) and generates a report of the number of records updated.

### 10.2.3.3 Date

#### 1. Date - Beginning Effective

Specify the date to use as the beginning effective date for the bank base rate records that the system updates. If you leave this processing option blank, the system assigns today's date as the effective start date for the new rate.

### 10.2.3.4 Update

#### 1. Interest Charging Update

Specify whether the system performs an update. This processing option should always be set to 1 unless advised otherwise by an Application Consultant. Values are:

Blank or 0: Do not perform the update.

1: Perform the update.

## 10.3 Updating Payment Profile Statuses Globally

This section provides an overview of updating payment profile statuses and discusses how to:

- Change payment profile statuses.
- Set processing options for Payment Profile Status Change (R74U0221).

### 10.3.1 Understanding Payment Profile Status Updates

When generating payment profile records, the system assigns an open status (blank). The Global Generation program selects payment profile records to generate billing records in the F1511B table. If you need to change the status on payment profile records to prevent them from being selected for billing, you can run the Payment Profile Status Change program (R74U0221) to update the records quickly. You might use this program when you:

- Manually suspend a recurring billing record.

The system does not automatically update the status on the associated payment profile records when you suspend a recurring billing record; therefore, you must update the status to prevent the records from generating billing records.

Depending on the number of payment profile records generated, this program can save you hours of time updating each record individually.

- Return payment profile records to open (blank) status.

If you revise records after you have generated payment profile records, the system generates new records and assigns a status, such as Pending Cancellation or canceled to the old, obsolete records. If, however, you need to make additional changes that require you to clear the payment profile records, the system returns an error because it can clear only those records that have an open (blank) status. You must use this program to reset the status of the payment profile records back to blank so that you can revise the recurring billing record; you cannot reset the status to blank using the manual process.

The system stores records by line number and payment profile line number. The line number corresponds to the bill code and period for which the transaction is generated. Because multiple payment profile records are generated for each recurring billing record, the system assigns a payment profile line number (PPLN) to uniquely identify the records to update. The payment profile line number is a sequential number that the system assigns when the payment profile records are generated.

When you run the Payment Profile Status Change program, the system generates a report that lists each record and the change that was made to the status. The system selects the records to update from the Payment Profile Status History table (F74U207A).

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**Note:** This program does not have an option to generate a report of the records selected before updating them.

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## 10.3.2 Changing Payment Profile Statuses

Select Global Updates menu (G74U15311), Payment Profile Status Change.

## 10.3.3 Setting Processing Options for Payment Profile Status Change (R74U0221)

Processing options enable you to specify the default processing for programs and reports.

### 10.3.3.1 Selection

#### 1. Lease Number

Specify the lease number of the payment profile records to select for updating. If you leave this processing option blank, the system does not select any records.

#### 2. Source Batch Number

Specify the source batch number to use to select the payment profile records to update. If you leave this processing option blank, the system does not use the source batch number as selection criteria.

#### 3. From Line Number and 4. To Line Number

Specify the beginning line number or the ending line number for the range of line numbers that the system uses to select the records to update. If you leave these processing options blank, the system selects records based on the value entered in the To Line Number processing option only.

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**Note:** The line number corresponds to the value that appears in the Line Number field (LNID) on the Work With Payment Profile form.

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#### 5. From Payment Profile Line Number and 6. To Payment Profile Line Number

Specify the beginning payment or the ending payment profile line number for the range of payment profile line numbers that the system uses to select the records to update. If you leave these processing options blank, the system selects records based on the value entered in the To Payment Profile Line Number processing option only.

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**Note:** The system does not display the payment profile line number (PPLN) on any form. The system uses this number to identify the payment profile status records that the system generates for each billing code.

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#### 7. Billing Code

Specify the billing code to use to select the payment profile records to update. If you leave this processing option blank, the system does not use the billing code as selection criteria.

#### 8. Change to Status

Specify the status code from UDC table 74U/PP to assign to the payment profile records that the system selects.

**9. Remark**

Specify the text to assign to the Remark field on the Work With Payment Profile Status History form.

**10.4 Updating Accounting Profile Statuses Globally**

This section provides an overview of updating accounting profile statuses globally and discusses how to:

- Change accounting profile statuses for periodic records.
- Set processing options for Periodic Accounting Profile Status Change (R74U0222).
- Change accounting profile statuses for weekly records.
- Set processing options for Weekly Accounting Profile Status Change (R74U0223).

**10.4.1 Understanding Updating Accounting Profile Statuses Globally**

When you run the Accounting Profile Journal Creation program, the system generates journal entries based on the status of the accounting profile records. If you do not want to generate journal entries on a subset of records for the lease or for the recurring billing line, you must update the status of the accounting profile record to prevent the program from selecting the records.

Because accounting profile records are stored in separate tables depending on whether you generate them periodically or weekly, the system provides separate programs to update the statuses.

**10.4.1.1 Periodic Accounting Profile Status Change**

You run the Periodic Accounting Profile Status Change program (R74U0222) to change the status of records that are stored in the Periodic Accounting Profile Status History table (F74U207B). You might need to run this program when you:

- Manually suspend a recurring billing record.

The system does not automatically update the status on the associated accounting profile records when you suspend a recurring billing record; therefore, you must update the status to prevent the records from generating journal entries. This program can save you time because you don't have to update each record individually.

- Return accounting profile records to open (blank) status.

If you revise records after you have generated accounting profile records, the system generates new records and assigns a status, such as Pending Cancellation or canceled to the old, obsolete records. If, however, you need to make additional changes that require you to clear the accounting profile records, the system returns an error because it can clear only those records that have an open (blank) status. You must use this program to reset the status of the accounting profile records to open so that you can revise the recurring billing record. You cannot reset the status to open using the manual process.

The system stores records by line number and accounting profile line number. The line number corresponds to the bill code and period for which the transaction is generated. Because multiple accounting profile records are generated for each recurring billing record, the system assigns an accounting profile line number to uniquely identify the records to update. The accounting profile line number is a sequential number that the system assigns when the accounting profile records are generating.

When you run the Periodic Accounting Profile Status Change program, the system generates a report that lists each record and the change that was made to the status.

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**Note:** This program does not have an option to generate a report of the records selected before updating them.

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#### 10.4.1.2 Weekly Accounting Profile Status Change

You run the Weekly Accounting Profile Status Change program (R74U0223) to change the status of records that are stored in the Weekly Accounting Profile Status History table (F74U207C). The system stores records by line number and accounting profile line number. The line number corresponds to the bill code and period for which the transaction is generated. Because multiple accounting profile records are generated for each recurring billing record, the system assigns an accounting profile line number (ACPL) to uniquely identify the records to update. The accounting profile line number is a sequential number that the system assigns when the accounting profile status records are generated.

When you run the R74U0223 program, the system generates a report that lists each record and the change that was made to the status.

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**Note:** This program does not have an option to generate a report of the records selected before updating them.

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### 10.4.2 Changing Accounting Profile Statuses for Periodic Records

Select Global Updates (G74U15311), Periodic Accounting Profile Status Change.

### 10.4.3 Setting Processing Options for Periodic Accounting Profile Status Change (R74U0222)

Processing options enable you to specify the default processing for programs and reports.

#### 10.4.3.1 Selection

##### 1. Lease Number

Specify the lease number of the accounting profile records to select to update. If you leave this processing option blank, the system does not select any records.

##### 2. Line Number

Specify the line number to use to select the records to update.

##### 3. Accounting Profile Line Number

Specify the accounting profile line number to use to select the records to update.

The system does not display the accounting profile line number (ACPL) on any form. The system uses this number to identify the accounting profile status records that the system generates for each billing code.

##### 4. Change to Status

Specify the status code from UDC table 74U/PP to assign to the payment profile records that the system selects.

**5. Remark**

Specify the text to assign to the Remark field. This text will appear on the Periodic Accounting Profile History form.

**10.4.4 Changing Accounting Profile Statuses for Weekly Records**

Select Global Updates (G74U15311), Weekly Accounting Profile Status Change.

**10.4.5 Setting Processing Options for Weekly Accounting Profile Status Change (R74U0223)**

These processing options are identical to those for the Periodic Accounting Profile Status Change program (R74U0222).

See [Setting Processing Options for Periodic Accounting Profile Status Change \(R74U0222\)](#).

**10.5 Purging Unposted Billing Transactions**

This section provides an overview of the Batch Delete program (R74U5806) and discusses how to:

- Purge unposted billing batches.
- Set processing options for the Batch Delete program (R74U5806).

See "Purging JD Edwards EnterpriseOne Real Estate Management Tables" in the *JD Edwards EnterpriseOne Applications Real Estate Management Implementation Guide*

**10.5.1 Understanding the Batch Delete Program (R74U5806)**

You can use the Batch Delete program (R74U5806) when you have processed records in error. Be cautious when using this program because it deletes transactions based on the batch number that you enter from JD Edwards EnterpriseOne Enhanced Real Estate Management, JD Edwards EnterpriseOne Real Estate Management, JD Edwards EnterpriseOne Accounts Payable, JD Edwards EnterpriseOne Accounts Receivable, and JD Edwards EnterpriseOne General Accounting systems. The R74U5806 program ensures that all related transactions are purged from all systems and minimizes integrity problems that could result when you have to purge records from tables separately.

The R74U5806 program removes records that remain unposted in the Account Ledger table. These records include any transaction that posts from the Lease Billings Master (F1511B) table to the Customer Ledger (F03B11) or Accounts Payable Ledger (F0411) tables, but fails to post to the Account Ledger table (F0911). In this case, all of the associated records (F1511B, F03B11, F0411, and F0911) are considered unposted.

You cannot use the Batch Delete program to delete batches of receipts, revenue fees, or security deposits, or accounting profile records, because the system does not write records to the Lease Billings Master table, which is the source table used to retrieve the batch number; the Batch Delete program deletes batches only when records exist in table F1511B.

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**Note:** The R74U5806 program can also be used for unposted EP Calculation (R74U5110) batches where only F1532B and F1538B records exist.

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The R74U5806 program removes records from these tables based on the batch number that you enter:

- Batch Control Records table (F0011)
- Customer Ledger table (F03B11)
- Accounts Payable Ledger table (F0411)
- Account Ledger table (F0911)
- Estimated EP Recurring Billings table (F1502WB)
- Lease Billings Master table (F1511B)
- Expense Participation Audit File table (F1532B)
- EP Billing Register table (F1538B)
- Payment Profile table (F74U0205)

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**Note:** Only those payment profile records created for actual Expense Participation billings are deleted; otherwise, the payment profile status is changed from generated to open (blank).

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**Note:** Records do not necessarily exist in all of the tables for the batch number specified.

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When you run the R74U5806 program, the system:

- Removes all transactions that exist in the tables for the batch number entered.
- Resets the billing control ID for the related period from G (generated) or B (billed) for generation types 2 and 6 to blank in the Billings Generation Control table (F15011B) so that you can generate billings again for that period.
- Returns the status of the payment profile records to open.

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**Important:** Because this program deletes records and updates tables, run the program in proof (edit) mode to verify that the records selected are correct, and then run the program in final (update) mode.

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## 10.5.2 Purging Unposted Billing Batches

Select Purges (G74U15312), Batch Delete.

## 10.5.3 Setting Processing Options for the Batch Delete Program (R74U5806)

Processing options enable you to specify the default processing for programs and reports.

### 10.5.3.1 Select

#### 1. Batch Number

Specify the batch number of the records to delete.

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**Caution:** This program deletes the Property Management batch value in the Batch Number field. The batch may not be recovered. Do not use this program to delete cash receipts or security deposit refund batches.

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## **2. File Deletion Selection**

Specify whether the system deletes records for the batch from the Accounts Payable Ledger table (F0411) or the Customer Ledger table (F03B11). Values are:

Blank: Customer Ledger table.

**1:** Accounts Payable Ledger table.

### **10.5.3.2 Process**

#### **1. Posted Tenant Invoice Delete**

Specify whether to delete the posted Lease Billings Master records (F1511B) that do not have corresponding Customer Ledger (F03B11), Accounts Payable Ledger (F0411), or Account Ledger (F0911) records. For example, invoices that have a zero amount and carry-forward pending and carry-forward taken records generated from sales overage. Values are:

Blank: Do not delete.

**1:** Delete.

### **10.5.3.3 Print**

#### **1. Audit Trail Report**

Specify whether the system prints an audit report of the records deleted by this program. Values are:

Blank: Do not print.

**1:** Print.

#### **2. Edit or Update**

Specify whether to process records in proof or final mode. Use this processing option in conjunction with the Audit Trail Report processing option to print a report of the batches to process for deletion. Values are:

Blank: Edit mode only. The system does not delete the records for the batch number specified.

**1:** Delete the records. The system deletes the records for the batch number specified. The system generates a report of the deleted batches only if you enter **1** in the Audit Trail Report processing option.



# Tables Used in Enhanced Real Estate Management

This appendix contains the following topics:

- [Section A.1, "JD Edwards EnterpriseOne Enhanced Real Estate Management Tables"](#)

## A.1 JD Edwards EnterpriseOne Enhanced Real Estate Management Tables

JD Edwards EnterpriseOne Enhanced Real Estate Management stores information in these tables:

Table	Description
Business Unit Tag F74U006T	Contains additional property information, including billing tax codes/rates, expense tax codes/rates with effective tax dates and contact details.
Bill Pattern Mapping F74U0208	Contains additional billing pattern information.
Global Generation Currency Work table F74U210W	Contains the lease currency code that is used in expense participation.
Tenant EP Class Tag F74U012T	Contains expense participation setup information, including the tenant participation period, occupancy period, gross-up factor, share factor, lease end dates, bill pattern and payment method.
Lease Master Tag F74U01BT	Contains additional lease information, including bank codes, interest adjustment percentages, currency codes, and exchange rates.
Recurring Billing Tag F74U02BT	Contains billing information for the lease, including the billing pattern, payment method and annual rent amount.
Property Unit Tag F74U071T	Contains additional unit information, including billing tax codes/rates, expense tax codes/rates, effective tax dates, and contact details.
Property Company Constants F74U0201	Contains company rules for lease, accounting and tax processing.
Bank Base Rates F74U0202	Contains annual bank base rates with effective dates.
Lease Master Alternative UOM Tag F74U03BT	Contains alternative unit of measure conversion for lease rentable and usable areas.

<b>Table</b>	<b>Description</b>
Billing Pattern-Periodic F74U203A	Contains periodic billing pattern information for recurring billings and expense participation.
Billing Pattern -Weekly F74U203B	Contains weekly billing pattern information for recurring billings.
Payment Profile Status History F74U207A	Contains payment profile status history.
Periodic Accounting Profile Status History F74U207B	Contains periodic accounting profile status history
Weekly Accounting Profile Status History F74U207C	Contains weekly accounting profile status history.
Interest Tag F74U25BT	Contains fee and interest information, including charges, bank rates, interest rates, and calculation patterns.
Payment Profile F74U0205	Contains payment profile of recurring and manual billings.
Status Code F74U0209	Contains status codes for the payment and accounting profiles.
Accounting Billing Profile F74U0212	Contains periodic accounting profile of recurring billings.
Accounting Profile - Weekly F74U0213	Contains weekly accounting profile of recurring billings.

# Enhanced Real Estate Management Reports

This appendix contains the following topics:

- [Section B.1, "Understanding Enhanced Real Estate Management Reports"](#)
- [Section B.2, "Viewing Summary Information for all Reports"](#)
- [Section B.3, "Viewing Detailed Information for Selected Reports"](#)

## B.1 Understanding Enhanced Real Estate Management Reports

You can use integrity programs to verify and resolve problems with consistency across different tables. For example, billing control information, billing control integrity, and batch control integrity.

## B.2 Viewing Summary Information for all Reports

This table lists, describes, and provides the navigation for the reports in the JD Edwards EnterpriseOne Enhanced Real Estate Management system. The reports are sorted alphanumerically by report ID number:

Report ID and Report Name	Description	Navigation
R74U0220 Rent List New Tenancies	Use this report to review tenant and lease information for any new tenancies after the lease start date that is entered in the processing options.	Tenant & Lease Reporting (G74U1514), Rent List New Tenancies
R74U0224 Mixed Residential/Commercial Rents	Use this report to review the percentage split of rental income between residential and commercial for all properties elected for value-added tax (VAT).	Tenant & Lease Reporting (G74U1514), Mixed Residential/Commercial Rents
R74U0225 Mixed Residential/Commercial Expenses	Use this report to review the actual input VAT percentage recovered for user-defined period for all properties elected for VAT.	Tenant & Lease Reporting (G74U1514), Mixed Residential/Commercial Expenses
R74U0226 Non-Elected Property Report - Detail	Use this report to review income and expenditure transactions for all properties not elected for VAT.	Tenant & Lease Reporting (G74U1514), Non Elected Property Report - Detail
R74U0227 Non-Elected Property Report - Summary	Use this report to review total income and expenditure for all properties not elected for VAT.	Tenant & Lease Reporting (G74U1514), Non Elected Property Report - Summary

Report ID and Report Name	Description	Navigation
R74U0228 Payment/Accounting Profile Reconciliation - Detail	Use this report to compare total payment profile values with total accounting profile values for user-defined periods or dates. The purpose of the report is to warn users of any integrity differences between rent billed (income/expense) and rent accounted for (revenue/accruals).	Global Updates (G74U15311), Payment/Accounting Profile Rec - Detail
R74U0229 Payment/Accounting Profile Reconciliation – Summary	Use this report to compare total payment profile values with total accounting profile values, for user-defined periods or dates. The purpose of the report is to warn users of any integrity differences between rent billed (income/expense) and rent accounted for (revenue/accruals).	Global Updates (G74U15311), Payment/Accounting Profile Rec - Summary
R74U0230 Rent Review Settled/Not Settled Report	Use this report to review leases that require rent reviews. Leases requiring rent reviews need to be set up with appropriate log classes (15/LG) and critical dates.	Tenant & Lease Reporting (G74U1514), Rent Review Settled/Not Settled Report

### B.3 Viewing Detailed Information for Selected Reports

These reports in the JD Edwards EnterpriseOne Enhanced Real Estate Management system are described in more detail in this appendix:

- R74U0220 - Rent List New Tenancies
- R74U0224 - Mixed Residential/Commercial Rents
- R74U0225 - Mixed Residential/Commercial Expenses
- R74U0226 - Non Elected Property Report - Detail
- R74U0227 - Non Elected Property Report - Summary
- R74U0230 - Rent Review Settled/Not Settled Report
- R74U0228 - Payment/Accounting Profile Reconciliation - Detail
- R74U0229 - Payment/Accounting Profile Reconciliation Summary Report

These reports and the processing options for each are described in the following topics. The reports are listed alphanumerically by report ID number.

#### B.3.1 R74U0220 - Rent List New Tenancies

Use this report to list tenant and lease information for any new tenancies after the lease start date selected in the processing options.

The report sequences information by tenant and lease number.

## B.3.2 Processing Options for Rent List New Tenancies (R74U0220)

Processing options enable you to specify the default processing for programs and reports.

### B.3.2.1 Selection

#### 1. Lease Start Date

Specify the date to use to select the leases to include on the report. The system selects all leases with a date that is on or after the date that you specify. If you leave this processing option blank, the system uses today's date.

#### 2. Lease Status

Specify the lease status to use to select the leases to include on the report. If you leave this processing option blank, the system does not use the lease status as selection criteria.

#### 3. Lease Manager

Specify the address book number of the lease manager to use to select the leases to include on the report. If you leave this processing option blank, the system does not use the lease manager as selection criteria.

#### 4. Lease Type

Specify the lease type to use to select the leases to include on the report. If you leave this processing option blank, the system does not use the lease type as selection criteria.

#### 5. Payable or Receivable

Specify whether to select payable leases or receivable leases. Values are:

Blank: Payable leases.

1: Receivable leases.

#### 6. Versions

Specify the version to use to select the leases to include on the report. Values are:

Blank: Include only lease versions that are active on the date entered in the Version Active Date processing option.

1: Include all versions of the lease on the report.

#### 7. Version Active Date

Specify the date to use to select the lease versions to include on the report, if you did not enter 1 in the Versions processing option. If you leave this processing option blank, the system uses today's date.

## B.3.3 R74U0224 - Mixed Residential/Commercial Rents

You use this report to show the percentage split of rental income between residential and commercial for all properties elected for VAT. The system selects records to include from the Lease Billings Master table (F1511B). The report sequences by company, property, and invoice date. Residential and commercial rents are defined at the bill code level.

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**Note:** If a company number is not specified in the corresponding processing option, then the system includes all companies; therefore, report totals may be meaningless if they include more than one base currency.

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### **B.3.4 Processing Options for Mixed Residential/Commercial Rents (R74U0224)**

Processing options enable you to specify the default processing for programs and reports.

#### **B.3.4.1 Selection**

##### **1. Company**

Specify the company number to use to select records to include on the report. If you leave this processing option blank, the system selects all companies.

##### **2. Currency Code**

Specify the currency code to use to print transactions on the report. If you leave this processing option blank, the system prints amounts in the currency that is assigned to each company. The report does not print totals if you include more than one company for more than one currency.

##### **3. From Date**

Specify the date to use as the beginning date to select the records to include on the report. If you leave this processing option blank, the system uses today's date.

##### **4. Date To**

Specify the date to use as the ending date to select the records to include on the report. If you leave this processing option blank, the system selects records with dates that are up to 12 months from the date entered in the From Date processing option.

##### **5. Date Source**

Specify which date to use to select the records based on the values in the From Date and Date To processing options. Values are:

Blank: Invoice date.

1: General ledger date.

2: Service/tax date.

### **B.3.5 R74U0225 - Mixed Residential/Commercial Expenses**

You use this report to show the actual Input VAT percentage recovered over a user-defined period for all properties elected for VAT. The system selects records to include from the Lease Billings Master table (F1511B). The report sequences by company, property, and general ledger account number. Residential and commercial rents are defined at the bill code level.

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**Note:** If a company number is not specified in the corresponding processing option, then the system includes all companies; therefore, report totals may be meaningless if they include more than one base currency.

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### B.3.6 Processing Options for Mixed Residential/Commercial Expenses (R74U0225)

Processing options enable you to specify the default processing for programs and reports.

These processing options are identical to the processing options for Mixed Residential/Commercial Rents program (R74U0224) except where noted.

#### B.3.6.1 Selection

##### 6. Type of Property

Specify whether to include records for properties that are exempt from VAT tax. Values are:

Blank: Include all properties regardless of the tax status.

1: Include only properties that are subject to VAT taxes.

### B.3.7 R74U0226 - Non Elected Property Report - Detail

Use this report to review income and expenditure transactions for all properties not elected for VAT. The report sequences information by company, property, and general ledger account number.

Processing options enable you to select company, date ranges, tax code for VAT non-election, account ranges for income and expenditure, ledger type, and currency.

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**Note:** If a company number is not specified in the corresponding processing option, then the system includes all companies; therefore, report totals may be meaningless if they include more than one base currency.

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The system selects property transactions from the Account Ledger table (F0911) and provides details by account for each property. Processing options enable you to specify whether to include tax information (F0018),

### B.3.8 Processing Options for Non-Elected Property Report - Detail (R74U0226)

Processing options enable you to specify the default processing for programs and reports.

#### B.3.8.1 Selection

##### 1. Company

Specify the company number to use to select records to include on the report. If you leave this processing option blank, the system selects all companies.

##### 2. From Date

Specify the date to use as the beginning general ledger date to select the records to include on the report. If you leave this processing option blank, the system uses today's date.

##### 3. To Date

Specify the date to use as the ending general ledger date to select the records to include on the report. If you leave this processing option blank, the system selects records with dates that are up to 12 months from the date entered in the From Date processing option.

#### **4. Date Source**

Specify which date to use to select the records based on the values in the From Date and Date To processing options. Values are:

Blank: Invoice date.

1: General ledger date.

2: Service/tax date.

#### **5. Elected**

Specify whether to include records for properties that are subject to VAT tax. Values are:

Blank: Include all properties regardless of the tax status.

1: Include only properties that are exempt from VAT taxes.

### **B.3.8.2 Accounting Range**

#### **1. Income Accounting Range From and 2. Income Accounting Range To**

Specify the first account or the last account in the range of income accounts to include on the report. If you leave these processing options blank, the system returns an error that the accounting range is incomplete.

#### **3. Expenditure Accounting Range From and 4. Expenditure Accounting Range To**

Specify the first account or the last account in the range of expenditure accounts to include on the report. If you leave these processing options blank, the system returns an error that the accounting range is incomplete.

#### **5. Ledger Type**

Specify the ledger type to use to select the records to include in the report.

#### **6. Currency Code**

Specify the currency code for which you want transaction amounts printed. If you leave this processing option blank, the system prints transaction amounts in the currency assigned to the company. If transactions are included for companies with different currencies, the report does not print totals.

#### **7. Signs**

Specify whether to print the debit and credit signs for amounts on the report. Values are:

Blank: Print the report without signs.

1: Print the report with signs for debits and credits.

2: Print the report without signs, but display a negative margin if the expenditure for the selected period is greater than the income.

### **B.3.8.3 Other**

#### **1. Document Type**

Specify the document type to use to select transactions to include on the report. If you leave this processing option blank, the system includes transactions for all document types.

#### **2. Posted Trans (posted transaction)**

Specify whether to select only transactions that are posted on the report. Values are:

Blank: Include only transactions that are posted (posted code is equal to P).

1: Include all transactions, regardless of whether they are posted.

### 3. Unit Accounting

Specify whether to print the subledger on the report. Values are:

Blank: Do not print.

1: Print.

### 4. Date Sequence

Specify the general ledger date sequence in which to print transactions on the report. Values are:

Blank: Print transactions in date descending order; the system prints the most recent transactions first.

1: Print the transactions in date ascending order; the system prints the oldest transactions first.

2: Print the transactions by unit number, and then by date descending order.

3: Print the transactions by unit number, and then by date ascending order.

### 5. Tax

Specify whether to print tax information on the report. Values are:

Blank: Do not print.

1: Print.

## B.3.9 R74U0227 - Non Elected Property Report - Summary

Use this report to review total income and expenditure for all properties not elected for VAT. The report sequences information by company and property.

Processing options enable you to select company, date ranges, tax code for VAT non-election, account ranges for income and expenditure, ledger type, and currency.

---

**Note:** If a company number is not specified in the corresponding processing option, then the system includes all companies; therefore, report totals may be meaningless if they include more than one base currency.

---

The system selects property transactions from the Account Ledger table (F0911) and provides details by account for each property. Processing options enable you to specify whether to include tax information (F0018) and whether to report integrity differences between the general ledger and tax tables.

## B.3.10 Processing Options for Non-Elected Property Report - Summary (R74U0227)

Processing options enable you to specify the default processing for programs and reports.

These processing options are identical to processing options for Non-Elected Property Report - Detail (R74U0226) except where noted.

### **B.3.10.1 Selection**

These processing options are identical to the Non-Elected Property Report - Detail program (R74U0226).

### **B.3.10.2 Accounting Range**

These processing options are identical to the Non-Elected Property Report - Detail program (R74U0226).

### **B.3.10.3 Other**

#### **1. Tax**

Specify whether to print tax information on the report. Values are:

Blank: Do not print.

1: Print.

#### **2. Integrity**

Specify whether to print integrity information on the report. Values are:

Blank: Do not print.

1: Print.

## **B.3.11 R74U0230 - Rent Review Settled/Not Settled Report**

Use this report to review leases that require rent reviews based on the log class and critical dates that are set up for the lease. You can specify whether to sequence the information on the report by either lease or critical date.

## **B.3.12 Processing Options for Rent Review Settled/Not Settled (R74U0230)**

Processing options enable you to specify the default processing for programs and reports.

### **B.3.12.1 Selection**

#### **1. Up To and Including Critical Date**

Specify the date to use to select the leases on the report. The system includes leases with a review date that is prior to or on the date that you enter.

#### **2. Sequence**

Specify whether to sequence the information on the report by lease or critical date. Values are:

Blank: Lease number.

1: Critical date.

#### **3. Resolved / Unresolved**

Specify whether to select all records or only those which are still unresolved. Values are:

Blank: Unresolved

1: Resolved and unresolved

#### **4. Attachments**

Specify whether to print attachment information for the log lines selected. Values are:

Blank: Do not print.

1: Print.

### 5. Rent Review Property Log Class

Specify the log class that is set up for rent review for the system to use to select lease records.

## B.3.13 R74U0228 - Payment/Accounting Profile Reconciliation - Detail

Use this report to review and compare the information stored in the Payment Profile table (F74U0205) and the Accounting Billing Profile table (F74U0212). Two reports are provided to show any reconciliation differences between these tables.

This report compares total payment profile values with total accounting profile values, for user-defined periods or dates. The purpose of the report is to warn users of any integrity differences between rent billed (income/expense) and rent accounted for (revenue/accruals).

The system selects transactions from the Account Ledger table (F0911) and subtotals them by subledger (unit), bill code, lease, and company to show any integrity differences at these levels.

The system sequences the information on the report by company, property, lease, bill code, subledger (unit), account number, and general ledger date.

Processing options enable you to select company, date ranges, income account ranges, income document types, revenue account ranges, revenue document types, ledger type, and currency.

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**Note:** If a company is not selected, then all companies are selected; therefore, report totals may be meaningless if they include more than one base currency.

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## B.3.14 Processing Options for Payment/Accounting Profile Reconciliation - Detail (R74U0228)

Processing options enable you to specify the default processing for programs and reports.

### B.3.14.1 Selection

#### 1. Company

Specify the company number to use to select records to include on the report. If you leave this processing option blank, the system selects all companies.

#### 2. From Date

Specify the date to use as the beginning bill date to select the records to include on the report. If you leave this processing option blank, the system uses today's date.

#### 3. To Date

Specify the date to use as the ending bill date to select the records to include on the report. If you leave this processing option blank, the system selects records with dates that are up to 12 months from the date entered in the From Date processing option.

### **B.3.14.2 Accounting Range**

#### **1. Income Accounting Range From and 2. Income Accounting Range To**

Specify the first account or the last account in the range of income accounts to include on the report. If you leave these processing options blank, the system returns an error that the accounting range is incomplete.

#### **3. Restrict Income Document Type To**

Specify the document type to use to select income account transactions. If you leave this processing option blank, the system selects all income accounts for the specified range, regardless of the document type.

#### **4. Revenue Accounting Range From and 5. Revenue Accounting Range To**

Specify the first account or the last account in the range of revenue accounts to include on the report. If you leave these processing options blank, the system returns an error that the accounting range is incomplete.

#### **6. Restrict Income Document Type To**

Specify the document type to use to select revenue account transactions. If you leave this processing option blank, the system selects all revenue accounts for the specified range, regardless of the document type.

### **B.3.14.3 Other**

#### **1. Ledger Type**

Specify the ledger type to use to select the records to include on the report.

#### **2. Currency Code**

Specify the currency code for which you want transaction amounts printed. If you leave this processing option blank, the system prints transaction amounts in the currency assigned to the company. If transactions are included for companies with different currencies, the report does not print totals.

#### **3. Signs**

Specify whether to print the debit and credit signs for amounts on the report. Values are:

Blank: Print the report without signs.

1: Print the report with signs for debits and credits.

2: Print the report without signs, but display a negative margin if the expenditure for the selected period is greater than the income.

#### **4. Subledger/Unit**

Specify whether to print the subledger on the report. Values are:

Blank: Do not print.

1: Print.

#### **5. Bill Code**

Specify whether to print the bill code associated with the account on the report. Values are:

Blank: Print.

1: Do not print.

### B.3.15 R74U0229 - Payment/Accounting Profile Reconciliation Summary Report

Use this report to review and compare the information stored in the Payment Profile table (F74U0205) and the Accounting Billing Profile table (F74U0212). Two reports are provided to show any reconciliation differences between these tables.

This report compares total payment profile values with total accounting profile values for user-defined periods or dates. The purpose of the report is to warn users of any integrity differences between rent billed (income/expense) and rent accounted for (revenue/accruals).

The system selects transactions from the Account Ledger table (F0911) and subtotals them by subledger (unit), bill code, lease, and company to show any integrity differences at these levels.

The system sequences the information on the report by company, property, lease, bill code, subledger (unit), account number, and general ledger date.

Processing options enable you to select company, date ranges, income account ranges, income document types, revenue account ranges, revenue document types, ledger type, and currency.

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**Note:** If a company is not selected, then all companies are selected; therefore, report totals may be meaningless if they include more than one base currency.

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### B.3.16 Processing Options for Payment/Accounting Profile Reconciliation - Summary (R74U0229)

Processing options enable you to specify the default processing for programs and reports.

These processing options are identical to processing options for Payment/Accounting Profile Reconciliation - Detail program (R74U0228), except where noted.

#### B.3.16.1 Selection

These processing options are identical to Payment/Accounting Profile Reconciliation - Detail program (R74U0228).

#### B.3.16.2 Accounting Range

These processing options are identical to Payment/Accounting Profile Reconciliation - Detail program (R74U0228).

#### B.3.16.3 Other

##### 6. Posted Code

Specify whether to select only transactions that are posted on the report. Values are:

Blank: Include only transactions that are posted (posted code is equal to P).

1: Include all transactions, regardless of whether they are posted.



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