

Oracle® Lease Management

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Glossary

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Send Us Your Comments

Oracle Lease Management Implementation Guide, Release 11i

Part No. B10647-01

Oracle Corporation welcomes your comments and suggestions on the quality and usefulness of this document. Your input is an important part of the information used for revision.

- Did you find any errors?
- Is the information clearly presented?
- Do you need more information? If so, where?
- Are the examples correct? Do you need more examples?
- What features did you like most?

If you find any errors or have any other suggestions for improvement, please indicate the document title and part number, and the chapter, section, and page number (if available). You can send comments to us at:

Oracle Corporation
CRM Application Foundation Content Development Manager
500 Oracle Parkway
Redwood Shores, CA 94065, USA

If you would like a reply, please give your name, address, telephone number, and (optionally) electronic mail address.

If you have problems with the software, please contact your local Oracle Support Services.

Preface

Intended Audience

Welcome to Release 11*i* of the Oracle Lease Management Implementation Guide.

This guide assumes you have a working knowledge of:

- The principles and customary practices of your business area.
- Oracle Lease Management

If you have never used Oracle Lease Management, Oracle suggests you attend one or more of the Oracle Lease Management training classes available through Oracle University.

- The Oracle Applications graphical user interface.

To learn more about the Oracle Applications graphical user interface, read the *Oracle Applications User's Guide*.

- Implementing all impacted external applications with which Oracle Lease Management interfaces. Depending on your usage and configuration, these applications include:
 - Oracle System Administration
 - Oracle General Ledger
 - Oracle Human Resources
 - Oracle Inventory
 - Oracle Assets
 - Oracle Receivables
 - Oracle Payables

- Oracle CRM Foundation
- Oracle Core Contracts
- Oracle Telephony Manager
- Oracle Universal Work Queue
- Oracle Workflow
- Oracle Order Management
- Oracle Installed Base
- Oracle Order Capture
- Oracle Marketing Online
- Oracle iStore
- Oracle Usage Billing, including Advanced Pricing
- Any third party applications with which you want to interface

For more information about Oracle Applications product information, see "[Other Information Sources](#)" on page xxi.

Note: If you are upgrading, see your upgrade documentation.

Documentation Accessibility

Our goal is to make Oracle products, services, and supporting documentation accessible, with good usability, to the disabled community. To that end, our documentation includes features that make information available to users of assistive technology. This documentation is available in HTML format, and contains markup to facilitate access by the disabled community. Standards continue to evolve over time, and Oracle Corporation is actively engaged with other market-leading technology vendors to address technical obstacles so that our documentation can be accessible to all of our customers. For additional information, visit the Oracle Accessibility Program Web site at <http://www.oracle.com/accessibility/>.

Accessibility of Code Examples in Documentation

JAWS, a Windows screen reader, may not always correctly read the code examples in this document. The conventions for writing code require that closing braces

should appear on an otherwise empty line; however, JAWS may not always read a line of text that consists solely of a bracket or brace.

Accessibility of Links to External Web Sites in Documentation

This documentation may contain links to Web sites of other companies or organizations that Oracle Corporation does not own or control. Oracle Corporation neither evaluates nor makes any representations regarding the accessibility of these Web sites.

Other Information Sources

You can choose from many sources of information, including online documentation, training, and support services, to increase your knowledge and understanding of Oracle Lease Management.

If this guide refers you to other Oracle Applications documentation, use only the Release 11*i* versions of those guides.

Online Documentation

All Oracle Applications documentation is available online (HTML or PDF). Online help patches are available on Oracle MetaLink.

Related Documentation

Oracle Lease Management shares business and setup information with other Oracle Applications products. Therefore, you can refer to other product documentation when you set up and use Oracle Lease Management.

You can read the documents online by choosing Library from the expandable menu on your HTML help window, by reading from the Oracle Applications Document Library CD included in your media pack, or by using a Web browser with a URL that your system administrator provides.

If you require printed guides, you can purchase them from the Oracle Store at <http://oraclestore.oracle.com>.

Documents Related to All Products

Oracle Applications User's Guide

This guide explains how to enter data, query, run reports, and navigate using the graphical user interface (GUI) available with this release of Oracle Lease

Management (and any other Oracle Applications products). This guide also includes information on setting user profiles, as well as running and reviewing reports and concurrent processes.

You can access this user guide online by choosing **Getting Started with Oracle Applications** from any Oracle Applications Help file.

Documents Related to This Product

Installation and System Administration

Oracle Applications Concepts

This guide provides an introduction to the concepts, features, technology stack, architecture, and terminology for Oracle Applications Release 11*i*. It provides a useful first book to read before an installation of Oracle Applications. This guide also introduces the concepts behind Applications-wide features such as Business Intelligence (BIS), languages and character sets, and Self-Service Web Applications.

Installing Oracle Applications

This guide provides instructions for managing the installation of Oracle Applications products. In Release 11*i*, much of the installation process is handled using Oracle Rapid Install, which minimizes the time to install Oracle Applications, the Oracle8 technology stack, and the Oracle8i Server technology stack by automating many of the required steps. This guide contains instructions for using Oracle Rapid Install and lists the tasks you need to perform to finish your installation. You should use this guide in conjunction with individual product user guides and implementation guides.

Oracle Applications Supplemental CRM Installation Steps

This guide contains specific steps needed to complete installation of a few of the CRM products. The steps should be done immediately following the tasks given in the Installing Oracle Applications guide.

Upgrading Oracle Applications

Refer to this guide if you are upgrading your Oracle Applications Release 10.7 or Release 11.0 products to Release 11*i*. This guide describes the upgrade process and lists database and product-specific upgrade tasks. You must be either at Release 10.7 (NCA, SmartClient, or character mode) or Release 11.0, to upgrade to Release 11*i*. You cannot upgrade to Release 11*i* directly from releases prior to 10.7.

Maintaining Oracle Applications

Use this guide to help you run the various AD utilities, such as AutoUpgrade, AutoPatch, AD Administration, AD Controller, AD Relink, License Manager, and others. It contains how-to steps, screenshots, and other information that you need to run the AD utilities. This guide also provides information on maintaining the Oracle applications file system and database.

Oracle Applications System Administrator's Guide

This guide provides planning and reference information for the Oracle Applications System Administrator. It contains information on how to define security, customize menus and online help, and manage concurrent processing.

Oracle Alert User's Guide

This guide explains how to define periodic and event alerts to monitor the status of your Oracle Applications data.

Oracle Applications Developer's Guide

This guide contains the coding standards followed by the Oracle Applications development staff. It describes the Oracle Application Object Library components needed to implement the Oracle Applications user interface described in the *Oracle Applications User Interface Standards for Forms-Based Products*. It also provides information to help you build your custom Oracle Forms Developer 6i forms so that they integrate with Oracle Applications.

Oracle Applications User Interface Standards for Forms-Based Products

This guide contains the user interface (UI) standards followed by the Oracle Applications development staff. It describes the UI for the Oracle Applications products and how to apply this UI to the design of an application built by using Oracle Forms.

Other Implementation Documentation

Oracle General Ledger User Guide

This guide describes implementation, setup, and maintenance, working with journal entries, budgeting, performing online inquiries, generating financial reporting, using sets of books, making consolidations, and working with intercompany systems.

Of particular importance to Oracle Lease Management is the setup chapter that describes the tasks for designing your accounting flexfields, defining accounts and

accounting calendars, defining schedules, and defining and maintaining sets of books. The setup chapter also discusses how to set up summary accounts, Journal Approval, AutoAllocations, automatic tax on journals, and GIS.

Implementing Oracle Self–Service Human Resources

This guide covers how to implement the Oracle Self-Service Human Resources product. Oracle Self-Service Human Resources is a Web-based human resources system. With only a web browser and an internet connection, employees and managers can manage HR information. Oracle Lease Management interacts with Oracle Self-Service Human Resources so that you can set up and maintain employee information.

Oracle Applications System Administrator's Guide

This guide describes how to manage and control security, set up new users, audit user activity, set user profiles, and manage concurrent processing.

Oracle Inventory User's Guide

This guide describes inventory set up and implementation, inventory structure, units of measure, item setup and control, attribute groups and their items, transactions and their setup, stock availability, planning and replenishment, cost control and accounting, cycle counting, physical inventory, reporting, and inventory flexfields.

Oracle Assets User Guide

This guide describes: the assets, mass additions, and tax workbenches; key information stored about each asset and how to add them to the system; the concepts and tasks related to maintaining and retiring assets in the system; information about depreciation and transaction data archive and purge features; asset accounting, including journal entry examples for each type of asset transaction and tax accounting features; describes capital budgeting and the budget interface; how to set up your oracle assets system; how to view assets and transactions; how to generate reports and lists; profile options; and security issues.

Oracle Receivables User Guide

This guide describes setting up and implementation, maintaining customer information, performing collections, entering and tracking receipts, transactions, accounting, archiving and purging information, standard reports and listings, receivables profile options, and security issues.

Oracle Payables User Guide

This guide describes: overview and reference information; Payables implementation suggestions; specific tasks you can accomplish using Payables; how to use Payables windows; Payables programs, reports, and listings; Payables functions and features, and Payables system setup.

Oracle CRM Foundation Implementation Guide

This guide describes implementation of: the System Administrator Console, Territory Management, Resource Manager, Notes, Oracle Calendar, Task Manager, Interaction History, Oracle 1-to-1 Fulfillment, Assignment Manager, the Business Rule Monitor, and Dynamic Tables.

Oracle Contracts Core User Guide

This guide provides overviews of the Contracts Core application and its components, explanations of key concepts, features, and functions, as well as the Contracts Core application's relationships to other Oracle applications; process-oriented, task-based procedures for using the Contracts Core application to perform essential business tasks; the procedures for setting up profile options, lookup codes, and Workflow required to implement the integration successfully; provides information on adding/removing features and functionality from the Contracts Core application.

Oracle Telephony Manager Implementation Guide

This guide describes: considerations for planning an implementation project, related documentation and resources, setting up Oracle Telephony Manager, setting system profile options, configuring and testing integration points, and testing an implementation Project.

Oracle Universal Work Queue Implementation Guide

This guide describes technology, requirements, and performance of Telephony Manager; dependency requirements and verification; implementation overview, tasks, verification; diagnostics and troubleshooting; and integrating Oracle Universal Work Queue with other products. This guide also provides implementation worksheets, a list of profile options, server parameters, and command line parameters.

Oracle Workflow Guide

This guide describes how to implement Oracle Workflow; how to begin defining a workflow process; how to define the components necessary to build a workflow

process; how to draw and define a workflow process diagram; the standard activities provided with Oracle Workflow; the standard APIs for the PL/SQL and Java functions that Oracle Workflow can call; information about Oracle Workflow's APIs; the Oracle Workflow home page; how to view and act on a workflow notification; how to use the Workflow Monitor to administer or view the status of a workflow process; how to launch a workflow process for testing purposes; how to manage business events; the standard events provided with Oracle Workflow; the demonstration workflow processes; the miscellaneous administrative SQL scripts included with Oracle Workflow; the defined workflow processes that are included.

Oracle Order Management Suite Implementation Manual

This guide describes how to enter sales orders and returns, copy existing sales orders, schedule orders, release orders, create price lists and discounts for orders, and create reports.

Oracle Pricing User's Guide

This guide describes how to setup modifiers, price lists, formulas, pricing agreements, pricing rules, and pricing of special orders in Oracle Pricing.

Oracle Advanced Pricing User's Guide

This guide describes how to set up modifiers, price lists, formulas, pricing agreements, pricing rules, and how to price special orders in Oracle Advanced

Oracle Enterprise Installed Base Implementation Guide

This guide provides detailed task-based procedures for implementing and setting up Oracle Enterprise Installed Base. Oracle Enterprise Installed Base is a tracking system that integrates with and stores information collected from Inventory, Purchasing, Projects, Assets, Payables, and Installed Base. With Oracle Enterprise Installed Base, you can give users access to tracking information without allowing them access to sensitive processes related to assets and purchasing. You can also track inventory item after they have been installed and link financial transactions to the physical movement of equipment.

Oracle Order Capture Implementation Guide

This guide describes dependencies, optional integrations, setting up Oracle Order Capture, setting up quote status and quote status transitions, setting up lookup types, setting system profile options, pricing for the General Services Administration, defining descriptive flexfield information, setting up the print quote functionality, designating a printer for print quote, workflows in Oracle

Order Capture, working with Oracle Order Capture, and Oracle Order Capture APIs.

Oracle Marketing Online Implementation Guide

This guide describes how to implement Oracle Marketing Online. Oracle Marketing Online provides centralized processes and approval management of marketing campaigns; enables multi-channel execution via seamless integration with other Oracle CRM products; lets a marketer plan and execute campaigns across all channels and marketing media; increases personal productivity while facilitating team collaboration and information sharing; enables marketers to pinpoint the revenue generated by each marketing effort; and maximize returns on investment.

Oracle iStore Implementation Guide

This guide describes the required and optional implementation tasks for Oracle iStore; tasks for verification of an Oracle iStore; tips for troubleshooting Oracle iStore use and administration; integration with various other Oracle applications; and profile option settings.

Multiple Reporting Currencies in Oracle Applications

If you use the Multiple Reporting Currencies feature to record transactions in more than one currency, use this manual before implementing Oracle Lease Management. This manual details additional steps and setup considerations for implementing Oracle Lease Management with this feature.

Multiple Organizations in Oracle Applications

This guide describes how to set up and use Oracle Lease Management with Oracle Applications' Multiple Organization support feature, so you can define and support different organization structures when running a single installation of Oracle Lease Management.

Oracle Workflow Guide

This guide explains how to define new workflow business processes as well as customize existing Oracle Applications-embedded workflow processes. You also use this guide to complete the setup steps necessary for any Oracle Applications product that includes workflow-enabled processes.

Oracle Applications Flexfields Guide

This guide provides flexfields planning, setup and reference information for the Oracle Lease Management implementation team, as well as for users responsible for

the ongoing maintenance of Oracle Applications product data. This manual also provides information on creating custom reports on flexfields data.

Oracle eTechnical Reference Manuals

Each eTechnical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for a specific Oracle Applications product. This information helps you convert data from your existing applications, integrate Oracle Applications data with non-Oracle applications, and write custom reports for Oracle Applications products. Oracle eTRM is available on Metalink

Oracle Manufacturing APIs and Open Interfaces Manual

This manual contains up-to-date information about integrating with other Oracle Manufacturing applications and with your other systems. This documentation includes APIs and open interfaces found in Oracle Manufacturing.

Oracle Order Management Suite APIs and Open Interfaces Manual

This manual contains up-to-date information about integrating with other Oracle Manufacturing applications and with your other systems. This documentation includes APIs and open interfaces found in Oracle Order Management Suite.

Oracle Applications Message Reference Manual

This manual describes Oracle Applications messages. This manual is available in HTML format on the documentation CD-ROM for Release 11i.

Oracle CRM Application Foundation Implementation Guide

Many CRM products use components from CRM Application Foundation. Use this guide to correctly implement CRM Application Foundation.

Training and Support

Training

Oracle offers training courses to help you and your staff master Oracle Lease Management and reach full productivity quickly. You have a choice of educational environments. You can attend courses offered by Oracle University at any one of our many Education Centers, you can arrange for our trainers to teach at your facility, or you can use Oracle Learning Network (OLN), Oracle University's online education utility. In addition, Oracle training professionals can tailor standard courses or develop custom courses to meet your needs. For example, you can use

your organization's structure, terminology, and data as examples in a customized training session delivered at your own facility.

Support

From on-site support to central support, our team of experienced professionals provides the help and information you need to keep Oracle Lease Management working for you. This team includes your Technical Representative, Account Manager, and Oracle's large staff of consultants and support specialists with expertise in your business area, managing an Oracle[®] server, and your hardware and software environment.

OracleMetaLink

OracleMetaLink is your self-service support connection with web, telephone menu, and e-mail alternatives. Oracle supplies these technologies for your convenience, available 24 hours a day, 7 days a week. With OracleMetaLink, you can obtain information and advice from technical libraries and forums, download patches, download the latest documentation, look at bug details, and create or update TARs. To use MetaLink, register at (<http://metalink.oracle.com>).

Alerts: You should check OracleMetaLink alerts before you begin to install or upgrade any of your Oracle Applications. Navigate to the Alerts page: **Technical Libraries/ERP Applications/Applications Installation and Upgrade/Alerts**.

Self-Service Toolkit: You may also find information by navigating to the Self-Service Toolkit page: **Technical Libraries/ERP Applications/Applications Installation and Upgrade**.

Do Not Use Database Tools to Modify Oracle Applications Data

*Oracle STRONGLY RECOMMENDS that you never use SQL*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle Applications data unless otherwise instructed.*

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. But if you use Oracle tools such as SQL*Plus to modify Oracle Applications data, you risk destroying the integrity of your data and you lose the ability to audit changes to your data.

Because Oracle Applications tables are interrelated, any change you make using Oracle Applications can update many tables at once. But when you modify Oracle Applications data using anything other than Oracle Applications, you may change a row in one table without making corresponding changes in related tables. If your

tables get out of synchronization with each other, you risk retrieving erroneous information and you risk unpredictable results throughout Oracle Applications.

When you use Oracle Applications to modify your data, Oracle Applications automatically checks that your changes are valid. Oracle Applications also keeps track of who changes information. If you enter information into database tables using database tools, you may store invalid information. You also lose the ability to track who has changed your information because SQL*Plus and other database tools do not keep a record of changes.

About Oracle

Oracle Corporation develops and markets an integrated line of software products for database management, applications development, decision support, and office automation, as well as Oracle Applications, an integrated suite of more than 160 software modules for financial management, supply chain management, manufacturing, project systems, human resources and customer relationship management.

Oracle products are available for mainframes, minicomputers, personal computers, network computers and personal digital assistants, allowing organizations to integrate different computers, different operating systems, different networks, and even different database management systems, into a single, unified computing and information resource.

Oracle is the world's leading supplier of software for information management, and the world's second largest software company. Oracle offers its database, tools, and applications products, along with related consulting, education, and support services, in over 145 countries around the world.

Part I

Getting Started

Part 1 of the Oracle Lease Management Implementation Guide contains the following chapters:

- [Chapter 1, "Introduction"](#): An overview on Oracle Lease Management and the Oracle E-Business Suite.
- [Chapter 2, "Before You Begin"](#): Information about related documentation, course work, other resources, verification, and dependencies.

Introduction

This chapter provides information on:

- [Section 1.1, "Oracle Lease Management Overview"](#)
- [Section 1.2, "The Oracle E-Business Suite"](#)

1.1 Oracle Lease Management Overview

Oracle Lease Management is a full lease life cycle application that large, international equipment leasing businesses can use to create, manage, and administer their leases. Oracle Lease Management can operate small-scale leasing businesses, leasing captives and leasing divisions of banks, and other financial institutions. Oracle Lease Management leverages Oracle Contracts Core and Oracle Service Contracts and connects to applicable ERP and CRM existing applications.

Oracle Lease Management's key business flows are arranged chronologically according to how each is used in a lease transaction:

Opportunity to Lease Quote

Supports the effective matching of lessor or lender with lessee or borrower. To structure the lease and calculate the cost basis, the salesperson:

- Identifies prospect needs.
- Identifies available assets.
- Provides alternative financing options.

Credit Application to Booking

Once a lease contract is agreed upon, the Lease/Loan Authoring functionality books the contract. Financial streams and journal entries are created and entered.

When an asset is selected, Disbursements functionality deals with paying the vendor or dealer for the asset. Disbursements also pays for service and maintenance costs collected from the lessee and owed to a third party provider.

Invoice to Receipt

Once the lease is executed, Billing functionality generates and sends invoices to lessors or borrowers. Often a lessee has assets at multiple locations under the same lease, and billing has the flexibility to account for many types of variations.

For example, one variation of Billing is Usage Based Billing. This functionality provides billing based upon the usage of the asset as evidenced from meter readings.

Payments functionality allows either the lessor or the lessee to start the transfer of funds to pay invoices. A transfer can be in the form of a direct debit, check, wire transfer, credit card, and so on. The Payment process searches for the appropriate invoice to apply the funds and creates accounting entries on application of funds to the invoices.

Prior to the end of the contract term there might be a need for a collection effort. Collections and Litigation functionality manages the collection process from the point of initially identifying a delinquent customer to the end of the delinquency.

Quote to Termination

The Renewal and Termination Quotation functionality manages the renewal or termination of a contract. A request for a renewal or termination quote is processed by initiating the quote, identifying the formula, calculating, storing, consolidating, and modifying a quote. When the quote is completed several transactions are managed, including: approve termination request, verify documentation, complete contract termination, apply payments, and update asset records.

Return to Disposal

The last step in the lease transaction, Remarketing, is functionality that manages the disposition of assets upon expiration of a lease contract, at repossession or at early termination. It manages the remarketing process whether through sale of the asset to a third party remarketer or via internal remarketing efforts.

Accounting Period Open to Close

Once a lease contract is agreed upon, the Lease/Loan Authoring functionality books the contract. Financial streams and journal entries are created and entered.

Inquiry to Resolution

Throughout the lease contract term, Contract Interaction Center functionality enables lessors to offer customers accurate, fast, personalized, and proactive information.

1.2 The Oracle E-Business Suite

Oracle CRM E-Commerce Suite, Release 11*i*, is a comprehensive Web-based solution for unassisted business to business (B2B) and business to consumer (B2C) selling, marketing, and servicing through the internet. It covers the entire spectrum of the e-commerce value cycle, from managing effective marketing campaigns to providing customer self-service. The Oracle CRM E-Commerce Suite encompasses:

- Merchant administration
- Affiliate linking
- Sophisticated catalog management

- Guided selling
- Merchandising
- Order management
- Payment processing
- Intelligence reporting
- Foundation components that allow for integration without redundancy

Before You Begin

This chapter provides an overview of what you need to understand, have installed, have implemented, and have verified before implementing Oracle Lease Management. Main topics include:

- [Section 2.1, "Relevant Courses, Documentation, and Resources"](#)
- [Section 2.2, "Installation Verification"](#)
- [Section 2.3, "Oracle Lease Management Dependencies"](#)

2.1 Relevant Courses, Documentation, and Resources

You must have a good understanding of many areas of the Oracle e-Business Suite in order to implement Oracle Lease Management. Sources of gaining a good understanding include:

- [Section 2.1.1, "Relevant Courses"](#)
- [Section 2.1.2, "Relevant Documentation"](#)

2.1.1 Relevant Courses

Courses that help you understand implementation Oracle Lease Management include:

ERP Courses

- *11i Implement and Use General Ledger, Edition 1.0, English*
- *11i System Administer Oracle E-Business Suite ed 2.0*
- *11i Oracle HRMS Implement Human Resources, Edition 1.0, English*
- *11i Implement and Use Inventory, Edition 2.0, English*
- *11i Implement and Use Asset Management, Edition 1.0, English*
- *11i Implement and Use Accounts Receivable, Edition 2.0, English*
- *11i Implement and Use Payables, Edition 2.0, English*
- *11i Workflow, English*
- *11i Implement and Use Order Management, Edition 1.0, English*

CRM Courses

- *11i Implement CRM Foundation Ed 3.0*
- *11i Implement Contracts Core and Service Contracts, Edition 1.2, English*
- *11i Implement and Admin Order Capture Ed 1.1*
- *11i Implement iStore, Edition 1.1, English*
- *11i Implement Marketing Online Ed 2.0*
- *11i Implement and Use Pricing & Advanced Pricing, Edition 1.0, English*
- *11i Use and Implement Installed Base Ed 1.0*

- 11i Implement TeleSales Ed 3.0
- 11i Implement Universal Work Queue non-Media Ed 2.0
- Implement CRM Collections (based on 11.5.6)*

Combination ERP Courses

- 11i Financial Applications Overview, Ed 1
- Oracle General Ledger
- Oracle Assets
- Oracle Purchasing
- Oracle Payables
- Oracle Order Management
- Oracle Receivables
- Oracle Asset Management
- Oracle Cash Management
- Oracle Workflow
- Oracle System Administration

2.1.2 Relevant Documentation

Relevant Documentation that help you understand implementing Oracle Lease Management include:

Table 2–1 Relevant Documentation

Title	Description
Oracle Applications Concepts	This guide provides an introduction to the concepts, features, technology stack, architecture, and terminology for Oracle Applications Release 11i.
Installing Oracle Applications	This guide provides instructions for managing the installation of Oracle Applications products.
Oracle Applications Supplemental CRM Installation Steps	This guide contains specific steps needed to complete installation of a few of the CRM products.

Table 2-1 Relevant Documentation (Cont.)

Upgrading Oracle Applications	Refer to this guide if you are upgrading your Oracle Applications Release 10.7 or Release 11.0 products to Release 11 <i>i</i> .
Maintaining Oracle Applications	Use this guide to help you run the various AD utilities, such as AutoUpgrade, AutoPatch, AD Administration, AD Controller, AD Relink, License Manager, and others.
Oracle Applications System Administrator's Guide	This guide provides planning and reference information for the Oracle Applications System Administrator.
Oracle Alert User's Guide	This guide explains how to define periodic and event alerts to monitor the status of your Oracle Applications data.
Oracle Applications Developer's Guide	This guide contains the coding standards that the Oracle Applications development staff follows.
Oracle Applications User Interface Standards for Forms-Based Products	This guide contains the user interface (UI) standards that the Oracle Applications development staff follows.
Oracle General Ledger User Guide	This guide describes implementation, setup, and maintenance, working with journal entries, budgeting, performing online inquiries, generating financial reporting, using sets of books, making consolidations, and working with intercompany systems.
Implementing Oracle Self-Service Human Resources	This guide covers how to implement the Oracle Self-Service Human Resources product.
Oracle Applications System Administrator's Guide	This guide describes how to manage and control security, set up new users, audit user activity, set user profiles, and manage concurrent processing.
Oracle Inventory User's Guide	This guide describes inventory set up and implementation, inventory structure, units of measure, item setup and control, attribute groups and their items, transactions and their setup, stock availability, planning and replenishment, cost control and accounting, cycle counting, physical inventory, reporting, and inventory flexfields.
Oracle Assets User Guide	This guide describes: the assets; key information stored; the concepts and tasks related to maintaining assets; depreciation and transaction data; asset accounting; setting up your oracle assets system; viewing assets and transactions; generating reports and lists; and maintaining profile options.

Table 2-1 Relevant Documentation (Cont.)

Oracle Receivables User Guide	This guide describes setting up and implementation, maintaining customer information, performing collections, entering and tracking receipts, transactions, accounting, archiving and purging information, standard reports and listings, receivables profile options, and security issues.
Oracle Payables User Guide	This guide describes: overview and reference information; Payables implementation suggestions; specific tasks you can accomplish using Payables; how to use Payables windows; Payables programs, reports, and listings; Payables functions and features, and Payables system setup.
Oracle CRM Foundation Implementation Guide	This guide describes implementation of: the System Administrator Console, Territory Management, Resource Manager, Notes, Oracle Calendar, Task Manager, Interaction History, Oracle 1-to-1 Fulfillment, Assignment Manager, the Business Rule Monitor, and Dynamic Tables.
Oracle Contracts Core User Guide	This guide provides overviews of the Contracts Core application and its components, explanations of key concepts, features, and functions.
Oracle Telephony Manager Implementation Guide	This guide describes: considerations for planning an implementation project, related documentation and resources, setting up Oracle Telephony Manager, setting system profile options, configuring and testing integration points, and testing an implementation Project.
Oracle Universal Work Queue Implementation Guide	This guide describes technology, requirements, and performance of Telephony Manager.
Oracle Workflow Guide	This guide describes how to implement Oracle Workflow; how to begin defining a workflow process; how to define the components necessary to build a workflow process; and how to draw and define a workflow process diagram.
Oracle Order Management Suite Implementation Manual	This guide describes how to enter sales orders and returns, copy existing sales orders, schedule orders, release orders, create price lists and discounts for orders, and create reports.
Oracle Pricing User's Guide	This guide describes how to setup modifiers, price lists, formulas, pricing agreements, pricing rules, and pricing of special orders in Oracle Pricing.
Oracle Advanced Pricing User's Guide	This guide describes how to set up modifiers, price lists, formulas, pricing agreements, pricing rules, and how to price special orders in Oracle Advanced

Table 2–1 Relevant Documentation (Cont.)

Oracle Enterprise Installed Base Implementation Guide	This guide provides detailed task-based procedures for implementing and setting up Oracle Enterprise Installed Base.
Oracle Order Capture Implementation Guide	This guide describes dependencies, optional integrations, setting up Oracle Order Capture.
Oracle Marketing Online Implementation Guide	This guide describes how to implement Oracle Marketing Online. Oracle Marketing Online provides centralized processes and approval management of marketing campaigns.
Oracle iStore Implementation Guide	This guide describes the required and optional implementation tasks for Oracle iStore; tasks for verification of an Oracle iStore; tips for troubleshooting Oracle iStore use and administration; integration with various other Oracle applications; and profile option settings.
Multiple Reporting Currencies in Oracle Applications	If you use the Multiple Reporting Currencies feature to record transactions in more than one currency, use this manual before implementing Oracle Lease Management. This manual details additional steps and setup considerations for implementing Oracle Lease Management with this feature.
Multiple Organizations in Oracle Applications	This guide describes how to set up and use Oracle Lease Management with Oracle Applications' Multiple Organization support feature, so you can define and support different organization structures when running a single installation of Oracle Lease Management.
Oracle Workflow Guide	This guide explains how to define new workflow business processes as well as customize existing Oracle Applications-embedded workflow processes.
Oracle Applications Flexfields Guide	This guide provides flexfields planning, setup and reference information for the Oracle Lease Management implementation team, as well as for users responsible for the ongoing maintenance of Oracle Applications product data.
Oracle eTechnical Reference Manuals	Each eTechnical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for a specific Oracle Applications product.
Oracle Manufacturing APIs and Open Interfaces Manual	This manual contains up-to-date information about integrating with other Oracle Manufacturing applications and with your other systems.

Table 2–1 Relevant Documentation (Cont.)

Oracle Order Management Suite APIs and Open Interfaces Manual	This manual contains up-to-date information about integrating with other Oracle Manufacturing applications and with your other systems.
Oracle Applications Message Reference Manual	This manual describes Oracle Applications messages.
Oracle CRM Application Foundation Implementation Guide	Many CRM products use components from CRM Application Foundation.

2.2 Installation Verification

Before you proceed with implementing Oracle Lease Management and its dependencies, you must verify that you have correctly installed Oracle Applications. For more information, see the *Installing Oracle Applications* guide.

2.3 Oracle Lease Management Dependencies

These two topics show the modules that Oracle Lease Management requires.

[Section 2.3.1, "Required Modules"](#)

[Section 2.3.2, "Sales and Origination Modules"](#)

2.3.1 Required Modules

Oracle Lease Management requires installation and implementation of the following modules.

Table 2–2 Required Modules

Module	Functionality
Oracle Lease Management	Provides leasing functionality.
XML Gateway	Integrate with lease price modeling software.
Oracle CRM Foundation	Perform collections, customer Service, and termination quotes functionality.
Oracle Inventory	Book contracts, complete asset returns and sell assets.
Oracle Payables	Pay vendors for new assets.

Table 2–2 Required Modules (Cont.)

Module	Functionality
Oracle General Ledger	Journalize accounting entries.
Oracle Order Management	Sell Assets through iStore.
Advanced Pricing	Calculate usage billing amounts.
Oracle Core Contract	Provide setup and maintenance of rules.
Oracle Service Contracts	Calculate usage billing amounts.
Oracle Receivables	Create invoices and receive payments; set up your customers by entering, finding, and updating customer account information in the Oracle Receivables module. Create customer account relationships, use flexible address formats, implement address validation, and import customer account information into Oracle Receivables from other applications.
Oracle CRM Collections	Perform collections functionality.
Oracle Workflow	Process approvals and notifications.
Advanced Inbound and Outbound	Perform call center functionality for customer service and collections functionality.
Oracle Assets	Create booking contracts, restructure contracts, terminate contracts, sell assets.
Oracle Marketing Online	Remarket assets.
iStore	Sell assets.
Oracle Telesales	Perform customer service and collections functionality.
Oracle Services - Install Base	Book contracts.
iPayment	Receive payments in collections.
Oracle Human Resources	Set up users for workflow approval.
Order Capture/HTML Quoting	Sell Assets through iStore.
Oracle Sales Online	Set up Customers.
Scripting	Create and run scripts for users.

2.3.2 Sales and Origination Modules

The Sales and Origination part of Oracle Lease Management requires installation and implementation of the following modules.

Table 2–3 Sales and Origination Modules

Module	Functionality
Oracle Sales Online	Manage opportunities.
Oracle Credit Management	Make credit decisions.
XML Gateway	Integrate with lease price modeling software.
Oracle CRM Foundation	Provide quotes.
Oracle Inventory	Provide quotes
Oracle Workflow	Process approvals and notifications.

Part II

Implementing Oracle Lease Management

This section of the Oracle Lease Management Implementation Guide contains these chapters:

- [Chapter 3, "Implementation Overview"](#)
- [Chapter 4, "General Implementation Tasks"](#)
- [Chapter 5, "ERP Implementation Tasks"](#)
- [Chapter 6, "CRM Implementation Tasks"](#)
- [Chapter 7, "Client Implementation Tasks"](#)

Implementation Overview

This chapter includes:

- [Section 3.1, "Process Description"](#): A summary of the key business flows of Oracle Lease Management.
- [Section 3.2, "Implementation Task Sequence"](#): A high-level listing of areas throughout the Oracle E-business Suite that impact Oracle Lease Management.

3.1 Process Description

The following sections describe the process flows and features of Oracle Lease Management:

- [Section 3.1.1, "Lease Life Cycle Suite"](#)
- [Section 3.1.2, "Opportunity to Lease Quote"](#)
- [Section 3.1.3, "Credit Application to Booking"](#)
- [Section 3.1.4, "Invoice to Receipt"](#)
- [Section 3.1.5, "Quote to Termination"](#)
- [Section 3.1.6, "Asset Return to Disposal"](#)
- [Section 3.1.7, "Accounting Period Open to Close"](#)
- [Section 3.1.8, "Inquiry to Resolution"](#)

3.1.1 Lease Life Cycle Suite

Oracle Lease Management is a suite of Oracle e-Business applications designed specifically to meet the business requirements of asset based finance companies and span the entire lease life cycle—a total solution from lease origination to asset disposition and contract termination.

Oracle Lease Management integrates the power of Oracle's CRM, ERP, and Contracts applications. This means that asset-based finance companies can implement improved e-Business processes throughout their organizations to generate greater profitability and productivity through increased market share, improved customer retention, lower lease or loan origination costs, and reduced operating expenses. Increased productivity throughout the global enterprise means growth without a proportionate increase in head count.

3.1.2 Opportunity to Lease Quote

Business Process Flow

Asset-based finance sales and contract origination starts with identifying and qualifying prospects for the appropriate product, selecting the required assets, structuring the deal, and presenting a quote. Oracle Lease Management uses Oracle CRM Foundation and Sales OnLine to manage the prospecting and sales activities.

Oracle e-Business Suite

Oracle's end-to-end leasing solution is based on the interaction of Oracle Lease Management, Oracle Inventory, and CRM Foundation to manage the Opportunity to Lease Quote functions. Oracle Lease Management includes integration with lease price modeling software to generate more elaborate modeling and pricing streams.

3.1.3 Credit Application to Booking**Business Process Flow**

The Credit Application to Booking flow takes the quote through credit approval, vendor payment, contract authoring, and activation to book the lease or loan. Assets selected in the Opportunity to Lease Quote business process are identified and associated with the contract to enable asset tracking.

Oracle e-Business Suite

Oracle's end-to-end leasing solution is based on the interaction of Oracle Lease Management, Oracle Credit Management, Installed Base, Fixed Assets, Inventory, Accounts Payable, and General Ledger to manage the credit approval, contract authoring, vendor payment, and asset tracking functions. Stream generation, financial modeling, and pricing can be performed by lease price modeling software that includes integration with Oracle Lease Management.

3.1.4 Invoice to Receipt**Business Process Flow**

The Invoice to Receipt process starts with the calculation of fixed or variable interest rates, identification of items to be billed, and application of taxes to generate invoices and book the receivable. The Oracle Lease Management Invoice-to-Receipt process identifies fees, costs, and expenses to be passed to your customers. Users prepare invoices to the customer and disbursements to vendors and suppliers. You can generate billing amounts either manually or automatically and include usage-based billing rates, calculations, and adjustments. As you receive payments and electronic transfers, you apply receipts to invoices. Past-due amounts and late payments automatically trigger billing items for late charges, notification to customers, and collection processes for delinquent accounts.

Oracle e-Business Suite

Oracle's end-to-end leasing solution is based on the interaction of Oracle Lease Management, Oracle Advanced Pricing, Service Contracts, Receivables, Interaction Center, CRM Collections, WorkFlow, and General Ledger to manage the Invoice-to Receipt-functions.

3.1.5 Quote to Termination

Business Process Flow

The Quote to Termination process manages repurchase, restructure, and contract termination alternatives when the lease or loan terminates early or expires. Modified terms and conditions in restructured contracts are authored, analyzed, and approved through the same contract authoring, activation, and booking processes used for new contracts. At the conclusion of contract termination, assets are retired in Fixed Assets and forwarded to the asset-return-to-disposal processes for remarketing. Partial contract terminations are also supported.

Oracle e-Business Suite

Oracle's leasing solution is based on the interaction of Oracle Lease Management, Oracle Receivables, Fixed Assets, CRM Foundation, WorkFlow, and General Ledger to manage the Quote to Termination functions.

3.1.6 Asset Return to Disposal

Business Process Flow

The Asset Return to Disposal process manages asset returns, remarketing, and asset disposition. Shipping instructions and asset condition evaluation is supported for returned assets. You can account for returns as scrap, repurchases, or inventory to be remarketed or re-leased. Oracle Lease Management lets the remarketer establish prices, bill for costs incurred in repair of the asset, calculate third-party commissions, and adjust inventory quantities and status for tracking. Oracle Lease Management also supports off-lease amortization.

Oracle e-Business Suite

Oracle's leasing solution is based on the interaction of Oracle Lease Management, Oracle CRM Foundation, Payables, Receivables, Inventory, Marketing OnLine, iStore, WorkFlow, and General Ledger to manage the Asset Return to Disposal functions.

3.1.7 Accounting Period Open to Close

Business Process Flow

The Accounting processes from the Period Open to Close flow enable accruals, loss provisions, write-downs, periodic adjustments, and journal entries specific to the asset-based finance industry. You can implement best business processes world-wide with Oracle Lease Management while meeting regional Generally Accepted Accounting Principles (GAAP) and tax regulatory requirements.

Oracle e-Business Suite

Oracle's leasing solution is based on the interaction of Oracle Lease Management, Oracle General Ledger, Fixed Assets, Inventory, Payables, Receivables, and WorkFlow to manage the Accounting functions.

3.1.8 Inquiry to Resolution

Business Process Flow

The Inquiry to Resolution process starts with initial contact from employees, customers, vendors, or partners. Inquiries are logged and tracked through to satisfactory resolution and is communicated to the appropriate designated parties and logged. Processes are defined to manage specific requests, for example: insurance quotes, claims, and cancellation; contract transfers; equipment exchanges; asset modifications; and lease renewals.

e-Business Center

Oracle Lease Management Contract Interaction Center offers lessors the ability to identify and resolve problems to retain satisfied customers and to improve profitability. Oracle Lease Management E-Business Center and Telesales are integrated to provide customers, vendors, and partners accurate, fast, personalized, and proactive service.

Oracle e-Business Suite

Oracle's end-to-end leasing solution is based on the interaction of Oracle Lease Management, Oracle Telesales, CRM Foundation, Receivables, Payables, Assets, Installed Base, and WorkFlow to manage the Inquiry to Resolution functions.

3.2 Implementation Task Sequence

The following table describes the high-level order and process of implementing Oracle Lease Management.

For a checklist that provides you a more detailed list of tasks, see [Appendix A](#).

Table 0–1 Oracle Lease Management Implementation Checklist

Step	Task
1.	Perform System Administration Tasks
2.	Set Up General Ledger
3.	Set Up Set of Books
4.	Define Manual Journals
5.	Define Contract Numbering
6.	Define Assets
7.	Define Inventory
8.	Set Up Order Management
9.	Set Up Receivables
10.	Set Up Payables
11.	Set Up Contracts Core
12.	Set Up iStore
13.	Set Up Order Capture
14.	Set Up Marketing Online
15.	Set Up CRM Foundation
16.	Set Up Telephony
17.	Set Up Work Queues
18.	Define Streams and Pricing
19.	Define Formulas
20.	Define Accounting Options
21.	Define Lease Accounting Templates
22.	Define Account Generator
23.	Define Financial Products

Table 0-1 Oracle Lease Management Implementation Checklist (Cont.)

Step	Task
24.	Define Invoice Group Parameters
25.	Set up Interest Rates
26.	Define Late Charges Parameters
27.	Define Cash Search and Application Rules
28.	Define Customer Service Setups
29.	Define Quote Line Allocation
30.	Define Remarketing Functionality
31.	Define Lease Income Accrual Rules
32.	Define Loss Provision Rules
33.	Define Off-Lease Asset Amortization Rules
34.	Define Insurance
35.	Set up Pricing Engine Integration for Stream Generation
36.	Define Workflow

General Implementation Tasks

The following system and general areas include implementation tasks for Oracle Lease Management:

- [Section 4.1, "Perform System Administration Tasks"](#)
- [Section 4.2, "Set Up General Ledger"](#)
- [Section 4.3, "Set Up Set of Books"](#)
- [Section 4.4, "Define Manual Journals"](#)
- [Section 4.5, "Define Contract Numbering"](#)

4.1 Perform System Administration Tasks

When you install Oracle Lease Management and all the Oracle applications that it depends on, many tables include *required* general data values to run Oracle Lease Management processes.

The implementation of Oracle Lease Management is a series of steps that follow the installation, some of which you perform in Oracle Lease Management itself, and others you perform in other applications or modules.

These implementation steps require the creation of data which is specific to a particular company or organization. Once you have completed all the implementation steps, you can start to use the full functionality of Oracle Lease Management.

Most of this manual is concerned with detailing these implementation steps and the sequence in which you should perform them. This chapter addresses itself to the general tasks that are either required or optional.

Required Tasks

Required tasks include:

- [Section 4.1.1, "Define Responsibilities"](#)
- [Section 4.1.2, "Define Employees"](#)
- [Section 4.1.3, "Define Users"](#)

Optional Tasks

Optional tasks, which you can perform at any stage of implementing Oracle Lease Management, include:

- [Section 4.1.4, "Define Lookups"](#)
- [Section 4.1.5, "Define Profile Options"](#)
- [Section 4.1.6, "Set Up Document Sequencing"](#)
- [Section 4.1.7, "Set Up Concurrent Managers"](#)

4.1.1 Define Responsibilities

Optional

Responsibilities control the presentation of menus, tabs, and pages within Oracle Application's products.

On installation, Oracle Lease Management creates several responsibilities. Each of these seeded responsibilities enables a different type of user to fulfill job-oriented real-world requirements when connected to Oracle Lease Management. For example, the Accounts Controller responsibility allows many lease-specific set up facilities, while the Asset Manager responsibility concerns only certain asset-related features.

Use Oracle Applications System Administration to create responsibilities to:

- Create one or more responsibilities to either restrict users to specific functions and data when they use Oracle Lease Management.
- Combine the options of several other responsibilities.

To create one or more responsibilities to either restrict users to specific functions and data when they use Oracle Lease Management or to combine the options of several other responsibilities, then use Oracle Applications System Administration to create such responsibilities.

For more information, see:

- [Appendix D, "Seeded Roles and Responsibilities"](#)
- *Oracle Applications System Administrator's Guide*

Prerequisites

None

Responsibility

System Administrator

Module

System Administration

Navigation

Security > Responsibility > Define

4.1.2 Define Employees

Required

Several areas of Oracle Lease Management require that certain personnel are registered as employees. For example, Oracle Lease Management uses Oracle Workflow to notify and request authorizations from different employees.

For this example, and for all the other areas, if you have not already done so, you must create employees using Oracle HRMS—Human Resources Management System.

For more information, see the *Using Oracle HRMS - The Fundamentals* document.

Prerequisites

None

Responsibility

Human Resources Administrator (or equivalent)

Module

Oracle HRMS

Navigation

People > Enter and Maintain

4.1.3 Define Users

Required

You must define one or more application users. An application user is an authorized user of any Oracle application, such as Oracle Lease Management. Each application user has a unique application user name.

Once you have defined application users, they can sign on to Oracle Applications and access data through Oracle Applications windows. During the process of creating application users, you give users one or more responsibilities so that they can perform the tasks they require within Oracle Lease Management.

For more information, see the *Oracle Applications System Administrator's Guide*.

Prerequisites

None

Responsibility

System Administrator

Module

System Administration

Navigation

Security > User > Define

Important: As you create an application user, when that user is also an employee, you must associate the user name with an employee name. Use the Person field in the Users window to enter the name of the employee.

4.1.4 Define Lookups

Optional

Lookup names are list of value choices that exist throughout Oracle applications to help you select data quickly and accurately. You can modify menus or lists of certain fields, such as when you want to add your own custom choices to field options.

To create or modify any lookup types and lookup names that relate to Oracle Lease Management, you must have the Application Developer responsibility within Oracle Applications.

For more information, see the *Oracle Applications User's Guide*.

Prerequisites

None

Responsibility

Application Developer

Module

Application Object Library

Navigation

Application > Lookups > Application Object Library

Steps

1. Login as Application Developer
2. Using the AOL lookup forms, query the lookup codes:
 - Termination Quote reasons: OKL_QUOTE_REASON
 - Repurchase Quote reasons: OKL_QUOTE_REASON
 - Asset Return Statuses: OKL_ASSET_RETURN_STATUS
3. Input user defined values to create your own values.

4.1.5 Define Profile Options

Required

Profile options specify how to control access to and process data. You can set profile options at one or more of these levels: site, application, responsibility, and user.

In general, users can view their own profile options and modify updatable options. Certain responsibilities allow you to see and possibly modify your own user profile options.

Note: During the implementation phase of Oracle Lease Management, the levels at which you can consider changing your profile options are the application and responsibility level.

To create or update profile options at any level, you must have the System Administrator responsibility within Oracle Applications.

For more information, see the *Oracle Applications System Administrator's Guide*.

Prerequisites

None

Responsibility

System Administrator, for multi-level profile option access

A user's logon that allows personal profile option changes

Module

System Administration (for System Administrator responsibility)

Navigation

For System Administrator access: Profile > System

The navigation for users to view and change their own profile options varies according to their non-System Administrator responsibility. For example, the path for the Inventory Administrator is Setup > Profiles > Personal, and the path for the Payables Administrator is Other > Profile.

4.1.5.1 Set the Default Order Type

Required

To enable remarketing functionality in Oracle Lease Management, you must set the "ASO : Default Order Type" to "OKL_Standard."

Steps

1. In the Profile window, check the Site, Application, and Responsibility boxes.
2. Enter "Oracle Order Capture" as the Application and "IBE_CUSTOMER" as the Responsibility.
3. In the Profile field, enter "ASO%" and click the Find button.
4. Scroll down to "ASO : Default Order Type" profile option and choose "OKL_Standard" as the value at the Site and Responsibility level.
5. Save your work.

Guidelines

The above provides steps for setting a mandatory value for one profile option. Oracle Lease Management uses many profile options. To see a complete listing of profile options, see [Appendix B](#).

4.1.6 Set Up Document Sequencing

Required

To enable automatic numbering for consolidated invoices in Oracle Lease Management you must set up document sequencing.

A document sequence uniquely numbers documents that Oracle Lease Management generates. You start a transaction by entering data through a form that generates a document, such as an invoice. A document sequence generates an audit trail that identifies the application that created the transaction, such as Oracle Lease Management, and the original generated document, for example, invoice number 1234.

You also must set up document sequencing to the Transaction Type Document you set up in order to sell Inventory items through Oracle iStore during remarketing.

Prerequisites

None

Responsibility

System Administrator

Module

System Administration (for System Administrator responsibility)

Navigation

For System Administrator: Application > Document > Define

Steps

For Consolidated Invoice document sequencing, follow these steps:

1. In the sequence name field, enter "OKL Lease Receipt Invoices."
2. In the Application field, choose Oracle Lease Management.
This is the application that owns the document sequence.
3. Set the Effective From date and, optionally, the Effective To date.
4. In the Type field, choose Automatic.
Automatic numbering assigns a unique number to each document as it is generated. Automatic numbering, which is used in Oracle Lease Management, is sequential by date and time of creation.
5. Set the Initial Value for the Document sequence.
This is the number which with you want the sequence to start. The default value is 1.

6. Save your work.
7. Switch to the Categories menu and choose Oracle Lease Management in the Application field.
8. In the Code field, enter the sequence code you defined in steps 1-6, "OKL Lease Receipt Invoices."
9. In the Category Name field, enter: OKL Lease Receipt Invoices.
10. Enter a brief Description of the category.
11. In the Table field, enter the exact value: OKL_CNSLD_AR_HDRS_B.
12. Save your work
13. Switch to the Assign menu and choose the Document tab.
14. Choose Oracle Lease Management in the Application field.
15. In the Category field, enter the previously defined sequence code, OKL Lease Receipt Invoices.
16. Choose your set of books.
17. In the Method field, choose Automatic.
18. Click the Assignment tab and in the Application field, choose Oracle Lease Management.
19. In the Category field, enter OKL Lease Receipt Invoices.
20. If you want the assignment to have start and end dates, enter them in the appropriate fields.
21. In the Sequence field, enter the sequence name you defined in Step 1, OKL Lease Receipt Invoices.
22. Save your work.

Set Up Document Sequencing for Transaction Type Document

Follow these steps to set up document sequencing for the Transaction Type Document that you created for Oracle Order Management functionality, which lets remarketed assets to be resold through Oracle iStore:

1. Check if the sequence is already defined by querying "OKL_Standard" in the name field. If the query doesn't return any data, then the sequence is not defined.
2. To create the sequence, in the Name field enter "OKL_Standard."

3. In the Application field, choose Oracle Order Management from the list of values.
4. Enter a Start Date.
5. Optionally, enter an End Date. (Leave this field Null if this sequence is open ended.)
6. In the Type field, choose Automatic.
7. Select the Message box.
8. In the Initial Value field, enter 1.
9. Save your work.

Assign the Document Sequence to the Transaction Type Document

Follow these steps to assign the document sequence to the Transaction Type Document that you just created:

1. Check if the document record is already defined. In the Document tab, query "OKL_Standard" in the Category field. If the query doesn't return any data, then the sequence is not defined.
2. To create the record, in the Application field choose Oracle Order Management from the list of values.
3. In the Category field, choose OKL_Standard from the list of values
4. In the Set of Books field, choose your enterprise's set of books from the list of values.
5. Leave the Method field null.
6. Click the Assignment tab and, if the assignment does not already exist, enter the appropriate values.
7. In the Application field, choose Oracle Order Management from the list of values.
8. In the Category field, choose OKL_Standard from the list of values.
9. Enter a Start Date.
10. To leave the assignment open ended, leave the End Date field empty.
11. In the Sequence field, choose OKL_Standard from the list of values.
12. SAve your work.

Guidelines

If a sequence is defined, make sure that it contains the appropriate information outlined in the steps above.

For complete details on setting up document sequencing and assigning a sequence to a set of documents, see the Document Sequences chapter of the *Oracle Applications System Administrator's Guide*.

4.1.7 Set Up Concurrent Managers

Optional

Oracle Lease Management uses concurrent programs for a variety of processing including billing cycles, running periodic check for lease insurance coverage, and many others. For a complete list of concurrent programs, see the *Oracle Lease Management User's Guide*.

To use scheduling capabilities, then you can define additional concurrent managers to share the workload.

Concurrent Processing is a feature of Oracle Applications that lets you perform multiple tasks simultaneously. Oracle Applications Concurrent Processing lets you run long, data-dependent functions at the same time as your users perform online operations. Concurrent managers are components of concurrent processing that monitor and run your time-consuming tasks without tying up your computers.

Oracle Applications automatically installs one standard concurrent manager that can run every request. You can take advantage of the flexibility of concurrent managers to control throughput on your system. You can define as many concurrent managers as you need. Keep in mind, however, that each concurrent manager consumes additional memory.

You can specialize each of your concurrent managers so that they run all requests, requests submitted by a particular user, requests submitted by a particular application, or other constraints, or any combination of these constraints. If you are using Parallel Concurrent Processing in a cluster, massively parallel, or homogeneous network environment, you should register your Nodes and then assign your concurrent managers to primary and secondary nodes. You can spread your concurrent managers, and therefore your concurrent processing, across all available nodes to fully utilize hardware resources.

Prerequisites

None

Responsibility

System Administrator

Module

System Administration (for System Administrator responsibility)

Navigation

For System Administrator: Concurrent > Manager > Define

See Also

For more information, see the *Oracle Applications System Administrator's Guide*.

4.2 Set Up General Ledger

In order for Oracle General Ledger to function properly with Oracle Lease Management, you must ensure that you complete the following setup steps within Oracle General Ledger:

- [Section 4.4.3, "Define Open General Ledger Calendar Periods"](#)
- [Section 4.4.1, "Define Journal Categories"](#)
- [Section 4.4.2, "Define Journal Sources"](#)

4.3 Set Up Set of Books

You must define at least one set of books before you can implement Oracle Lease Management. When defining a set of books, you must define a chart of accounts, define a calendar, and define a functional currency. The set of books associated to the user through profile options is the ledger into which accounting entries created in Oracle Lease Management are written.

The implementation topics for the Set of Books are:

- [Section 4.3.1, "Define Chart of Accounts"](#)
- [Section 4.3.2, "Define Calendar"](#)
- [Section 4.3.4, "Define Currency Conversion Types and Rates"](#)
- [Section 4.3.5, "Define Set of Books"](#)
- [Section 4.3.6, "Assign Set of Books to a Responsibility"](#)

4.3.1 Define Chart of Accounts

Required

A chart of accounts defines the different dimensions in which you can review the accounting information. Before you begin, consider your organizational structure and the dimensions of your business. By carefully evaluating your business needs, you can design your chart of accounts to take advantage of General Ledger's flexible tools for recording and reporting your accounting information. You must then specify the accounting dimensions by creating your accounting flexfield and, for each segment, a value set and values.

For more information, see the *Oracle General Ledger User Guide*. Also refer to the *Oracle Applications Flexfields Guide*.

Prerequisites

None

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Financials > Flexfield > Key > Segments

4.3.2 Define Calendar

Required

Create a calendar to define an accounting year and the periods it contains. You can define multiple calendars and assign a different calendar to each set of books. For example, you can use a monthly calendar for one set of books, and a quarterly calendar for another.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

None

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Financials > Calendar > Accounting

4.3.3 Define Functional Currency

Required

Define the functional currency for your set of books, or enable one of the defined ISO (International Standards Organization) currencies. Also, define or enable any additional currencies you plan to use.

You need to perform this step only once per set of books.

Note: All formulas defined within Oracle Lease Management return values in the *contract* currency, not the functional currency associated with the set of books.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

None

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Currencies > Define

4.3.4 Define Currency Conversion Types and Rates

Required for organizations using more than one currency.

Define the currency conversion types that are permitted for your organization, and set up the rates.

Multi-currency requirements

Some organizations have lease or loan contracts, and other related objects, such as credit lines and quotes, where the contract currency is different from the organization's functional currency. To satisfy the multi-currency requirement, you must specify a conversion type when you create the contract, credit line or quote.

When you create an Oracle Lease Management credit line, quote, or contract, and the contract currency is different from the organization's functional currency, you can select the currency conversion type as follows:

- Either select "User" as the conversion type, and then you also directly specify the currency conversion rate on the data entry screen
- Or select one of the currency conversion types that you defined in Oracle General Ledger

Two standard Oracle General Ledger currency conversion types are Spot and Corporate. You may define further currency conversion types.

Subsequently, as required, you should set up daily and period rates for the currency conversion types that you will use when you create the dependent objects in Oracle Lease Management.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

You have defined and enabled all the currencies to be specified in the currency conversion types.

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Currencies > Rates > Types

4.3.5 Define Set of Books

Required

A set of books is a general ledger. You can set up multiple general ledgers. Define each set of books with a unique name and associate the set of books with a chart of accounts, a calendar, and a functional currency.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

Define functional currency.

Define chart of accounts.

Define calendar.

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Financials > Books > Define

4.3.6 Assign Set of Books to a Responsibility

Required

Before you can use a newly defined set of books, your system administrator must associate the set of books with one or more responsibilities. This is done by setting the value of the profile option GL Set of Books Name at the responsibility level. Your responsibility determines which set of books you use.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

Define set of books.

Responsibility

System Administrator

Module

System Administration

Navigation

Profile > System

4.4 Define Manual Journals

To set up your manual journals, you must:

- [Section 4.4.1, "Define Journal Categories"](#)
- [Section 4.4.2, "Define Journal Sources"](#)
- [Section 4.4.3, "Define Open General Ledger Calendar Periods"](#)

4.4.1 Define Journal Categories

Required with defaults

Journal categories help you differentiate journal entries by purpose or type, such as accrual, payments, or receipts. When you enter journals, you specify a category. You can define intercompany and suspense accounts for specific categories. You can also use document sequences to sequentially number journal entries by category. Journal categories appear in standard reports, such as the General Journals report.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

None

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Journal > Categories

4.4.2 Define Journal Sources

Required

Journal sources identify the origin of journal entries. General Ledger supplies a number of defined journal sources. Define at least one journal source for each of your own, non-Oracle feeder systems to help you track imported journal entries.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

None

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Journal > Sources

4.4.3 Define Open General Ledger Calendar Periods

Required

Open and close accounting periods to control journal entry and journal posting, as well as to compute period- and year-end account balances for reporting.

For more information, see the *Oracle General Ledger User Guide*.

Prerequisites

Define your calendar.

Responsibility

General Ledger Super User

Module

Oracle General Ledger

Navigation

Setup > Open/Close

4.5 Define Contract Numbering

You can use the contract autonumbering feature to automatically generate the contract number upon creating a new contract. The autonumbering feature offers you flexibility in defining how to number contracts. Contract numbers can be either sequential numbers or a combination of defined prefix and suffix alpha-numeric characters to classify a contract based on its attributes. These attributes can include:

- Site
- Business Group
- Operating Unit
- Class
- Category

You can set up auto-number classification using a prefix and suffix with a contract number. Use of a prefix and suffix is optional. Autonumbering of contracts is helpful in a scenario where you have:

- Entered or imported contracts from an external source or system.
- Built contracts from another document.
- Entered contract data manually.

A few automatic contract numbering features mentioned in the *Oracle Contracts Core User Guide* do not apply to Oracle Lease Management:

- Contract number modifier, such as when you renew contracts. Two types of renewal contracts are **fixed-term renewals** and **automated renewals**. For fixed-term contract renewals, you receive a new contract number. For automated renewals, such as evergreen renewals, you keep the same contract number.
- Contract currency, contract amount, and contract party information in the User Function area. On the other hand, you can use the Site, Business Group,

Operating Unit, and Category to define user functions. For more information on user functions, see the *Oracle Contracts Core User Guide*.

For more information on automatically numbering contracts, see the *Oracle Contracts Core User Guide*.

ERP Implementation Tasks

The ERP areas include implementation tasks for Oracle Lease Management:

- [Section 5.1, "Define Assets"](#)
- [Section 5.2, "Define Inventory"](#)
- [Section 5.3, "Set Up Order Management"](#)
- [Section 5.4, "Set Up Receivables"](#)
- [Section 5.5, "Set Up Payables"](#)

5.1 Define Assets

The Define Assets area includes:

- [Section 5.1.1, "Define General Asset Information"](#)
- [Section 5.1.2, "Define Asset Depreciation"](#)
- [Section 5.1.3, "Define Books and Asset Categories"](#)
- [Section 5.1.4, "Set Up Assets for Like-Kind Exchange"](#)
- [Section 5.1.5, "Define Asset Book for Multi-GAAP Reporting"](#)

5.1.1 Define General Asset Information

The Define General Asset Information section includes:

- [Section 5.1.1.1, "Define System Controls"](#)
- [Section 5.1.1.2, "Define Location Flexfield"](#)

5.1.1.1 Define System Controls

Required

Specify your enterprise name, asset numbering scheme, and key flexfield structures in the System Controls window. Also specify the oldest date placed in service of your assets.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > System Controls

5.1.1.2 Define Location Flexfield

Required

The location flexfield lets you specify and track the physical location of your assets. You must assign the state segment qualifier to one segment of your location flexfield. The state segment facilitates property tax reporting. All other segments are optional. You can use the same setup windows to create your location flexfield as you do for your other key flexfields.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Financials > Flexfields > Key > Segments

5.1.2 Define Asset Depreciation

An asset can belong to any number of tax depreciation books, but it must belong to only one corporate depreciation book. This defines the depreciation rules for that asset. Depreciation methods determine the way in which Oracle Assets amortizes the asset over the time it is in use. You can specify default depreciation rules for a category and a book.

You must set up these steps in Oracle Assets in order for Oracle Lease Management to function correctly:

- [Section 5.1.2.1, "Define Calendars"](#)
- [Section 5.1.2.2, "Define Fiscal Years"](#)
- [Section 5.1.2.3, "Define Depreciation Methods"](#)
- [Section 5.1.2.4, "Define Prorate and Retirement Conventions"](#)

5.1.2.1 Define Calendars

Required

Use the Calendars window to set up as many depreciation and prorate calendars as you need. Calendars break down your fiscal year into accounting periods. Define your calendars with as many periods as you need. Define a prorate calendar and a depreciation calendar for each depreciation book. Depreciation books can share a calendar, and you can use the same calendar for your depreciation calendar and prorate calendar if appropriate.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Calendars

5.1.2.2 Define Fiscal Years

Required

Use the Fiscal Years window to define the beginning and end of each fiscal year since the start of your company. Your fiscal year groups your accounting periods. You must define the start and end date of each fiscal year beginning with the oldest date placed in service. For example, if you are using a 4–4–5 calendar, your start and end dates change every year. When you run the depreciation program for the last period in your fiscal year, Oracle Assets automatically generates the dates for your next fiscal year.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Fiscal Years

5.1.2.3 Define Depreciation Methods

Required

Depreciation methods specify how to amortize the asset cost. Oracle Assets come with many standard depreciation methods, including, life-based depreciation, flat-rate depreciation, bonus-depreciation, units of production depreciation, and formula-based depreciation, for example. You can define additional methods in the Methods window if necessary.

Note: If you are modeling lease pricing outside of Oracle Lease Management, you should set up your depreciation methods to match your modeling options.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Depreciations > Methods

5.1.2.4 Define Prorate and Retirement Conventions

Required

Use the Prorate Conventions window to set up your prorate and retirement conventions. Prorate and retirement conventions determine how much depreciation expense to take in the first and last year of life, based on when you place the asset in service. Oracle Assets lets you set up as many prorate and retirement conventions as you need.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Prorate Conventions

5.1.3 Define Books and Asset Categories

The Define Books and Asset Categories section includes:

- [Section 5.1.3.1, "Define Book Controls"](#)
- [Section 5.1.3.2, "Define Asset Category Flexfield"](#)
- [Section 5.1.3.3, "Define Asset Categories"](#)

5.1.3.1 Define Book Controls

Required

Use the Book Controls window to set up your depreciation books. While you can set up an unlimited number of independent depreciation books, only one corporate pool can be linked to a set of books. Each book has its own set of accounting rules and accounts so you can organize and implement your fixed assets accounting policies. When you define a tax book, you must specify an associated corporate book. You can mass copy assets and transactions from the source book into your tax

book. Specify the current open period, and Initial Mass Copy copies each asset into the tax book from the corporate book as of the end of that fiscal year as defined in the corporate book.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Book Controls

5.1.3.2 Define Asset Category Flexfield

Required

The asset category flexfield lets you define asset categories and subcategories. For example, you can create an asset category for your computer equipment. You can then create subcategories for personal computers, terminals, printers, and software. You must assign the major category segment qualifier to one segment of your category flexfield. All other segments are optional. You use the same setup windows to create your asset category flexfield as you do for your other key flexfields.

This step is required for matching inventory item codes, which assign asset categories automatically during authoring. It is also important for assigning depreciation methods.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Flexfields > Key > Segments

5.1.3.3 Define Asset Categories

Required

Asset categories let you define information that is common to all assets in a category, such as depreciation method and prorate convention. Oracle Assets uses this information to provide default values to help expedite asset entry.

You must update the asset category description for the asset category that appears on the Off-Lease Asset Hold Periods setup page.

For more information, see the *Oracle Assets User Guide*.

Prerequisites

Define asset category flexfield.

Define depreciation methods.

Define prorate/retirement conventions.

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System > Asset Categories

5.1.4 Set Up Assets for Like-Kind Exchange

Oracle Lease Management supports the use of like-kind exchanges in lease contracts. Like-Kind Exchanges occur when you transfer the tax properties from an off-lease asset to a new on-lease asset and defer any tax payable on the disposal of the original off-lease asset. Both the off-lease and the on-lease asset must use the same asset category.

To set up assets for like-kind exchanges, you:

1. Define an asset book for like-kind exchange as a tax book associated with the primary corporate book for the lease contract. For more information on defining books and asset categories, see [Section 5.1.3](#).
2. Define the asset categories and depreciation methods in the manner defined for the federal tax asset book. For more information on defining books and asset categories, see [Section 5.1.3](#). For more information on defining asset depreciation, see [Section 5.1.2](#).
3. Define the Like-Kind Exchange Hold Days on the Accounting Options page.

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System >

5.1.5 Define Asset Book for Multi-GAAP Reporting

Required for multi-GAAP reporting

Equipment lessors who operate in various countries may be required, for the same lease or loan transaction, to meet multiple accounting and tax regulations set by the different government and industry organizations. To do this, they must use multi-GAAP reporting.

The basic principle of multi-GAAP is that you create accounting entries for a single lease or loan transaction in one set of books to meet local GAAP rules and create different accounting entries in another set of books to meet the reporting GAAP rules.

To calculate the asset depreciation for the country where you use the reporting GAAP rules, you must set up a tax asset book in Oracle Assets, to be associated with the corporate asset book set up for that country.

For more information on defining books and asset categories, see [Section 5.1.3](#).

Prerequisites

None

Responsibility

Asset Manager

Module

Oracle Assets

Navigation

Setup > Asset System >

Guidelines

Once you have created the reporting tax asset book for multi-GAAP reporting, then subsequently, when you are processing a contract with multi-GAAP requirements, you must set the value of the profile option OKL: Reporting Product Asset Book to the reporting tax asset book.

The profile option OKL: Reporting Product Asset Book is used by all the asset-related transactions on a multi-GAAP contract, to keep the reporting asset book synchronized with the corporate asset book.

5.2 Define Inventory

Oracle Inventory provides these features and facilities for Oracle Lease Management:

- Consistent asset descriptions and bill-of-materials (BOM) components.
- Service products.
- Links assets on contracts to inventory for portfolio analysis and asset tracking.
- Links to insurance products for cataloging.
- Controls off lease assets.
- Integration with iStore.

Oracle Inventory has these implementation tasks for Oracle Lease Management:

- [Section 5.2.1, "Define Item Flexfield"](#)
- [Section 5.2.2, "Define Item Categories Flexfield"](#)
- [Section 5.2.3, "Define Item Catalog Groups"](#)
- [Section 5.2.4, "Define Inventory Organizations"](#)
- [Section 5.2.5, "Change Organizations"](#)
- [Section 5.2.6, "Define Unit of Measure Classes"](#)
- [Section 5.2.7, "Define Subinventories"](#)
- [Section 5.2.8, "Define Categories"](#)
- [Section 5.2.9, "Define Category Set"](#)
- [Section 5.2.10, "Define Default Category Set"](#)
- [Section 5.2.11, "Define Statuses"](#)
- [Section 5.2.12, "Define Item Type for Insurance Products"](#)
- [Section 5.2.13, "Define Items"](#)
- [Section 5.2.14, "Define Remarketing Items with Web Attributes"](#)

5.2.1 Define Item Flexfield

Required

You use the Item Flexfield (also called the System Items Flexfield) for recording and reporting your actual item description. You must design and configure your Item Flexfield before you can start defining items.

All Oracle Applications products that reference items share the Item Flexfield and support multiple-segment implementations. Therefore, if you have already configured this flexfield while setting up another product, you do not need to perform this step. For more information on planning and organizing item flexfields, see the *Oracle Inventory User's Guide* and the *Oracle Applications Flexfields Guide*.

Prerequisites

None

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Flexfields > Key > Segments

5.2.2 Define Item Categories Flexfield

Required

You must design and configure your Item Categories Flexfield before you can start defining items since all items must be assigned to categories.

You can define multiple structures for your Item Categories Flexfield, each structure corresponding to a different category grouping scheme. You can then associate these structures with the categories and category sets you define.

The item category assists you in controlling processes for related groups of items, in restricting the use of certain groups of items by functions in your organization and in analyzing your asset portfolios. The structure of the field should logically group items together for these purposes. For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

None

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Flexfields > Key > Segments

5.2.3 Define Item Catalog Groups

Required

If you make entries for your items in a standard industry catalog or if you want to group your items according to certain descriptive elements, you need to define item

catalog groups. An item catalog group consists of descriptive elements to which you assign certain sets of values. When you assign an item to an item catalog group, you can choose descriptive elements from the group and define values for each descriptive element.

During the remarketing process of Oracle Lease Management, you need to associate a catalog for the remarketer assignment. By defining an item catalog, you assure that each item is only associated with one catalog.

For more information, see the Defining Item Catalog Groups section of the *Oracle Inventory User's Guide*.

Prerequisites

Define item catalog group flexfield.

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Catalog Groups

5.2.4 Define Inventory Organizations

Required

Organizations describe distinct entities in your company that use the inventory function and can include separate manufacturing facilities, warehouses, distribution centers, and branch offices.

You need to define one or more organizations in Oracle Inventory. Subsequently you assign items and categories to a particular organization to which users are also assigned. A user can work within only one organization at a time.

Since Oracle Inventory lets you implement multiple sets of books with multiple organizations, you need to specify the set of books to which your organization is tied.

Important: It is mandatory that you set up one organization for authoring and another for remarketing.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

None

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Organizations > Organizations

5.2.5 Change Organizations

Required

Until you define an organization and set parameters, Oracle Inventory operates with no specific organization chosen.

In all post-setup working, you need to identify a specific organization as your current organization, to set up items and item categories. For both authoring and remarketing organizations, change to one of the organizations you created, using the Change Organization window.

Important: A Oracle Lease Management user profile option is OKL: Contract Items Inventory Organization.

When authoring a contract, this profile option must point to the same organization as to the one you change to in Oracle Inventory.

When working with remarketing organizations, this profile option does not need to point to the same organization as to the one you change to in Oracle Inventory.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.4, "Define Inventory Organizations"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Change Organization

5.2.6 Define Unit of Measure Classes

Required

A unit of measure is a logical unit description for grouping items - for example, box, each, or pair.

You must define unit of measure (UOM) classes and the base unit of measure for each class. UOM classes represent groups of units of measure with similar characteristics, such as Volume or Length. Each unit of measure you define must belong to a unit of measure class.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.5, "Change Organizations"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Units of Measure > Classes

5.2.7 Define Subinventories

Required

A subinventory is a physical or logical grouping of your inventory, such as raw material, finished goods, defective material, or freezer compartment. It provides a further subdivision of an inventory, which is useful in narrowing searches. For example, Oracle Lease Management uses subinventories for the warehouse that you would use in remarketing assets.

You must move each item into, out of, or within a subinventory whenever you perform an inventory transaction.

You must define at least one subinventory for each organization.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.5, "Change Organizations"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Organizations > Subinventories

5.2.8 Define Categories

Required

You can use categories and category sets to group items for various reports and programs. A category is a logical classification of items that have similar characteristics. A category set is a distinct grouping scheme and consists of categories.

Categories are actual functional names for groups of items, and are defined using a flexfield-type format, for example, transportation.aircraft.OEM.engines.

Categories can be used to designate items or products (assets) to portfolios or industries to assist with analysis and residual planning.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.2, "Define Item Categories Flexfield"](#)

[Section 5.2.5, "Change Organizations"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Categories

5.2.9 Define Category Set

Required

Category sets are used to group categories together. For example, a category set could group inventory categories by function usage, such as Warehousing, Contracts, and Order Management. Alternatively, a category set could be used to define groups of items that can be leased versus those that are manufactured or sold wholesale.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.5, "Change Organizations"](#)

[Section 5.2.8, "Define Categories"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Categories > Category Sets

5.2.10 Define Default Category Set

Required

When you install Oracle Inventory, you must assign a default category set to each of these functional areas: Inventory, Purchasing, Order Management, Costing, Engineering, Planning, and Contracts.

Oracle Inventory automatically assigns items defined for use by a particular functional area to the category set associated with the functional area. You can assign items to more than one functional area by assigning the item to multiple categories and category sets.

Important: Inventory items to be leased are included in the Contracts functional area; inventory items to be remarketed are in the Inventory and Order Management functional areas.

When referencing a category set, processes conducted by the functional area, such as leasing within Contracts, use the default category set value for that functional area.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.5, "Change Organizations"](#)

[Section 5.2.9, "Define Category Set"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Categories > Default Category Sets

5.2.11 Define Statuses

Required

You must define statuses that you can assign to items, denoting the level of activity you allow for them. A status is a set of Yes/No values for the status attributes. Status attributes are flags that exist for each functional area for which you enable an item: stockable, transactable, purchasable, build in WIP, customer orderable, internal orderable, BOM allowed, and invoice enabled. When you define an item, you can use statuses to control the values of or provide default values for the status attributes, or to drive behavior during processes.

Statuses can be assigned to items used for a particular purpose, such as leasing, remarketing, or manufacturing. For example, items used solely for leasing could be configured with a status where the Purchasable flag was set to No.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.5, "Change Organizations"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Status Codes

Guidelines

You need to create a status of Lease and all the attributes associated with it must be set to No. To change this, deselect the box to the left of the attribute.

5.2.12 Define Item Type for Insurance Products

Required

You must register insurance products which are sold by the lessor as inventory items in Oracle Inventory, so that they can make use of other Oracle Applications facilities, like calculation of tax.

In Oracle Inventory, you must first create an item type used to categorize insurance products. You only have to do this once. When you create your insurance inventory item, you must associate it with this item type.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

None

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Setup > Items > Item Types

Guidelines

This item type, which you created for your insurance items, must be associated with a profile option called **OKL: Insurance Item Type**.

For more information on defining insurance, see [Section 7.18](#).

5.2.13 Define Items

Required

You must define or update items and the attributes associated with them (such as description, lead time, unit of measure, lot control, or statuses). These items can then be used as the assets to be leased or loaned in Oracle Lease Management.

To automatically assign depreciation methods in Oracle Assets, the item must be related to an asset category. This is done on the Purchasing tab in the Item Definition page.

When you are authoring a contract, each leased item points to an item master. For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.1, "Define Item Flexfield"](#)

[Section 5.2.2, "Define Item Categories Flexfield"](#)

[Section 5.2.4, "Define Inventory Organizations"](#)

[Section 5.2.5, "Change Organizations"](#)

[Section 5.2.6, "Define Unit of Measure Classes"](#)

[Section 5.2.7, "Define Subinventories"](#)

[Section 5.2.8, "Define Categories"](#)

[Section 5.2.9, "Define Category Set"](#)

[Section 5.2.10, "Define Default Category Set"](#)

[Section 5.2.11, "Define Statuses"](#)

[Section 5.2.12, "Define Item Type for Insurance Products"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Items > Master Items

Guidelines

To enable Oracle Lease Management's full functionality, set up these items, if applicable:

- Lease items
- Service items
- Insurance items
- Usage-based billing items
- Usage items

Item for Insurance

When the Master Item window appears, enter the item code for your insurance product in the Item field, and optionally a Description.

On the Main tab, perform:

- For the Primary Unit of Measure, select Each.
- For the User Item Type, select the insurance item type that you created in [Section 5.2.12](#).

On the Purchasing tab, perform:

- For the Taxable field, choose either **Yes** or **No**.
- If you chose **Yes** for the Taxable field, select a tax code.

On the General Planning tab, perform:

- For the Inventory Planning Method, select **Not Planned**.
- For the Make or Buy field, select **Buy**.

Usage Based Billing Items for Leases

Lease-related Usage Based Billing (UBB) items need to be available in the Oracle Install Base module so you can associate lease-related UBB items with pricing counter groups. To make Usage Based Billing (UBB) items available in the Oracle Install Base module, you must select the Serviceable Product box on the Service tab.

Usage Items

In the Oracle Pricing module, you associate usage items with price lists. In the Install Base module, you associate usage items with counter groups.

For Usage Items:

- Select the Customer Ordered box on the Order Management tab.
- Select the Invoice Enabled box on the Invoicing tab.
- Select the Usage Item box on the Service tab.

Associating Asset Categories with Items

Note: To automatically populate Oracle Assets when booking a contract, you must associate all items with asset categories, previously set up in Oracle Assets. For each item, enter the Asset Category field on the Purchasing tab.

5.2.14 Define Remarketing Items with Web Attributes

Required

To enable an item to be published and orderable on the Web, you need to update some of the item attributes. You can do this as you create or update the item.

For more information, see the *Oracle Inventory User's Guide*.

Prerequisites

[Section 5.2.13, "Define Items"](#)

Responsibility

Oracle Inventory Administrator

Module

Oracle Inventory

Navigation

Items > Master Items

5.3 Set Up Order Management

Required

Oracle Order Management setup covers how you create sales orders and returns, and copy existing sales orders from orders in Oracle iStore.

Oracle Order Management shares business and setup information with other Oracle Applications products. Therefore, you must refer to other implementation and user guides when you set up and use Oracle Order Management.

Order Management setup involves several phases, including setting up other integrated applications, that include Oracle General Ledger, Oracle Receivables, and Oracle Inventory. Oracle Lease Management uses Order Management during the remarketing of an asset. When an asset is sold through Oracle iStore, a sale is created in Order Management. Oracle Lease Management has modified Order Management workflow such that it automatically updates the BPD transaction with the asset sale and call the appropriate API to retire the asset.

You must also set up some Oracle Lease Management specific transaction types for Order Header and Order Line. The process is detailed in the steps below.

For more information on implementing Oracle Order Management, see the *Oracle Order Management Suite Implementation Manual*.

5.3.1 Set Up Transaction Types

To sell inventory items through Oracle iStore, you must enable specific transaction types that Oracle Lease Management uses.

Prerequisite

An Oracle Lease Management custom workflow must be set up.

Responsibility

Order Management Super Menu

Module

Oracle Applications (Log in as SYSADMIN User)

Navigation

Setup > Transaction Types > Define

Steps

1. When you select the Define option, the Transaction Types window opens. In the Line Transaction Type field, run a query for the a transaction type of "Standard (Line Invoicing)".
2. Make sure the transaction type code is "LINE" and the Order Category is "Order."
3. Click the Shipping tab and choose the warehouse name from the list of values.
4. Save your work.

Return to the main Transaction Types window and create an Order Header Transaction type with the following values:
5. In the Transaction Type field enter "OKL_Standard."
6. In the Descriptions field, enter "OKL Standard Order Type."
7. In the Transaction Type Code field, choose Order from the list of values.
8. In the Order Category field, choose Mixed from the list of values.

9. In the Order Workflow field, choose the customized Order Management Order Header Workflow process called "OKL Order Flow - Generic" from the list of values.
10. On the Main tab, in the Agreement Type field, choose Standard Terms and Conditions from the list of values.
11. In the Default Order Line Type field, choose "Standard (Line Invoicing)" from the list of values.
12. In the Price List field, choose Corporate from the list of values.
13. In the Ordering field, choose Booking from the list of values.
14. In the Shipping field, choose Picking from the list of values.
15. Click the Shipping tab and in the Warehouse field, choose the name of the warehouse from the list of values.
16. Click the Assign Line Flows button.
This opens the Line Workflow Assignments window. Enter the following:
17. In the Order Type field choose "OKL_Standard" just as you did in the Transaction Type field.
18. In the Line Type field, choose "Standard (Line Invoicing)."
19. In the Item Type field, choose "Standard Item."
20. In the Process Name field, choose "Line Flow - Generic."
21. Enter a Start Date.
22. Save your work.

5.4 Set Up Receivables

Oracle Receivables is a required module for Oracle Lease Management. You must implement Receivables as required by the *Oracle Receivables User Guide*. There are also multiple steps which require Lease specific configurations.

Oracle Receivables has the following implementation tasks that affect Oracle Lease Management:

- [Section 5.4.1, "Define Line Transaction Flexfield Structure"](#)
- [Section 5.4.2, "Define Payment Terms"](#)
- [Section 5.4.3, "Open Accounting Periods"](#)

- [Section 5.4.4, "Define AutoAccounting"](#)
- [Section 5.4.5, "Define Transaction Types"](#)
- [Section 5.4.6, "Set Up Grouping Rules for Invoices"](#)
- [Section 5.4.7, "Define Transaction Sources"](#)
- [Section 5.4.8, "Define Remittance Banks"](#)
- [Section 5.4.9, "Define Receipt Classes"](#)
- [Section 5.4.10, "Define Payment Methods"](#)
- [Section 5.4.11, "Define Aging Buckets"](#)
- [Section 5.4.12, "Define System Options"](#)
- [Section 5.4.13, "Define Tax Options"](#)
- [Section 5.4.14, "Define Receivables Lookups"](#)

5.4.1 Define Line Transaction Flexfield Structure

Required

To use AutoInvoice to import Oracle Lease Management invoices and create transactions in Oracle Receivables, you must define the **line transaction flexfield** and all the segments within it.

Transaction flexfields are descriptive flexfields that AutoInvoice uses to uniquely identify transaction lines. Receivables lets you determine how to build your transaction flexfield structure and what information to capture. To define the line-level Transaction Flexfield, query "Line transaction Flexfield" in the title field of the Descriptive Flexfield Segments window and enter the text and segments associated with this transaction flexfield.

The table below shows the values for the line transaction flexfields.

Table 5-1 Line Transaction Flexfield Values

Column Name	Segment Name	Value Set	Req
INTERFACE_LINE_ATTRIBUTE10	CONSOLIDATED_STREAMS_ID1	(None)	Y
INTERFACE_LINE_ATTRIBUTE11	CONSOLIDATED_STREAMS_ID2	(None)	Y

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Financials > Flexfields > Descriptive > Segments

Steps

1. Select Oracle Receivables as the application and Line Transaction Flexfield for the Title.
2. Deselect the Freeze Flexfield Definition box--otherwise you cannot create a new record.
3. In the Context Field Values area, select **OKL_CONTRACTS**.
4. Click Segments to edit the definition.
5. Enter the values listed in the above table.

Note: These values must be in upper case.

6. To compile the flexfield, click the Compile button.
7. Select the Freeze Flexfield Definition box to freeze the definition.

For more information about defining Transaction Flexfield indexes, see the Transaction Flexfields section of the *Oracle Receivables User Guide*.

5.4.2 Define Payment Terms

Required

Define payment terms to determine the payment schedule and discount information for customer invoices, debit memos, and deposits. You can also define proximo payment terms to pay regular expenses such as telephone bills and credit

card bills that occur on the same day each month and create split payment terms for invoice installments that have different due dates.

The two seeded options are **30 Net**, which indicates that a payment is due within 30 days, and **Immediate**. By default, Receivables uses **30 NET**. However, Oracle Lease Management ONLY uses the **Immediate** option.

For more information, see the Payment Terms section of the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Transactions > Payment Terms

5.4.3 Open Accounting Periods

Required

Open or close periods in your accounting calendar to control the recording of accounting information for these periods. Receivables uses the status of these accounting periods to control transaction entry and journal entry creation to your general ledger. You cannot enter an activity in a closed accounting period. Receivables provides these period statuses: Not Opened, Future, Open, Close Pending, and Closed.

For more information, see the Opening and Closing Accounting Periods section of the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Financials > Calendars > Period Types

5.4.4 Define AutoAccounting

Required

Define AutoAccounting to specify the general ledger accounts for transactions that you enter manually or import using AutoInvoice. AutoAccounting uses this information to create the default revenue, receivable, freight, tax, unearned revenue, unbilled receivable, finance charges, bills receivable accounts, and AutoInvoice clearing (suspense) accounts.

Oracle Lease Management requires that AutoAccounting be enabled because not all billing items have accounting associated with them. Leasing contracts always have the accounting pre-defined, but for items such as vendor billing or billing at the customer level, the accounting needs to be generated in Receivables.

For more information, see the AutoAccounting section in the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Transactions > AutoAccounting

5.4.5 Define Transaction Types

Required

Define the transaction types that you assign to invoices, debit memos, commitments, charge-backs, credit memos, on-account credits, and bills receivable. Receivables uses transaction types to default payment term, account, tax, freight, creation sign, posting, and receivables information. Transaction types also determine whether your transaction entries update your customers' balances and whether Receivables posts these transactions to your general ledger. To bill from Oracle Lease Management, invoices from Oracle Lease Management must be defined. Receivables provides two defined transaction types: Invoice and Credit Memo.

For more information, see:

- [Section 5.4.5.1, "Define Transaction Type Invoice"](#)
- [Section 5.4.5.2, "Define Transaction Type Credit Memo"](#)

The specific steps for setting up each of these transaction types for Oracle Lease Management follow.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Transactions > Transaction Types

5.4.5.1 Define Transaction Type Invoice

Steps

1. Enter a transaction name: **Invoice-OKL**.

This OKL transaction type is case sensitive and you must enter it as **Invoice-OKL**.

2. Optionally enter a description.
3. Enter Invoice as transaction class for this transaction type.

4. Select the Open Receivable box.

This updates your customer balances each time you create a complete debit memo, credit memo, charge back, or on-account credit with this transaction type. Receivables also includes these transactions in the standard aging and collection processes.

5. Select the Post to GL box to be able to post transactions with this type to your general ledger.

6. Choose a default Printing Option for transactions with this transaction type.

Choose Print or Do Not Print. You can override this value when entering transactions.

7. Choose a Transaction Status of Open, Closed, Pending, or Void.

Use these statuses to implement your own invoice approval system.

8. Select the Allow Freight box to allow freight to be entered for transactions with this transaction type.

9. Select the Tax Calculation box to let Receivables calculate tax for transactions with this transaction type.

10. Choose a Creation Sign.

The default is Positive Sign for transaction types with a class of either Guarantee or Deposit. If you are using the Cash Basis accounting method, your transaction's creation sign must be either Positive or Negative. You cannot update this field after you enter transactions with this type.

11. If this transaction type's class is not Deposit or Guarantee and you want to restrict the direction in which items with this transaction type can be updated by applications entered against them, select the Natural Application Only box.

If you select this box, Receivables sets Allow Overapplication to No. You cannot update this option after you save this transaction type.

12. Enter an Application Rule Set for this transaction type or select one from the list of values (optional).

An Application Rule Set determines the default payment steps when you use the Applications window or AutoLockbox to apply receipts to transactions using this type. If you do not enter a rule set, Receivables uses the rule set in the System Options window as the default.

13. If this transaction type's class is not Deposit or Guarantee, and you did not select the Natural Application Only box, choose whether to Allow

Overapplication against items with this transaction type by selecting or deselecting this box.

If you select this box, Receivables sets Natural Application to No and you cannot update it after you save this transaction type. If you use the Cash Basis accounting method, the default value is No and you cannot change it.

14. If this transaction type's class is either Deposit or Guarantee, enter the Invoice Type to use for invoices entered against commitments or deposits with this transaction type.

When you enter an invoice against either a deposit or a guarantee with this transaction type, the value you enter here is the default invoice transaction type.

15. If this transaction type's class is Deposit, Guarantee, Debit Memo, or Invoice, enter the Credit Memo Type to use when crediting items with this transaction type (optional).

When you enter a credit memo against an invoice with this transaction type, the value you enter here is the default credit memo transaction type.

16. Enter the range of dates that this transaction type is active.

The default Start Date is today's date, but you can change it. If you do not enter an End Date, this transaction type is active indefinitely.

17. Save your work.

5.4.5.2 Define Transaction Type Credit Memo

Steps

1. While still in the Transaction Types page, create a new transaction type called Credit-OKL (Case sensitive).
2. From the Navigator, access the Receivables Administrator responsibility > Setup > Transactions > Transaction type.
3. Enter Credit-OKL for the transaction name.

This is case-sensitive and must be entered exactly as specified. Optionally, enter a transaction description.

4. Enter Credit Memo as transaction class for this transaction type.
5. Choose a default Printing Option for transactions with this transaction type, either Print or Do Not Print.

You can override this value when entering transactions.

6. For Transaction Status, enter Open.
7. For Creation sign, enter Any Sign.
8. Select these boxes:
 - Natural Application Only
 - Open Receivable
 - Post to GL
9. Save your work.

For more information, see the Transaction Types section in the *Oracle Receivables User Guide*.

5.4.6 Set Up Grouping Rules for Invoices

Required

The setup of grouping rules for Oracle Lease Management invoices is a two-stage process:

- [Section 5.4.6.1, "Specify Grouping Rules"](#)
- [Section 5.4.6.2, "Attach Grouping Rules to Batch Source"](#)

5.4.6.1 Specify Grouping Rules

Required

Prerequisites

None

Responsibility

Receivables Manager

Module

Oracle Receivables

Navigation

Setup > Transactions > AutoInvoice > Grouping Rules

Steps

1. In the AutoInvoice Grouping Rules window, specify or complete these fields:
 - **Name:** OKL_CONTRACTS_INVOICE.
 - **Description:** OKL Invoice Grouping Rule.
 - **Effective: Start Date:** The beginning date for the grouping rule to apply.
 - **Effective: End Date:** The ending date for the grouping rule to apply.
 - **Transaction Class: Class:** Invoice.
 - **Group By: Optional Grouping Characteristics:** (first line): L.INTERFACE_LINE_ATTRIBUTE10.
 - **Group By: Optional Grouping Characteristics:** (second line): L.INTERFACE_LINE_ATTRIBUTE11.
2. Choose File > Save.

After you specify grouping rules, you need to attach the grouping rules to a batch source. For more information on attaching group rules to batch source, see [Section 5.4.6.2](#).

5.4.6.2 Attach Grouping Rules to Batch Source

Required

Prerequisites

Create the grouping rule. For more information, see [Section 5.4.6.1](#).

Responsibility

Receivables Manager

Module

Oracle Receivables

Navigation

Setup > Transactions > Sources

Steps

1. In the Name field, choose OKL_CONTRACTS.

OKL_CONTRACTS is your transaction source name.

2. In the Type field, choose Imported.
 3. Click the AutoInvoice Options tab.
 4. Complete the following fields:
 - **Invalid Tax Rate:** Correct.
 - **Invoice Line:** Reject Invoice.
 - **GL Date in a Closed Period:** Reject.
 - **Group Rule:** OKL_CONTRACTS_INVOICE.
- OKL_CONTRACTS_INVOICE is the name that you specified when you created Grouping Rule. For more information, see [Section 5.4.6.1](#).
5. Select only the Allow Sales Credit box.
 6. Choose File > Save.

5.4.7 Define Transaction Sources

Required

Batch sources control the standard transaction type assigned to a transaction and determine whether Receivables automatically numbers your transactions and transaction batches. Active transaction batch sources appear as list of values choices in the Transactions, Transactions Summary, and Credit Transactions windows.

You can define two types of transaction batch sources:

- **Manual:** Use manual batch sources with transactions that you enter manually in the Transaction and Transactions Summary windows.
- **Imported:** Use imported batch sources to import transactions into Receivables using AutoInvoice.

You can make a batch source inactive by deselecting the Active box and saving your work. Receivables does not display inactive transaction batch sources as list of values choices or let you assign them to your transactions.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Transactions > Sources

Steps

To define transaction sources, perform:

1. Click the Batch Source tab.
2. Enter **OKL_CONTRACTS** as the name.
3. Select Imported as the type.
4. Enter a Description.
5. Enter the range of Effective Dates for this source.

The Start date is the current date, but you can change it. If you do not enter an end date, this transaction batch source is active indefinitely.

6. If this is a Manual source, and you want to automatically number new batches you create using this source, select the Automatic Batch Numbering box and enter a Last Number.

For example, to start numbering your batches with 1000, enter 999 in the Last Number field. If you are defining an Imported transaction batch source, Receivables automatically numbers the batch with the batch source name – request ID.

7. Select the Automatic Transaction Numbering box and enter a Last Number to automatically number new transactions you create using this source.

You can use automatic transaction numbering with both Imported and Manual sources.

8. Select the Copy Document Number to Transaction Number box (optional) to use the same value for both the document number and the transaction number for transactions assigned to this source.
9. Enter Invoice-OKL as the Standard Transaction Type for this batch source.

When you choose a batch source during transaction entry, this is the default transaction type. You can define new transaction types in the Transaction Types window.

10. Click the AutoInvoice Options tab.
11. Specify how you want AutoInvoice to handle imported transactions that have Invalid Tax Rates.

An invalid tax rate is one in which the imported transaction's tax rate does not match its tax code.

Enter Correct if you want AutoInvoice to automatically update the tax rate that you supplied to the one that you defined previously for the tax code.

Enter Reject if you want AutoInvoice to reject the transaction.

12. Specify how you want AutoInvoice to handle imported transactions with Invalid Lines by entering either Reject Invoice or Create Invoice.
13. Specify how you want AutoInvoice to handle imported transactions that have lines in the Interface Lines table that are in a closed period.

In the GL Date in a Closed Period field, enter "Adjust" to have AutoInvoice automatically adjust the GL dates to the first GL date of the next open or future enterable period. The name of this attribute is GL Date in a Closed Period.

Enter "Reject" to reject these transactions.

14. If you want AutoInvoice to require that the revenue amount for each transaction line is equal to the selling price times the quantity specified for that line, select the Create Clearing box.

Use this option to distribute revenue on an transaction in an amount that is not equal to the transaction line amount. If you select this box, AutoInvoice puts any difference between the revenue amount and the selling price times the quantity for a transaction into the AutoInvoice Clearing account that you have defined. Otherwise, AutoInvoice requires that the revenue amount be equal to the selling price times the quantity for all of the transactions it is processing.

15. Define your clearing account in the Automatic Accounting window.
16. Indicate whether sales credits can be entered for transactions using this source by selecting or deselecting the Allow Sales Credit box.

This option and the Require Salesreps option in the System Options window determine whether sales credits are optional or required.

17. Click the Customer Information tab.

18. Select **Id** for each option to indicate that AutoInvoice validates your customer information for this batch source using an identifier.
19. Choose **Value** if you use this batch source to import data from a non-Oracle system.
20. Click the Accounting Information tab.
21. Select **Id** to indicate how AutoInvoice validates your Invoice and Accounting Rule data for this batch source.
22. Select **Id** to indicate whether you want AutoInvoice to validate the identifier for this batch source.
23. Select the Derive Date box to derive the default rule start date and default GL date from the ship date, rule start date, order date and the default date that you supply when you submit AutoInvoice.
If Oracle Inventory is installed, this must be selected.
24. Select **Id** to indicate that AutoInvoice validates your Payment Terms for this batch source using identifiers.
25. Select **Percent** to indicate that AutoInvoice validates your Revenue Account Allocation data for this batch source.
26. Click the Other Information tab.
27. Select **Id** to validate other data except for Agreement, Sales Territory, and Related Document.
28. Click the Sales Credit Validation tab.
29. Select **Id** for first two options to validate information using identifiers for this batch source.
30. Select **Percent** to validate sales credits based on percent.
31. Save your work.

For more information, see the Transaction Batch Sources section in the *Oracle Receivables User Guide*.

5.4.8 Define Remittance Banks

Required

Define all of the banks and bank accounts you use to remit your payments. You can define as many banks and bank accounts as you need.

If you already defined your remittance banks when setting up Oracle Public Sector Payables, then proceed to the next step.

For more information, see the Defining Banks section in the *Oracle Receivables User Guide*.

Prerequisites

You must install Oracle Payables.

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Receipts > Banks

5.4.9 Define Receipt Classes

Required

Define receipt classes to specify whether receipts are created manually or automatically. For manual receipts, you can specify whether to automatically remit it to the bank and/or clear your accounts. For automatic receipts, you can specify a remittance and clearance method, and whether receipts using this class require confirmation.

For more information, see the Receipt Classes section in the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Receipts > Receipt Classes

5.4.10 Define Payment Methods

Required

Define the payment methods to account for your receipt entries and applications and to determine a customer's remittance bank information. When defining payment methods, you must enter a receipt class, remittance bank information, and the accounts associated with your payment receivables type. You can also specify accounts for confirmation, remittance, factoring, bank charges, and short-term debt.

For more information, see the Payment Methods section in the *Oracle Receivables User Guide*.

Prerequisites

You must define receipt classes and your banks.

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Receipts > Receipt Classes

5.4.11 Define Aging Buckets

Required (prerequisite for general loss provision functionality)

Define aging buckets to review and report on open receivables based on the number of days each item is past due. For example, the 4-Bucket Aging bucket that Receivables provides consists of four periods: -999 to 0 days past due, 1 to 30 days past due, 31-61 days past due, and 61-91 days past due.

For Oracle Lease Management, you need to define aging buckets which you use to create loss provisions.

For more information, see the Aging Buckets section in the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Collections > Aging Buckets

5.4.12 Define System Options

Required

Define your accounting, discount, tax, and invoice system options to control how Receivables works. System options determine your accounting method, set of books, accounting flexfields, whether you use header or line-level rounding, and control the default operation of the AutoInvoice and Automatic Receipt programs.

System options also control how Receivables calculates tax on your transactions. You must specify a tax method, choose a Location Flexfield Structure (example: state.county.city), indicate whether to compound tax, select the address validation to use, and define tax defaults and rounding options. As you can set up your system to calculate Sales Tax, Value Added Tax, or Canadian Tax, we recommend that you carefully review the appropriate implementing tax essay before defining your system options.

To remarket items that come off lease, you must set up these tax parameters. The Location Flexfield Structure lets you determine taxes for different customer locations. You must define a valid tax rate for the state, county, city, and ZIP code combination of each customer address.

For more information, see *Defining Receivables System Options* in the *Oracle Receivables User Guide*.

Prerequisites

Define your set of books (*Oracle General Ledger User Guide*).

Define AutoCash Rule sets.

Define Grouping Rules.

Define Key Flexfield segments.

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > System > System Options

5.4.13 Define Tax Options

Required

Set up the remaining features of Receivables tax, which were not part of the system options set-up, by defining tax-specific profile options, tax codes and rates, tax Lookups, tax exceptions and exemptions, tax authorities, and tax groups.

Oracle Lease Management requires that you calculate sales tax on quotes and billing items.

Oracle Lease Management requires you to create and set up two transaction types in Receivables Forms > Setup > Transactions > Transaction Types: Invoice-OKL and Credit Memo-OKL. Be sure that you select the Tax Calculation box for both transaction types.

For more information, refer to the appropriate implementing tax essay in the *Oracle Receivables Tax Manual*. You can also reference the *Oracle Receivables User Guide*.

Prerequisites

You must define your Oracle Receivables system options.

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > Tax (There are a number of forms within the Tax directory you might need to configure when defining tax options.)

5.4.14 Define Receivables Lookups**Required**

Lookup names display as list of value choices throughout Oracle Applications to help speed data entry and accuracy. Receivables provides many lookup types for you. Some lookup types can be updated to suit your business needs. You cannot update a lookup type if Receivables requires those settings for its own internal use.

You can create new lookup types and define as many additional lookups as you want in the Receivables Lookups window. For Oracle Lease Management, you need to define two additional lookups, described in the Guidelines below.

You cannot change lookup name values after you save them. To remove an obsolete lookup you can: disable the code, enter an end date, or change the meaning and description to match a replacement code.

A lookup is any defined value that was not defined in a setup window. Use the Oracle Purchasing Lookups window to review and maintain sets of values, or lookups that you use in Payables.

For more information on defining your Receivables lookups, see the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Oracle Receivables Administrator

Module

Oracle Receivables

Navigation

Setup > System > QuickCodes > Receivables

Guideline

You must define the following Oracle Lease Management-specific lookups. To do so, within the **QuickCodes > Receivables** page enter a query of type **CUSTOMER_CATEGORY**. Add two blank lines and add the two new lookups with these values:

Table 5–2 Lookups for Oracle Lease Management

CODE	MEANING	DESCRIPTION
Insurer	Insurance Agent	Insurance Agent
Insurance_Agent	Insurance Agent	Insurance Agent

5.5 Set Up Payables

Required

Oracle Lease Management links with the Oracle Payables module to let you make disbursements to pay vendor or supplier invoices. Items that you would typically need to set up include defining or specifying: payables lookups, invoice currency, payment currency, currency exchange types and rates, payment terms, tax codes, withholding tax groups, document categories, pay groups, and open payables periods.

The specific setup steps of Oracle Payables that directly impact Oracle Lease Management include:

- [Section 5.5.1, "Define Payment Terms"](#)
- [Section 5.5.2, "Define Payables Lookups"](#)
- [Section 5.5.3, "Define Purchasing Lookups"](#)
- [Section 5.5.4, "Define Suppliers"](#)
- [Section 5.5.5, "Define Insurance Providers"](#)
- [Section 5.5.6, "Set Up Document Sequencing of Payables Invoices"](#)

For more information on setting up Oracle Payables, see the *Oracle Payables User Guide*.

5.5.1 Define Payment Terms

Required

You need to define payment terms that you can assign to an invoice to automatically create scheduled payments when you submit an approval for an

invoice. You can define payment terms to create multiple scheduled payment lines and multiple levels of discounts, and you can create an unlimited number of payment terms. Payment terms have one or more payment term lines, each of which creates one scheduled payment.

For more information on defining payment terms, see the *Oracle Payables User Guide* or the Oracle Applications Help, available in Oracle Payables.

Prerequisites

None

Responsibility

Accounts Payable Super User

Module

Oracle Payables

Navigation

Setup > Invoice > Payment Terms

5.5.2 Define Payables Lookups

Required

A lookup is any defined value that was not defined in a setup window. Use the Oracle Payables Lookups window to review and maintain sets of values, or lookups that you use in Payables.

When you define your payables lookups, you can:

- Search for seeded lookups.
- Review the available types to determine what you need to add.
- Refer to your various product setup documentation to determine required payable lookups.
- Add or update User or Extensible lookups.

For more information on defining financial options, see the *Oracle Payables User Guide* or the Oracle Applications Help, available in Oracle Payables.

You must enter one Oracle Lease Management-specific payable lookup. On the **Lookups > Payables** page, enter a query of type **SOURCE**. Add a lookup to this list with these values:

Code = Oracle Lease Management

Meaning = OKL

Description = Create AP Invoices from Oracle Lease Management

Prerequisites

None

Responsibility

Accounts Payable Super User

Module

Oracle Payables

Navigation

Setup > Lookups > Payables

5.5.3 Define Purchasing Lookups

Required

A lookup is any defined value that was not defined in a setup window. Use the Oracle Purchasing Lookups window to review and maintain sets of values, or lookups that you use in Payables.

When you define your payables lookups, you can:

- Search for seeded lookups.
- Review the available types to determine what you need to add.
- Refer to your various product setup documentation to determine required payable lookups.
- Add or update User or Extensible lookups.

For more information on defining your purchasing lookups, see the *Oracle Purchasing User's Guide*.

For Oracle Lease Management, you must define two purchasing lookup types:

- **PAY GROUP.** On the Lookups > Purchasing page, enter a query of type **PAY GROUP**. Add a new lookup to the list with these values:

Code = ORACLE LEASE MANAGEMENT

Meaning = Oracle Lease Management

Description = Create Invoices from Oracle Lease Management

- **VENDOR TYPE.** On the Lookups > Purchasing page, enter a query of type **VENDOR TYPE**. Add a lookup to the list with these values:

Code = Insurer

Meaning = Insurance Provider

Description = Insurance Provider

Prerequisites

None

Responsibility

Accounts Payable Super User

Module

Oracle Payables

Navigation

Setup > Lookups > Purchasing

5.5.4 Define Suppliers

Required

You need to set up suppliers to record information about individuals and companies from whom you purchase goods and services. You can also enter employees whom you reimburse for expense reports. When you enter a supplier that does business from multiple locations, you store supplier information only once, and enter supplier sites for each location. You can designate supplier sites as pay sites, purchasing sites, RFQ only sites (suppliers from whom you receive quotations), or procurement card sites.

Areas about suppliers that you can complete include: general information, classification, accounting, control, payment, bank accounts, EDI (Electronic Data Interchange), various tax issues, purchasing, and receiving.

For more information on defining suppliers, see the *Oracle Payables User Guide* or the Oracle Applications Help, available in Oracle Payables.

Prerequisites

None

Responsibility

Accounts Payable Super User

Module

Oracle Payables

Navigation

Suppliers > Entry

5.5.5 Define Insurance Providers

Required

You must register vendors of insurance products as suppliers in Oracle Payables.

For more information, see the *Oracle Payables User Guide*.

Prerequisites

None

Responsibility

Accounts Payables Super User

Module

Oracle Payables

Navigation

Suppliers > Entry

Guidelines

On the Classification tab of the Suppliers window appears, perform:

- For the Type, select **Insurer** for the insurance category.

- You can optionally enter the SIC code.

5.5.6 Set Up Document Sequencing of Payables Invoices

Required

To generate invoice numbers, you must set up document sequencing for payables invoices. This is a one-time setup, and you must specify certain values in the following procedures. You can apply this setup to more than one set of books.

The sequence of setup topics for document sequencing of payables invoices is:

- [Section 5.5.6.1, "Create Document Sequence"](#)
- [Section 5.5.6.2, "Define Category"](#)
- [Section 5.5.6.3, "Assign Category and Sequence"](#)

5.5.6.1 Create Document Sequence

Required

The first part of setting up document sequencing for payables invoices is to create the document sequence. You provide a name, specify the application, effective dates, manual or automatic types, and an initial value.

Important: You create the following document sequence only **one time**. If you use multiple sets of books, then all sets of books will use the same document sequence.

Prerequisites

None

Responsibility

System Administrator

Module

Oracle Applications--forms

Navigation

Application > Document > Define, Open

Steps

1. In the Document Sequences window on one empty row under the Name column, enter **OKL Lease Pay Invoices**.

Important: You must enter exactly **OKL Lease Pay Invoices**.

2. Under the Application column, click the Ellipses button, and choose the Oracle Lease Management or Contracts for Lease.
3. Under the Effective From and To columns, click the Ellipses button, and choose a starting and ending effective date for your document sequence.
4. Under the Type column, choose **Automatic**.
5. Under the Initial Value column, enter the initial invoice number.

Important: If you are using multiple sets of books, then each book will use the same initial invoice number.

6. Click the Save button.

5.5.6.2 Define Category

Required

After you have created the document sequence, define the document's sequence category that you assign to a specific table name. In the following procedures, you specify the application; enter code, name, and description; and choose the table name.

Important: You create the following document sequence category only **one time**. If you use multiple sets of books, then all sets of books will use the same document sequence.

Prerequisites

[Section 5.5.6.1, "Create Document Sequence"](#)

Responsibility

System Administrator

Module

Oracle Applications--forms

Navigation

Application > Document > Categories, Open

Steps

1. In the Document Categories window on the first blank row under the Application column, click the Ellipses button, and choose the product name for Oracle Lease Management.
2. Under the Code, Name, and Description columns, enter **OKL Lease Pay Invoices**.

The Code name must be unique, and you must use this name.
3. In the Table Name column, click the Ellipses button and choose **OKL_TRX_AP_INVOICES_B**.
4. Click the Save button.

5.5.6.3 Assign Category and Sequence

Required

After you have defined the category for document sequence for payables invoices, you can assign the category and the sequence.

If you have multiple sets of books, you must run the following procedures multiple times to assign each sequence and category to another set of books.

Prerequisites

[Section 5.5.6.1, "Create Document Sequence"](#)

[Section 5.5.6.2, "Define Category"](#)

Responsibility

System Administrator

Module

Oracle Applications--forms

Navigation

Application > Document > Assign, Open

Steps

1. In the Sequence Assignments window on the Document tab in the Application column, click the Ellipses button and choose Contracts for Lease or Oracle Lease Management.
2. In the Category column, click the Ellipses button and choose the category that you set up in [Section 5.5.6.2](#).
3. In the Set of Books column, click the Ellipses button and choose the set of books' name to which you want to assign the category.
4. In the Method column, choose Automatic.
5. Click the Save button.

The Assignment tab becomes active. If not, then click the Assignment tab. On the Assignment tab, the system automatically populates both the Application and Category fields.

6. On the Assignment tab, in the Start Date and End Date fields, click the Ellipses buttons and choose the respective dates at which you want the assignment to be effective.
7. Click the Save button.

CRM Implementation Tasks

These CRM areas include implementation tasks for Oracle Lease Management:

- [Section 6.1, "Set Up Contracts Core"](#)
- [Section 6.2, "Set Up iStore"](#)
- [Section 6.3, "Set Up Order Capture"](#)
- [Section 6.4, "Set Up Marketing Online"](#)
- [Section 6.5, "Set Up CRM Foundation"](#)
- [Section 6.6, "Set Up Telephony"](#)
- [Section 6.7, "Set Up Work Queues"](#)

6.1 Set Up Contracts Core

Required

The Oracle Contracts Core module provides the underlying functionality upon which Oracle Lease Management is built. In particular, Oracle Contracts Core's rule functionality supplies the basis for the terms and conditions of contracts and agreements (such as master lease agreements, vendor agreements, and syndication agreements) in Oracle Lease Management.

Additionally, Oracle Lease Management references contract and agreement articles in Contracts Core and uses the quality assurance check functionality as well.

You must implement the following in the Oracle Contracts Core module in order for Oracle Lease Management to properly use this functionality:

- [Section 6.1.1, "Add Articles"](#)
- [Section 6.1.2, "Add Additional Quality Assurance Checks"](#)

6.1.1 Add Articles

Required

To reference articles in agreements that you set up in Oracle Lease Management, you must create the articles in the Oracle Contracts Core module. Articles, which consist of text that describes and details those terms and conditions attached to a contract, are used in master lease agreements and vendor agreements. To attach articles to a specific lease or loan contract, you must reference a master lease agreement.

The Oracle Contracts Core module lets you create standard and non-standard articles. However, for Oracle Lease Management, you can create **only standard articles**. Subsequent references to all standard articles come from the Oracle Contracts Core library of articles.

Note: Add all articles particular to your business that you need to reference when creating agreements.

For more details on adding articles, see Defining the Library of Articles section in the *Oracle Contracts Core User Guide*.

6.1.2 Add Additional Quality Assurance Checks

Optional

Contracts Core provides a default quality assurance checklist, which is run every time the QA Checker is called. Oracle Lease Management has an additional seeded checklist called OKL LA QA CHECK LIST, which contains additional processes relevant for lease and loan contracts.

You can add processes to the OKL LA QA CHECK LIST from within Oracle Contracts Core, but you cannot create new checklists.

For more information, see the Defining Quality Assurance Checklist section of the *Oracle Contracts Core User Guide*.

Prerequisites

None

Responsibility

Contracts Manager

Module

Oracle Contracts Core

Navigation

Setup > Contract > Quality Assurance

Guidelines

When you navigate to the Quality Assurance form, use the Find function, and in the Name field, type OKL LA QA CHECK LIST (this is case sensitive and should be all caps). In the Processes section, add the processes to include in the QA Checker to the existing processes and save your work.

6.2 Set Up iStore

Oracle iStore lets you establish business-to-business and business-to-consumer electronic commerce. The Oracle iStore application provides an easy-to-use mechanism for merchants to set up Internet storefronts that capture and process customer orders and to integrate their storefronts with Oracle Enterprise Resource Planning (ERP) applications.

Oracle Lease Management utilizes Oracle iStore during the remarketing process. Assets that are remarketed are logged as items in the Inventory module, priced in Oracle Advanced Pricing, and then sold through a speciality store in iStore.

In particular, you must implement the following in Oracle iStore in order for Oracle Lease Management to work:

- [Section 6.2.1, "Set Up Speciality Stores"](#)

You then associate inventory items with Speciality Stores.

6.2.1 Set Up Speciality Stores

Required

In Oracle Lease Management, you need to set up at least one speciality store to handle all remarketed assets. Remarketed assets exist as items in Oracle Inventory, which you associate with your speciality store.

Note: You can have more than one speciality store set up in this module, but you need at least one.

To enable the remarketing process, you must associate the iStore with a pricing list in Oracle Pricing and you must also associate an iStore profile option with the Inventory organization you set up in Oracle Inventory.

You must set up an overall hierarchy for the speciality store sections and products, which is covered in the Oracle iStore documentation.

For more information, see the *Creating Speciality Stores* section of the *Oracle iStore Implementation Guide*.

Prerequisites

Set up pricing lists in Oracle Pricing.

Set up an Inventory organization. For more information, see [Section 5.2](#).

Responsibility

Oracle iStore Administrator

Module

Oracle iStore

Navigation

Setup > Speciality Store

Guidelines

When configuring your iStore set the ATP (Available to Promise) Enabled attribute to Yes. This ensures that each asset in your iStore is sold only once.

Associate the iStore with the pricing list(s) you set up in Oracle Pricing for your organization.

Set up the profile option IBE: Item Validation Organization to associate with the Inventory organization that you set up for your leasing organization in Oracle Inventory.

For more information on setting up profile options, see [Section 4.1.5](#).

6.3 Set Up Order Capture

Required

Oracle Order Capture serves as the integration point between Oracle's suite of CRM applications and Oracle's Order Management system. Oracle Lease Management uses Order Capture in the remarketing process to create quotes based on information obtained from Oracle iStore.

Once a remarketed item is purchased by a customer in iStore, the purchase information is passed to Oracle Order Capture, which then passes the information to Oracle Order Management where a sales order is created. In this process, the system reserves the item in Oracle Inventory against the sales order, so that no other customer can create another sales order against the same item.

For more information on installing this module, see the *Oracle Order Capture Implementation Guide*.

6.4 Set Up Marketing Online

Oracle Marketing Online is a database product designed to provide planning, tracking, analysis, and reporting of an organization's marketing activities. In Oracle Lease Management, Marketing Online functionality enables enterprises to target

specific customers for marketing campaigns. For example, when you are remarketing assets, you can use Marketing Online to target customers for specific types of assets.

Oracle Marketing Online lets you create and manage lists and segments of customers and prospects for your marketing activities. You can also organize campaigns and track related tasks, assignments, activities, creative material, and other elements designed to promote or sell concepts, products, and services.

For more information on implementing Oracle Marketing Online, see the *Oracle Marketing Online Implementation Guide*.

6.5 Set Up CRM Foundation

Required

CRM Application Foundation consists of a number of modules that are used by the entire CRM suite, including Oracle Lease Management. Of particular importance to Oracle Lease Management are: Interaction History, Fulfillment, Notes, Tasks, Territories, and Resource Manager.

Oracle Foundation must be implemented and installed to insure proper functionality in Oracle Lease Management. See the *Oracle CRM Foundation Concepts and Procedure* guide and the *Oracle CRM Foundation Implementation Guide* for details. The following steps require Lease-specific information when you are enabling the Foundation module.

Oracle CRM Foundation has these implementation tasks, which affect Oracle Lease Management:

- [Section 6.5.1, "Set Up and Configure Interaction History"](#)
- [Section 6.5.2, "Setup and Configure Fulfillment"](#)
- [Section 6.5.3, "Set Up Notes"](#)
- [Section 6.5.4, "Set Up Territories"](#)
- [Section 6.5.5, "Set Up Resources"](#)
- [Section 6.5.6, "Define Sales Representatives"](#)
- [Section 6.5.7, "Define Remarketers"](#)
- [Section 6.5.8, "Define Assignment Group"](#)

6.5.1 Set Up and Configure Interaction History

Required

Interaction History is a collection of tables and business logic that records touch points between customers and resources for Oracle Applications, including Oracle Lease Management. Interaction History tracks all customer-agent interactions and serves as a repository for the interaction data. Whether the touch point occurs between two computers, a face-to-face conversation, or over various media channels (such as telephony), these patterns are true:

- The system records a touch point as an interaction.
- An interaction comprises a set of one or more business activities.
- An interaction is a historical record; once you create it, you cannot alter or modify it.
- You can relate business activities to media--such as phone, e-mail, or fax.

For Oracle Lease Management, you can optionally make these modifications in Interaction History:

- Define additional outcome codes.
- Define additional result codes.
- Define additional reason codes.
- Define additional action item codes.
- Define additional action codes.

Prerequisites

After you install CRM Application Foundation, you can access the Interaction History graphical interface, Administration, and public APIs to test and use Interaction History functionality.

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Functions > Interaction History Administration

For more information, see the Implementing Interaction History section of the *Oracle CRM Foundation Implementation Guide* and the Understanding Interaction History section of the *Oracle CRM Application Foundation User Guide* guide.

6.5.2 Setup and Configure Fulfillment

Required

Fulfillment provides:

- An automated way to send information to customers electronically through e-mail and fax
- The ability to immediately satisfy a customer's requests for information, literature, and other correspondence.

Customer Service Representatives, for example, handle a variety of requests ranging from product and service inquiries, pricing questions, billing inquiries, and general customer care issues. Both the collections and remarketing areas use fulfillment.

Many of these requests result in some delivery of literature, collateral, forms of application, letters, or correspondence to the customer. Fulfillment provides the ability for call center administrators, mobile field representatives, marketing managers, customer care representatives, and other service agents to respond to different customer needs quickly using e-mail or fax.

Some key features of fulfillment include:

- Providing automated delivery of information to customers using e-mail.
- Supporting multiple types of customizable Fulfillments used in CRM applications such as documents, templates, and collateral.
- Prioritizing requests.
- Merging data into formatted outgoing communication to create consistent personalized messages.

For Oracle Lease Management, you must do the following before the fulfillment functionality can be used:

- You must associate leasing-specific master documents to Oracle Lease Management functional processes. These master documents are provided as

leasing-specific templates in the form of HTML files, which you must upload using the standard file upload process outlined in the fulfillment implementation steps.

- You must also upload your lease-specific queries.
- Optionally, you can modify these leasing-specific templates and add new templates. Once they have been uploaded onto the fulfillment server as master documents, they cannot be edited.
- Once you have uploaded all the necessary files and queries, you must map them to your fulfillment templates. For more information on fulfillment mapping, see [Section 7.11.1](#).
- Setting up fulfillment has several required steps and several optional steps. For more information, see the Fulfillment section of the *Oracle CRM Foundation Implementation Guide*.

Prerequisites

Install and verify the stability of:

- CRM Foundation HTML Stack
- Interaction History
- Marketing Encyclopedia Foundation Component (MES)

Responsibility

System Administrator

Module

Oracle Foundation

Navigation

The process involves several steps, including setting up a Fulfillment Administrative User and defining and configuring a Fulfillment Server. See the *Oracle CRM Foundation Implementation Guide* for appropriate navigation paths for each task.

6.5.3 Set Up Notes

Optional

A note records descriptive information that users have generated about business transactions so that they can reference it. You can use the Notes component from different applications in the product suite to access the comment log that relates to a specific transaction.

Oracle Notes comes with a set of previously defined note types. You can choose not to use the previously defined note types and create customized note types of your own, or you can use both the previously defined set and additional customized note types.

To use the notes feature in your customer service or collections divisions of Oracle Lease Management, it must be enabled. You can add additional note types specific for leasing.

Prerequisites

None

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Functions > Notes Setup

Steps

1. Once you open the **Note Type Setup** page, the **Application Object Library: Note Type Lookups** window appears.
2. Define the code, meaning, and description as desired. It is only necessary to define a tag for a new, customized note type.
3. Save the record when you are finished.
4. To delete an existing note type, assign an end date to an existing note type.

Note: When you map a note type to a source object, you limit the visible note types for that source to the defined subset of note types.

5. To map the note to a source object open the Source page.
6. Click Note Type Mapping.
7. In the Source Object list of values, choose the appropriate source (Contract, Defects, Enhancements, Escalations, or Tasks).
8. Choose a Note Type for the Source.
9. In the Application list of values, choose the application.
10. In the End Date list of values, specify an End date, if desired.
11. Save and close the form.

For more information, see the Implementing Notes section of the *Oracle CRM Foundation Implementation Guide*.

6.5.4 Set Up Territories

Required

A territory is an organizational domain with boundaries defined by attributes of customers, products, services, and resources. Territories can be created on multiple criteria including postal code, area code, country, vertical market, size of company, and product expertise. It can be created based on geographic locations, for example, East Coast and West Coast territories. It can also be based on customer name if targeting specific customers or products, for example, Business World territory, or the combination of both geographical location and customers, such as a West Coast Business World territory.

For Oracle Lease Management, you need to set up territories for your collections organization's activities. Define your territories, territory qualifiers, and resources.

Set up Territory Manager is described in Implementing Territory Management as part of the *Oracle CRM Foundation Implementation Guide*. Create Territories as described in *Oracle CRM Foundation User Guide* guide.

Prerequisites

Set up and enable Resource Manager.

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Functions > Territory Manager > Territory Administration > Administration

Note: After defining territories using Territory Management, you must run the Generate Territory Package concurrent program to compile the territories. If you do not generate the Territory Package, none of your changes go into effect.

6.5.5 Set Up Resources

Required

The Resource Manager provides lists of resources—as individuals, groups, and teams—for applications to access and manage their resources. Resources are defined as the employees, supplier contacts, parties and partners that are used by the different CRM components to accomplish business objectives.

You can use Resource Manager to import and view resources, define resources, define roles and role types, create teams and groups, and organize resources within those teams and groups. Defining and organizing your resource information makes your resources available to the connected application modules for work action.

Note: Employees are resources which are set up in Oracle Human Resources and can be imported to the Foundation Module. To set up employees, refer to Chapter 1 of the *Managing People Using Oracle HRMS Release 11i* user guide.

For more information, see the Implementing Resource Manager of the *Oracle CRM Foundation Implementation Guide*.

Prerequisites

Enable Resource Manager.

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Functions > Resource Manager > Maintain Resources

6.5.6 Define Sales Representatives

Optional

During the authoring process in Oracle Lease Management, you need to associate one or more sales representatives to each contract. A sales representative is a specific role, which you can assign to specific employees within your organization.

For more information, see the Defining a Salesperson section of the *Oracle CRM Application Foundation Concepts and Procedures* guide.

Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. For more information, see [Section 4.1.2](#).

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Resource Manager > Maintain Resources > Resources

6.5.7 Define Remarketers

Required

During the remarketing process in Oracle Lease Management, you need to associate a remarketing team with an item category. You perform this in the Setup > Asset Management > Assignments section of Oracle Lease Management. Based on the item category, the remarketing team is associated to the asset, shown on the Asset Return page.

You must define remarketing teams in Oracle CRM Foundation prior to associating them to items in asset management.

To define the marketing team, the team must have:

- Role Type set to Contracts
- Role Code set to Remarketer

You can add individual employees to the team. Optionally, you can set up Groups, which contain employees who perform **like tasks**, and associate that group with a remarketing team. To associate a group with a team, however, you must set up the group first.

For more information, see the Defining Resource Groups and Defining Resource Teams section of the *Oracle CRM Application Foundation Concepts and Procedures* guide.

Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. For more information, see [Section 4.1.2](#).

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Resource Manager > Maintain Resources > Teams

(Optionally) Resource Manager > Maintain Resources > Groups

6.5.8 Define Assignment Group

Required

An Assignment Group is the portfolio management team associated to the contract's terms and conditions under the Contract Portfolio section in authoring. This team's responsibility is to field and act upon contract portfolio strategy notifications, which are set up at the time of contract authoring.

This process is similar to defining a remarketing team. To define the assignment group, the group must have:

- Role Type set to Contracts
- Role set to Portfolio Group

Before you set up a portfolio management team, you must set up the employees you intend to include on the team.

Optionally, you can set up a Group, which contain those employees you want on the portfolio team, and associate that group with the team. To associate a group with a team, however, you must set up the group first.

For more information, see the Defining Resource Groups and Defining Resource Teams section of the *Oracle CRM Application Foundation Concepts and Procedures* guide.

Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. For more information, see [Section 4.1.2](#).

Responsibility

CRM Administrator

Module

Oracle Foundation

Navigation

Resource Manager > Maintain Resources > Teams

(Optionally) Resource Manager > Maintain Resources > Groups

6.6 Set Up Telephony

Implementing Oracle Telephony Manager is a process that requires knowledge of a variety of technologies and processes. The implementation of Oracle Telephony Manager requires working knowledge of Oracle Forms, HTML, Java, and the installation platform (Windows NT or Unix). In addition, an understanding of the operational requirements of an interaction center and basic telephony functionality is required.

The Oracle Telephony Manager maintains the agent distribution queues and agent states for any Interaction Center. It also provides access to a common routing engine. OTM is media independent and can route all types of interactions—e-mail, telephony, faxes, or Web calls—to the interaction center agents.

For more information on implementing Telephony Manager, refer to the *Oracle Telephony Manager Implementation Guide*.

6.7 Set Up Work Queues

Oracle Universal Work Queue is one of several applications in the Oracle Interaction Center. The Oracle Interaction Center is a suite of applications that supports the management and processing of customer relationship activity across all channels of customer contact.

Oracle Universal Work Queue is a portal for accessing agent work within an interaction center. Agent work includes application work, such as service requests, and media work, such as inbound telephony calls. When you select a work item, Oracle Universal Work Queue launches the appropriate application and, if necessary, a media controller, such as a softphone.

Oracle Universal Work Queue:

- Provides a desktop interface that displays a unified view of agent work.
- Facilitates agents' interactions across multiple contact channels.
- Provides a framework that enables CRM business applications to integrate with media work.
- Balances agents between media types based on the service levels for the interaction center.

For more information, see the *Oracle Universal Work Queue Implementation Guide* and the *Oracle Universal Work Queue User Guide*.

Client Implementation Tasks

These areas within the Oracle Lease Management client have implementation tasks:

- [Section 7.1, "Define Streams and Pricing"](#)
- [Section 7.2, "Define Formulas"](#)
- [Section 7.3, "Define Accounting Options"](#)
- [Section 7.4, "Define Lease Accounting Templates"](#)
- [Section 7.5, "Define Account Generator"](#)
- [Section 7.6, "Define Financial Products"](#)
- [Section 7.7, "Define Invoice Group Parameters"](#)
- [Section 7.8, "Set up Interest Rates"](#)
- [Section 7.9, "Define Late Charges Parameters"](#)
- [Section 7.10, "Define Cash Search and Application Rules"](#)
- [Section 7.11, "Define Customer Service Setups"](#)
- [Section 7.12, "Define Quote Line Allocation"](#)
- [Section 7.13, "Define Party Contact Roles"](#)
- [Section 7.14, "Define Remarketing Functionality"](#)
- [Section 7.15, "Define Lease Income Accrual Rules"](#)
- [Section 7.16, "Define Loss Provision Rules"](#)
- [Section 7.17, "Define Off-Lease Asset Amortization Rules"](#)
- [Section 7.18, "Define Insurance"](#)

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- [Section 7.19, "Set up Pricing Engine Integration for Stream Generation"](#)
 - [Section 7.20, "Define Workflow"](#)

7.1 Define Streams and Pricing

These implementation topics affect the setup of Oracle Lease Management streams and pricing:

- [Section 7.1.1, "Set up Fee and Expense Streams Types"](#)
- [Section 7.1.2, "Associate Financial Products to Lease Price Modeling Software Templates"](#)
- [Section 7.1.3, "Set up Pricing Parameters"](#)
- [Section 7.1.4, "Set Up Parameter Conversions For Third-Party Lease Price Modeling Software"](#)
- [Section 7.1.5, "Set Up Book Type Mapping For Third-Party Lease Price Modeling Software"](#)
- [Section 7.1.6, "Set Up Item Residual Values for Creating Quotes"](#)
- [Section 7.1.7, "Set Up Lease Rate Cards for Creating Quotes"](#)

Oracle Lease Management uses the concept of streams to generate a schedule of amounts and dates, which can facilitate the recovery of a lessor's investment through a series of scheduled payments. Streams are created either by an internal process, by a link to a lease price modeling software, or both depending upon the type and usage.

In addition to calculating the profitability of the investment through cash-flow analysis, other facets of a leasing operation use streams, including billing, pricing, accounting, and calculating miscellaneous financial measures.

If you are using a third-party lease price modeling software, you have to set up book type mapping, parameter conversions, pricing parameters, and product template mapping.

If you are creating a quote for a prospective customer, there are several setup steps that affect pricing, whether you are using a lease price modeling software to determine your pricing, or an internal process. In both cases, you must set up your residual values for every asset that you plan to lease, for every term for which you can potentially lease the asset.

If you are using a rate card for your pricing, which consists of a lease rate set and multiple lease rate factors, you must set up those parameters during implementation and update them as necessary.

About Seeded Streams

Some seeded stream types in Oracle Lease Management impact the proper functioning of the software. You cannot modify these stream types. If you attempt to modify an original seeded stream type:

- You get a new version or copy of the original
- The original stream type always remains unmodified for its original intended purpose.
- You could use modified copies of critical stream types for other purposes.

For a list of the seeded stream types, see [Section C.1](#) in the appendix.

Use with Financial Products and Pricing Parameters

You can also associate financial products to pricing templates in your lease price modeling software if that functionality exists in the software. Furthermore, you can set up pricing parameters specific to your enterprise if they do not already exist.

Types of Streams

The main types of streams are:

- **Fee Type and Expense Type:** You can create and modify new types to suit your business needs. The two editable stream types are: Fee Type Streams and Expense Type Streams. For more information, see [Section 7.1.1](#).
- **General stream types:** All other stream types are General.

7.1.1 Set up Fee and Expense Streams Types

Optional

You can create and modify these two stream classes to suit your business needs:

- **Fee:** These stream types are associated with any fee the lessor can charge the lessee. These can be one-time fees (such as a lien filing fee, or a document fee) and fees that are amortized over time.
- **Expense:** These stream types are associated with an expense incurred by the lessor for the contract. For example, you can pay a broker's fee to those vendors who refer new customers to you. You can account for any number of such expenses by setting up an appropriate stream type.

Other main stream types are **critical stream types** and **general stream types**.

When you are creating streams for a contract, the stream header includes a reference to the stream type that associates the stream type's attributes.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Stream Types

Steps

1. Click Create Stream Type.
2. On the Create Stream Type page, enter the name of the stream type.
3. Specify whether or not the stream type is billable.
Only billable types can be used to create payments for a contract.
4. Specify whether or not the stream type is taxable.
Taxes are calculated at the time of billing.
5. In the Periodic field, specify whether the stream type is recurring.
Use this if the expense or fee is periodic.
6. Specify whether or not the stream type is Fundable.
For example, if the stream represents funds paid out to a vendor, then make the stream type fundable. In general, all expenses should be fundable.
You can select only the types marked Fundable for fees that you are having funding.
7. Specify whether or not the stream type is Capitalized.
Capitalizing a stream adds the fee amount into the financed cost of the asset. For example, you can add a steam type that represents sales tax, which at the time of booking is added to the asset cost.

8. Specify the Access Level of the stream type:

- **User:** to allow modification
- **System:** to not allow modification

9. Specify the Scope of the stream type:

- **External**
- **Internal**

The Scope field determines whether an internal or external source generates the stream type. Generally, Oracle Lease Management generates new fees and expenses.

10. Choose the Class of the stream type, either Fee or Expense.

11. If the stream is to be allocated to the lines during stream generation, choose the Allocation Basis for the streams.

A stream can be allocated by the following methods: cost, rent, or specific value. Leave the value as null if the stream is not to be allocated.

12. Enter an Effective From date; optionally, enter the Effective To date.

You cannot use a stream type after the Effective To date. If you do not enter an Effective To date, however, the stream type does not expire. You can deactivate it at a later time by specifying an Effective To date.

Note: A stream remains active through the Effective To date.

13. Optionally, enter a description.

14. Click Create.

7.1.2 Associate Financial Products to Lease Price Modeling Software Templates

Optional

During contract authoring, you have to determine accounting rules and other terms and conditions that drive the financial aspects of your contract. Once you've defined these, you can generate streams. Generating streams produces schedules of dates and amounts used for billing and accounting and produces yields for the contract. In complex pricing scenarios, you can use lease price modeling software to generate streams, which evaluate thousands of pricing parameters. In these cases, the pricing structure might involve a myriad of possibilities, including uneven

rents, skipped payments, and multiple interest rates for periods within the term of the contract.

In Oracle Lease Management, the accounting of a particular contract is defined by a financial product. You can associate financial products in Oracle Lease Management with template files in your lease price modeling software. This lets you set default values in a template within your software and relate them to certain products in Oracle Lease Management.

Note: To proceed with this step, your lease price modeling software must support templates.

For example, in a leasing enterprise, your lease price modeling software differentiates leases and loans, since these two deal types use different pricing. You can set up templates that default certain values for these two types of contracts.

In Oracle Lease Management, you can configure financial products that account for leases and loans differently. While loans concern only interest and principal, a lease can impact many other factors, such as equity and depreciation. You can map these products to pricing templates in your pricing software, similarly configured to account for these two separate deal types.

Prerequisites

Setup Oracle Lease Management financial products. For more information, see [Section 7.6](#).

Configure pricing templates in your lease price modeling software and insure they are physically stored on the correct server path.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Pricing > Product Pricing Templates

Steps

1. Click Create Template.
2. In the Product field, enter a partial search string or click Go and select the name of the financial product to associate with a pricing template.
3. In the Name field, type the exact name (case sensitive) of the template to associate with the financial product.

Oracle Lease Management uses Oracle XML Gateway technology to transfer information into and out of the lease price modeling software. You **must** type the name of the template **exactly** as it appears in the lease price modeling software, including the file extension, such as **.tem**).

4. In the Template Path, enter the exact path to where the template file is located on the server for your lease price modeling software.

You must include the forward slash at the end of the path.

Note: The template files must exist on the server, or the application will generate an error.

5. Select an Effective From date and, optionally, select an Effective To date.

You cannot use a template after the Effective To date. If you leave this field blank, the template is available indefinitely. Later, you can specify an Effective To date to stop using it.

6. Enter a Description for the pricing template.
7. Click Create.

7.1.3 Set up Pricing Parameters

Optional

Prior to stream generation, you can configure additional pricing parameters to send to your lease price modeling software. You must assign values to these parameters prior to exporting these parameters from Oracle Lease Management into your lease price modeling software. These parameters then become pricing parameter options used in stream generation.

Pricing parameters are any potential parameters that impact lease or loan pricing. You can apply these parameters on the contract or asset level. For example, the contract start and end date is a parameter that applies to an entire contract.

If a lessor, for example, can include in its pricing exercise a parameter such as the lessee's **incremental borrowing rate** that is not captured within Oracle Lease Management's standard architecture. The lessor can create the incremental borrowing rate parameter and subsequently send that parameter's values into the lease price modeling software along with the other contract parameters.

The lease price modeling software package you select must be able to receive and process these parameters.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Pricing Parameters

Steps

1. Click the Create Pricing Parameter button.
2. On the Create Pricing Parameter page, enter the Name of the pricing parameter.
This name should match exactly to the corresponding parameter name of the lease price modeling software field that you intend to override.
3. Enter the description of the parameter.
4. Choose whether the parameter applies on the Asset Level or the Contract Level.
This determines the placement of the parameter's value in the stream generation XML message.
5. Enter whether or not the parameter is an array.
An array is a schedule of values, such as a rent schedule. On the other hand, a single-value parameter, such as a Start Date, is not an array.
6. Enter the Data Type for the pricing parameter:
 - **Number** (typically an amount)

- **String** (includes characters or numbers)
 - **Date**
7. Enter the Effective From and, optionally, Effective To dates.

You cannot use a pricing parameter after the Effective To date. If you leave this field blank, the pricing parameter is available indefinitely. Later, you can specify an Effective To date to stop using it.
 8. Click Create.

7.1.4 Set Up Parameter Conversions For Third-Party Lease Price Modeling Software

Optional

To properly model depreciation during stream generation and pricing, you should map the depreciation methods and pro rate conventions you set up in Oracle Assets to those in your lease price modeling software.

This mapping is case sensitive and the values must be entered exactly as they exist in the third-party software.

Prerequisites

The third-party lease pricing modeling software you are using must be defined in your lookups. For more information, see [Section 4.1.4](#).

Set up depreciation methods and pro rate conventions in Oracle Assets.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Conversions

Steps

1. At the Conversion main page, in the Pricing Engine Field, choose the name of the third-party lease price modeling software you are using from the list of values.

2. In the Parameters field, choose the parameter in which to map values for.
When you choose the parameter, a table appears that lets you enter the necessary mappings.
3. In the Oracle Value field, click the Flashlight icon and choose the depreciation method value from Oracle Assets to map.
4. In the Pricing Engine Value, enter the value of the parameter that you are mapping the Oracle Value to.
The pricing engine value is case sensitive and **MUST** be entered exactly as it appears in the third-party lease price modeling software.
5. Repeat steps 3 and 4 for all the values to map for the selected parameter.
6. Click the Update to save your work.
7. After saving your mapping, you can go back and choose a new parameter (for example, pro rate convention) and repeat the process.

Guidelines

You can remove any value mapping by selecting the radio button in the Remove column to the left of the value to delete and click Update.

It is extremely important that you map **all** values that you intend to use during your lease pricing exercises. If you do not map all the values, errors will occur.

7.1.5 Set Up Book Type Mapping For Third-Party Lease Price Modeling Software

Optional

If the third-party lease price modeling software that you use for pricing differentiates between federal and state tax depreciation, you need to setup those tax books in Oracle Assets. Because you can set up different depreciation settings for the same asset category in Oracle Assets by book, you must indicate which tax books to use for state taxes and which books to use for federal tax purposes.

You must map the appropriate Oracle Assets tax book to the appropriate taxing body--such as federal or state--for all tax books your business uses. For more information, see [Section 5.1.3](#).

If your business uses multiple corporate books, which have multiple tax books associated with them, you must set up this mapping for all books that you intend to use during your business operation.

Prerequisites

You must corporate and tax books in Oracle Assets. For more information, see the *Oracle Assets User Guide*.

You also must define the name of your third-party lease price modeling software in lookups during general implementation. For more information, see [Section 4.1.4](#).

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Book Type Mapping

Steps

1. On the Book Type Mapping page, in the Pricing Engine field, choose the pricing engine name you are using from the list of values.

When you choose the pricing engine name, the mapping table appears at the bottom of the page. If you have mapped any tax books, those mappings appear in the table.
2. In the Tax Book field, click the Flashlight icon and choose the tax book from Oracle Assets to map from the list of values.
3. In the Depreciation field, choose whether the tax book should be referenced for Federal or State calculations.
4. Repeat steps 2-3 for all tax books you are using in your business.
5. Click Update to save your work.

Guidelines

If you are using the same tax book for both federal and state calculations, you still must map that tax book to both values.

You can remove any tax book mapping by selecting the radio button in the Remove column to the left of the value to delete and click Update.

7.1.6 Set Up Item Residual Values for Creating Quotes

Required for all pricing methods

Oracle Lease Management lets you create lease quotes for a prospect, using one of the following pricing methods:

- Simple interest
- Rate cards
- External pricing software

A residual value is the percentage amount of the original value of an asset when the asset comes off-lease.

For all pricing methods, you must set up residual values for all the items, and for each term, that you are intending to lease. If you are leasing office equipment, for example, and your business offers lease terms of six months, 12 months, 18 months, and 24 months for every leasable item, then you must set up residual values for each of those terms for ALL items you lease.

In the event that a quote is accepted and a contract is authored, the residual value used in the quote is transferred directly to the contract.

You set up item residual values in one of two ways:

- Manually, by creating each combination of values in a data entry screen
- Automatically, by loading the values into the Oracle Lease Management residual value tables using one or more concurrent programs.

The automatic method involves a two-step process:

- First you either run the concurrent program Generate Residual Values for Inventory Items, which generates the values into an interface table, or you load up your own residual values into the interface table
- Then you run the concurrent program Residual Value Percentages Import to load the residual values from the interface table into the standard Oracle Lease Management residual values tables

Details of the manual process of setting up item residual values appear in the following section:

- [Section 7.1.6.1, "Creating Individual Item Residual Values"](#).

Details of the procedures in the automatic method of setting up item residual values appear in the following sections:

- [Section 7.1.6.2, "Generating Residual Values Into an Interface Table"](#)
- [Section 7.1.6.3, "Loading Residual Values Into an Interface Table"](#)
- [Section 7.1.6.4, "Importing the Residual Values"](#)

7.1.6.1 Creating Individual Item Residual Values

Use this process to create individual item residual values for each combination of leasable item and term that you want to specify on Oracle Lease Management lease and loan contracts.

Prerequisites

All items must be set up in Oracle Inventory.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Residual Values

Steps

1. At the Item Residuals page, click the Create Item Residual button.
The Create Item Residual page appears.
2. In the Item field, click Go and select the item from the list of values to assign a residual value percentage.
3. In the Term In Months field, enter the length of the term in months for which this item can be leased
4. In the Residual Percent field, enter the residual percentage of the original asset cost that the item is worth at the end of the term that you entered in step 3.
5. Enter the Effective From date and, optionally, an Effective To date for this residual value to take affect.

If you enter an Effective To date, then the residual value percentage does not apply after that date.

6. Click the Create button to save your work.

Guidelines

You can make updates to your item residuals by clicking the Details icon in the results table of the Item Residuals page. You can update the Residual Percent and the Effective To date from this page.

7.1.6.2 Generating Residual Values Into an Interface Table

When you generate residual values, you must generate values for all the leasable items in a single inventory organization.

For each leasable item in the inventory organization, you must specify:

- Start date (and optionally the end date)
- Term in months low and high values, and the term interval
- Initial residual value percentage
- Decrement by which to reduce the residual value percentage

When you run the Generate Residual Values for Inventory Items program, it will insert rows into the interface table OKL_RV_INTERFACE, with a single row for each combination of item, residual value, and term. Each row will also have the start date and end date that you specified.

For example, if you enter the following parameters:

- Term in Months Low Value=12
- Term in Months High Value=24
- Term Interval=6
- Initial Residual Value Percentage=60
- Decrement Residual Percent By=10

then, for each item in the inventory organization, you will have three rows with the following generated values:

- Residual value=60, Term=12
- Residual value=50, Term=18
- Residual value=40, Term=24

Prerequisites

All items must be set up in Oracle Inventory.

Responsibility

Lease Administrator

Module

Oracle Lease Management

Navigation

Log in to Oracle Applications using the Forms interface

Requests > Run > Single Request

Steps

1. On the Submit Request page, click the ellipsis button (...) to the right of the Name field.
2. Select Generate Residual Values for Inventory Items.
3. In the Parameters box, enter an identifier for the Batch Number.

You can use any unique identifier of your own composition for the batch number. The batch number will only be used in subsequent executions of the program Residual Value Percentages Import to identify the rows you are creating here.
4. In the field Inventory Org Id, select the inventory organization for your items.
5. In the field Items Used for Lease Quotes, select Yes.
6. Enter the Start Date and optionally the End Date.
7. In the field Term In Months Low Value, enter the lowest term for which any item will be leased or loaned.
8. In the field Term In Months High Value, enter the highest term for which any item will be leased or loaned.
9. In the field Term Interval, enter the increment to be applied to Term In Months Low Value for successive item residual value rows, until the Term In Months High Value is reached or exceeded.
10. Enter the Initial Residual Value Percentage, the value that is generated in the first row for each item.

Note that the first row for each item will have the following values:

- Residual value =Initial Residual Value Percentage
- Term=Term In Months Low Value

11. In the field Decrement Residual Percent By, enter the percentage amount by which to decrement the residual value from the Initial Residual Value Percentage in successive rows for the same item.
12. Click OK to close the Parameters box.
13. Click Submit.

7.1.6.3 Loading Residual Values Into an Interface Table

You may load your own residual values into the interface table OKL_RV_INTERFACE, as specified in [Table 7-1, "OKL_RV_INTERFACE Table Columns"](#).

Table 7-1 OKL_RV_INTERFACE Table Columns

Column	Null?	Datatype
BATCH_NUMBER	NOT NULL	VARCHAR2(30)
STATUS	NOT NULL	VARCHAR2(30)
CREATED_BY	NOT NULL	NUMBER
DATE_CREATED	NOT NULL	DATE
DATE_CREATED_IN_OKL		DATE
ITEM_ID	NOT NULL	NUMBER
ORG_ID	NOT NULL	NUMBER
RESIDUAL_VALUE_PERCENT	NOT NULL	NUMBER
TERM_IN_MONTHS	NOT NULL	NUMBER
START_DATE	NOT NULL	DATE
END_DATE		DATE

The Batch Number can be any unique identifier of your own. It is only used to identify which set of residual values to load when you run the program Residual Value Percentages Import.

The Item_ID and Org_ID values are the values set up in Oracle Inventory for, respectively, each of the leasable items and the inventory organization.

For more information, see also [Section 7.1.6.2, "Generating Residual Values Into an Interface Table"](#).

Note: There is no special Oracle Lease Management utility to perform the loading of the residual values. You can use a standard Oracle utility such as SQL *Loader.

7.1.6.4 Importing the Residual Values

When you have either generated or loaded a batch of residual values into the interface table OKL_RV_INTERFACE, you must import the values into standard Oracle Lease Management residual value tables, by running the Residual Value Percentages Import program.

When you run the program, you must specify the batch number and the inventory organization.

Prerequisites

All items must be set up in Oracle Inventory.

You must have either generated or loaded residual values into the interface table OKL_RV_INTERFACE for each combination of item and term that you want to be specified on an Oracle Lease Management lease or loan contract.

Responsibility

Lease Administrator

Module

Oracle Lease Management

Navigation

Log in to Oracle Applications using the Forms interface

Requests > Run > Single Request

Steps

1. On the Submit Request page, click the ellipsis button (...) to the right of the Name field.
2. Select Residual Value Percentages Import.

3. In the Parameters box, enter an identifier for the Batch Number.
The batch number identifies a set of rows in the OKL_RV_INTERFACE table.
4. In the field Inventory Org Id, select the inventory organization for your items.
5. Click OK to close the Parameters box.
6. Click Submit.

7.1.7 Set Up Lease Rate Cards for Creating Quotes

Optional

One of the standard lease pricing tools available for creating a quote in Oracle Lease Management is a rate card. Rate cards are used to determine the periodic payments for lease and loan contracts. You can create as many rate cards as you want. You may use only one rate card in a quote.

A rate card consists of a lease rate set together with multiple lease rate factor entries.

A lease rate factor is the proportion of the periodic payment to the total value of an asset in a contract, expressed as a percentage. For example, for a \$10,000 asset on a lease contract, with quarterly payments, a lease rate factor of 0.045 will determine that the quarterly payment will be \$450.

In each rate card, or lease rate set, each combination of the following parameters:

- Interest rate
- Residual value percentage
- Term in months

will have a lease rate factor, based on business requirements and projections of income.

Note: You can create rate cards that represent different credit ratings, interest rates, or returns.

When you create a rate card, you must perform the following tasks in sequence:

1. Create the lease rate set.

You create the lease rate set using a standard data entry screen.

2. You must populate the lease rate set with lease rate factor entries.

You can do this either by manually creating each combination of determining values (interest rate, residual value, term) and the corresponding lease rate factor in a data entry screen, or automatically by loading the values into the Oracle Lease Management lease rate factor tables using one or more concurrent programs.

The automatic method involves a two-step process:

- First, you either run the concurrent program Generate Lease Rate Factors, which generates the values into an interface table, or you load up your own lease rate factors into the interface table
- Then, you run the concurrent program Lease Rate Factor Import to load the lease rate factors from the interface table into a lease rate set.

Details of the process of creating a lease rate set appear in the following section:

- [Section 7.1.7.1, "Creating a Lease Rate Set"](#)

Details of the process of manually adding lease rate factors to a lease rate set appear in the following section:

- [Section 7.1.7.2, "Adding Individual Lease Rate Factors to a Lease Rate Set"](#)

Details of the procedures in the automatic method of adding lease rate factors to a lease rate set appear in the following sections:

- [Section 7.1.7.3, "Generating Lease Rate Factors Into an Interface Table"](#)
- [Section 7.1.7.4, "Loading Lease Rate Factors Into an Interface Table"](#)
- [Section 7.1.7.5, "Importing the Lease Rate Factors into a Lease Rate Set"](#)

7.1.7.1 Creating a Lease Rate Set

A lease rate set consists of the parameters that affect the complete rate card, such as payment frequency, start and end date, and whether payment is to be made in advance or in arrears.

Creating a lease rate set is the first step in the creation of a rate card. To complete the whole process, you must subsequently populate the lease rate set with lease rate factor entries.

Prerequisites

Residual values must be set up for all items and terms offered on your rate cards. For more information, see [Section 7.1.6, "Set Up Item Residual Values for Creating Quotes"](#).

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Lease Rate Factors

Steps

1. From the Lease Rate Sets page, click the Create Lease Rate Set button.
The Create Lease Rate Set page appears.
2. In the Name field, enter the name of the rate card (lease rate set) to appear in the list of values during quote creation.
The name indicates the purpose of the card, for example, good credit, 10% interest, 12% return on investment, US dollars, GBP, and so on.
3. Optionally, enter a description of the rate card.
4. In the Payment Frequency field, choose the frequency from the list.
Options include: Annual, Monthly, Quarterly, or Semi-Annual
5. Choose whether or not the payment due dates occur in arrears.
6. Enter the Effective From date and, optionally, enter the Effective To date.
If you select an Effective To date, the card becomes inactive after that date.
7. Click Create to save your work.

At this point, you have created a rate card with general information.

If you want to add individual lease rate factors to the lease rate set, you can continue immediately by creating individual lease rate factor entries for your lease rate set. In this case, continue with the steps in [Section 7.1.7.2, "Adding Individual Lease Rate Factors to a Lease Rate Set"](#).

7.1.7.2 Adding Individual Lease Rate Factors to a Lease Rate Set

You may add individual lease rate factors into a lease rate set, either as a continuation of the process of creating a lease rate set, or at any time afterwards.

.Prerequisites

You must have created a lease rate set.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Pricing > Lease Rate Factors

Steps

1. You must first search for the lease rate set.
In the Name field, select the lease rate set.
2. If applicable, select the Payment Frequency, and the View option (Active or All).
3. Click Go.
4. In the Results area, click the hyperlink on the Name of the lease rate set to which you want to add the lease rate factors.
5. Click the Create Lease Rate Factor button.
The Create Lease Rate Factor page appears.
6. Enter the Term In Months for this lease rate factor.
7. Enter the Residual Percent for this rate factor.
8. Enter the Interest Rate for this lease rate factor.
9. Enter a decimal number (greater than 0 and less than 1) for the Lease Rate Factor.
This value, when multiplied by the asset value, determines the periodic payment.

10. Click Create.

11. Repeat steps 5-10 for all the lease rate factors to add to the current lease rate set.

Guidelines

You can search for active rate cards by using the search filter on the Lease Rate Sets main page. Select the Active filter and click Go. To search for all rate cards, select All and click Go. The Results table displays the rate card name, description, payment frequency, arrears status, from and to dates, and a details icon.

Clicking the Details icon lets you modify the effective dates and the description of the rate card.

To close a rate card, you can click the Details icon and enter an Effective To date that closes the rate card.

7.1.7.3 Generating Lease Rate Factors Into an Interface Table

When you run the Generate Lease Rate Factors program, you specify the target lease rate set, and the elements that will determine each lease rate factor value:

- The target interest rate range and interest rate increment interval
- The term range and term increment interval
- The residual value range and residual value increment interval

The program calculates a lease rate factor for each term and rate interval for each residual value, and inserts rows containing this information into the interface table OKL_LRF_INTERFACE.

For example, if you enter the following parameters:

- Interest rate range = 7 to 8, rate interval=1
- Term rate range = 12 to 24, term interval=12
- Residual value range = 50 to 60, residual value interval=10

then the program will generate 8 lease rate factors, one for each of the following combinations:

- Residual value=50, Term=12, Interest rate=7
- Residual value=50, Term=12, Interest rate=8
- Residual value=60, Term=12, Interest rate=7
- Residual value=60, Term=12, Interest rate=8

- Residual value=50, Term=24, Interest rate=7
- Residual value=50, Term=24, Interest rate=8
- Residual value=60, Term=24, Interest rate=7
- Residual value=60, Term=24, Interest rate=8

Prerequisites

You must have set up the lease rate set.

Responsibility

Lease Administrator

Module

Oracle Lease Management

Navigation

Log in to Oracle Applications using the Forms interface

Requests > Run > Single Request

Steps

1. On the Submit Request page, click the ellipsis button (...) to the right of the Name field.
2. Select Generate Lease Rate Factors.
3. In the Parameters box, for the Batch Number, select the name of the lease rate set.
4. Enter the low value and the high values of the interest rate range.
5. In the Rate Interval field, enter the interest rate increment.
6. Enter the low value and the high values of the term range.
7. In the Term Interval field, enter the term increment.
8. Enter the low value and the high values of the residual values percentage range.
9. In the Residual Value Percent Interval field, enter the residual value percent increment.
10. Click OK to close the Parameters box.

11. Click Submit.

7.1.7.4 Loading Lease Rate Factors Into an Interface Table

You may load your own lease rate factor values into the interface table OKL_LRF_INTERFACE, as specified in [Table 7-2, "OKL_LRF_INTERFACE Table Columns"](#).

Table 7-2 OKL_LRF_INTERFACE Table Columns

Column	Null?	Datatype
BATCH_NUMBER	NOT NULL	VARCHAR2(30)
STATUS	NOT NULL	VARCHAR2(30)
CREATED_BY	NOT NULL	NUMBER
DATE_CREATED	NOT NULL	DATE
DATE_CREATED_IN_OKL		DATE
LEASE_RATE_FACTOR	NOT NULL	NUMBER
RESIDUAL_VALUE_PERCENT	NOT NULL	NUMBER(18,15)
TERM_IN_MONTHS	NOT NULL	NUMBER
INTEREST_RATE	NOT NULL	NUMBER(18,15)

The Batch Number is the name of the lease rate set into which you want to place the lease rate factors. Note that the program Generate Lease Rate Factors does not place the lease rate factors into the lease rate set; that operation is carried out by the program Lease Rate Factor Import.

For more information, see also [Section 7.1.7.3, "Generating Lease Rate Factors Into an Interface Table"](#).

Note: There is no special Oracle Lease Management utility to perform the loading of the lease rate factor values. You can use a standard Oracle utility such as SQL *Loader.

7.1.7.5 Importing the Lease Rate Factors into a Lease Rate Set

When you have either generated or loaded a batch of lease rate factor values into the interface table OKL_LRF_INTERFACE, you must import the values into a lease rate set, by running the Lease Rate Factor Import program.

When you run the program, you must specify the target lease rate set as the value of the parameter Batch Number.

Prerequisites

You must have set up the lease rate set.

You must have either generated or loaded lease rate factor values into the interface table OKL_LRF_INTERFACE for each combination of interest rate, term, and residual value percentage that you want to be specified on an Oracle Lease Management lease or loan contract.

Responsibility

Lease Administrator

Module

Oracle Lease Management

Navigation

Log in to Oracle Applications using the Forms interface

Requests > Run > Single Request

Steps

1. On the Submit Request page, click the ellipsis button (...) to the right of the Name field.
2. Select Lease Rate Factor Import.
3. In the Parameters box, select the target lease rate set for the Batch Number.
4. Click OK to close the Parameters box.
5. Click Submit.

7.2 Define Formulas

These implementation tasks affect the setup of Oracle Lease Management formulas:

- [Section 7.2.1, "Define Formula Functions"](#)
- [Section 7.2.2, "Define Non-Standard Function Parameters"](#)
- [Section 7.2.3, "Define Contexts"](#)

- [Section 7.2.4, "Define Formula Operands"](#)
- [Section 7.2.5, "Define Formula"](#)

The Formula Engine is a tool that lets you define custom formulas and process them.

Oracle Lease Management processes formulas in many different areas. Formulas are always relevant to either a particular contract or an individual line on a contract. Examples of formulas that Oracle Lease Management uses include asset residual, contract original equipment cost, and contract capitalized fees.

The components of a formula are **operands**, **functions**, and **function parameters**. Formulas execute within **contexts**. For more information on these terms and the concepts underlying formulas, see [Appendix K](#).

You can create or modify formulas and some of their components.

Important! To perform any task relating to formulas, it is essential that you understand how the Formula Engine works. For more information, see [Appendix K](#).

7.2.1 Define Formula Functions

Optional

The basis of all formulas is data that exists in one or more database tables. You extract the data and make it available to formulas via functions.

A function is a unit of code, written in PL/SQL, which when executed returns a single value. Formulas effectively combine the results of one or more functions to produce an overall value.

To include a new function, either as part of the process of creating a new formula or to add the function to an existing formula, create the source PL/SQL function and store it in the database. For more information, see [Appendix K](#).

After you have created the source PL/SQL function, you define the formula function in Oracle Lease Management; this step registers the function in Oracle Lease Management so that it can be used in formulas.

Prerequisites

Create the source PL/SQL function in the database package OKL_SEEDED_FUNCTIONS_PVT.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Functions

Steps

1. Click Create.
2. On the Create Function page, enter the Name for the function, and optionally, the Description.
3. Enter the Effective From date, and optionally, the Effective To date.
The optional Effective To date determines when to stop using the function. If you do not specify an Effective To, the function is available for use indefinitely.
4. Enter the Source Function that you are registering.

Note: The name of the source function must include the package name, that is OKL_SEEDED_FUNCTIONS_PVT.<Function Name>.

5. Click Create.

See Also

[Appendix K, "Formula Engine"](#)

7.2.2 Define Non-Standard Function Parameters

Optional

If a function requires parameters other than the standard **contract** and **line id** parameters, then define the non-standard function parameters.

To define the non-standard function parameters, search for the function, select the function, and choose to create or edit function parameters.

Prerequisites

Create the source PL/SQL function in the database package OKL_SEEDED_FUNCTIONS_PVT.

[Section 7.2.1, "Define Formula Functions"](#).

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Functions

Note: To define each function parameter, you must follow the Navigation path, and then perform all the steps as described in this section.

Steps

1. Search for the function.
2. In the Results panel, click the function name hypertext link.
3. Click the Function Parameters button.
4. Click the Create Function Parameter button.
5. In the Function Parameters area, click the Create Function Parameter button.
6. Enter the Sequence of the function parameter.
7. Select the Parameter.
8. If the function parameter has a static value in the source function, enter this value in the Static Value field.
9. Optionally, enter instructions.
10. Click Create.

See Also

[Appendix K, "Formula Engine"](#).

7.2.3 Define Contexts

Optional

Each formula executes within a context. A context is basically a container for formulas that enables the efficient passing of parameter values to the functions of a formula.

You must associate each formula that you create with a context. If you do not have a context that you can associate with your formula, then you must create the context. You can associate a formula with only one context, but you can associate many formulas to the same context.

For more information, see [Appendix K](#).

Prerequisites

None.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Contexts

Steps

1. Click the Create Context button.
2. Enter the context Name, and optionally the Description.
3. Click Create.

Note: If you need to create context parameters, see [Section K.4.1.5](#) and [Appendix K](#), and perform the procedures in both sections.

7.2.4 Define Formula Operands

Optional

A formula is an arithmetic expression consisting of operands and arithmetic symbols.

For example, the formula:

```
Commission := Delta Amount * 0.05 + Group Bonus
```

consists of three formula operands:

- - Delta Amount
- 0.05
- Group Bonus

Note: The terms **operand** and **formula operand** are interchangeable.

An operand has one of three types:

- **Formula**
- **Constant**--which can be the result of an expression
- **Function**

Before you create or alter a formula, you must define the operands that appear in the formula. For more information, see [Appendix K](#).

Prerequisites

Create the source PL/SQL function in the database.

If you are creating an operand of the type formula, you must have defined the formula in Oracle Lease Management.

If you are creating an operand of the type function, you must have defined the formula function in Oracle Lease Management. For more information, see [Section 7.2.1](#).

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Operands

Steps

1. Click Create Operand.
2. On the Operand page, enter the Name for the operand, and optionally, the Description.
3. Enter the Effective From date, and optionally, the Effective To date.
The optional Effective To date determines when to stop using the operand. If you do not specify an Effective To, the operand is available for use indefinitely.
4. In the Operand Type field, select the type of operand: Function, Constant, or Formula.
5. If, for your Operand Type, you chose
 - **Function:** Select the Function Name.
 - **Formula:** Select the Formula Name.
 - **Constant:** Enter the constant or expression in the Constant Value field.
6. Click Create.

7.2.5 Define Formula

Optional

Each formula must be created within a context. As you create the formula, you must specify the context name for the formula.

You must enter the formula string, which is an arithmetic expression consisting of labels of operands and the symbols + - * / ().

Once you have created an operand it is available for use in a formula string. However you do not enter the operand name itself into the formula string; instead, you must create a **label** for the operand, and use the label in the formula string. An operand label is a shortcut or alias for an operand.

The procedure for creating the formula is a two-stage process:

- [Section 7.2.5.1, "Define Formula and Formula String"](#): Create the formula, including the formula string containing operand labels and symbols. You create a formula string before creating the actual operand labels.

- [Section 7.2.5.2, "Define Formula Operand Label"](#): Create the operand labels for the formula.

For more information, see [Appendix K](#).

7.2.5.1 Define Formula and Formula String

Prerequisites

Create the source PL/SQL function in the database.

If you are creating a formula type operand of the type formula, you must have defined the formula in Oracle Lease Management. For more information, see [Section 7.2.5](#).

If you are creating a function type operand, you must have defined the formula function in Oracle Lease Management. For more information, see [Section 7.2.1](#) and [Section 7.2.4](#).

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Formulas

Steps

1. Click Create Formula.
2. On the Formulas page, enter the formula Name, and optionally, the Description.
3. Enter the Effective To date, and optionally, the Effective From date.

The optional Effective To date determines when to stop using the formula. If you do not specify an Effective To, the formula is available for use indefinitely.

4. Choose the Context for this formula.
5. In the formula String field, enter your formula.

The string must consist of formula operand labels that you define in [Section 7.2.5.2](#) and one or more of the symbols: + - * / ().

6. Click Create.

7.2.5.2 Define Formula Operand Label

Once you have created the formula and formula string, you must create the operand labels. To create operand labels, you must:

1. Search for the formula.
2. Select the formula.
3. Choose to create or edit formula operands. This final step is where you actually create or edit the operand labels that the formula string uses.

Prerequisites

[Section 7.2.5.1, "Define Formula and Formula String"](#)

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Formulas > Formulas

Steps

1. Search for the formula.
2. In the Results area, click the formula name's hypertext link.
3. Click the Formula Operands button.
4. Click the Create Formula Operand button.
5. Enter the Label for the operand name.
6. Select the operand to associate with the label into the Name field.
7. Click Create.

Note: To define each formula operand label, you must repeat steps 1 through 7 as described previously in this section.

7.3 Define Accounting Options

Required

You must associate a set of books, set the rounding options, and set the accrual options for each operating unit of your enterprise.

Multiple operating units can be associated with the same set of books. The user who performs the setup must be associated (through profile options) with the operating unit to which you are assigning this set of books.

Rounding options address those situations where general accounting practices or currency conversion leads to split (non-whole number) monetary amounts. Typically, this situation occurs in leasing whenever a percentage is figured into the calculation, such as calculating interest. The other scenario occurs when a leasing transaction is made in a currency other than your functional currency and you must make a conversion.

You must set the rounding options for both scenarios. You must consider these parameters in both cases:

- Apply the rounding difference. Possible values include:
 - **Add to the highest amount line.**
 - **Add to the lowest amount line.**
 - **Add a new rounding line.**

Typically, the rounded difference is added to the highest amount line. This needs to be set so that the accounting balances on the bottom line.

- Set the rounding rule. The possible values are:
 - **Up:** Rounds the number up to the nearest acceptable number.
 - **Down:** Rounds down to the nearest acceptable number.
 - **Nearest:** Round to the nearest acceptable number.

The Accrual Reversal Days determines how many days of prior income should be reversed in the event that a contract becomes delinquent.

Note: This setup must be done separately for each operating unit of your enterprise.

Prerequisites

Define functional currency, operating units, and a set of books.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Accounting > Accounting Options

Steps

1. In the Set of Books field, select the set of books from the list of values to associate with the operating unit.
2. Under the Accounting Line Rounding Options section, choose how to Apply Rounding Difference from the list.
3. Choose the Rounding Rule.
4. Under the Gross Currency Rounding Options section, repeat steps 2-3.
5. Under the Accrual Options section, enter a numeric value for your Accrual Reversal Days.

This is the number of days of prior income to reverse in the event that a contract becomes delinquent. For example, by entering 90 you would be reversing 90 days of prior income.

6. Click Create.

7.4 Define Lease Accounting Templates

These implementation tasks affect the setup of Oracle Lease Management lease accounting templates:

- [Section 7.4.1, "Define Accounting Template Sets"](#)
- [Section 7.4.2, "Define Accounting Templates"](#)
- [Section 7.4.3, "Define Accounting Template Lines"](#)

7.4.1 Define Accounting Template Sets

Many accounting transactions, including booking a contract, billing, and funding generate one or more accounting entries. The three main components that control which accounting entries are generated are product, transaction type and stream type.

Each Oracle Lease Management product is always associated with one and only one accounting template set.

Note: It is possible to associate the same accounting template set to multiple products.

An accounting template set is a group of accounting templates. Each accounting template and its associated template lines specify the accounts and the distribution of the amounts in the accounts.

Prerequisites

Define your accounting options. For more information, see [Section 7.3](#).

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Accounting > Accounting Template

Steps

1. At the Accounting Template Sets page, click the Create Accounting Template Set button.
2. Enter the Name field.
3. Optionally, enter a Description.
4. Choose Effective From and, optionally, Effective To dates.
5. Click the Create button.

7.4.2 Define Accounting Templates

Each accounting template defines the accounts and accounting entries that are generated for an accounting transaction. The accounting templates use various parameters, some of which are mandatory or significant.

Mandatory Parameters

In an accounting template, the mandatory parameters to be defined are:

- **Transaction type:** Defines an accounting event, such as funding, booking, billing, or disbursement.
- **Stream type:** An accounted-for financial element or schedule, such as rent, security deposit, and interest income.

Significant Parameter

Another significant parameter in the account template is:

- A **formula**, if the amount to be accounted is to be evaluated rather than provided by the transaction.

Note: A formula is required if the transaction type is one of the following:

Asset Condition, Asset Disposition, Asset Residual Change, Booking, Funding, Insurance, Rebook, Release, Remarket, Renewal, Repurchase, Restructure, Retirement, Reverse, Split Asset, Split Contract, Syndication, Termination, Vendor Cure, or Write Down

Other Parameters

Other parameters in the account template are:

- A flag to indicate whether factoring or syndication is appropriate.
- A memo field, which indicates if there is alternative accounting for the same transaction.

Prerequisites

[Section 7.3, "Define Accounting Options"](#)

[Section 7.4.1, "Define Accounting Template Sets"](#)

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Accounting > Accounting Template

From the results section, click an existing Accounting Template Set.

Steps

1. At the Accounting Template Set Details page, click the Accounting Templates button.
The Accounting Templates page appears.
2. Click the Create Accounting Template button.
3. At the Create Accounting Template page, enter the Name of the accounting template.
4. Choose an Effective From date, the start date of the accounting template before which the accounting template cannot be used.
5. Optionally choose an Effective To date, the end date of the accounting template, after which you do not want to use the accounting template.
6. Choose a Stream Type.
7. Choose a Transaction Type from the list of values.
The list of values shows only those transactions that have an accounting impact.
8. If your accounting template needs a formula, click the Search icon beside the Formula field and select a formula from the Formula list.
9. Optionally, enter a Description.
10. Choose the appropriate Factoring or Syndication option.
The default value is Null.

Note: if the Syndication option is chosen for one of the accounting templates in an accounting template set, it must be chosen for all the other accounting templates in the same accounting template set.

11. Choose whether or not to enable the Memo field.

The Memo field indicates if there is alternate accounting for the same transaction. For example, in the case of accrual of income for delinquent accounts, you can transfer the income to alternate accounts.

Note: To account for accruals, you must create two accounting templates, each with the transaction type Accruals within the same accounting template set,

One of the accounting templates must have the Memo field set to No (for an income account), the other must have the Memo field set to Yes (for a non-income account).

12. Click the Create button.

7.4.3 Define Accounting Template Lines

Each accounting template line belongs to exactly one accounting template and contains the account and amount distribution information necessary for an accounting entry.

In each accounting template line, you must either define an account code (flexfield) or specify that an Account Generator build the account code (flexfield) using the data available from the transaction and the rules defined for the account type.

Account generator rules are user extensible. You can include additional values under the lookup OKL_AE_LINETYPE using the Application Developer responsibility for AOL lookups.

You create at least one debit line and one credit line for each accounting template.

You can create more than one debit and credit line per accounting template. Where there are multiple debit (or credit) lines, the total of all the debit (or credit) percentages must be 100.

Prerequisites

[Section 7.4.1, "Define Accounting Template Sets"](#)

[Section 7.4.2, "Define Accounting Templates"](#)

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Accounting > Accounting Template

Steps

1. Navigate to the Accounting Template Details page, for the accounting template to which you want to create accounting template lines.
2. Click the Template Lines button.
The Accounting Templates Lines Details page appears.
3. Choose whether the accounting line is a Debit or a Credit.
4. Enter the percentage for this accounting line.
The percentage field specifies the portion of the total amount to be accounted to the account selected.
5. If you are specifying an exact account, you can do one of the following:
 - Enter the exact account by keying it into the Account field, then continue at step 7.
 - Click the icon beside the Account field; in the Select a Flex Alias screen, you can then either select one of the listed aliases, or you can click Flex Details Page to set up your own account; then continue at step 7.
6. If you want the Account Generator to evaluate the account for this accounting line:
 - Leave the Account field blank.
 - Select the Account Generator box.

- Select the Account Generator Rule that determines the type of accounting you want for this accounting template line. For more information, see [Section 7.5, "Define Account Generator"](#).
7. If you need more account lines, click the Add Another Row button and repeat steps 3 through 6.
 8. Click Submit.

7.5 Define Account Generator

Optional

In Oracle Lease Management, you can employ the Account Generator to dynamically create accounting code combinations for transactions at run-time. Accounting code combinations are your debit and credit accounts that are part of each accounting transaction.

In an accounting template, you can use exact account codes or you can choose to build the account codes dynamically for each line. The Account Generator builds the account codes dynamically based on parameters provided by the transaction.

If you choose to build an account code dynamically for an accounting template line, you must specify an account generator rule for the accounting template line. Each account generator rule is one of the seeded Oracle Lease Management accounting line types; examples are accrual clearing, advanced rent, lease rent, pre funding, revenue clearing.

The object of the Account Generator is, for each account generator rule, to set each segment of the account code to either a constant value or the value from the flexfield column in a source table.

The setup sequence for the account generator sources and rules is as follows:

- Associate the account generator rule with a source table and flexfield column
- Specify for each segment whether the value is constant or taken from a source table column flexfield

Once you have set up the account generator sources and rules, you use them when you create an accounting template line; all you need to do is to select the account generator rule that you want for the accounting template line. For more information, see [Section 7.4.3, "Define Accounting Template Lines"](#).

To enable the Account Generator, you **must** perform:

- [Section 7.5.1, "Define Account Generator Sources"](#)

- [Section 7.5.2, "Define Account Generator Rules"](#)

7.5.1 Define Account Generator Sources

Optional

If you plan to have accounting templates that incorporate dynamic generation of all or some account code flexfield values, you need to define your account generator sources, by mapping each account generator rule with a source.

An account generator rule is a seeded list which is user extensible. Some examples are accrual clearing, advanced rent, lease rent, pre funding, and revenue clearing.

Sources are seeded table and column names defined in various Oracle applications, such as Oracle Receivables or Oracle Assets. An example of a source is the column Asset Clearing in the Asset Categories table in Oracle Assets.

When defining the Account Generator Sources, you associate each account generator rule with a source.

Prerequisites

None

Module

Oracle Lease Management

Navigation

Setup > Accounting > Account Generator Sources

Steps

1. On the Account Generator Sources page, click the Create Account Generator Source button.

The Create Account Generator Source page appears.

2. From the list of values, choose the Account Generator Rule.
3. From the list of values, choose the Source Table value.

This is the table containing the source flexfield that you are mapping to the account type corresponding to the account generator rule.

Depending on which source table you choose, the possible values in the Select Column list of values change accordingly.

4. Choose the flexfield column you want from the Select Column list of values.
This is a defined instance of the source flexfield.
A source table can have multiple columns. For example, the source table Asset Categories has the flexfield columns Accumulated Depreciation, Asset Clearing, Asset Cost, and Bonus Reserve.
5. Click Create.

See Also

[Section 7.4.2, "Define Accounting Templates"](#)

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7.5.2 Define Account Generator Rules

Optional

After you define account generator sources, you can set Account Generator Rules, whereby you designate which segments in a flexfield contain a constant value and which derive their value from a flexfield in a source table.

Prerequisites

Set up account generator sources.

Module

Oracle Lease Management

Navigation

Setup > Accounting > Account Generator Rules

Steps

1. Select the Account Generator Rule.
In the Results area, all the defined segments appear.
2. For each segment, choose a source or a constant.
If you choose a constant, that value you input never changes for this account type. Choosing a source enables the Account Generator to dynamically update the value from the column specified when you defined the account generator

source. For more information, see [Section 7.5.1, "Define Account Generator Sources"](#).

3. Click Update.

7.6 Define Financial Products

These implementation tasks affect the setup of Oracle Lease Management financial products:

- [Section 7.6.1, "Define Template Quality Name and Value"](#)
- [Section 7.6.2, "Define Qualities Name and Values"](#)
- [Section 7.6.3, "Define Options and Option Values"](#)
- [Section 7.6.4, "Define a Product Template"](#)
- [Section 7.6.5, "Define a Product"](#)

A product in Oracle Lease Management groups together a set of attributes and rules based on which contracts are created. It is mandatory for every contract to be associated with a single product.

The attributes are called qualities and are used for grouping and identifying the product. There are several pre-seeded qualities, and together with their pre-seeded quality values, these are used to classify contracts (see [Appendix L, "Seeded Contract Classification Parameters"](#)). You can also create your own qualities and quality values. There is no processing functionality behind the user-defined qualities and quality values.

Business rules are grouped under options. The values set for each of the business rules are used by the processes during the life-cycle of the contract.

The rules and structuring of the contract determine its classification. The accounting norms define accounting for each classification. The accounting is defined under an accounting template set, which is associated with the product at the time you are setting up your products.

For example, operating leases are accounted for differently than direct finance leases. Therefore, it is highly likely that the deal type would be pre-set as an option for a product.

Important: To facilitate workflow and logical product creation, you should map and define the various attributes, as well as the business rules to apply to each of the products you are creating. Decisions such as which attributes to define on the template level, which to define on the product level, and which options to make editable at the contract level should be made prior to implementation.

It is possible for the user to override some of the option values, which default from the product while authoring the contract.

You can also associate stream types to a financial product, which you can also set to accrue. For more information on stream types, see [Section 7.1](#).

There is no limit to the amount of financial products that you can configure for your enterprise. For more information on lease authoring, see the Oracle Lease Management *User Guide*.

Definitions

Quality: Qualities defined on a product cannot be modified on the contract. These are used for grouping and identification and, except for the pre-seeded qualities and quality values, have no processing functionality associated with them. You can define as many qualities as you need for your enterprise. You can separately define qualities for templates and products.

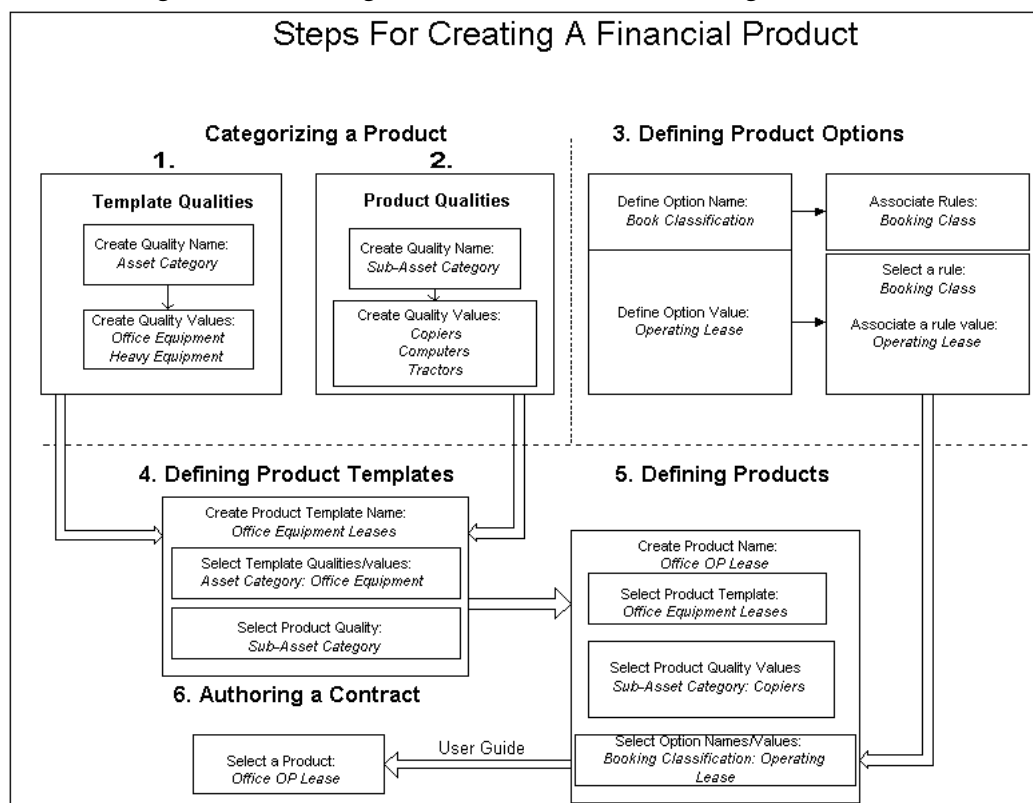
Option: Business rules applicable to the product are defined as options. These are drawn from a finite set of seeded rules within Oracle Lease Management. The option values can be fixed, entered, or selected from a list by the user at the time of authoring the contract. It is possible for the user to modify some product option values during authoring, if its corresponding option is editable when associated with a product.

Value: The result set that you can use for a quality or option. Options can be based on the valid values that are available for the business rule.

Procedural Steps for Defining a Product

The following diagram and subsequent bullet points detail the general steps required to define a financial product that Oracle Lease Management uses during contract authoring.

Figure 7-1 Creating a Product in Oracle Lease Management



- **Define Template Qualities and Values:** These are qualities and values that can be defined against a template. The quality values defined in the template cannot be modified on a product.
- **Define Qualities and Values:** These are qualities and values that can be defined against a product. The quality values can only be defined while setting up the product and cannot be defined against a template.
- **Define Options and Values:** These are the business rules and associated values you want available to add to your financial products. The values for an option can be defined at the time of setting up the product or you can enable editing of option values at the time of authoring the contract.
- **Define Product Template:** To facilitate the process of defining products, it is possible to setup product templates which can be used to set up multiple

products. You must associate all template and product qualities with a template to use them to categorize a product.

- Define Products:** Products are set up to facilitate the authoring of contracts and drive accounting. If all the business rules and their associated values are defined in the product, the user activity at the time of authoring is minimized.

Lessors who write large deals can require that the product be defined with few business rules as these can differ substantially between contracts. The accounting template set containing the accounting pairs for the entire life cycle of the lease are also associated to the product.

The following table provides the eight steps and the order in which you define a product:

Table 7-3 Steps for Setting up Financial Products

Step	Task	Required
1.	Define Template Quality Names	Optional
2.	Define Template Quality Values	Optional
3.	Define Product Qualities	Optional
4.	Define Product Quality Values	Optional
5.	Define Option Names	Optional
6.	Define Option Values	Optional
7.	Set up Product Templates	Yes
8.	Set up Product	Yes

Pre-seeded Qualities and Quality Values

Each Oracle Lease Management contract must have a product, and each product must have a product template.

In order to classify contracts, first you must add one or more of the pre-seeded qualities to a product template (see [Appendix L, "Seeded Contract Classification Parameters"](#)).

Within a single product template, you can either have the Investor quality or the two qualities Lease and Taxowner. In the latter case, if you add either the Lease quality or the Taxowner quality to the product template, the other quality of the pair is added automatically.

Subsequently, when you create a product using the product template, you must assign one of the pre-seeded quality values for each pre-seeded quality in the associated product template.

7.6.1 Define Template Quality Name and Value

Optional

You must define Template Quality names first and then define and associate values with the names. Template qualities are used when you define product templates and the values associated with the template qualities are mandatory and become fixed at the time you define your product template.

The purpose of these qualities is to allow you to define a host of product templates that share a common set of qualities. For example, if you have several products that originate out of a specific geographical area, such as USA and UK, you can define a template quality named "location" with two values of USA and UK. When you subsequently define product templates, you can define separate templates, one using the USA as the contract origination location and the other using the UK.

This is important because different accounting laws can apply to different contracts.

You can also use template qualities to group the type of products you offer by a certain category. If your enterprise leases both heavy equipment and computer equipment, for example, set up a template quality called "asset category" with two values of "heavy equipment" and "office equipment."

Note: Because they are not linked to any processing functionality, you can set up as many template qualities as you want.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Products > Template Qualities

Steps

1. Click the Create Template Quality button.
The Create Template Quality page appears.
2. Enter the Name and Description of the template quality.
3. Set the Effective From and, optionally, set the Effective To dates for the quality.
4. Click Create to save your work.
5. After confirmation, click the Template Qualities link and choose the template quality you just created from the Results section.
The Template Quality Details page appears.
6. Click the Template Quality Values button to assign the appropriate value(s) to the template quality.
This displays all values already associated with the quality, if any.
7. Click Create Template Quality Value to associate a value with the current quality.
8. Enter the Name and, optionally, the Description of the Template Quality Value.
9. Set the mandatory Effective From and, optionally, the Effective To dates.
10. Click Create to save your work.

You can add as many values as necessary. You can view all the quality values associated with the template value by clicking List of Template Quality Values.

It is important to remember that every template quality you configure must have at least one value associated with it. Also, the values of a template quality are assigned when setting up the product template and not when setting up a product. For more information, see [Section 7.6.4](#).

7.6.2 Define Qualities Name and Values

Optional

You can define Quality names and then define and associate values with the those quality names. These differ from the template qualities in that the valid values are determined at the time you define the product.

Whereas with template qualities you define some qualities for your product template--such as location, asset category, and so on--which are unchangeable at the time you define products, you can also define some qualities that allow the values to be set at the time the product itself is being defined.

Just as you defined "asset category" as a template quality -- meaning that either "heavy equipment" or "office equipment" is always a fixed pre-defined value prior to creating a product -- you can set up a "sub-asset category" quality at the product level so you could further define the type of heavy equipment or office equipment to be leased at the time you create the product. This is simply a further classification of the product.

If you set up a product quality called "sub-asset category," for example, you might create values such as trailer, tractor, copier, computer, or fax machine.

Product qualities must be associated to a product template, but the value of the product quality can not be chosen until you are creating the product.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Products > Qualities

Steps

1. From the Quality page, click Create Quality.
The Create Quality page appears.
2. Enter the Name and Description of the quality in the appropriate fields.
3. Set the Effective From and, optionally, the Effective To dates for the quality.
4. Click Create to save your work.
5. After confirmation, click the Quality link and select the quality you just created from the Results section.

The Quality Details page appears.

6. Click Quality Values to create and assign the appropriate value(s) to the quality name you just defined.

This Quality Values page appears and it displays all the values already associated with the quality, if any.

7. Click Create Quality Value to create and associate a new value with the current quality.
8. At the Create Quality Value page, enter the Name and optionally, the Description of the Quality Value.
9. Set the mandatory Effective From and, optionally, the Effective To dates.
10. Click Create to save your work.
11. Repeat steps 5-10 to create as many quality values to associate with the quality you created.

Create as many qualities with associated values as you need to define your products.

7.6.3 Define Options and Option Values

Optional

The business rules that are available within Oracle Lease Management have been defined within the application. When creating options and option values you need to associate those rules to an option that you want to associate to an option value to the option itself. Subsequently, a specific rule from that group is associated to a specific option value, which you create for the option.

Note: All rules for Oracle Lease Management are pre-seeded. See the appendix for a list of the seeded rules. For more information on rules and rule groups, see the *Oracle Contracts Core User Guide*.

An example of an applicable rule in Oracle Lease Management is the End of Term Options rule. The actual values of this rule are stored as a lookup and include a variety of end-of-term options, such as fair market value, fixed price, and dollar buyout. This value is set and associated with an option value you created, specific to the needs of your business.

Prerequisites

Enable the Oracle Contracts Core module.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Products > Options

Steps

To create an option with one option value, you must:

1. [Create Option Name.](#)
2. [Associate Rules to the Option.](#)
3. [Create Option Values.](#)
4. [Associate Rules and Option Values.](#)
5. [Associate a Rule Value to the Option Value.](#)

Create Option Name

1. At the Option Rules page click the Create Option Rule button.
The Create Option Rule page appears.
2. Enter the Name and Description of the option to create.
3. Enter the Effective From and, optionally, the Effective To dates.
4. Click Create to save your work.

Associate Rules to the Option

1. After receiving confirmation of your new option, click the Options link and click the name of the option you just created.
The Option Details page appears.
2. Click Options Rules to associate the rules with the option.

3. When the Options Rules page appears, click Create Option Rule to associate a rule with the option.

The Create Option Rule page appears.

4. Click the Search icon of the Rule field to find the appropriate rule to associate with the option.

Once you select the rule, the Rule Group, Line Style, and Subclass fields automatically populate.

5. Optionally, enter some instructions.
6. Click Create to associate the rule with the option.

Create Option Values

1. Click the name of the option to show the Option Details page.
2. Click the Option Values button to enter the Option Values page.
3. To add a value, click Create Option Value.

The Create Option Value page appears.

4. Define the value name for this option.

Although the option value name can be any alphanumeric combination you want, they should make business sense. These value names appear when authoring a contract.

5. Add an optional description.
6. Add the Effective From date and, optionally, Effective To date.
7. Click Create to save your work.

Create as many values as you require to associate with this particular option. For example, if you created an option called End of Term Purchase, you might want to create three values: fair market value, dollar buy out, and fixed percentage. You can create as many option values as you want.

Associate Rules and Option Values

1. Click List of Option Values to display the Option Values page, which displays all the values you have associated with the option.
2. Click the hypertext name of the value to associate with a rule.

This action opens the Option Value Details page for the that particular option value.

3. Click the Options Value Rule button to associate a rule with the option value you just created

The Option Value Rule page appears.

4. Click Create Options Value Rule to navigate to the Create Option Value Rule page.

Note: At the top of the page, are the name of the option and the name of the associated option value that you are working with. Both names are hypertext links and clicking either navigates you back to the related details page.

5. Click the search icon of the Rule field to display all the rules available to associate with this option value.

The list of possible rules to choose from are only those that you associated with option during steps 5-9.

6. Choose a rule from the available list.

Upon selection, the Rule Group, Line Style, and Subclass fields automatically populate.

7. For the Action and Intent fields, choose the following values:

- **Action:** Copy
- **Intent:** Sell

8. In the Context Organization field, optionally enter the operating unit.
9. In the Context Inventory Organization field, optionally enter an inventory organization.
10. In the Context Asset Book field, optionally enter a defined asset set of books.
11. In the Instructions field, optionally enter a brief description of the rule.
12. Click Create to save this option value/rule association.

Associate a Rule Value to the Option Value

1. After confirmation, click the Rule Templates button to associate the option value to a valid value of the rule you just associated with the option value.

The Option Value Rule Templates page appears. The name of the option, option value, and rule that are associated appear at the top of this page.

2. To add a valid value, click the Create Option Value Rule Template button.

The Rule Editor page appears. This page is dynamic and includes the name of the option value rule you are associating the rule value with, as well as the set of available rule attributes. For each attribute (1 to 15 possible), you can choose the particular rule value to associate with that option value.

Note: During this step, you are assigning the values from an available set of values for each rule attribute, and associating this combination with the option value you created. When an option is then associated with a product, the rule value set of that option is defined.

3. Enter or choose the value for each attribute of the rule.

Some rule attributes are mandatory and some optional. You must choose a value for all mandatory fields.

4. Click Create to save your work.
5. For each option to create, you must proceed through steps 1-31.

Also, for those options with multiple option values, you must repeat steps 10-31 to create each option value.

See Also

For more information on Rules and Rule Groups, see the *Oracle Contracts Core User Guide*.

7.6.4 Define a Product Template

Required

Once you have defined your template and product qualities, along with your options, you must define product templates, which are required when defining a product.

Product templates can include template qualities and product qualities. The differences between template qualities and product qualities are:

- You define the value of a template quality in this step and you cannot change it when you define a product.
- You determine the value of the product quality at the time you set up your products.

Important! In order to classify contracts that use products associated with the product template, you must add either the pre-seeded quality Investor to your product template, or the two qualities Lease and Taxowner. When you add either the Lease quality or the Taxowner quality to the product template, the other quality of the pair is automatically added. For more information, see [Appendix L, "Seeded Contract Classification Parameters"](#).

Prerequisites

Define template and product qualities prior to setting up a product template.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Products > Product Templates

Steps

1. Click Create Product Templates.
The Product Template page appears.
2. Enter the Name and Description of the product template to create.
3. Set the Effective From and, optionally, Effective To dates for the template.
4. Click Create to save your work.

5. Click the Product Templates link and then click the name of the Product Template you just created.

The Product Templates Details page appears.

6. Click the Template Qualities button to open the Product Template - Template Qualities page.
7. Click Add Template Quality to associate the appropriate template quality to the product template.

This action lets you associate the appropriate template quality and value combination to a particular product template.

8. From the Add Template Quality page, in the Template Quality field, click the Search icon to display the list of available template qualities.

Note that there is a separate template quality for each value that you associated with it. Choose the template quality based upon the value to be associated with the template.

9. Choose the item to add to the product template.
10. Click Add to complete the template quality association.

Add as many template qualities as you want from the list. All the associated template qualities can be viewed by clicking List of Template Qualities. To delete one or more of these, click the box of the quality to remove and click Delete.

11. To add qualities to the product template (which enables the value of the quality to be determined at the time of product creation) click the name of the product template you created to open the Product Template Details page.

12. Click the Qualities button to open the Product Template - Qualities page.

13. Click Add Quality.

The Add Qualities page appears.

14. In the Quality field, click the Search icon to display the list of available product qualities.

15. Choose the quality to associate with the template from the box.

16. Click Add to save your work

Add as many product qualities as you want from the list. All the associated product qualities can be viewed by clicking List of Product Qualities. To delete one or more of these, click the box of the quality to remove and click Delete.

When you define a product, you are required to enter a product template name.

7.6.5 Define a Product

Required

After defining product templates, product qualities, and options, you can define your financial products. Financial products are required for all contracts. At the time of contract origination, you must select a product. The options and their defined values, which are associated with the product, populate the terms and conditions page during authoring. You also can assign steam types to a product.

Additionally, you can define non-financial considerations such as location and lease classification.

- You determine the value of the product quality at the time you set up your products.

Important! In order to classify contracts that use the product, you must add a pre-seeded quality value to the pre-seeded quality or qualities in the product template associated with the product. For more information, see [Appendix L, "Seeded Contract Classification Parameters"](#).

Prerequisites

All product templates, qualities, and options you intend to use must be pre-defined.

You also must define your accounting entry template set prior to defining a product because you are required to select an accounting entry template set when you set up your products.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Product s> Products

Steps

1. From the Products page, click Create Product.

The Create Product page appears.

2. Complete these fields:

- Name: Type the name of the financial product.
- Description (optional): Type a brief description of the product.
- Product Template: Search the existing product templates and, from the list, choose the product template to associate with the product. (Only ONE product template can be associated with a product.)
- Accounting Entry Template Set: Search the existing accounting entry template sets and, from the list, choose the template set to associate with the product.

In this field, you determine what kind of accounting entries are needed for this product.

Important: It is extremely important that all the possible accounting entries that might be used during the life of the contract be included in the accounting entry template set. For more information, see [Section 7.4.1](#).

- Reporting Product (required for multi-GAAP, optional otherwise): Set this to the product that describes the multi-GAAP reporting options, which is to be associated with the product that you are creating or editing. See [Appendix M, "Multi-GAAP Product Combinations"](#) for the list of valid local and reporting product combinations of book classifications.
 - Effective From/Effective To: Set the valid dates for the life of the product. The Effective From date is mandatory, while the Effective To date is optional.
3. Click Create to save your work.
 4. Click the Products link and select the Product you just created from the results list.
The Update Product page appears.
 5. To add quality values to the product, click the Quality Values button to display a list of all the product quality values associated with the product.

You defined qualities at the time you configured your product templates. At this time you must associate a value with each associated quality.

6. Click the name of the product quality.
The Quality Value Details page appears.
7. Click the Search icon to display the list of possible product quality values.
8. Choose the value to associate with the product quality.
9. Click Create to save your work.
10. Click Options to display all options associated with the product.
If this is a new product there are no associated options.
11. To associate options with the product, click Create.
12. In the Options field:
 - a. Search for the option(s) to associate with the product.
 - b. Choose an option from the list.
13. In the Required field, choose Yes or No.
If you choose **Yes**, the values that you select for the Option are not editable when the lessor is authoring a contract. A **No** choice makes the value editable at the time of authoring.
14. Click Options Values to see all the values associated with the selected option.
For example, you can have an option for the product for Buyout Purchase Options with possible values of **Fair Market Value** and **Dollar Buyout**. These two values appear on the list. If you would like to remove one of the option values, select the box and click Remove.

In this example, if you leave both values, the user at the time of authoring can choose which option value to associate to the **Buyout Purchase** option of that particular contract.

For more information on creating Options and option values, see [Section 7.6.3](#).
15. Repeat steps 10-13 for each option you are associating with the product.
16. Click Add to save your work.
17. To add a Stream Type to the product, return to the Create Product page and click the Product - Stream Type button.

The Product - Stream Types page appears. This page lists all the stream types that you have already associated with the product. The table shows the hypertext-linked stream type name, and whether or not the stream type accrues.

18. Click the Add Stream Types button.

The Add Stream Type page appears.

19. In the Name field, click the flashlight icon and choose the stream type to add to the product from the list of values.

Examples of steam types include Advance Rentals, Buyout Purchase Options, Commission, and so on.

20. In the Accrue field, choose whether or not to accrue the stream over the life of the contract.

Important! If you chose the Depreciation stream type, you should *not* mark it for accrual while defining a product because Oracle Assets and not Oracle Lease Management creates the depreciation accounting entries.

21. Click Create to save your work.
22. To add more stream types to the product, click the List of Product Stream Types button.
23. Repeat steps 18-21 for each stream type to add.

7.7 Define Invoice Group Parameters

The following topics describe how to setup an Oracle Lease Management invoice group and its objects:

- [Section 7.7.1, "Create an Invoice Group"](#)
- [Section 7.7.2, "Create an Invoice Type"](#)
- [Section 7.7.3, "Create an Invoice Line Type"](#)
- [Section 7.7.4, "Specify a Default Invoice Line Type"](#)

About Invoice Groups

An invoice group is a grouping of the parameters which determine exactly what appears on an Oracle Lease Management invoice. Every invoice in Oracle Lease Management uses a particular invoice group, which impacts the invoice's appearance.

Each invoice group consists of one or more invoice types. Each invoice type consists of one or more invoice line types. Within each invoice line type, you can associate one or more billing types.

After creating an invoice group, with its component invoice types and invoice line types, you must update the invoice group to define a default invoice line type for billing types that are not specifically assigned to an invoice line type.

About Modifying Invoice Features

Invoice features that you can modify include:

- Specifying which billing types to include in an invoice.
- Specifying which billing types to include within a line; this feature enables combining of billing types.
- Specifying which order the billing types are to appear on the invoice.
- Consolidating multiple contracts for a customer into one invoice or providing separate invoices for each contract.
- Combining all assets into one line or making each asset appear on separate lines.

About Creating and Adding Invoice Objects

Each Create page lets you create one object at each level. Starting from the Create Invoice Group page, as you complete and submit the parameters on each page, you proceed automatically to the Create page at the next level down.

This fast-track approach lets you create one invoice group, consisting of one invoice type and one invoice line type.

To add extra objects after a fast-track creation, you must navigate to the appropriate level of your invoice group, and use one of the following areas.

- **Update Invoice Group:** Before you update an invoice group, you must search for the invoice group, then click the Update Invoice Group button.

- **Update Invoice Type:** Before you update an invoice type, you must search for the invoice group, then the invoice type, then click the Update Invoice Type button.
- **Update Invoice Line Type:** Before you update an invoice line type, you must search for the invoice group, then the invoice type, then the invoice line type, then click the Update Invoice Line Type button.

About Updating Invoice Groups and Objects

The top of each Update page consists of the same fields as its corresponding Create page. If you need to use any Update page to add to your invoice group, type or line type, you can refer to the steps in the corresponding Create page. The main difference is that you complete each Update page processing by clicking the Update button, rather than a Create button.

The sections that follow describe the steps for the Create pages only.

7.7.1 Create an Invoice Group

Required

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Receivables > Invoice Groups

Steps

1. In the Invoice Group page, click the Create Invoice Group button.
The Create Invoice Group page appears.
2. Enter the Name, and optionally, the Description.
3. Use the Multi-Contract Invoices box to determine either:

- To have one contract per invoice.
- To have a multiple contracts per invoice.

To combine contracts on an invoice, check the Multi-Contract Invoices box, otherwise leave it blank.

4. Optionally, enter the Start Date and End Date for this invoice group.
5. Click Create.

7.7.2 Create an Invoice Type

Required

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Receivables > Invoice Groups

After the confirmation message on the Create Invoice Group page appears, the Create Invoice Type page appears.

Steps

1. In the Create Invoice Type page, enter the Name and optional Description.
2. Check the Provide Contract Detail box to specify the contract number on the invoice line, otherwise leave it blank. The effect of leaving this box blank is to combine the same billing type from multiple contracts into one invoice line.

For example, *without* contract detail, rents for contracts 001,002 and 003 are grouped together and displayed as one rent amount.
3. Check the Combine Assets box to combine the same billing type per contract into one invoice line, otherwise leave it blank.

For example, if contract 001 has two assets, both of billing type Rent, checking the Combine Assets box results in one invoice line for contract 001 with billing type Rent.

Important: If you combine contracts into a single line for every billing type, then you must group all assets together. In other words, if you have not selected the Provide Contract Detail box, then you must select the Combine Assets box.

The following table shows allowable box combinations for Provide Contract Detail and Combine Assets.

Table 7-4 Allowable Combinations of Selections

Provide Contract Detail	Combine Assets
Unchecked	Checked
Checked	Checked
Unchecked	Unchecked

4. Click the Create button.

7.7.3 Create an Invoice Line Type

Required

After the confirmation message on the Create Invoice Type page, the Create Invoice Line Type page appears.

The Invoice Line Type page is where you:

- Sequence the invoice lines.
- Provide a line name.

As you enter invoice line type details, you also:

- Associate streams to invoice lines.
- Optionally combine different billing type amounts into one invoice line--for example, bundling Rent and Service Tax into a single line called Rent.

Prerequisites

To associate your own billing types to invoice lines, you must have created billable streams: streams with the attribute Billable set to **Y**. For more information, see [Section 7.1.1](#).

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

If you are using the fast-track method of creating an invoice group, you arrive at this page automatically after you create the invoice type.

If you are *updating* an invoice type, in the Update Invoice Type page, then you must click the Create Line Type button.

Steps

1. In the Create Invoice Line Type page, enter a Sequence Number for the invoice line.
2. Enter a Line Name for the line.
The line name appears on the invoice and identify the invoice line.
3. Click the Create button.
The Streams panel appears, where you associate one or more billing type streams to an invoice line.
For example, you could create an invoice line with the line name Lease Payment, and associate it with the two billing type streams Rent and Service & Maintenance.
4. For each stream that you want associate to an invoice line, click Go beside the next empty Stream Name entry, and select your billing type stream from the list that appears.
5. If you need to associate more than one billing type per invoice line, click the button to **Add Another Row**, and repeat step 4.

6. If required, repeat step 5 until there are no more billing type streams to associate with the invoice line.
7. Click Submit.

7.7.4 Specify a Default Invoice Line Type

Required

Each invoice group must have a default invoice line type for the billing types not specifically assigned to an invoice line type.

You cannot specify the default invoice line type for an invoice group as you are creating the invoice group. You must first create the invoice group, together with its constituent invoice types and invoice line types - only after you have created the complete invoice group can you specify which invoice line type should be the default for the invoice group.

Prerequisites

You must have created an invoice group, with at least one invoice type and invoice line type.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Receivables > Invoice Groups

Steps

1. On the Invoice Group page, search for the invoice group to specify a default invoice line type.
2. In the Results area, click the hypertext-linked Name of your selected invoice group.
The Update Invoice Group page appears.
3. Select the Default Line Type.
4. Click Update.

7.8 Set up Interest Rates

Required

Oracle Lease Management supports various kinds of interest calculations for lease contracts, such as those for disbursements made prior to contract activation, or loan contracts.

You can define your own interest rates, which you can then use in many Oracle Lease Management transactions.

The parameters for the interest rate are:

- An interest rate name.
- A category, such as Daily, Weekly, Monthly.
- A percentage rate.
- The effective date of the interest rate.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Financials > Interest Rates

Steps

1. On the Interest Rates page, click the Create Interest Rate button.
2. Enter the Interest Rate Name.
3. Choose the Index Frequency (daily, weekly, monthly, quarterly, yearly, and so on).
4. Optionally, enter a description.
5. Click the Create Button.

6. On the left-side navigation bar, click the Interest Rates link.
7. In the Results area, click the name of the Interest Rate that you just created.
8. Click the Interest Rate Values button.
The Interest Rate Values page appears.
9. Click the Add Another Row button.
10. In the Effective From and the Effective To fields, click the respective Calendar icons, and specify the effective dates.
You can optionally leave the Effective To field blank if you do not want an ending effective date.
11. In the Percentage field, enter the rate.
12. Click Update.

7.9 Define Late Charges Parameters

Required

These topics describe the setup of Oracle Lease Management late charge parameters:

- [Section 7.9.1, "Create Late Policies"](#)
- [Section 7.9.1.1, "Create Late Interest Policy"](#)
- [Section 7.9.1.2, "Create Late Charge Policy"](#)

About Late Charge Parameters

When a lessee or borrower does not pay an invoice on or prior to the due date, Oracle Lease Management can assess a penalty. There are two ways to calculate the penalty. The first is a one-time fee charged after a grace period, and the second is an interest charge on the payment. You can choose to use one or the other, or both.

After Oracle Lease Management assesses the late charge or late interest charge, it sends the amount to Oracle Receivables, which then sends an invoice to the lessee/borrower.

The setup process uses these terms:

Late Charge Policy: Grouping of terms and conditions for late charges and late interest charges.

Late Charge: One-time fee assessed to a lessee/borrow for not paying an invoice. This can be a flat-fee or a percentage of total open invoices past due.

Late Interest Charge: An interest charge on a late payment.

Adder: The amount charged over the index rate. For example, if the index rate is prime, and you are charging prime plus 1%, then 1% is the adder.

Interest Type: This is either Fixed or Variable

7.9.1 Create Late Policies

Required

You can create a late interest policy, a late charge policy, or a late interest and late charge policy. These sections outline the steps:

- [Section 7.9.1.1, "Create Late Interest Policy"](#)
- [Section 7.9.1.2, "Create Late Charge Policy"](#)

Prerequisites

Your interest rates must be set up. See [Section 7.8, "Set up Interest Rates"](#).

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Receivables > Late Policies

7.9.1.1 Create Late Interest Policy

Required

Late interest is calculated for past due invoices when the payment is received. This rule assesses late interest to the payment that can be either fixed or variable.

Late interest computation uses this formula:

$$\text{Late interest} = ((\text{Invoice Amount} * \text{Rate}) / \text{Number of days in the year}) * \text{Days Late}$$

Where

Days Late = Date Invoice Paid - Due Date of the Invoice

Or

Days Late = Date Item Paid - (Due Date of Invoice + Grace Period)

If the late interest is less than the minimum late interest, no interest is assessed. If the late interest is more than the maximum, then the maximum amount is used.

Interest is assessed using the “rate type” associated with the policy. If the rate type is fixed, use the defined rate. If the rate is variable, use the index code associated with the late charge product to look up the rates from the rate table. The rate is then equal to the rate from the index plus an adder.

The following steps describe how to set up late interest rules by defining the parameters on the setup pages.

Steps

1. Click the Create button.
2. In the Create Late Policy page, enter the Name.
For example, Germany_lease.
3. Choose the Location from the list of values.
For example, Germany. (This could be a state or a country.)
4. Enter the Description.
For example, Late Charges.
5. Select a Late Policy Type from the list.
Choices include Late Charge, Late Interest, and Late Charge and Late Interest.
If you choose Late Charge, then complete only that section. If you choose Late Interest, then complete only that section. If you choose both, complete both sections.
6. In the Late Interest section, enter the Maximum Interest.
This is the maximum amount assessed as a late interest charge.
7. Enter the Minimum Interest.

This is the minimum amount assessed as a late interest charge.

8. Select the Rate Type from the list.

Choices include Fixed Rate or Variable Rate. If you selected Fixed Rate, then enter the Late Interest Rate (%). For example, 11%.

If you selected Variable Rate, then select the Index Code from a list of values (these are the Interest Rates you set up earlier). Then enter an Adder Rate, for example, 1.0.

9. Enter the Grace Period. For example, 10 days.
10. Enter the Minimum Balance. For example, \$10.
11. Click the Create button.
12. A page displaying the list of Exempt Billing Types appears. Select any Exempt Billing Types.
13. Click Submit.

7.9.1.2 Create Late Charge Policy

Required

Late charges can be a flat fee or a percentage of the total invoices past due. For a contract, if the late charge is a flat fee, no computation is needed. If, however, the late charge is a percentage of the total due, then you must compute the charge. Compare the computed charge with the minimum and maximum charge. If it is less than minimum, use the minimum, or if it is more than the maximum, use the maximum.

These steps describe how to set up late charge rules and define the parameters on the setup pages.

Steps

1. In the Late Charges section, select the Late Charge Type.
Choices include Fixed Amount or Percentage.
2. If you choose percentage, enter the Late Charge Rate (%).
For example, 10%.
3. If you choose fixed, enter the Late Charge Amount.
For example, \$25.

4. Enter the Grace Period.

The Grace Period is the period during which a late charge is not assessed. For example, 10 days.

5. Enter the Maximum Late Charge.

This is the maximum amount that can be assessed as a late charge.

6. Enter the Minimum Late Charge.

This is the minimum amount that can be assessed as a late charge.

7. Enter the Minimum Balance.

If the amount due is less than the minimum amount, no late charge is assessed.

8. Click the Create Late Policy button.

9. A page displaying the list of Exempt Billing Types appears. Select any Exempt Billing Types.

10. Click Submit.

Note: To create both late interest and late charge policies, select that option in the Late Policy Type field, fill in the information appropriate to each section, then click the Create button. Continue with the preceding steps.

7.10 Define Cash Search and Application Rules

These implementation topics describe the setup of Oracle Lease Management cash search and application rules:

- [Section 7.10.1, "Define Invoice Search Rules"](#)
- [Section 7.10.2, "Define Cash Application Rules"](#)

About Cash Search and Application Rules

Oracle Lease Management includes an automated means of applying receipts to invoices. To use automated application of receipts, you need to define rules to handle situations where there are:

- Receipts that you cannot automatically identify against a contract or invoice. In this situation, you define rules to attempt to find a matching invoice.

- Receipts that you can identify against an invoice, but the amount is different from the invoice. In this situation, you need to define rules on how to apply or allocate cash receipts for these types:
 - **Receipt mismatches:** You can match the receipt against a customer ID, but you cannot match the receipt against an invoice.
 - **Overpayments:** You have matched the receipt against an invoice but the amount exceeds the billed amount.
 - **Underpayments:** You have identified the receipt against an invoice but the amount is less than the billed amount.
- Differences in the amount received versus the invoice amount. You indicate the amount of tolerance—expressed as a percentage—against which you apply a cash recipient against an invoice.
- Cash receipts for termination quotes. You specify the number of days beyond the termination quote date to apply cash receipts.

The two main parts of defining rules for handling cash receipts are to:

- [Section 7.10.1, "Define Invoice Search Rules"](#)
- [Section 7.10.2, "Define Cash Application Rules"](#)

7.10.1 Define Invoice Search Rules

Required

Search rules for invoices apply to lockbox processing and manual receipt of payments to help you automate the matching of receipts with invoices. For example, search rules can help you handle receipts that you cannot automatically apply to invoices, customers, or contracts.

In addition to search rules, cash rules help you apply a cash receipt to a customer's account or outstanding invoices. For more information, see [Section 7.10.2](#).

Search rules for invoices in Oracle Lease Management comprise mainly of user-defined rules. Search rules make use of billing types that you can combine to form addition or subtraction statements—also known as **combinations**. Billing types are the same as stream types. Examples of billing types include: rent, tax, insurance, late charges, bank fees. Oracle Lease Management includes many seeded billing types from which you can define search rules. You can also define your own billing types and include them in your invoice search rules. For more information, see [Section 7.1](#).

To define your own rules, include one or more billing types to form a combination. When including multiple billing types to form a combination, you are adding or subtracting billing type values to attempt to find possible matching values with a receipt. For example, rent and late charges are two examples of billing types that you can combine to use in a rule. Upon execution of that rule's combinations, the resulting value might match or explain why a cash receipt is different from the original invoiced amount which might not have included the late charges. You can have multiple search rules and you can prioritize the sequence in which each rule is evaluated.

Prerequisites

Set up your custom billing types, if any.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Cash > Search Rules

Steps

1. On the Search Rules page, click the Create Search Rule button.
2. On the Search Rule page, complete the Name and Description fields.
3. In the Search Type field, choose either:
 - **Billing Type Combination:** Use only stream types in the statement.
 - **Total Minus Combination:** Use the total invoice amount less the combination of billing types.
4. In the Sequence field, enter the priority number in which this rule applies.
5. Click the Create button.

After a confirmation, the Create Combination page opens and shows you the name of your new search rule, the search type, and the sequence.
6. In the Plus/Minus column in the first row, choose either Plus or Minus to add or subtract the stream type that you specify in the following step.

7. In the Stream Type column on the first row:
 - a. Click the Search icon.
 - b. Search for and select a stream type.
 - c. Click OK.

The selected stream type appears in the Stream Type column.

8. To add or subtract additional stream types for this rule, click the Add Another Row button and repeat steps 6-7 on the additional rows.
9. Click the Create button.

Guidelines

Before creating search rules, verify that you have set up any custom stream types to include in your rules.

See Also

[Section 7.1, "Define Streams and Pricing"](#)

7.10.1.1 Edit Search Rules

Optional

You can change your invoice search rules from time to time. For example, you might have added some new billing types to accommodate different or new taxes, fees, or insurance. You can locate rules by specifying either the rule name or the search type.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Cash > Search Rules

Steps

1. On the Search Rule page, perform a search to locate the rule to edit by doing either:
 - In the Name field, enter full or partial search criteria and click the Flashlight icon.
 - In the Search Type field, choose either Billing Type Combination or Total Minus Combination.

Billing Type Combination displays rules that use only billing types in the statement.

Total Minus Combination displays rules that use the total Invoice amount less the combination of billing types.
2. Click Go.

In the Results area, matching rules appear.
3. To edit a rule, click the rule name in the Name column.

The Update Search Rule page appears.
4. To remove a billing type from your combination:
 - a. In the Remove column, select the box next to the billing type.
 - b. Click Submit.
5. To change the addition or subtraction of a billing type value, choose either Plus or Minus in the Plus/Minus column.
6. To add a billing type combinations that follow the existing rule's combination:
 - a. Click the Create Combinations button.

The Create Combination page opens.
 - b. In the first row of the Plus/Minus column, choose either Plus or Minus to add or subtract the billing type that you specify in the following step.
 - c. On the first row in the Billing type column, click the Search icon.
 - d. Search for and select a billing type.
 - e. Click OK.

The selected billing type appears in the Billing Type column.

- f. To add or subtract additional billing types for this rule, repeat steps b through e on the additional rows.
- g. Click the Create button.

The additional billing type combinations appear after the existing ones.

7.10.2 Define Cash Application Rules

Required

The topics in the Define Cash Application Rules section include:

- [Section 7.10.2.1, "Define Main Cash Application Rule Components"](#)
- [Section 7.10.2.2, "Define Billing Type Payment Order for Underpayments"](#)
- [Section 7.10.2.3, "Define Streams to Prorate for Underpayments"](#)

Cash application rules define how to apply a receipt to an invoice where:

- You know who the customer is but you have not identified specific invoices or billing types.
- You have identified a specific invoice, but the receipt amount is greater than or less than the invoice amount.

You use cash application rules to apply cash receipts in the following situations:

- **Receipt Mismatch:** decide whether to apply cash receipt to the customers account, oldest invoices, or newest invoices.
- **Underpayments:** decide whether to apply cash receipt based on transaction type, prorate to each line of invoice, or move to unapplied.
- **Overpayments:** decide whether to apply cash to unapplied, to on account (customer's balance), or to future amounts due.
- **Tolerances:** specify by a percentage of the invoice amount the difference between a cash receipt and the invoice amount that you accept as an automatic application of the cash receipt.
- **Termination Quotes:** specify the number of days past the deadline of the quoted termination date during which you still accept cash receipts.

About Cash Application Terms in Receivables

Various terms refer to the flow of cash receipts in Receivables. These terms include:

- **Unidentified:** A cash receipt for which you do not know who the customer is.

- **Unapplied:** A cash receipt for which you do know who the customer is but you have not run the cash application process. For example, the cash receipt has not been applied to any invoices or On Account. In any case, this type of cash receipt is associated with the customer.
- **On Account:** A cash receipt for which you do know who the customer is and you apply it to their balance but you are not applying it against any invoices. This type of cash receipt is associated with the customer.
- **Applied:** A cash receipt for which you do know who the customer is and you apply it against any invoices. This type of cash receipt is associated with the customer.

Setting Up Cash Application Rules

You can set up cash application rules at either the organization or the contract level. During the implementation of Oracle Lease Management, the first cash application rule that you create becomes the default cash application rule. You can update but not delete this rule.

You can create as many cash application rules as you want. The objective in doing this is to be able to apply different cash application rules for different contracts.

When you author a contract, you can associate any cash application rule, even the default cash application rule, with the contract. If you do not explicitly associate a cash application rule with the contract, the default rule is implicitly associated with the contract.

Applying Cash Application Rules

For automatic inexact payments, cash application rules are always applied. When you create a manual receipt which does not match the invoice amount, you can choose to use the cash application rule or to override the rule and allocate the cash manually.

In the description that follows, assume that all the payments are automatic inexact payments. The same logic applies for manual receipts which do not match the invoice amount, where you do not override the cash application rules.

When cash application rules are applied, the way they are applied depends on the complexity of the invoice.

For the simple case of an invoice generated from a single contract, Oracle Lease Management applies either the default cash application rule (if no explicit cash application rule was specified for the contract) or the explicit cash application rule specified for the contract.

When a consolidated invoice is generated, which spans two or more contracts, the way that the cash application rules are applied depends both on the cash application rules and the contract start dates, as follows:

- Oracle Lease Management automatically groups stream types for contracts with a *common start date* and the *same cash application rule*, and applies the common cash application rule to the stream types. All contracts in the consolidated invoice must have the same start date and the same cash application rule.
- Oracle Lease Management automatically groups stream types for contracts with a *common start date* and *different cash application rules*, and applies the default cash application rule to the stream types for all the contracts.
- When there are two or more *different start dates* among the contracts, Oracle Lease Management applies the cash application rule for the oldest contract first, and then processes each successive contract in chronological order, applying its cash application rule.

7.10.2.1 Define Main Cash Application Rule Components

Required

Important: The first cash application rule that you create becomes the default cash application rule. You can update but not you cannot delete this rule.

Prerequisites

Set up streams.

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Cash > Cash Application Rules

Steps

1. In the Cash Application Rules page:

- If you want to create a cash application rule, click Create Cash Application Rule.
- If you want to edit an existing cash application rule, then search for the rule using one or more of the following search parameters: Rule Name, a range of dates for the Start Date, a range of dates for the End Date.

In the Default Rule field, you may also specify that you want all rules (ALL), just the default rule (YES), or all rules except the default rule (NO).

Click Go.

Rule Header

Whether you are creating or editing a cash application rule, the fields to define are almost identical, whether they appear on the Create Cash Application Rule page or the Update Cash Application Rule page.

2. In the Rule Details area, when you are creating a cash application rule, either select an existing rule for which you want to create a new version, or enter a New Rule Name.

When you create a new version of an existing rule, the new version must not overlap in time with any other version, and its start date must not be before the current date.

3. Enter a Description for the rule.
4. Enter a Start Date for the rule.
5. Optionally, enter an End Date for the rule.

Receipt Mismatch Rules

Receipt mismatches occur when you identify the customer but cannot locate an invoice against which you can apply a payment.

6. Select one of the three choices for receipt mismatches:
 - **Move Receipt to On Account**
Apply receipt to a customer without applying to any invoices.
 - **Apply to Oldest Invoices**
Apply receipt to the customer's oldest outstanding invoices first.
 - **Apply to Newest Invoices**
Apply receipt to the customer's newest outstanding invoices first.

Underpayment Rules

7. In the Allocation Rules section, in the Underpayment area, select one of the three allocation types for applying underpayments against a customer's account:
 - **Apply based on billing type**

Decide the sequence or priority in which to apply cash to billing types. You can specify sequence to one or more billing types. Cash receipts are fully applied to each billing type in the order you specify until the cash receipt is fully applied.

Note: If you choose **Apply based on billing type** as your underpayment rule, then, after you click Create or Update, the Payment Order page appears, and you must create or edit the payment sequence of billing types.

For more information, see [Section 7.10.2.2, "Define Billing Type Payment Order for Underpayments"](#).

 - **Prorate for specific lines on invoice**

Decide which billing types to prorate.

Note: If you choose **Prorate for specific lines on invoice** as your underpayment rule, then, after you click Create or Update, the Prorate Transactions page appears, and you must specify the streams to prorate.

For more information, see [Section 7.10.2.3, "Define Streams to Prorate for Underpayments"](#).

 - **Move cash to unapplied**

Do not apply receipt to invoice or on account; place receipt in unapplied.

Overpayment Rules

8. In the Allocation Rules section, in the Overpayment area, select one of the three allocation types for applying overpayments:
 - **Apply to customer balance**

Apply cash receipt to customer's on account balance rather than to an invoice.

- **Apply to future amounts due**

Treat overpaid amount as a prepayment.

- **Move cash to Unapplied**

Assign the cash receipt to the customer without applying it to an invoice or putting it on account. Use this option when you know who the customer is but you have not decided whether to apply it to an invoice or On Account.

9. Enter the number of months to bill ahead.

This field is for billing future amounts due.

Tolerance Rule

When you define your cash allocation rules, you also must indicate how to handle differences between the invoiced amount and the amount received. If this difference in amount is within the amount of **tolerance** that you specify, then the cash receipt applies to the invoice. The tolerance is expressed as a percentage of the invoice amount. The amount of tolerance that you specify applies to *all* cash receipts and invoices for all customers.

For example, suppose your invoice amount is \$1000 and you set your tolerance percentage to 2 percent. This would mean you would accept a cash receipt that varies as much as 2 percent of \$1000; that would include a range from \$980 to \$1020.

Important: To apply cash receipts, the amount that you received must be within the tolerance.

10. In the Allocation Rules section, in the Tolerances area, specify the **Percentage of tolerance allowed for amount**—the percentage of deviation from the agreed-upon termination price that you are willing to accept to terminate the contract.

Termination Quote Tolerance Rule

When you define your cash allocation rules, you also must indicate how to handle termination quotation tolerances. When a lease terminates for the balance due, you would typically agree upon a final balance due and a deadline. In the event that the final payment or date varies from the agreement, you can indicate the number of

days past the deadline or **Quote Valid Date** during which you accept the final agreed-upon amount. This rule applies only to termination quotes.

For example, if you set the number of days past the deadline to 5, you accept payment past the deadline date for 5 days.

11. In the Allocation Rules section, in the Tolerances area, specify the **Allowable days past the termination quote date**—the number of days past the agreed-upon deadline date for which you accept cash receipts.
12. Click Create or Update.

7.10.2.2 Define Billing Type Payment Order for Underpayments

During the creation or updating of a cash application rule, if your Underpayment rule is **Apply based on billing type**, then, after you click Create or Update, the Payment Order page opens and shows a grid with stream names and fields to enable you to enter a sequence number next to each stream name.

1. Enter values as follows:
 - a. Next to each stream name in the Sequence Number column, enter the priority or sequence in which to apply underpayments.
The smaller the sequence number is a higher priority; 1 is the highest priority, for example.
 - b. Leave the Sequence Number field blank next to those stream names to which you do not want to apply receipts.
 - c. If you have multiple pages of stream names, then navigate to each page by clicking the Next and Last links.
 - d. Click Update.

7.10.2.3 Define Streams to Prorate for Underpayments

During the creation or updating of a cash application rule, if your Underpayment rule is **Prorate for specific lines on invoice**, then, after you click Create or Update, the Prorate Transactions page opens and shows a grid with stream names and fields to enable you to prorate each stream name.

1. Enter values as follows:
 - a. Next to each stream name in the Prorate column, select whether to prorate the stream in underpayments.

- b. Leave the Prorate box empty next to those stream names for which you do not want to prorate receipts.
- c. If you have multiple pages of stream names, then navigate to each page by clicking the Next and Last links.
- d. Click Submit.

7.11 Define Customer Service Setups

These implementation tasks affect the setup of Oracle Lease Management customer service rules:

- [Section 7.11.1, "Define Fulfillment Mapping"](#)
- [Section 7.11.2, "Define Service Fees"](#)

7.11.1 Define Fulfillment Mapping

Required

To send customers automated fulfillment requests from different touch points within Oracle Lease Management, you must first map the master documents, which contain the pertinent information to send the customer, to the appropriate process within Oracle Lease Management.

Typically, customer service and collections agents perform activities that can call for a fulfillment request. For example, a customer can inquire about a particular invoice or want to make an asset exchange. Because these are two separate processes within Oracle Lease Management, to send out an appropriate response, you must map the specific process to the appropriate master document in Oracle Foundation.

Oracle provides a set of lease-specific fulfillment templates, which were uploaded to the fulfillment server, and serve as the master documents. The Oracle Lease Management processes are pre-seeded. Use the following steps to map master documents to Oracle Lease Management processes.

For more information on fulfillment, see the *Oracle CRM Application Foundation User Guide*.

Prerequisites

You must upload fulfillment templates, in the form of HTML files, into the Oracle Foundation fulfillment module.

Responsibility

Lease Super User, Operations Manager, Collection Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Process Templates

Steps

1. From the Process Templates page, click Create Process Template.
The Create Process Template page opens.
2. In the Process field, choose the process to map from the available list of values.
This list includes values such as Billing Transaction Inquiry, Billing Transaction Payment Inquiry, and Contract Asset Inquiry.
3. In the Master Document field, choose the master document to map to the process from the available list of values.
This list is seeded and drawn from Oracle Foundation Fulfillment Server.
4. In the Email Subject field you can optionally enter the description.
This title should reflect the nature of the fulfillment request. For example, if a copy of an invoice was sent out to a customer, you might want a generic e-mail subject line of Lease Invoice Request.
5. Enter the Effective From and, optionally, the Effective To dates.
6. Click Create.

Guidelines

- Once you have mapped a process, you cannot delete it. If you no longer want to use that particular mapping, you must make the mapping expire by setting the End Date to a real date that expires the mapping. You can set the expiration date on the Update Process Template page. You can also modify the Email Subject field from this page.
- From the Process Templates page, you can display all the mapped processes by clicking Go. To narrow the scope, you can choose either a Process or a Template

from the list of lookups, then clicking Go displays all the processes or templates mapped specifically to the process or template you chose.

7.11.2 Define Service Fees

Optional

In the process of servicing contracts in Oracle Lease Management, a multitude of events can occur between the customer service representative and the lessee. Oracle Lease Management enables you the ability to charge service fees for these events, in accordance with your business rules.

These event types are seeded in Oracle Lease Management as service fee types and, during implementation, you can choose to enable any or all of these fees. For example, you might want to charge a fee for events such as a transfer of fees, invoice content change fees, audit letter request, and so on. To charge a fee for events, you need to define your charges, the effective dates, and so on.

Note: In Oracle Lease Management, all available service fee types are seeded.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Service Fees

Steps

1. From the Service Fees page, click Create Service Fee.

The Create Service Fee page opens.

Note: All the service fees you have created, along with the pertinent details, appear on the Service Fees page.

1. From the list of values, choose the Name of the service fee to enable.
This seeded list includes values such as Service Fee, Document Request Fee, and Restructure Request Fee.
2. Add a description of the service fee.
This is optional, but serves to further identify the service for which you are charging a fee.
3. Enter the amount to charge for the service.
4. Enter the Effective From date and, optionally, enter the Effective To date.
5. Click Create.

Guidelines

You can filter your search for already created service fees by selecting either Active or All in the View field and clicking the Search icon. Selecting Active relegates your search to only those service fees containing Effective To dates that have not expired.

7.12 Define Quote Line Allocation

Required

Oracle Lease Management provides a mechanism whereby you are required to associate the quote line types on termination quotes to applicable stream types. By associating multiple quote line types to the same stream type, you can limit the number of calls to your accounting engine.

In complex lease deals, you can use a large number of quote lines in a typical termination quote. Oracle Lease Management lets you associate some of these lines with the same stream type in an effort to consolidate accounting calls.

For example, you could have quote lines for quote fee and return fee, which are both one-time fees to associate with the same miscellaneous stream type. By setting up your termination quotes in this way, you can streamline the accounting of your termination quotes.

Oracle Lease Management seeds the available quote line types.

Prerequisites

None

Responsibility

Lease Super User, Operations Manager, Asset Manager

Module

Oracle Lease Management

Navigation

Setup > Asset Management > Termination Quote

Steps

1. For the first displayed Quote Line Type, select the stream type to associate it with from the list of values.
2. Repeat this step with each subsequent Quote Line Type.
3. Click Update to save your work.

Guidelines

- Outstanding balances in receivables also are not affected by this setup because they have already been accounted for and you don't want to bill for the items twice.

7.13 Define Party Contact Roles

Required

Vendor program agreements make use of party contact roles. You must define all party contract roles your company uses for vendor organizations since there are no seeded party contact roles. The party contact roles that you define become available on the list of values on the Create Party Contact page in the vendor agreements area of Oracle Lease Management.

Examples of party contact roles include: Billing Contact, Lease Vendor, Contract Administrator, Contract Manager, Contract Officer, Credit Analyst, Customer Contact, Customer Service Representative, Dealer, Inspector, License Sales Representative, Salesperson, Shipping, and Signatory.

Prerequisites

None

Responsibility

System Administrator

Module

Applications Object Library

Navigation

Oracle Applications (Forms)

Steps

1. Log on as system administrator.
2. Select the Contract Manager role.
3. Navigate to Setup > Contract > Categories and Sources and select Define Role Sources.
4. Click the right arrow icon, and click the Open button.
5. On the Role Sources form, perform a query on Lease Vendor.
6. Click the Contract Sources tab.
7. Specify the Contact Role, Source, Constrained, Intent, Start Date, End Date, and Access Level.
8. Click the Save icon.

7.14 Define Remarketing Functionality

When setting up your remarketer functionality in Oracle Lease Management, you must do:

- [Section 7.14.1, "Create Remarketer Assignments"](#)
- [Section 7.14.2, "Define Repair Costs"](#)

7.14.1 Create Remarketer Assignments

Required

When the asset comes off-lease, it is recorded in the Asset Return Process. Within this process, the system assigns a Remarketer to the asset. This person is eventually responsible for the disposal of the asset. When setting up Oracle Lease Management, ensure that the remarketer is set up in Oracle Human Resources and has been associated with a remarketing team in Oracle Foundation, as you won't see the remarketer's name in the list of values until that time.

Prerequisites

Define item catalogs in Oracle Inventory. For more information, see *Oracle Inventory User's Guide*.

Define your remarketer information in Oracle Foundation. For more information, see *Oracle Foundation User Guide*.

Responsibility

Lease Super User, Operations Manage, Asset Manager

Module

Oracle Lease Management

Navigation

Setup > Asset Management > Remarketer Assignments

Steps

1. In the Remarketer Assignments page, click the Create Assignment button.
2. In the Create Remarketer Assignment page, choose a Remarketer from the list of values.
3. Choose an Item Category to associate with the remarketer from the list of values.
4. Choose the Effective From and, optionally, the Effective To dates.
This is the period of time during which the remarketer is responsible for this item category.
5. Click Create to save your work

7.14.2 Define Repair Costs

Required

To choose the repairs and associated estimated costs for your assets, you must:

- Enter the repairs and costs into Oracle Lease Management.
- Perform the setup for repairs and costs separately for each operating unit.

After the information is in the table, you can use it during the asset disposition process. You can update this table.

Note: Repair costs are defined in the functional currency of the set of books.

Prerequisites

None

Responsibility

Lease Super User, Operations Manager, Asset Manager

Module

Oracle Lease Management

Navigation

Setup > Asset Management > Repair Costs

Steps

1. In the Repair Costs page, enter the Repair Type. For example, "Windshield Replacement."
2. Enter the Description. For example, "Replace broken windshield."
3. Enter the cost associated with the repair. For example, \$325.00.
4. Click Update to store the information in Oracle Lease Management.
5. Click Remove to remove the line.
6. To add additional repair costs, click the Add 3 Rows button and repeat steps 1-4.

7.15 Define Lease Income Accrual Rules

By default, every active contract accrues income and expenses throughout its life. As part of the Oracle Lease Management setup process, you need to define the rules around which the accrual of income and expenses against a contract is placed on hold.

The rule parameters are:

- **Limit days:** The number of days an invoice is overdue.
- **Bills unpaid:** Number of bills that are unpaid.

You can use one or both when setting up your parameters.

Prerequisites

None

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Financials > Accrual Rules

Steps

1. Enter your accrual rule by choosing the following from the lists:
 - **Logical Operator** (and, or)
If you use “and,” accrual stops when both conditions are met.
If you use “or,” accrual stops when either of the conditions are met.
 - **Left Parenthesis**
Use the parenthesis to set up the rule as a formula.
 - **Operand**
Limit Days: Accrual stops after a specified number of days elapses past the payment due date. For example, you can set up the rule to stop accrual for an outstanding bill of 90 days.

Bills Unpaid: Accrual stops after a specified number of bills are left unpaid. For example, you can set up the rule to stop accrual after five bills are unpaid.

- **Operator**

Use the operators to define the formula (>, <, =, >=, <=).

- **Literal**

Specify the limit of days or the number of bills outstanding that the system should accept before stopping accrual, for example, 90 days or five billing periods.

- **Right Parenthesis**

Use the parenthesis to set up the rule as a formula.

- **Effective From date**

Specify a date from which the accrual rule is effective.

2. Click the Add button.

7.16 Define Loss Provision Rules

Loss provisions let you apply estimated or tentative losses against contracts.

Loss provisions make use of aging buckets, which you should have set up in Oracle Receivables. You must set loss provision rates, which associate aging buckets with loss provision amounts.

For information on creating loss provisions and applying loss provisions to products, see the *Oracle Lease Management User's Guide*.

7.16.1 Set up Loss Provision Rates

Required

Loss provision rates are the percentages that you associate with aging buckets to calculate loss provision amounts.

Prerequisites

Set up Loss Provision aging buckets. For more information, see [Section 5.4.11](#).

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Financials > Loss Rates

Steps

1. Search for and select the aging bucket with which to associate a set of loss provision rates.
2. On each bucket line, enter a value in the Loss Rate column.

Tip: Enter the percentage as a whole number: Enter 5 for five percent. You can enter any number decimal places.

3. Click Update.

7.17 Define Off-Lease Asset Amortization Rules

When an asset comes off-lease and is retained, the remaining book value continues to be written off in the corporate books as per business rules. In some instances, a holding period could be associated with certain categories of assets. These holding periods are the periods used to determine when to stop and then restart the depreciation process of an asset. Depreciation can be deferred based on business rules. If the holding period is not defined for an asset, depreciation continues as it had prior to coming off lease.

7.17.1 Define Off-Lease Asset Hold Periods

Required

In Oracle Lease Management, you must define the hold period days for your off-lease assets.

Prerequisites

Define asset key flexfield.

Define asset category flexfield.

Define asset categories.

For more information, refer to the *Oracle Assets User Guide*.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Financials > Off-Lease Asset Hold Periods

Steps

1. On the Off-Lease Asset Hold Periods page for the initial setup, click the Load Asset Combinations button to view all of the asset category/asset book combinations as entered into Oracle Assets. This populates the Oracle Lease Management page with all of the categories currently set up in Oracle Assets with a book classification of **corporate**.
2. Check the Remove box to delete any unwanted asset combinations. They are removed from Oracle Lease Management only, not from Oracle Assets.
3. In the Hold Period Days field, enter the number of days to defer depreciation for the asset category/asset book combination.
4. Select the Depreciation Method from the list of values.
5. Click Update to save your changes.

Guidelines

If you need to make additional entries into your off-lease asset hold periods after you have entered all the hold and depreciate methods information, click the Create button. This lets you add individual records to the table without affecting the entries you have already defined. See the following section for details.

Do not click Load Asset Combinations again, unless you want to import all the combinations again from Fixed Assets, which overwrites the information you have already input.

Note that you must update the asset category description for the asset category that appears on the Off-Lease Asset Hold Periods page. For more information, see [Section 5.1.3.3](#).

7.17.1.1 Create Asset Category/Asset Book Combinations

You can create your own asset combinations within Oracle Lease Management.

Responsibility

Lease Super User, Accounts Controller

Module

Oracle Lease Management

Navigation

Setup > Financials > Off-Lease Asset Hold Periods

Steps

1. At the top of the Off-Lease Asset Hold Periods page, click the Create button.
2. In the Create Off-Lease Asset Hold Period page, choose an Asset Category from the list of values.
3. Select the Asset Book from the list of values.
4. To override the Depreciation Method for the hold period, choose an alternative method from the list of values.
5. Enter the number of Hold Period Days.
6. Click Create to add the Combination to Oracle Lease Management.

The combination is now set up in Oracle Lease Management, allowing you to define a hold period or depreciation method within Oracle Lease Management.

7.18 Define Insurance

These implementation tasks affect the setup of Oracle Lease Management insurance products:

- [Section 7.18.1, "Set up Insurance Item Type Profile Option"](#)
- [Section 7.18.3, "Define Insurance Factor Lookups"](#)

- [Section 7.18.3, "Define Insurance Factor Lookups"](#)
- [Section 7.18.4, "Define Insurer Ranking"](#)
- [Section 7.18.5, "Define Insurance Products"](#)
- [Section 7.18.6, "Define Insurance Asset Classes"](#)
- [Section 7.18.7, "Define Insurance Rates"](#)
- [Section 7.18.8, "Define Insurance Exclusions"](#)
- [Section 7.18.9, "Define Parameters for Automatic Placement Business Rules"](#)

About Oracle Lease Management Insurance Products

The main goal of insurance functionality within Oracle Lease Management is to ensure that assets within contract agreements have adequate insurance coverage. This can be provided in one of the following ways:

- The lessor sells an insurance product to the lessee.
The insurance product is provided indirectly via an intermediary insurance provider.
- The lessee can provide proof of third party insurance coverage to the lessor.

Lessors can also sell optional insurance products that reduce lessee business risk, such as life, property and casualty insurance.

7.18.1 Set up Insurance Item Type Profile Option

Required

To work with insurance products in Oracle Lease Management, you must set up the profile option **OKL: Insurance Item Type** in System Administration to point to your insurance item type.

You can set up the profile option **OKL: Insurance Item Type** at the Site or Responsibility level.

For more information, see the *Oracle Applications System Administrator's Guide*.

Prerequisites

Define the insurance item type in Oracle Inventory.

Responsibility

System Administrator

Module

System Administration

Navigation

Profile > System

7.18.2 Define Insurance Class Lookups

Required

To define your insurance asset classes, you must first define an Insurance Class Lookup of OKL_INSURANCE_ASSET_CLASS.

One or more asset categories are assigned to insurance classes. These groupings of asset categories to insurance classes create logical classes for determining insurance premium rates for products. For more information, see [Section 7.18.6](#).

To create or modify any lookup types and lookup names which relate to Oracle Lease Management, you must have the Application Developer responsibility within Oracle Applications.

For more information, see the *Oracle Applications User's Guide*.

Prerequisites

None

Responsibility

Application Developer

Module

Application Object Library

Navigation

Application > Lookups > Application Object Library

7.18.3 Define Insurance Factor Lookups

Required

To define your insurance products, you must first define an Insurance Factor Lookup of OKL_INSURANCE_FACTOR.

For lease insurance products, set up the insurance factor lookup Equipment Cost.

An optional insurance product could be a life insurance policy, with an insurance factor of age. For this situation, you must set up an insurance factor lookup of Age.

To create or modify any lookup types and lookup names which relate to Oracle Lease Management, you must have the Application Developer responsibility within Oracle Applications.

For more information, see the *Oracle Applications User's Guide*.

Prerequisites

None

Responsibility

Application Developer

Module

Application Object Library

Navigation

Application > Lookups > Application Object Library

7.18.4 Define Insurer Ranking

Required

If a lessee does not provide third party insurance information within a certain time frame after contract activation, the lessor can add insurance to the contract.

To decide which insurance provider is selected, if more than one provider offers coverage for the same range of asset costs, you must rank your insurance providers. This ranking is then used in the determination of the insurance placement.

Prerequisites

Define the insurance provider as an insurance supplier in Oracle Payables.

Responsibility

Lease Super User, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Insurer Ranking

Steps

1. Click Create Insurer Ranking.
2. In the Create Insurer Ranking page, select the Country.
3. Select the insurance Provider.
4. Select the Ranking number.
5. Enter the Effective From date, and optionally the Effective To date, if known.
6. Click Create.

7.18.5 Define Insurance Products

Required

All insurance products provided by the lessor must be defined in Oracle Lease Management.

Each insurance product must reference an item code in Oracle Inventory.

You must choose whether the product is an lease insurance product or an optional insurance product.

For optional insurance products, you need to select the insurance factor, such as age, upon which the insurance product coverage is based. For lease insurance products, the insurance factor is always the original equipment cost.

The insurance factor must have a minimum and a maximum value associated with it, such as minimum and maximum age allowed by the product, or lowest and highest asset cost.

You also need to specify

- The minimum and maximum coverage.
- The minimum and maximum period for the deal.
- The start and end dates for the product.

Prerequisites

[Section 5.2.13, "Define Items"](#)

[Section 5.5.5, "Define Insurance Providers"](#)

[Section 7.18.1, "Set up Insurance Item Type Profile Option"](#)

Responsibility

Lease Super User, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Insurance Products

Steps

1. Click the Create Insurance Product button.
2. In the Create Insurance Product page, enter the Product Name.
3. Select the Inventory Product, which is the name of the insurance product as registered in Oracle Inventory.
4. Select a Provider, as registered in Oracle Payables.
5. Enter the Policy Symbol. This serves as the prefix for all policy numbers derived from this product.
6. Select the Insurance Type (Lease Product or Optional Product).
7. Select the Factor Name if the insurance type is Optional Product.
If the insurance type is Lease Product, select Equipment Cost for the Factor Name,
8. Enter the minimum and maximum values to be allowed for the insurance factor for all rate ranges.
9. Enter the minimum and maximum values for the Coverage of Optional Products.
10. Enter the minimum and maximum values for the Deal Length in months.
11. Enter the Effective From date, and optionally the Effective To date, if known.

12. Click Create.

7.18.6 Define Insurance Asset Classes

Required

Each asset category to be covered by lease insurance must match an insurance class set up in Oracle Lease Management. An insurance class can be used for multiple asset categories. The mapping of an asset category to an insurance class creates an insurance asset class, which is a required parameter for the creation of an insurance rate.

Prerequisites

[Section 7.18.3, "Define Insurance Factor Lookups"](#)

Responsibility

Lease Super User, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Insurance Asset Classes

Steps

1. Click the Create Asset Class button.
2. On the Create Insurance Asset Class page, choose the Insurance Class.
3. Select the Asset Category.
4. Enter the Effective From date and optionally the Effective To date, if known.
5. Click Create.

7.18.7 Define Insurance Rates

Required

For calculating premiums, the insurance factor which has been assigned to a product can be broken down into ranges, which must not overlap.

You associate a separate insurance rate for each factor range. For example, for a life insurance product with a factor of applicant's age, the range of 18-35 can carry one rate and 36-65 can carry a different rate. Each rate for the specified range applies to only one country.

For each insurance rate, you must specify the rate paid to the insurer (also known as the provider), and the rate to be charged to the policy holder (the lessee).

The rate multiplied against the OEC factor for lease products or the coverage amount for optional products determines the premium.

For lease insurance products only, you must also specify the insurance asset class for the insurance rate.

Prerequisites

[Section 7.18.5, "Define Insurance Products"](#)

[Section 7.18.6, "Define Insurance Asset Classes"](#)

Responsibility

Lease Super User, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Insurance Rates

Steps

1. Click the Create Rate button.
2. On the Create Insurance Rate page, select the Country.
3. Select the Product Name.
As you select the product name, the factor for the product is displayed.
4. For a lease insurance product, select the Insurance Asset Class.
This is the insurance asset class to be associated with this insurance rate.
5. Enter a minimum and maximum values for the factor range for this insurance rate.

6. Enter the Insurer rate as a percentage, that is, the rate paid to the provider.
7. Enter the Lessee rate as a percentage, that is, the rate charged to the policy holder (the lessee).
8. Enter the Effective From date, and optionally the Effective To date, if known.
9. Click Create.
10. If your insurance product has different rates for different factor ranges, repeat steps 1 through 8 for each new rate for the insurance product within each country.

7.18.8 Define Insurance Exclusions

Optional

You can identify industries and asset categories within a country that are not insurable, by creating insurance exclusions (also known as insurance restrictions).

Prerequisites

None

Responsibility

Lease Super User, Operations Manager

Module

Oracle Lease Management

Navigation

Setup > Operational > Insurance Restrictions

Steps

1. In the Create Insurance Restriction page, first select the Country.
2. Select the Asset Category, as registered in Oracle Assets.
3. Enter the Industry Type.

Industry Type means the appropriate SIC (Standard Industry Code).

The industries that you want to exclude must match the type value entered on the customer record. This entry differs depending on the country. In the USA, Industry Type means the appropriate SIC (Standard Industry Code).

4. Optionally enter some Comments.
5. Enter the Effective From date and the Effective To date, if known.
6. Click Create.

7.18.9 Define Parameters for Automatic Placement Business Rules

Required

If a lessee does not provide third party insurance information within a certain time frame after contract activation, the lessor can add insurance to the contract.

The auto-placement of insurance program is subject to various conditions, several of which are set up as seeded system profile values, which you can alter to suit your particular business requirements.

The system profile conditions which you can change each contain a parameter, or are subject to a flag which enables or disables a feature.

The following table shows the full list of automatic insurance placement conditions and the seeded parameter values released with Oracle Lease Management.

Table 7-5 Insurance Placement Conditions and Seeded Values

Condition	Seeded Parameter Value
Notify customer X days prior to insurance expiration	X = 60
Need to inform customer of expiration?	Yes
If proof of insurance not provided X days after contract activation, trigger automatic placement	X = 30
If deal size is greater than X, do not quote insurance	X = US \$1,000,000
If term is less than X months, do not quote insurance	X = 6
If term is greater than X months, do not quote insurance	X = 120
Activate insurance policy after X days	X = 90
Activate insurance after X% of premium is paid	X = 50%
Premium paid at X% of total	X = 80%
Cancellation upon receipt of third party details?	Yes
Maximum number of months to refund	X = 6
Number of months after first premium paid to receive a refund	X = 6

For more information about system profiles, and how to change them, see the *Oracle Application System Administrator's Guide*.

Prerequisites

None

Responsibility

System Administrator

Module

System Administration

Navigation

Profile > System > Profile System Values

7.19 Set up Pricing Engine Integration for Stream Generation

This section outlines the process for setting up the integration of the pricing engine through the XML Gateway between Oracle Lease Management and a third-party lease price modeling software program. This setup enables pricing, stream generation, and yield calculation with your third-party lease price modeling software.

To enable this functionality, you must set up the XML Gateway in such a way that the configuration includes both inbound and outbound operations. Stream generation is a two-way process, whereby lease and/or loan contract details are sent out of Oracle Lease Management into a pricing engine, which then returns relevant information, including stream schedules and yield calculations.

Note: Prior to setting up the XML Gateway, you must have the Oracle XML Gateway software, the Oracle Transport Agent (OTA) and Oracle Advanced Queues properly installed.

You must perform these tasks to properly set up the XML Gateway:

- [Section 7.19.1, "Define the Pricing Engine as a Customer in Oracle Receivables"](#)
- [Section 7.19.2, "Define Profile Options"](#)
- [Section 7.19.3, "Define Trading Partner and Transaction Types"](#)

- [Section 7.19.4, "Schedule Pricing Time Out Concurrent Program"](#)

7.19.1 Define the Pricing Engine as a Customer in Oracle Receivables

Required

You must define the third-party lease price modeling software that you are using for stream generation as a standard customer in Oracle Receivables. At a minimum, you must enter the name and address of the fields.

Important: The Name you use when setting up the third-party lease price modeling software as a customer in Oracle Receivables is the exact name that you enter when you configure the OKL: Stream Generation Pricing Engine Name profile option.

For more details on defining customers, see the *Oracle Receivables User Guide*.

Prerequisites

None

Responsibility

Receivables Manager

Navigation

Customers > Standard

7.19.2 Define Profile Options

Required

You must define some specific profile options at the site level with specific values to enable the XML Gateway and Oracle Lease Management for stream generation. The following table provides the profile option and the value that it requires.

Table 7–6 Profile Options and Associated Values for Stream Generation

Profile Option	Required Value
ECX: Log File Path	The value of the environment variable APPLPTMP (Example: For UNIX, find the value using this command: \$echo\$APPLPTMP)
OKL: Stream Generation Log Directory	The value of the environment variable APPLPTMP
OKL: Stream Generation Database Server ID	<your database system identifier (SID)>
OKL: Stream Generation Database Server Host	<database server host name>
OKL: Stream Generation Database Server Port	<database server port>
OKL: Stream Generation Pricing Engine Name	<third-party lease price modeling software name> This must be the same as the customer name defined in Oracle Receivables.
OKL: Stream Generation Pricing Engine URL	<URL of the pricing engine where it accepts inbound XML messages.> Note: This URL must contain the port number.
OKL: Stream Generation Time Out	The time in minutes after which a pending request for Streams Generation is marked as TIMED_OUT.

For more information on defining profile options, see the *Oracle Applications System Administrator User Guide*.

Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

Responsibility

System Administrator

Navigation

Profile > System

7.19.3 Define Trading Partner and Transaction Types

Required

To enable inbound and outbound messages through the XML Gateway, you must define the third-party lease price modeling software as a Trading Partner in the XML Gateway module, and then configure all the possible transactions that occur between the trading partner and Oracle Lease Management.

The four seeded transaction types are: Outbound/In Bound Lease and Outbound/In Bound Loan.

These topics cover how to create a trading partner and set up inbound and outbound transaction types:

[Section 7.19.3.1, "Create a Trading Partner"](#)

[Section 7.19.3.2, "Set up Outbound Transaction Types"](#)

[Section 7.19.3.3, "Set up Inbound Transaction Types"](#)

7.19.3.1 Create a Trading Partner

The following steps describe how to create a trading partner. Following these procedures are steps on setting up outbound and inbound transaction types.

Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

Responsibility

XML Gateway

Navigation

Setup > Define Trading Partners

Steps

1. In the Trading Partner Type field, select Customer from the list of values.
2. In the Trading Partner Name field, select the name from the list of values.

This must be the name that you set up in Oracle Receivables for your third-party lease price modeling software.
3. Choose the Trading Partner Site from the list of values.

4. In the Company Admin Email field, enter the e-mail address for the company contact in case of error notification.
5. Save your work.

The following steps describe how to set up transaction types:

[Section 7.19.3.2, "Set up Outbound Transaction Types"](#)

[Section 7.19.3.3, "Set up Inbound Transaction Types"](#)

7.19.3.2 Set up Outbound Transaction Types

In the Trading Partner Details section, you must enter the details of the transactions to enable. The following steps outline the process of setting up a Lease Booking OutBound Transaction, one of the two outbound transactions used in Oracle Lease Management.

Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

You have created a trading partner and have placed the trading partner in context. For more information, see [Section 7.19.3.1](#).

Responsibility

XML Gateway

Navigation

Setup > Define Trading Partners

Steps

1. In the Transaction Type field, choose the transaction type OKL_ST, with a Transaction Sub type of LSBO and a direction of OUT.

These transaction types are seeded. Selecting the one with the above values populates some other related fields.

2. In the Map field, choose OKL_STLEASEBOOKING_W3C10_OUT.
3. In the Connection/Hub field, choose DIRECT.
4. In the Protocol Type field, choose HTTP.
5. In the Username field, enter your database user name.

6. In the Password field, enter your database password.

Note: The password needs to be a minimum of five characters. If your password is less than five characters, then append it with colons (:) to make it five characters. If the setup for does not accept colons then you can use a lowercase **z** in its place. This is the database user name and password combination for the applications schema that has execute privileges on the **plsql** procedures.

7. In the protocol address field enter:

<Your application's quick apache URL>oklLpSTProxySrvr.jsp.

For example:

http://xyz.us.oracle.com:5800/OA_HTML/oklLpSTProxySrvr.jsp.

8. In the Source Trading Partner Location code field, enter the name of your third-party lease price modeling software vendor.
9. Repeat steps 1-8 for the Loan Booking Outbound transaction type, using these values:
 - **Transaction Type:** OKL_ST
 - **Transaction Sub Type:** LNBO
 - **Direction:** OUT
 - **Map:** OKL_STLOANBOOKING_W3C10_OUT
 - **Connection/Hug:** DIRECT
 - **Protocol Type:** HTTP
 - **Username:** <your database user name>
 - **Password:** <your database password>
 - **Protocol Address:** <Your application's quick apache URL>oklLpSTProxySrvr.jsp
For example: http://xyz.us.oracle.com:5800/OA_HTML/oklLpSTProxySrvr.jsp.
 - **Source Trading Partner Location:** <third-party lease price modeling software name>

10. For the Lease Restructure and Lease Renewals transaction types, repeat Step 9 with these changes:
 - **Transaction Sub Type:** LSRO
 - **Map:** OKL_STLEASERESTRUCT_W3C10_OUT(All other values remain the same as those used in Step 9.)
11. For the Lease Quotes transaction type, repeat Step 9 with these changes:
 - **Transaction Sub Type:** LSQO
 - **Map:** OKL_STLEASEQUOTE_W3C10_OUT(All other values remain the same as those used in Step 9.)
12. For the Variable Interest Rate Loans and Loan Quotes transaction types, repeat Step 9 with these changes:
 - **Transaction Sub Type:** LNQO
 - **Map:** OKL_STLOANQUOTE_W3C10_OUT(All other values remain the same as those used in Step 9.)
13. Save the records.

7.19.3.3 Set up Inbound Transaction Types

The following steps outline the process of setting up a Lease Booking In Bound Transaction, one of the two in bound transactions that Oracle Lease Management uses.

Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

You have created a trading partner and have placed the trading partner in context. For more information, see [Section 7.19.3.1](#).

Responsibility

XML Gateway

Navigation

Setup > Define Trading Partners

Steps

1. In the Transaction Type field, choose the transaction type OKL_ST, with a Transaction Sub type of LSBI and a direction of IN.

These transaction types are seeded. Selecting the one with the above values populates some other related fields.
2. In the Map field, choose OKL_STLEASEBOOKING_W3C10_IN.
3. In the Source Trading Partner Location code field, enter the name of your third-party lease price modeling software vendor.
4. Repeat steps 1-3 for the Loan Booking In Bound transaction type, using these values:
 - **Transaction Type:** OKL_ST
 - **Transaction Sub Type:** LNBI
 - **Direction:** IN
 - **Map:** OKL_STLOANBOOKING_W3C10_IN
 - **Source Trading Partner Location:** <third-party lease price modeling software name>
5. Repeat step 4 for Lease Restructure and Lease Renewals In Bound transaction types, with these value changes:
 - **Transaction Sub Type:** LNBI
 - **Map:** OKL_STLEASERESTRUCT_W3C10_IN

(All other values remain the same as those used in Step 4.)
6. Repeat step 4 for Lease Quotes In Bound transaction type, with these value changes:
 - **Transaction Sub Type:** LSQI
 - **Map:** OKL_STLEASERESTRUCT_W3C10_IN

(All other values remain the same as those used in Step 4.)
7. Repeat step 4 for Loan Quotes and Variable Interest Rate Loans In Bound transaction types, with these value changes:
 - **Transaction Sub Type:** LNQI
 - **Map:** OKL_STLOANRESTRUCT_W3C10_IN

(All other values remain the same as those used in Step 4.)

8. Save your work.

Note: The Source Trading Partner Location, the Customer name in Oracle Receivables, and the **OKL: Stream Generation Pricing Engine Name** profile option all **MUST** contain the exact same name.

7.19.4 Schedule Pricing Time Out Concurrent Program

In the course of generating streams, requests are periodically sent back and forth through the XML Gateway. In the event that a request does not get returned in the system, you must enable a facility to clear out these requests. In Oracle Lease Management, you run the **OKL Pricing Time Out** concurrent program.

This concurrent program should be scheduled to run periodically, depending upon the needs of your system. You can reschedule this concurrent program --such as run more often, less often, and so on--as your needs change.

For more information on setting up and running concurrent programs, see the *Oracle Applications System Administrator User Guide*.

Prerequisites

None

Responsibility

Lease Super User, Contract Administrator

Navigation

Requests > Run

7.20 Define Workflow

Oracle Workflow automates and improves business processes. With Workflow, you can route information of any type to both people inside and outside your enterprise. The routing of information follows business rules that you can modify.

With Oracle Workflow, you can:

- Create, view, or modify a business process by dragging and dropping components.
- Use the Workflow Engine to monitor workflow states and coordinate a process's routing of activities.
- Send e-mail to contacts to notify them of events or pending activities that can optionally require a response.
- View, monitor, and track the progress of a workflow and its history.

For example, you can use Workflow to start a contract approval process that requires multiple levels of approval by both internal and external approval parties.

There is a specific modification that you must make to an Oracle Order Management workflow to sell inventory items through Oracle iStore. This modification adds Oracle Lease Management processes to the Order Management workflow and is required for the remarketing process. For more information, see [Section 7.20.1](#).

For more information on setting up workflows, see the *Oracle Workflow Guide*.

7.20.1 Modify Order Management Workflow to Enable Remarketing

Required

To sell remarketed inventory items through Oracle iStore, you must complete several setup steps, including modifying the Order Management workflow OM Order Header. These modifications enable Oracle Lease Management's system to:

- Create remarket invoice
- Dispose of asset
- Reduce the item quantity in Order Management
- Update the asset return status

Important: Make sure that you are fully trained in Oracle Workflow Builder and database manipulation before you make any modifications to workflows.

Prerequisites

Oracle Workflow Builder must be installed.

Oracle Lease Management's Customized Order Management Order Header Workflow must exist.

Responsibility

Database Administrator with appropriate database access

Navigation

Open Workflow Builder

Steps

1. Within the Workflow Builder, find and open the item type OM Order Header from within the database.

This item type is Order Management's default order header workflow

2. Find and open the item type OKL - AM : OM Order Header from within the database.

This item type is Oracle Lease Management's modified Order Management workflow.

3. From the workflow builder navigator tree, expand the Functions branch and drag and drop the following function nodes from OKL -AM : OM Order Header item type into the OM Order Header item type:

- Create Remarket Invoice
- Dispose Asset
- Reduce Item Quantity
- Update Asset Return Status

4. Expand the Processes branch and drag and drop the OKL Order Flow - Generic process diagram from the OKL - AM : OM Order Header item type into the OM Order Header item type.

5. Validate OM Order Header item type and save it in the database.

In the error message dialogue box, search for any errors that directly relate to the modification you just made. Ignore all others.

If there are no related errors, you have successfully added Oracle Lease Management's modified Order Management process flow to the item type OM Order Header.

Guidelines

During the Oracle Order Management implementation, you must set up Oracle Lease Management transaction types for Order Header and Order Line. You must also set up document sequencing for this transaction type.

Part III

Appendixes

This section of the Oracle Lease Management Implementation Guide contains the following appendixes:

- [Appendix A, "Implementation Checklist"](#)
- [Appendix B, "Profile Options"](#)
- [Appendix C, "Seed Data"](#)
- [Appendix D, "Seeded Roles and Responsibilities"](#)
- [Appendix E, "FND Lookup Types"](#)
- [Appendix F, "Accounting Transaction Types"](#)
- [Appendix G, "Open Interface Tables"](#)
- [Appendix H, "Accounting for an Operating Lease"](#)
- [Appendix I, "Accounting for a Direct Finance Lease"](#)
- [Appendix J, "Accounting for a Loan"](#)
- [Appendix K, "Formula Engine"](#)
- [Appendix L, "Seeded Contract Classification Parameters"](#)
- [Appendix M, "Multi-GAAP Product Combinations"](#)

A

Implementation Checklist

The main topic of this appendix is:

- [Section A.1, "Implementation Checklist"](#)

A.1 Implementation Checklist

The following checklist shows you the basic topics to implement Oracle Lease Management.

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
1.	Perform System Administration Tasks
2.	Define Responsibilities
3.	Define Employees
4.	Define Users
5.	Define Lookups
6.	Define Profile Options
7.	Set Up Document Sequencing
8.	Set Up Concurrent Managers
9.	Set Up General Ledger
10.	Set Up Set of Books
11.	Define Chart of Accounts
12.	Define Calendar
13.	Define Functional Currency
14.	Define Set of Books
15.	Assign Set of Books to a Responsibility
16.	Define Manual Journals
17.	Define Journal Categories
18.	Define Journal Sources
19.	Define Open General Ledger Calendar Periods
20.	Define Contract Numbering
21.	Define Assets
22.	Define General Asset Information
23.	Define System Controls
24.	Define Location Flexfield

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
25.	Define Asset Depreciation
26.	Define Calendars
27.	Define Fiscal Years
28.	Define Depreciation Methods
29.	Define Prorate and Retirement Conventions
30.	Define Books and Asset Categories
31.	Define Book Controls
32.	Define Asset Category Flexfield
33.	Define Asset Categories
34.	Define Inventory
35.	Define Item Flexfield
36.	Define Item Categories Flexfield
37.	Define Item Catalog Groups
38.	Define Inventory Organizations
39.	Change Organizations
40.	Define Unit of Measure Classes
41.	Define Subinventories
42.	Define Categories
43.	Define Category Set
44.	Define Default Category Set
45.	Define Statuses
46.	Define Item Type for Insurance Products
47.	Define Items
48.	Define Remarketing Items with Web Attributes
49.	Set Up Order Management
50.	Set Up Receivables
51.	Define Line Transaction Flexfield Structure

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
52.	Define Payment Terms
53.	Open Accounting Periods
54.	Define AutoAccounting
55.	Define Transaction Types
56.	Define Transaction Type Invoice
57.	Define Transaction Type Credit Memo
58.	Set Up Grouping Rules for Invoices
59.	Specify Grouping Rules
60.	Attach Grouping Rules to Batch Source
61.	Define Transaction Sources
62.	Define Remittance Banks
63.	Define Receipt Classes
64.	Define Payment Methods
65.	Define Aging Buckets
66.	Define System Options
67.	Define Tax Options
68.	Define Receivables Lookups
69.	Set Up Payables
70.	Define Payment Terms
71.	Define Payables Lookups
72.	Define Purchasing Lookups
73.	Define Suppliers
74.	Define Insurance Providers
75.	Set Up Contracts Core
76.	Add Articles
77.	Add Additional Quality Assurance Checks
78.	Set Up iStore

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
79.	Set Up Speciality Stores
80.	Set Up Order Capture
81.	Set Up Marketing Online
82.	Set Up CRM Foundation
83.	Set Up and Configure Interaction History
84.	Setup and Configure Fulfillment
85.	Set Up Notes
86.	Set Up Territories
87.	Set Up Resources
88.	Define Sales Representatives
89.	Define Remarketers
90.	Define Assignment Group
91.	Set Up Telephony
92.	Set Up Work Queues
93.	Define Streams and Pricing
94.	Set up Fee and Expense Streams Types
95.	Associate Financial Products to Lease Price Modeling Software Templates
96.	Set up Pricing Parameters
97.	Set Up Parameter Conversions For Third-Party Lease Price Modeling Software
98.	Set Up Book Type Mapping For Third-Party Lease Price Modeling Software
99.	Set Up Residual Values for Creating Quotes
100.	Set Up Lease Rate Cards for Creating Quotes
101.	Define Formulas
102.	Define Formula Functions
103.	Define Non-Standard Function Parameters

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
104.	Define Contexts
105.	Define Formula Operands
106.	Define Formula
107.	Define Formula and Formula String
108.	Define Formula Operand Label
109.	Define Accounting Options
110.	Define Lease Accounting Templates
111.	Define Accounting Template Sets
112.	Define Accounting Templates
113.	Define Accounting Template Lines
114.	Define Account Generator
115.	Define Account Generator Sources
116.	Define Account Generator Rules
117.	Define Financial Products
118.	Define Template Quality Name and Value
119.	Define Qualities Name and Values
120.	Define Options and Option Values
121.	Define a Product Template
122.	Define a Product
123.	Define Invoice Group Parameters
124.	Create an Invoice Group
125.	Create an Invoice Type
126.	Create an Invoice Line Type
127.	Specify a Default Invoice Line Type
128.	Set up Interest Rates
129.	Define Late Charges Parameters
130.	Create Late Policies

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
131.	Create Late Interest Policy
132.	Create Late Charge Policy
133.	Define Cash Search and Application Rules
134.	Define Invoice Search Rule
135.	Edit Search Rules
136.	Define Cash Allocation Rules
137.	Set up or Edit Search Rules (Receipt Mismatch Rules)
138.	Set up or Edit Underpayment Rules
139.	Set up or Edit Overpayment Rules
140.	Set up or Edit Tolerance Rules
141.	Set up or Edit Termination Quote Tolerance Rules
142.	Define Customer Service Setups
143.	Define Fulfillment Mapping
144.	Define Service Fees
145.	Define Quote Line Allocation
146.	Define Remarketing Functionality
147.	Create Remarketer Assignments
148.	Define Repair Costs
149.	Define Lease Income Accrual Rules
150.	Define Loss Provision Rules
151.	Set up Loss Provision Rates
152.	Define Off-Lease Asset Amortization Rules
153.	Define Off-Lease Asset Hold Periods
154.	Create Asset Category/Asset Book Combinations
155.	Define Insurance
156.	Set up Insurance Item Type Profile Option
157.	Define Insurance Class Lookups

Table A-1 Oracle Lease Management Implementation Checklist

Step	Task
158.	Define Insurer Ranking
159.	Define Insurance Products
160.	Define Insurance Asset Classes
161.	Define Insurance Rates
162.	Define Insurance Exclusions
163.	Define Parameters for Automatic Placement Business Rules
164.	Set up Pricing Engine Integration for Stream Generation
165.	Define the Pricing Engine as a Customer in Oracle Receivables
166.	Define Profile Options
167.	Define Trading Partner and Transaction Types
168.	Create a Trading Partner
169.	Set up Outbound Transaction Types
170.	Set up Inbound Transaction Types
171.	Schedule Pricing Time Out Concurrent Program
172.	Define Workflow

B

Profile Options

The main topic of this appendix is:

- [Section B.1, "Profile Options"](#)

B.1 Profile Options

During implementation, you set a value for each user profile option to specify how Oracle Lease Management controls access to and processes data. Generally, the system administrator sets and updates profile values.

For more information, see the topic about setting up profile options in the *Oracle Applications System Administrator's Guide*.

Table B-1 shows:

- As a User, whether you can view or update the profile option.
- As a System Administrator, at which levels you can update the profile options at the user, responsibility, application, or site levels.
- If the profile option is required and the option's default value (some profile options have no default).

The allowable options under the User and System Administrator headings are:

- + You can update the profile option.
- V You can view the profile option value, but you cannot change it.
- 0 You cannot view or change the profile option value.

Table B-2 provides descriptions of each profile option, including the function of the profile option as it relates to Oracle Lease Management functionality.

Table B-1 Oracle Lease Management Seeded Profile Options

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL: Allow Lease Contract Template Creation	V	+	+	+	+	Yes	No
OKL: Asset Addition Corporate Book	V	0	+	0	+	Yes	Null
OKL: Cancel policy with proof of third party insurance	0	0	+	0	+	Yes	Yes
OKL: Contract items Inventory organization	V	0	+	0	+	Yes	Null

Table B-1 Oracle Lease Management Seeded Profile Options (Cont.)

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL: Credit Analyst	0	0	+	0	+	Yes	Null
OKL: Days after auto-quote to policy activation	0	0	+	0	+	Yes	90
OKL: Days for automatic insurance establishment	0	0	+	0	+	Yes	None
OKL: Default Note Type	0	+	0	0	0	Yes	None
OKL: Default Price List	V	V	+	+	+	Yes	
OKL: Default Remarketer Team for Asset Returns	V	V	+	V	+	Yes	
OKL: Debug	0	0	0	+	0	No	None
OKL: Default Subinventory	V	V	+	+	+	Yes	Null
OKL: Email Identity	0	0	-	+	0	Yes	None
OKL: Fulfillment Server	0	0	0	0	+	Yes	None
OKL: Hangup On End	0	+	0	0	0	No	None
OKL: Insurance item type	0	0	+	0	+	Yes	Null
OKL: Insurance quote deal size limit	0	0	+	0	+	Yes	US \$1,000,000
OKL: Insurance quote deal term maximum months	0	0	+	0	+	Yes	120
OKL: Insurance quote deal term minimum months	0	0	+	0	+	Yes	6
OKL: Interactions - Default Action	0	+	0	0	0	Note	None

Table B-1 Oracle Lease Management Seeded Profile Options (Cont.)

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL: Interactions - Default Action Item	0	+	0	0	0	Note	None
OKL: Interactions - Default Outcome	0	+	0	0	0	Note	None
OKL: Interactions - Enable Auto Wrapup	0	+	0	0	0	No	None
OKL: Interactions - Enable Automatic Start	0	+	0	0	0	No	None
OKL: Interactions - Enable Change Activity	0	+	0	0	0	No	None
OKL: Interactions - Generate Event Activity	0	+	0	0	0	No	None
OKL: Interactions - Record Media Item ID	0	+	0	0	0	No	None
OKL: Interactions - Start On Query	0	+	0	0	0	No	None
OKL: Lead days to notify customer of insurance policy expiration	0	0	+	0	+	Yes	60
OKL: Lease Center Default Tab	0	+	0	0	0	No	None
OKL: Maximum number of months allowed after payment for refund	0	0	+	0	+	Yes	6
OKL: Maximum number of months to refund	0	0	+	0	+	Yes	6
OKL: Minimum percent of premium paid for policy activation	0	0	+	0	+	Yes	50
OKL: Notify customer of insurance policy expiration	0	0	+	0	+	Yes	Yes

Table B-1 Oracle Lease Management Seeded Profile Options (Cont.)

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL: Number of days a sales quote remains valid	V	+	+	+	+	No	Null
OKL: Payment Frequency for Automatic Insurance	0	0	+	0	+	Yes	None
OKL: Percent of total premium to pay	0	0	+	0	+	Yes	80
OKL: Recent Number of Days	0	0	0	0	+	No	None
OKL: Remarketing Inventory Organization	V	V	+	V	+	Yes	
OKL: Reporting Product Asset Book	0	0	+	0	+	For multi-GAAP: Yes, otherwise No	Null
OKL: Scripting Installation	0	+	0	0	0	No	None
OKL: Script Launch on Interaction	0	+	0	0	0	No	None
OKL: Script Launch on UWQ Delivery	0	+	0	0	0	No	None
OKL: Split Asset Retirement Type	V	0	+	V	+	Yes	Null
OKL: Streams for Booking Path	V	0	+	0	+	Yes	Null
OKL: Stream Generation Database Server Host	0	+	+	+	+	Yes	No
OKL: Stream Generation Database Server Port	0	+	+	+	+	Yes	No
OKL: Stream Generation Database Server ID	0	+	+	+	+	Yes	No

Table B-1 Oracle Lease Management Seeded Profile Options (Cont.)

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL: Stream Generation Log Directory	V	+	+	+	+	Yes	No
OKL: Stream Generation Pricing Engine Name	V	+	+	+	+	Yes	No
OKL: Stream Generation Time Out	+	+	+	+	+	Yes	No
OKL: Stream Generation URL for Pricing Engine	0	+	+	+	+	Yes	No
OKL: Small Balance Write-offs Tolerance Amount	V	V	V	+	+	Yes	
OKL: Third Party Task Group ID	0	0	+	0	+	Yes	None
OKL: Third Party Task Owner Group ID	0	0	+	0	+	Yes	None
OKL: Transportation Department Notification	+	+	+	+	+	Yes	Null
OKL Update Asset Return Rules	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL Update Billing Structure	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL Update Late Charges Rules	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL Update Misc Non Financial Information	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL Update Party Information	0	+	+	+	+	Yes for non-financial update, otherwise No	No

Table B-1 Oracle Lease Management Seeded Profile Options (Cont.)

Profile Option Name and Level	User	Sys Admin	Sys Admin	Sys Admin	Sys Admin	Required?	Default Value
Level	User	User	Responsibility	Application	Site	Required?	Default Value
OKL Update Renewal Option Rules	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL Update Termination Option Rules	0	+	+	+	+	Yes for non-financial update, otherwise No	No
OKL: Use Account Generator Workflow	+	+	+	+	+	Yes	No
OKL: Waive Service Fee	0	+	0	0	0	Yes	None
OKL: Waive Service Fee Limit	0	+	0	0	0	Yes	None
Notes: Default Note Status	0	+	-	-	-	Yes	None

[Table B-2](#) provides descriptions of each profile option, including the function of the profile option as it relates to Oracle Lease Management functionality.

Table B-2 Oracle Lease Management Profile Option Descriptions

PROFILE OPTION NAME	DESCRIPTION
OKL: Allow Lease Contract Template Creation	A setting of Yes enables a user to create a contract template.
OKL: Asset Addition Corporate Book	The value determines the default asset book where assets are recorded when the user or organization books/activates a new contract.
OKL: Cancel policy with proof of third party insurance	Allows the insurance program to cancel a lessor-provided insurance policy when proof of a third party policy is recorded for the contract.
OKL: Contract items Inventory organization	Determines the inventory organization used as the source for looking up inventory item master codes during asset line creation.
OKL: Credit Analyst	Determines the user who receives credit recommendation notifications.
OKL: Days after auto-quote to policy activation	Used by the insurance placement program to determine how many days after the policy quote is generated to create a new policy (and thus bill it) for uncovered contracts.

Table B-2 Oracle Lease Management Profile Option Descriptions (Cont.)

PROFILE OPTION NAME	DESCRIPTION
OKL: Days for automatic insurance establishment	Used by the insurance placement program to determine how many days after booking or existing policy expiration date to automatically quote a new policy.
OKL: Default Note Type	Used by the Lease Center to determine the type of Interaction History note to create as a default when initiating a new note.
OKL: Default Price List	Price List (LOV) - Select the default price list for Remarketing. Setup the same price list for iStore.
OKL: Default Remarketer Team for Asset Returns	Remarketer (LOV) - Select the default remarketer team for asset returns.
OKL: Debug	Determines whether OKL is running in Debug mode or not.
OKL: Default Subinventory	Sub Inv (LOV)- Select the default sub inventory for remarketing.
OKL: Email Identity	Sets the "FROM" e-mail address for the user when sending notices or other correspondence from the Lease Center.
OKL: Fulfillment Server	The path/name of the fulfillment server used by CRM Fulfillment when sending notices or other correspondence from the Lease Center.
OKL: Hangup On End	Determines whether the call management program used in the Lease Center automatically "hangs up" the call after an Interaction is closed.
OKL: Insurance item type	Determines the inventory item type used for identifying and searching for insurance products from the user's inventory organization. Select from an LOV.
OKL: Insurance quote deal size limit	Contracts with a total covered asset cost over this amount (in the organization's functional currency) are excluded from the automatic insurance placement program.
OKL: Insurance quote deal term maximum months	Contracts with a term longer than this number of months are excluded from the automatic insurance placement program.
OKL: Insurance quote deal term minimum months	Contracts with a total covered asset cost less than this amount (in the organization's functional currency) are excluded from the automatic insurance placement program.
OKL: Interactions - Default Action	Sets the user's default action type used when creating new Interaction records for a contract using the Lease Center.
OKL: Interactions - Default Action Item	Sets the user's default action item used when creating new Interaction records for a contract using the Lease Center.
OKL: Interactions - Default Outcome	Sets the user's default outcome used when creating new Interaction records for a contract using the Lease Center.

Table B-2 Oracle Lease Management Profile Option Descriptions (Cont.)

PROFILE OPTION NAME	DESCRIPTION
OKL: Interactions - Enable Auto Wrapup	Determines whether an interaction record is automatically closed in the Lease Center when the user selects a new contract.
OKL: Interactions - Enable Automatic Start	Enables the Lease Center logic to automatically open a new Interaction record when the user accesses the Lease Center.
OKL: Interactions - Enable Change Activity	Enables user to change action and action item of system generated interaction activities. If this is set to No, user cannot change the system generated action or action item on the interaction window.
OKL: Interactions - Generate Event Activity	Determines whether or not interaction activity should be logged. If a profile is set to Yes, then the system logs the interaction; if the profile is set to No, the system logs no actions, and the user cannot close the interaction.
OKL: Interactions - Record Media Item ID	This is required for media integration with Universal Work Queue. Setting this profile records what means of communication (e-mail, phone, and so on) was used in the interaction.
OKL: Interactions - Start On Query	Determines whether the Lease Center program opens the automatic Interaction record (if enabled) upon contract query or some other event.
OKL: Lead days to notify customer of insurance policy expiration	Number of days before insurance policy (including third party) expiration a notification is sent to a user.
OKL: Lease Center Default Tab	Determines which tab is opened automatically when the Lease Center is launched.
OKL: Maximum number of months allowed after payment for refund	Determines the maximum number of months after policy activation during which a refund can be performed for a policy cancellation.
OKL: Maximum number of months to refund	Determines the maximum number of months of premium payments that can be refunded for a cancelled policy.
OKL: Minimum percent of premium paid for policy activation	Determines the minimum payment amount required against a policy for it to be activated.
OKL: Notify customer of insurance policy expiration	Determines whether the customer is to be notified of an expiring policy.
OKL: Number of days a sales quote remains valid	The system adds this option's value to the Effective From date of a new sales quote to determine the Effective To date
OKL: Payment Frequency for Automatic Insurance	Determines the default payment frequency for automatic insurance policy quotes.
OKL: Percent of total premium to pay	Determines the percent of the total premium due to a provider that is paid as a lump sum.

Table B-2 Oracle Lease Management Profile Option Descriptions (Cont.)

PROFILE OPTION NAME	DESCRIPTION
OKL: Recent Number of Days	This is used to query billing transactions on specific transaction dates. Set the number of recent days of billing transactions that you want to appear.
OKL: Remarketing Inventory Organization	Inventory Organization (LOV) - Select the inventory organization for remarketing items.
OKL: Scripting Installation	Not used. For future planned functionality.
OKL: Script Launch on Interaction	Not used. For future planned functionality.
OKL: Script Launch on UWQ Delivery	Not used. For future planned functionality.
OKL: Small Balance Write-Off Tolerance	Amount - If outstanding is less than tolerance, terminate contract and write off balance. Otherwise, leave balance outstanding for subsequent collection.
OKL: Split Asset Retirement Type	From an LOV, select the value you want to assign for retirement of split assets (i.e. theft, casualty, split, and so on).
OKL: Streams for Booking Path	Determines the program used by the booking process for stream generation.
OKL: Stream Generation Database Server Host	Specifies the database server host name used for external stream generation software.
OKL: Stream Generation Database Server Port	Specifies the database server port used for external stream generation software.
OKL: Stream Generation Database Server ID	Specifies the database server ID used for external stream generation software.
OKL: Stream Generation Log Directory	Specifies the directory location where the log is located for storing details about the XML calls to the external stream generation software server.
OKL: Stream Generation Pricing Engine Name	Specifies the name of the pricing engine used for external stream generation software.
OKL: Stream Generation Time Out	Determines how long the stream generation program waits for the request to the external stream generation software to process before timing out the request.
OKL: Stream Generation URL for Pricing Engine	Specifies the URL of the pricing engine used for external stream generation software.
OKL: Third Party Task Group ID	Determines the task group ID used for sending tasks related to the insurance policy placement program.
OKL: Third Party Task Owner Group ID	Determines the task owner group ID used for sending tasks related to the insurance policy placement program.

Table B-2 Oracle Lease Management Profile Option Descriptions (Cont.)

PROFILE OPTION NAME	DESCRIPTION
OKL: Transportation Department Notification	User / Responsibility - From the LOV, select the user, employee or responsibility to whom the Transportation Department notification shall be sent.
OKL Update Asset Return Rules	Determines if the user is allowed to update asset return rules on the Structure tab of the Lease Center.
OKL Update Billing Structure	Determines if the user is allowed to update billing information on the Structure tab of the Lease Center.
OKL Update Late Charges Rules	Determines if the user is allowed to update late charge rules on the Structure tab of the Lease Center
OKL Update Misc Non Financial Information	Determines if the user is allowed to update other information on the Structure tab of the Lease Center not covered by the other "OKL: Update" profile options.
OKL Update Party Information	Determines if the user is allowed to add, update, or delete guarantor, or add or update vendor on the Parties tab of the Lease Center
OKL Update Renewal Option Rules	Determines if the user is allowed to update renewal option rules on the Structure tab of the Lease Center
OKL Update Termination Option Rules	Determines if the user is allowed to update termination option rules on Structure tab of the Lease Center.
OKL: Use Account Generator Workflow	Yes / No (LOV) - Default set to "No" which uses the program logic to derive account codes for the account generator. Set the value to "Yes" to derive the account codes through workflow "OKL Account Generator". You can modify this workflow to evaluate user-defined sources for account code derivation.
OKL: Waive Service Fee	Determines if the user has authority to waive service fees generated in the Lease Center.
OKL: Waive Service Fee Limit	Determines if the user has a limit to the amount of service fees that can be waived (in the user's organization unit functional currency).
Notes: Default Note Status	Sets the user's default note status used when creating new Interaction records for a contract using the Lease Center.

C

Seed Data

The main topics of this appendix are:

[Section C.1, "Streams"](#)

[Section C.2, "Rules"](#)

[Section C.3, "Formulas"](#)

[Section C.4, "Workflows"](#)

C.1 Streams

The following sections list all the seeded stream types available in Oracle Lease Management. Each table shows streams types grouped by their category.

- [Table C-1, "Seeded Stream Types: Origination"](#)
- [Table C-2, "Seeded Stream Types: Other Rent and Receivables \(Non-fee\)"](#)
- [Table C-3, "Seeded Stream Types: Fees and Charges"](#)
- [Table C-4, "Seeded Stream Types: Insurance"](#)
- [Table C-5, "Seeded Stream Types: Payables"](#)
- [Table C-6, "Seeded Stream Types: Other"](#)
- [Table C-7, "Seeded Stream Types: Accounting"](#)

C.1.1 Origination Stream Type

The following table shows the Origination seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-1 Seeded Stream Types: Origination

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Rent	Payment due from customer	Y	Y	Y	N	N
Principal Balance	Balance of principal outstanding on loans	Y	Y	N	N	N
Rate Participation	Payment of lessor to vendor to improve vendor margin	Y	N	N	N	Y
Interest Payment	Interest portion of loan payment	Y	Y	N	N	N
Principal Payment	Principal portion of loan payment	Y	Y	N	N	N
FAS 91 Fee Income	Income stream for amortizable fees	Y	Y	N	N	N
Rental Accrual	Amount of rent payment to accrue	Y	Y	N	N	N
Unmatched Funding	Portion of total capital or principal not funded at booking	Y	Y	N	N	N
Advanced Rentals	Future rent payments due in advance of rental term	Y	Y	Y	N	Y
Financed Extension Fee Income	Fee charged to customer for financing a lease extension	Y	Y	Y	Y	N
Security Deposit	Cash collateral held against a contract	Y	Y	Y	N	Y
Rate Subsidy (manufacturer)	Payment made to lessor by manufacturer to subsidize yield	Y	Y	N	N	N
Service and Maintenance	Amounts billed for service or maintenance products	Y	Y	Y	N	Y

C.1.2 Other Rent and Receivables--Non-fee

The following table shows the Other Rent and Receivables (Non-fee) seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-2 Seeded Stream Types: Other Rent and Receivables (Non-fee)

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Service & Maintenance Evergreen	Amounts billed past end date of service or maintenance products	Y	Y	Y	N	Y
Evergreen Rent	Rent payment billed after initial end of term	Y	Y	Y	N	Y
Interim Interest	Interest charged prior to start date	Y	Y	Y	Y	Y
Interim Rent	Per diem rent payment charged prior to contract start date	Y	Y	Y	Y	Y
Principal Catch Up	Additional principal paid against a variable rate contract	Y	Y	Y	N	N
Variable Interest Charge	Interest payment due for variable rate contract	Y	Y	Y	Y	N
Usage Charge	Charges for usage based contract items	Y	Y	Y	N	N
Buyout Purchase Amount	Amount charged for buyout purchase of a lease contract	Y	Y	Y	N	N
New Contract Incentive	Incentive credits paid to a customer to induce subsequent deal	Y	N	Y	N	N
Discount	Discount given to customers against principal or capital amount	Y	N	Y	N	N

Table C-2 Seeded Stream Types: Other Rent and Receivables (Non-fee) (Cont.)

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Cure	Amount of payment due to bring an account out of default status	Y	Y	Y	N	N
Principal Received	Amount of principal to accrue monthly	Y	N	N	N	N
Sales Tax	Sales Tax calculated by AR; seeded for cash application purposes	N	N	N	N	N

C.1.3 Fees and Charges

The following table shows the Fees and Charges seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-3 Seeded Stream Types: Fees and Charges

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Personal Property Tax	Periodic tax due on leased assets	Y	Y	Y	N	Y
Collection Fee	Paid to third party agencies who perform collection services	Y	N	N	N	Y
Customer Service Fee	Charged to customer for fulfilling a service request	Y	Y	Y	N	N
Documentation Fee	Charged to customer for creating documentation	Y	Y	Y	N	N
Early Termination Fee	Charged to customer for terminating a contract before end of term	Y	Y	Y	N	N
Equipment Removal Charge	Charged to customers for picking up equipment	Y	Y	Y	N	Y
Estimated Personal Property Tax	Estimate of expected property taxes due	Y	Y	Y	N	N
Florida Doc Stamp Fee	Fee paid to Florida associated with contracts	Y	Y	Y	N	Y
Freight Charge	Charged to customer for shipping expenses	Y	Y	Y	Y	Y
Late Fee	Charged to customer on payments that are past due	Y	Y	Y	N	Y
Late Interest	Charged to customer on balance past due	Y	Y	Y	N	Y
Legal Fee	Paid to third party for legal services	Y	N	N	N	Y
Non-Sufficient Funds Fee	Charged to customer for returned payments	Y	Y	Y	N	N

Table C-3 Seeded Stream Types: Fees and Charges (Cont.)

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Processing Fee	Charged to customer for performing miscellaneous process	Y	Y	Y	N	N
Repossession Fee	Charged to customer upon repossession	Y	Y	Y	N	N
Asset Repair Charge	Charge to customer for repairs on returned assets	Y	Y	Y	N	N
Vendor Charge	Charge to customer associated with a vendor	Y	Y	Y	N	N
Returned Asset Fee	Charge to customer for returning an asset	Y	Y	Y	N	N
Quote Fee	Charge to customer for providing a termination or restructure quote	Y	Y	Y	N	N
Document Request Fee - Amortization Schedule	Customer Service Fees Charged for Amortization Schedule Doc Request	N	Y	Y	N	N
Document Request Fee - Audit Letter	Customer Service Fees Charged for Audit Letter Request	N	Y	Y	N	N
Document Request Fee - Vat Schedule	Customer Service Fees Charged for VAT Schedule Doc Request	N	Y	Y	N	N
Document Request Fee - Variable Rate Statement	Customer Service Fees Charged for VRS Request	N	Y	Y	N	N
Documents Request Fee - Invoice Reprint	Customer Service Fees Charged for Invoice Reprint Request	N	Y	Y	N	N
Document Request Fee - Invoice On Demand	Customer Service Fees Charged for Invoice on Demand Request	N	Y	Y	N	N
Restructure Request Fee	Customer Service Fees Charged for Restructure Request	N	Y	Y	N	N

Table C-3 Seeded Stream Types: Fees and Charges (Cont.)

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Termination Request Fee	Customer Service Fees Charged for Termination Request	N	Y	Y	N	N
Equipment Exchange Request Fee	Customer Service Fees Charged for Equipment Exchange Request	N	Y	Y	N	N
Transfer Fee	Customer Service Fees Charged for Transfer Request	N	Y	Y	N	N
Payment Setup Change Fees	Customer Service Fees Charged for Payment Setup Change Request	N	Y	Y	N	N
Interest Rate Conversion Fee	Customer Service Fees Charged for Interest Rate Conversion Request	N	Y	Y	N	N
Service Fee	Customer Service Fees Charged for miscellaneous customer service requests	N	Y	Y	N	N

C.1.4 Insurance

The following table shows the Insurance seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-4 Seeded Stream Types: Insurance

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Lease Insurance	Charge to customer for lease insurance	N	Y	Y	N	N
Insurance Receivable	Amount of insurance premium due	Y	N	N	N	N
Insurance Payable	Amount of insurance premium to be paid	Y	N	N	N	N
Insurance Income	Amount of insurance premium to recognize as income	Y	N	N	N	N
Insurance Expense	Amount of insurance premium to recognize as an expense	Y	N	N	N	Y
Insurance Refund	Amount of insurance premium to refund to customer	Y	N	Y	N	N
Insurance Adjustment	Amount of insurance paid to retrieve for cancelled policy	Y	N	N	N	Y

C.1.5 Payables

The following table shows the Payables seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-5 Seeded Stream Types: Payables

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Reverse Payment	Amount of payment reversed	Y	N	Y	N	N
Insurance Premium	Charge to customer for lease insurance	Y	N	N	N	Y
Commission	Amount paid for sales commission	Y	N	N	N	Y
Asset Sale Profit Share (vendor/lessee)	Portion of profit to share from sale of asset	Y	N	N	N	Y
Funding	Amount of funding request	Y	N	N	N	Y
Pre-Funding	Amount of pre-funding request	Y	N	N	N	Y
Seller Subsidy	Amount paid to subsidize the profits to a third party	Y	N	N	N	Y

C.1.6 Other

The following table shows the Other seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-6 Seeded Stream Types: Other

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Tax	Amount of tax	Y	Y	Y	N	Y

C.1.7 Accounting

The following table shows the Accounting seeded stream type names, their descriptions, and whether or not each stream type is subject to Accrue, Taxable, Billable, Capitalize, or Fundable.

Table C-7 Seeded Stream Types: Accounting

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Pre-Tax Income	Amount of income recognized before taxes	Y	N	N	N	N
Variable Income Accrual	Amount of income from variable rate contracts	Y	N	N	N	N
PV Guarantee	Present value of a residual value guarantee	Y	N	N	N	N
Present Value Residual	Present value of the residual value	Y	N	N	N	N
Residual Value Insurance (Premium)	Amount of premium for residual value insurance	Y	N	N	N	Y
Variable Income Non-Accrual	Amount of income for variable rate contracts	Y	N	N	N	N
Total Capital Cost	Total capital cost for a contract	Y	N	N	N	N
Provision	Amount of provision for bad debt	Y	N	N	N	N
Residual Value	Amount of residual value	Y	N	N	N	N
Salvage Value	Amount of salvage value	Y	N	N	N	N
Unearned Income	Amount of income not yet recognized	Y	N	N	N	N
Deferred Income	Amount of income to be recognized later	Y	N	N	N	N
Unbilled Receivables	Total of rent payments yet to be billed	Y	N	N	N	N
Total Funding	Total amount of all funding requests	Y	N	N	N	N
Total Principal Amount	Total principal of loan	Y	N	N	N	N
Asset Sale Receivable	Receivable from sale of asset	Y	N	N	N	N

Table C-7 Seeded Stream Types: Accounting (Cont.)

Stream Name	Description	Accrue	Taxable	Billable	Capitalize	Fundable
Case Contract Write Off	Amount of receivable discharged due to collection activities	Y	N	N	N	N
Small Balance Write Off	Amount of receivable discharged due to size of balance	Y	N	N	N	N
Termination Value	Amount required to retain profitability of original investment	N	N	N	N	N
Stip Loss Value	Amount required to obtain a desired profitability on original investment	N	N	N	N	N
Book Depreciation	Periodic amount of depreciation to expense on management book	N	N	N	N	N
State Depreciation	Periodic amount of depreciation to expense on state tax book	N	N	N	N	N
Federal Depreciation	Periodic amount of depreciation to expense on federal tax book	N	N	N	N	N
Guaranteed Residual Third Party	Amount of residual value guaranteed by a third party	N	N	N	N	N
Guaranteed Residual Insured	Amount of residual value insured	N	N	N	N	N
Interest Income	Amount of interest income to accrue monthly	Y	N	N	N	N
Present Value Insured Residual	Present Value of the insured portion of the residual value.	N	N	N	N	N
Present Value Unguaranteed Residual	Present value of the unguaranteed portion of the residual	N	N	N	N	N
Loan Payment	Total payment amount for loans	N	N	N	N	N

C.2 Rules

The Oracle Contracts rules architecture is part of the Oracle Contracts Core contract structure and works in combination with the contract header and lines. Rules are a structured presentation of contract terms and conditions. How the data relate to the contract determines whether the data are captured as a rule or in the header-line structure. In general, rules govern the operation or procedures and processes performed on contract headers, lines, or sub-lines.

For example, a rule can specify a number of days that should elapse between transaction events for a contract. This rule is checked by the process against the first transaction date before picking up the contract and processing it for the second transaction.

Rules comprise four basic components:

- Rule definition
- Rule group definition
- Rule values
- Rule group values

Once defined, the rule and rule group definitions are referenced when the rule and rule group values are assigned in the rule tables (OKC_RULES_B and OKC_RULE_GROUPS_B) that correspond to a contract, contract line, or sub-line.

A variety of sources can assign the rule and rule group values, including:

- Master Lease Agreement
- Vendor Agreements (Operating Agreements and Program Agreements)
- Product
- Contract Interface
- Profile Options

The following table, [Table C-8](#), lists all the seeded rules in Oracle Lease Management.

Table C-8 Seeded Rules Used in Oracle Lease Management

Rule Group	Rule Group Meaning	Rule Name	Rule Meaning	Rule Component	Description	Value Set or Source
LAEVEL	Evergreen Eligibility	LAEVEL	Evergreen Eligibility	RULE_INFORMATION1	Eligible for Evergreen	Y/N
LAFCTG	Factoring	LAFCTG	Factoring	RULE_INFORMATION1	Factoring Date	Date Value
LAFCTG	Factoring	LAFCTG	Factoring	RULE_INFORMATION2	Factoring Percentage	Entered Value
LAFCTG	Factoring	LAFCTG	Factoring	RULE_INFORMATION3	Factoring Discount Rate	Entered Value
LARNOP	Renewal Option	LAREND	Renewal Notice Days	RULE_INFORMATION1	Renewal notice days	Entered Value
LARNOP	Renewal Option	LARNEW	Renewal Options	RULE_INFORMATION1	Renewal option	FND
LARNOP	Renewal Option	LARNEW	Renewal Options	RULE_INFORMATION2	Renewal amount	Entered Value
LASDEP	Security Deposit	LASDEP	Security Deposit	RULE_INFORMATION2	Sec Dep Held until maturity	Y/N
LASDEP	Security Deposit	LASDEP	Security Deposit	RULE_INFORMATION4	Net Sec Dep from Sale proceeds	Y/N
LASDEP	Security Deposit	LASDEP	Security Deposit	RULE_INFORMATION5	Sec Dep Held until date	Date Value
LATROP	Termination Options	LAEOTR	End of Term Options	RULE_INFORMATION1	End of term option	FND
LATROP	Termination Options	LAEOTR	End of Term Options	RULE_INFORMATION2	End of Term Amount	Entered Value
LATROP	Termination Options	LAMITR	Mid Term Options	RULE_INFORMATION1	Mid Term Option	FND

Table C-8 Seeded Rules Used in Oracle Lease Management (Cont.)

Rule Group	Rule Group Meaning	Rule Name	Rule Meaning	Rule Component	Description	Value Set or Source
LATROP	Termination Options	LAMITR	Mid Term Options	RULE_INFORMATION2	Mid Term Amount	Entered Value
LATOWN	Tax Owner	LATOWN	Tax Owner	RULE_INFORMATION1	Tax Owner (for deal)	FND
LABKCL	Book Class	LABKCL	Book Class	RULE_INFORMATION1	Book Class	FND

C.3 Formulas

The following formulas are part of the Oracle Lease Management seed data:

Table C-9 Seeded Formulas in Oracle Lease Management

Formula Name	Description	Calculation	Parameters
LINE_OEC	Calculates the OEC	Price per unit * no of units	Contract id (mandatory) + Line id (optional)
CONTRACT_SUMOF_RENTS	N/A	N/A	N/A
LINE_RESIDUAL_VALUE	Calculates the RV	Residual Value per unit	Contract id (mandatory) + Line id (mandatory)
CONTRACT_RESIDUAL_VALUE	Calculates the RV	Residual Value for the contract	Contract id (mandatory)
CONTRACT_OEC	Contract Capitalized Amount	Sum of capitalized amount of all asset lines	Contract id (mandatory)
CONTRACT_TRADEIN	Sum of Trade Ins	Sum of all trade ins from financial asset lines	Contract id (mandatory)
LINE_TRADEIN	Trade in amount for a line	Trade in amount for the asset line	Contract id (mandatory) + Line id (mandatory)
CONTRACT_CAPREDUCTION	Sum of Capital Reduction	Sum of capital reduction of all asset lines	Contract id (mandatory)
LINE_CAPREDUCTION	Capital Reduction of a line	Capital reduction amount for the asset line	Contract id (mandatory) + Line id (mandatory)

Table C-9 Seeded Formulas in Oracle Lease Management (Cont.)

Formula Name	Description	Calculation	Parameters
CONTRACT_FEESCAPITALIZED	Sum of Capitalized Fees	Sum of capitalized fees lines	Contract id (mandatory)
LINE_FEESCAPITALIZED	Capitalized Fees for line	Capitalized fees for the asset line	Contract id (mandatory) + Line id (mandatory)
CONTRACT_CAP_AMNT	Total financed amount	OEC-Trade in - Cap Reduction + Cap Fees	Contract id (mandatory)
LINE_CAP_AMNT	Financed amount for line	OEC-Trade in - Cap Reduction + Cap Fees	Contract id (mandatory) + Line id (mandatory)
CONTRACT_AMNT_PREFNDED	Amount pre-funded	Sum of all approved requests for specific contract where type = prefunding	Contract id (mandatory)
CONTRACT_TOT_FNDED	Total funded amount	Sum of all approved requests for specific contract	Contract id (mandatory)
CONTRACT_TOT_DEBITS	Total negative fundings	Sum of all approved requests for specific contract where amount is negative (A/P debits)	Contract id (mandatory)
CONTRACT_TOT_CRDT_LMT	Total credit limit	Sum of all credit limit (contract line) for specific contract entity scs_code = 'CREDITLINE_CONTRACT	'Contract id (mandatory)
CONTRACT_CRDT_RMNG	Balance credit limit	Sum of all credit limit (contract line) for specific contract cs_code = 'CREDITLINE_CONTRACT' and subtract from Funding total	Contract id (mandatory)
CONTRACT_TOT_CRDT_NEW_LMT	New credit limit	Sum of all credit new limit (contract line) for specific contract scs_code = 'CREDITLINE_CONTRACT	'Contract id (mandatory)
CONTRACT_TOT_CRDT_ADDN	Additional credit limit	Sum of all credit addition (contract line) for specific contract scs_code = 'CREDITLINE_CONTRACT	'Contract id (mandatory)

Table C-9 Seeded Formulas in Oracle Lease Management (Cont.)

Formula Name	Description	Calculation	Parameters
CONTRACT_TOT_CRDT_REDN	Reduction in credit limit	Sum of all credit addition (contract line) for specific contract scs_code = 'CREDITLINE_CONTRACT	'Contract id (mandatory)
AM_UNBILLED_RECEIVABLES	Future Dues for a lease	Sum of unbilled rents (at present value) - advance rent	Contract id (mandatory)
AM_PRINCIPAL_BALANCE	Principal Balance for a loan	Principal Balance	Contract id (mandatory)
AM_DISCOUNT_RATE	Discount Rate	Original Capitalized Cost * (-0.1)	Contract id (mandatory)
AM_QUOTE_FEE	Quote Fee	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_RETURN_FEE	Return Fee	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_ROLLOVER_INCENTIVE	Rollover Incentive	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_SECURITY_DEPOSIT	Security Deposit refundable	Balance Security Deposit Amount	Contract id (mandatory)
AM_TERMINATION_PENALTY	Termination Penalty	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_ESTIMATED_PROPERTY_TAX	Estimated Property Tax	Estimated Property Tax	Contract id (mandatory)
VARIABLE_INCOME_ACCRUAL	Variable Income Amount	Principal * Interest Rate * No of days to accrue / No of days in a year	Contract id (mandatory)
LP_NET_INVESTMENT_VALUE	Balance investment on contract	Operating Lease - Net Book Value, DF Lease - Net Investment Value and Loan - Principal Balance	Contract id (mandatory)
CS_ADVANCE_RENT	Advance Rent	Advance Rent	Contract id (mandatory)
CS_SECURITY_DEPOSIT	Security Deposit	Security Deposit	Contract id (mandatory)
CS_NET_INVESTMENT	Net Investment	Rent + Residual Value - Unearned Income	Contract id (mandatory)

C.4 Workflows

The following workflows are part of the Oracle Lease Management seed data:

Table C-10 Seeded Workflows in Oracle Lease Management

Workflow Name	File Name	Functional Area	Description
OKL CS Equipment Exchange.	OKLCSEQU.wft	Lease Center	This work flow is used in equipment exchange to exchange the equipment in the background after getting the necessary approvals.
OKL CS Transfer Assumption Request	OKLCSTRQ.wft	Lease Center	This work flow is used to carry out a Transfer and Assumption Request after receiving the appropriate approvals.
OKL CS Billing Correction Request.	OKLCSBCW.wft	Lease Center	This work flow is used for Billing Correction Request to notify an Administrator about any corrections.
OKL CS Billing Refund Request.	OKLCSBRW.wft	Lease Center	This work flow is used for Billing Refund Request to notify an Administrator about any Refunds.
OKL CS Convert Interest Type	OKLCSBIT.wft	Lease Center	This work flow is used to notify an Administrator about any changes in the interest types.
OKL CS Contract Lease Renewal.	OKLCSKLR.wft	Lease Center	This work flow is used for lease renewals.
OKL Stream Generation - Outbound	OKLSTOUT.wft	Authoring	Workflow to start an out-bound transaction with Pricing Engine for Streams Generation. Steps: 1. Receive raised Business Event to send out bound xml message. 2. Call ECX api to check for validity of the generated document. 3. Report Error if applicable. 4. Call ECX API to send the document.
OKL Stream Generation - Inbound	OKLSTIN.wft	Authoring	Workflow to start an in-bound transaction coming from Pricing Engine for Streams Generation. Steps: 1. Capture the business event for Inbound xml message. 2. Process Stream Results.
OKL - IN Gather Third Party Insurance Information	OKLININF.wft	Authoring	To gather third-party information when customer fails to provide insurance proof, and the lessor cannot sell insurance.
Lease Account Generator	OKLFLXWF.wft	Accounting	You can use this workflow to generate account combinations instead of the seeded sources.

Table C-10 Seeded Workflows in Oracle Lease Management (Cont.)

Workflow Name	File Name	Functional Area	Description
Approve Contract Portfolio	OKLAMATK.wft	Asset Management	This workflow routes the contract portfolio for approval.
Notify Contract Portfolio Execution	OKLAMCPE.wft	Asset Management	This workflow notifies the remarketer for the contract portfolio execution.
Approve Restructure	OKLAMRQT.wft	Asset Management	This workflow routes the restructure for approval.
Approve Gain / Loss	OKLAMGAL.wft	Asset Management	This workflow routes the gain / loss on termination for approval.
Approve Partial Quote	OKLAMPAR.wft	Asset Management	This workflow routes partial quotes for approval.
Shipping Instructions	OKLAMNSI.wft	Asset Management	This workflow is used to inform the shipping details for an asset.
Notify Internal Transport Department	OKLAMNTD.wft	Asset Management	This workflow is used to inform the internal transport department the shipping details for an asset.
Send Quote	OKLAMNQT.wft	Asset Management	This workflow is used to send a quote.
Repurchase Acceptance	OKLAMRAC.wft	Asset Management	This workflow informs user(s) of the acceptance of a repurchase quote.
Termination Quote Acceptance	OKLAMPPT.wft	Asset Management	This workflow informs user(s) of the acceptance of a termination quote.
Restructure Quote Acceptance	OKLAMRQT.wft	Asset Management	This workflow informs user(s) of the acceptance of a restructure quote.
Notify Remarketer	OKLAMNRM.wft	Asset Management	This workflow informs the remarketing team of a new asset assignment
Notify Collections	OKLAMNCO.wft	Asset Management	This workflow informs the collections agent of updates on returns in the case of a repossession.
Notify Repossession Agent	OKLAMNRA.wft	Asset Management	This workflow informs the external repossession agent of a new repossession request.
Notify Provider	OKLAMNPR.wft	Asset Management	This workflow informs the provider of service and/or maintenance of the asset return.
Asset Repair	OKLAMAAR.wft	Asset Management	This workflow routes asset repair requests for approval.

Table C-10 Seeded Workflows in Oracle Lease Management (Cont.)

Workflow Name	File Name	Functional Area	Description
Request Title Return	OKLAMRTR.wft	Asset Management	This workflow requests the 3rd party title holder to return the title on the expiration of the contract.
Remarketing Order Cycle	OKLAMROM.wft	Asset Management	This workflow defines the order cycle in Order Management for remarketed assets.
Credit Application Request	OKLSOCAR.wft	Sales and Origination	Notifies the Lease Credit Analyst of credit request recommendations from AR's Credit Management module.

Seeded Roles and Responsibilities

The main topics in this appendix are:

- [Section D.1, "Oracle Lease Management Responsibilities"](#): a list of the Oracle Lease Management seeded responsibilities that cover all the functionality of this application.
- [Section D.2, "Implementation Responsibilities and Menu Views"](#): a detailed section on Oracle Lease Management's implementation responsibilities and which menu views each user has access to.

D.1 Oracle Lease Management Responsibilities

The following lists shows the seeded responsibilities in Oracle Lease Management. Of these, the implementation process uses only Accounts Controller, Asset Manager, Collections Manager, and Operations Manager responsibilities.

The seeded responsibilities in Oracle Lease Management are:

- Accounts
- Accounts Controller
- Asset Manager
- Accounts Payable
- Accounts Receivable
- Contract Administrator
- Lease Super User
- Operations Manager
- Portfolio Manager
- Terminations

About Other Module's Responsibilities

Each Oracle module implemented to run Oracle Lease Management requires its own responsibility during the setup process. For more information, see the appropriate module's implementation guide.

About Creating New Users and Responsibilities

You can create new users and responsibilities and assign responsibilities as needed. For more information, see *Oracle Applications System Administrator's Guide*, *Oracle CRM Technology Foundation Implementation Guide*, and *Oracle CRM Technology Foundation Concepts and Procedures*.

D.2 Implementation Responsibilities and Menu Views

Log in with the appropriate user name and responsibility to perform the specified tasks.

The following table summarizes the responsibilities necessary to perform setup and administrative tasks for Oracle Lease Management as well as those menu options

that each responsibility has access to. Note that the Lease Super User can access each menu option and set up step.

Table D-1 Seeded Responsibilities and Setup Menu Page Access

Setup Menu Options	Menu Level	Accounts Controller	Operations Manager	Asset Manager	Collections Manager
Setup	2	Y	Y	Y	Y
Receivables	3	Y	Y	N	Y
Late Charges	4	Y	Y	N	N
Invoice Types	4	Y	Y	N	N
Invoice Messages	4	Y	Y	N	N
Operational	3	Y	Y	N	N
Insurance Products	4	N	Y	N	Y
Insurance Rates	4	N	Y	N	N
Insurance Asset Class	4	N	Y	N	N
Optional Insurance Rates	4	N	Y	N	N
Link Insurance Class	4	N	Y	N	N
Service Fees	4	Y	Y	N	N
Fulfillment	4	N	Y	N	Y
Foundation	4	N	Y	N	Y
Conditional Rules	4	N	Y	N	Y
Cash	3	Y	Y	N	N
Cash Allocation Rules	4	Y	Y	N	N
Search Rules	4	Y	Y	N	N
Assets	3	N	Y	Y	N
Strategy Type	4	N	Y	Y	N

Table D-1 Seeded Responsibilities and Setup Menu Page Access (Cont.)

Setup Menu Options	Menu Level	Accounts Controller	Operations Manager	Asset Manager	Collections Manager
Remarketer Information	4	N	Y	Y	N
Streams	3	Y	N	N	N
Stream Types	4	Y	N	N	N
Product Pricing Templates	4	Y	N	N	N
Pricing Parameters	4	Y	N	N	N
Financials	3	Y	N	N	N
Accrual Rules	4	Y	N	N	N
Off-Lease Amortization	4	Y	N	N	N
Interest Rates	4	Y	N	N	N
Provision Type	4	Y	N	N	N
Asset Pool	4	Y	N	N	N
Asset Pool	5	Y	N	N	N
Pool Assignment	5	Y	N	N	N
Assignment Details	5	Y	N	N	N
Conversion Fee	4	Y	N	N	N
Accounting	3	Y	N	N	N
Accounting Periods	4	Y	N	N	N
Accounting Options	4	Y	N	N	N
Rounding Options	4	Y	N	N	N
Transaction Options	4	Y	N	N	N

Table D-1 Seeded Responsibilities and Setup Menu Page Access (Cont.)

Setup Menu Options	Menu Level	Accounts Controller	Operations Manager	Asset Manager	Collections Manager
Loss Provision Accounts	4	Y	N	N	N
Accounting Template	4	Y	N	N	N
Accounting Template Set	4	Y	N	N	N
Account Generator Rules	4	Y	N	N	N
General Ledger Setup	4	Y	N	N	N
Transaction Type	5	Y	N	N	N
Accounting Calendar	5	Y	N	N	N
Conversion Rate Type	Y	Y	N	N	N
Currency	5	Y	N	N	N
Daily Rates	5	Y	N	N	N
Journal Categories	5	Y	N	N	N
Period Rates	5	Y	N	N	N
Set of Books	5	Y	N	N	N
Formulas	3	Y	Y	N	N
Formulas	4	Y	Y	N	N
Operands	4	Y	Y	N	N
Functions	4	Y	Y	N	N
Contexts	4	Y	Y	N	N
Validations	4	Y	Y	N	N
Products	3	Y	Y	N	N
Template Qualities	4	Y	Y	N	N

Table D-1 Seeded Responsibilities and Setup Menu Page Access (Cont.)

Setup Menu Options	Menu Level	Accounts Controller	Operations Manager	Asset Manager	Collections Manager
Product Qualities	4	Y	Y	N	N
Options	4	Y	Y	N	N
Product Templates	4	Y	Y	N	N
Products	4	Y	Y	N	N

FND Lookup Types

The following lookup type sections appear in alphabetic order. Each lookup type name includes the OKL_ prefix. The main topics of this appendix are:

- [Section E.1, "About the Lookup Tables"](#)
- [Section E.2, "OKL Lookup Types--A"](#)
- [Section E.3, "OKL Lookup Types--B through C"](#)
- [Section E.4, "OKL Lookup Types--D through H"](#)
- [Section E.5, "OKL Lookup Types--I through K"](#)
- [Section E.6, "OKL Lookup Types--L through P"](#)
- [Section E.7, "OKL Lookup Types--Q through R"](#)
- [Section E.8, "OKL Lookup Types--S"](#)
- [Section E.9, "OKL Lookup Types--T through Z"](#)

E.1 About the Lookup Tables

Depending on the access level, you can change, add, or delete values for some fields in Oracle Lease Management. The following tables show you:

- **Lookup Type:** Name of the lookup type
- **Access Level:** Three access levels are:
 - **User:** Field values that you can add or delete.
 - **Extensible:** Field values that you can add.
 - **System:** Field values that you cannot add or delete.
- **Navigation Path:** Location of field in the Oracle Lease Management client.
- **Page or Window Name:** Title of browser's page or window where you can find the field.
- **UI Field Label:** The name of the field in the Oracle Lease Management client.

For specific information on how to access, add, or delete lookup fields, see:

- *Oracle CRM Application Foundation User Guide*
- *Oracle CRM Application Foundation Implementation Guide*

E.2 OKL Lookup Types--A

[Table E-1](#) contains the OKL_ lookup types with names that follow OKL_ that start with the letter **A**, such as *OKL_ACCEPTANCE_METHOD*.

Table E-1 OKL Lookup Types--A

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ ACCEPTANCE_ METHOD	User	Origination > Contracts > Contract > Contract Detail	Contract Detail	Acceptance Method	Meaning
OKL_ ACCOUNTING_ EVENT_ STATUS	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ ACCOUNTING_ EVENT_ TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ ACCRUAL_ RULE_ LOGICAL_OP	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Logical Operator	Meaning
OKL_ ACCRUAL_ RULE_ OPERAND	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Operands	Meaning
OKL_ ACCRUAL_ RULE_ OPERATOR	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Relational Operator	Meaning
OKL_ACCT_ BAL_FORMAT	System	Processing > Account Balances	Account Balances	Format	Meaning
OKL_ACC_ DIST_POSTED	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ACC_ GEN_SOURCE_ TABLE	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Source Table	Meaning

Table E-1 OKL Lookup Types--A (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ADJ_ FREQUENCY	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Adjustment Frequency	Meaning
OKL_ ADVANCE_ ARREARS	System	Setup > Accounting > Accounting Template	Create Accounting Template	Advance or Arrears	Meaning
OKL_AE_LINE_ TYPE	Extensible	Setup > Accounting > Accounting Template	Accounting Template Lines Detail	Accounting Line Type	Meaning
OKL_APPLY_ ROUNDING_ DIFF	System	Setup > Accounting > Accounting Options	Accounting Options Detail	Apply Rounding Difference	Meaning
OKL_AP_ DISTR_LINE_ TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_AP_ INVOICE_ CATEGORY	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_AP_ PAYMENT_ METHOD	Extensible	Origination > Funding > Funding Request	Create Funding Request	Payment Method	Meaning
OKL_AP_ VENDOR_ SITES_V	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

Table E-1 OKL Lookup Types--A (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_AR_SITE_USES_V	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_ASSET_CNDN_LINE_STATUS	System	Asset Management > Asset Returns > Asset Condition > Asset Conditions Lines	Asset Condition Line Details	Status	Meaning
OKL_ASSET_CONDITION	Extensible	Asset Management > Asset Returns > Asset Condition	Asset Condition Details	Asset Condition	Description
OKL_ASSET_RETURN_STATUS	Extensible	Asset Management > Asset Returns	Asset Return Details	Status	Meaning
OKL_ASSET_RETURN_TYPE	System	Asset Management > Asset Returns	Asset Return Details	Type	Meaning
OKL_ASSET_TRACK_STRATEGIES	Extensible	Asset Management > Contract Portfolios	Contract Portfolios	Strategy	Meaning

E.3 OKL Lookup Types--B through C

Table E-2 contains the OKL_ lookup types with names that follow OKL_ that start with the letters B through C, such as OKL_BATCH_RULES_SEARCH_TYPE.

Table E-2 OKL Lookup Types--B through C

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_BATCH_RULES_SEARCH_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_BOOK_CLASS	System	Origination > Contracts > Contract > Contract Detail	Contract Detail	Book Classification	Meaning
OKL_BOOK_CLASS	System	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Book Class	Meaning
OKL_BOOK_CLASS	System	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Book Class	Meaning
OKL_CALC_METHOD	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Method of Calculation	Meaning
OKL_CLAIM_STATUS	User	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Status	Meaning
OKL_CLAIM_TYPE	System	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Type	Meaning

Table E-2 OKL Lookup Types--B through C (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_CONVERSION_METHOD	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Conversion Method	Meaning
OKL_CONVERT_TYPE	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Convert Type	Meaning
OKL_COST_TYPE	Extensible	Asset Management > Asset Returns > Fees	Fees	Type	Meaning
OKL_CREDIT_NATURE	System	Origination > Credit > Credit Lines > Credit Line Details > Credit Limit	Credit Limit	Nature	Meaning
OKL_CRITERION_DATATYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CSH_RLS_SEARCH_TYPE	Extensible	Setup > Cash > Search Rules	Search Rules	Search Type	Meaning
OKL_CSH_RLS_SEARCH_TYPE_DB	Extensible	Setup > Cash > Search Rules > Create Search Rule	Create Search Rules	Search Type	Meaning
OKL_CSH_RLS_SETUP	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CS_DEFAULT_TAB	System	Not applicable	Not applicable	Not applicable	Meaning

Table E-2 OKL Lookup Types--B through C (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_CURE_ACTIONS	User	Receivables > Refund > Vendor Cures > Refund > Details	History	Action	Meaning
OKL_CURE_RECON_SCR_OPTIONS	User	Receivables > Vendor Cure Requests > Reconcile	Vendor Cures - Reconciliation	Request Type	Meaning
OKL_CURE_REFUND_OPTIONS	User	Receivables > Refund > Vendor Cure Summary > Refund	Vendor Cures - Refund	Select	Meaning
OKL_CURE_REFUND_STATUS	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CURE_REQUEST_APPROVE_STATU	User	Receivables > Cure	Vendor Cures	Status	Meaning
OKL_CURE_REQUEST_TYPE	User	Receivables > Create Request > Contract Search	Vendor Cures - Add Contracts	Request Type	Meaning
OKL_CURE_TYPE	User	Internal Status used by Concurrent Process	Not applicable	Not applicable	Not applicable

E.4 OKL Lookup Types--D through H

Table E-3 contains the OKL_ lookup types with names that follow OKL_ that start with the letters D through H, such as OKL_DAMAGE_TYPE.

Table E-3 OKL Lookup Types--D through H

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_DAMAGE_TYPE	Extensible	Asset Management > Asset Returns > Asset Condition	Create Asset Condition Line	Damage Type	Meaning
OKL_DATA_TYPE	Extensible	Setup > Formulas > Contexts > Context Parameters	Context Parameters	Data Type	Meaning
OKL_DISBURSEMENT_BASIS	System	1. Origination > Contracts > Contract > Contract Detail; then Lines > Service > Create Service > Passthrough 2. Origination > Contracts > Contract > Contract Detail; then Lines > Fees > Create Fee > Passthrough	Passthrough	Passthrough Basis Code	Meaning
OKL_EOT_OPTION	Extensible	Origination > Contracts > Terms and Conditions > Purchase Option	Terms and Conditions	Purchase Option Type	Meaning

Table E-3 OKL Lookup Types--D through H (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_EOT_ RENEW	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Renewal Options	Terms and Conditions	Renewal Option	Meaning
OKL_ FACTORING_ CODE	Extensible	Setup > Accounting > Accounting Template	Create Accounting Template	Factoring Code	Meaning
OKL_ FACTORING_ SYNDICATION	System	Setup > Accounting > Accounting Template	Create Accounting Template	Factoring or Syndication	Meaning
OKL_FA_ CATEGORY_ BOOKS	User	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_FILING_ STATUS	User	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Filing	Filing	Status	Meaning
OKL_FILING_ TYPE	User	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Filing	Filing	Lien Type, Title Type	Meaning

Table E-3 OKL Lookup Types--D through H (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ FINANCIALS_ SYSTEM_ PARAMETE	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_ FORMULA_ TYPE	Extensible	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ FREQUENCY	ExtensibleSales > Quotes > Details	Quote Details	Frequency	Meaning	Meaning
OKL_ FUNCTION_ PMR_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ FUNCTION_ TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ FUNDING_ CATEGORY	Not used	Not applicable	Not applicable	Not applicable	Not applicable

Table E-3 OKL Lookup Types--D through H (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ FUNDING_ TYPE	System	Origination > Funding > Funding Request	Create Funding Request	Funding Type	Meaning
OKL_ GUARANTEE_ TYPE	System	Origination > Contracts > Contract > Contract Detail; then Parties > Create Party > Party Details	Party Details	Guarantee Type	Meaning
OKL_ GUARANTOR_ TYPE	System	Origination > Contracts > Contract > Contract Detail; then Parties > Create Party > Party Details	Party Details	Guarantor Type	Meaning

E.5 OKL Lookup Types--I through K

Table E-4 contains the OKL_ lookup types with names that follow OKL_ that start with the letters I through K, such as OKL_IDX_FREQUENCY.

Table E-4 OKL Lookup Types--I through K

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_IDX_ FREQUENCY	Extensible	Setup > Financials > Interest Rates	Create Interest Rate	Index Frequency	Meaning
OKL_IDX_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_INS_ ACTIVE_ALL	Extensible	Setup > Insurance Asset Classes	Insurance Asset Classes	View	Meaning

Table E-4 OKL Lookup Types--I through K

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_INS_ ACTIVE_ALL	Extensible	Setup > Insurance Rankings	Insurance Rankings	View	Meaning
OKL_INS_ ACTIVE_ALL	Extensible	Setup > Insurance Rates	Insurance Rates	View	Meaning
OKL_INS_ ACTIVE_ALL	Extensible	Setup > Insurance Restrictions	Insurance Restrictions	View	Meaning
OKL_INS_ CANCEL_ REASON	User	Insurance	Insurance Tab	Cancellation Reason	Meaning
OKL_INS_ PAYMENT_ FREQUENCY	System	Insurance > Create Insurance Lease Quote	Create Insurance Lease Quote	Payment Frequency	Meaning
OKL_INS_ PAYMENT_ FREQUENCY	System	Insurance > Create Insurance Optional Quote	Create Insurance Optional Quote	Payment Frequency	Meaning
OKL_INS_ PAYMENT_ FREQUENCY	System	Origination > Contracts > Lines > Insurance > Create Lease Quote	Create Lease Quote	Payment Frequency	Meaning
OKL_INS_ PAYMENT_ FREQUENCY	System	Origination > Contracts > Lines > Insurance > Create Optional Quote	Create Optional Quote	Payment Frequency	Meaning
OKL_INS_ QUOTE_ STATUS	Extensible	Origination > Contracts > Lines > Insurance	Insurance Quotes	View	Meaning

Table E-4 OKL Lookup Types--I through K

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ INSURANCE_ ASSET_CLASS	User	Setup > Insurance Asset Classes	Insurance Asset Classes	Insurance Class	Meaning
OKL_ INSURANCE_ ASSET_CLASS	User	Setup > Insurance Asset Classes > Create Insurance Asset Class	Create Insurance Asset Class	Insurance Class	Meaning
OKL_ INSURANCE_ ASSET_CLASS	User	Setup > Insurance Rate > Create Insurance Rate	Create Insurance Rate	Insurance Asset Class	Meaning
OKL_ INSURANCE_ POLICY_TYPE	User	Not Used	Not Used	Not Used	Not Used
OKL_ INSURANCE_ PRODUCT_ TYPE	System	Setup > Insurance Products	Insurance Products	Insurance Type	Meaning
OKL_ INSURANCE_ PRODUCT_ TYPE	System	Setup > Insurance Products > Create Insurance Product	Create Insurance Product	Insurance Type	Meaning
OKL_ INSURANCE_ STATUS	System	Used in all Insurance Policies page (Display Only)	Not applicable	Status	Meaning
OKL_ INSURANCE_ TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable

Table E-4 OKL Lookup Types--I through K

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_INTENT_ TYPE	System	Setup > Products > Options > Option Values > Option Value Rules	Option Value Rules	Action	Meaning
OKL_INTPMT_ TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_INV_ RECEIVABLES_ LINE_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_JTF_RS_ SALESREPS_ MO_V	User	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

E.6 OKL Lookup Types--L through P

Table E-5 contains the OKL_ lookup types with names that follow OKL_ that start with the letters L through P, such as OKL_LATE_CHRG_FIXED_YN.

Table E-5 OKL Lookup Types--L through P

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_LATE_ CHRG_FIXED_ YN	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Late Charge Type	Meaning
OKL_LATE_ INT_FIXED_YN	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Rate Type	Meaning
OKL_LATE_ POLICY_ EXEMPT_YN	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Exempt Late Policy	Exempt YN	Meaning
OKL_LATE_ POLICY_TYPE_ CODE	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Late Policy Type	Meaning
OKL_LOSS_ TYPE	User	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Loss Type	Meaning
OKL_MASS_ RBK_CRITERIA	System	Processing > Mass Rebook > New Request	Mass Rebook	Criteria	Meaning
OKL_MTL_ SYSTEM_ ITEMS_VL	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

Table E-5 OKL Lookup Types--L through P (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ OPERAND_ TYPE	System	Setup > Formulas > Operands > Create	Create Operands	Operand Type	Meaning
OKL_OPTION_ VALUE_RULE_ FLAG	System	Setup > Products > Options > Option Values > Option Value Rules	Option Value Rules	Intent	Meaning
OKL_ PARENTHESIS	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Left parenthesis and right parenthesis	Meaning
OKL_ PAYABLES_ INVOICE_TYPE	Extensible	Receivables > Disbursements > Manual Disbursements > Create Manual Disbursements	Create Manual Disbursements	Invoice Type	Meaning
OKL_ PAYMENT_ METHODS	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ PAYMENT_ PLAN_STATUS	Extensible	Sales > Quotes > Payment Plans	Payment Plan	Status	Meaning
OKL_ PAYMENT_ PLAN_STATUS	Extensible	Sales > Quotes > Payment Plans > Details	Payment Plan Details	Status	Meaning
OKL_ PAYMENT_ STRUCTURES	Extensible	Sales > Quotes > Payment Plans > Create Plan	Create Payment Plan	Payment Structure	Meaning
OKL_ PAYMENT_ STRUCTURES	Extensible	Sales > Quotes > Payment Plans > Details	Payment Plan Details	Payment Structure	Meaning

Table E-5 OKL Lookup Types--L through P (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_PERIOD_ STATUS	System	Setup > Accounting > Accounting Periods	Accounting Period Status	Status	Meaning
OKL_ POSTING_ DETAIL	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_PRICE_ PARAMS_DYP_ CODE	Extensible	Setup > Streams > Pricing Parameters	Pricing Parameter	Data Type	Meaning
OKL_PRICE_ PARAMS_SPS_ CODE	Extensible	Setup > Streams > Pricing Parameters	Pricing Parameter	Level	Meaning
OKL_PRICING_ METHOD	Extensible	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Pricing Method	Meaning
OKL_PRICING_ METHOD	Extensible	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Pricing Method	Meaning
OKL_ PRINCIPAL_ INTEREST	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ PROCESSES	Extensible	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ PROPERTY_ CLASS_ OPTIONS	User	Contract > Lines > Assets > Real Estate button	Real Estate	Property Class	Meaning

E.7 OKL Lookup Types--Q through R

Table E-6 contains the OKL_ lookup types with names that follow OKL_ that start with the letters Q through R, such as OKL_QUOTE_LINE_TYPE.

Table E-6 OKL Lookup Types--Q through R

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_QUOTE_LINE_TYPE	Extensible	Setup > Asset Management > Quote Line Allocation	Quote Line Allocation	Quote Line Type	Meaning
OKL_QUOTE_PARTY_TYPE	System	Contracts > Terms and Conditions > Termination Quote Process	Terms and Conditions	Recipient	Meaning
OKL_QUOTE_PRORATE_OPTION_TYPE	System	Contracts > Terms and Conditions > Early Termination Quote Calculation	Terms and Conditions	Prorate	Meaning
OKL_QUOTE_REASON	Extensible	Asset Management > Quotes > Create Quote	Create Termination Quote	Quote Reason	Description
OKL_QUOTE_RULE_OPTION_TYPE	System	Contracts > Terms and Conditions > Termination Quote Process	Terms and Conditions	Net Quote Option	Meaning
OKL_QUOTE_STATUS	System	Asset Management > Quotes	Termination Quote Details	Status	Meaning
OKL_QUOTE_TYPE	Extensible	Asset Management > Quotes	Create Termination Quote	Quote Type	Meaning

Table E-6 OKL Lookup Types--Q through R (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_RA_CUST_TRX_TYPES	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_RE_DEALTYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_REBOOK_REASON	System	Origination > Contracts > Contract > Contract Detail; then Revisions	Revisions	Reason	Meaning
OKL_REFUND_REASON	User	Lease Center > Account tab > Billing refund Request > Refund Reason	Billing Refund Request	Refund Reason	Meaning
OKL_REJECTION_REASON	Extensible	Lease Center > Transfer & Assumption > Cancel request	Transfer & Assumption	Rejection Reason	Meaning
OKL_REMIT_BASIS	System	Syndication > Investors > Add Investor > Share Details	Investor	Remittance Occurs After	Meaning
OKL_REQUEST_STATUS	System	Lease Center > Equipment Exchange, Transfer & Assumption page, Lease Renewals > Request Status	Equipment Exchange, Transfer & Assumption page, Lease Renewals	Request Status	Meaning

Table E-6 OKL Lookup Types--Q through R (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_REQUEST_TYPE	System	Lease Center > Request Tab > Request Type	Request Tab	Request Type	Meaning
OKL_RESIDUAL_CODE	System	Origination > Contracts > Contract > Contract Detail; then Lines > Assets > Create Asset	Asset	Guarantor	Meaning
OKL_ROUNDING_RULE	System	Setup > Accounting > Accounting Options	Accounting Options Detail	Rounding Rule	Meaning

E.8 OKL Lookup Types--S

Table E-7 contains the OKL_ lookup types with names that follow OKL_ that start with the letter S, such as OKL_SERVICE_BY.

Table E-7 OKL Lookup Types--S

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SERVICE_BY	System	Syndication > Investors > Add Investor > Share Details	Investor	Service By	Meaning
OKL_SERVICE_FEES	System	Lease Center > Send Document button > Service fees page > Charge Service Fee Name	Charge Service Fee	Name	Meaning
OKL_SFE_TYPE	Extensible	Not applicable	Not applicable	Not applicable	Not applicable

Table E-7 OKL Lookup Types--S (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SIF_STATUS	Extensible	Processing > Streams	Streams	Request Status	Meaning
OKL_SIL_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SIY_TYPE	Extensible	Does not appear in client user interface; defined in SEED.	Not applicable	Not applicable	Not applicable
OKL_SOURCE_PK_COLUMN	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SOURCE_SELECT_COLUMN	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SOURCE_TABLE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SRCH_STRM_TYPS_ADDYN	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SRCH_STRM_TYPS_ADDYN_FLAG	Extensible	Setup > Cash > Search Rules > Create Search Rule > Create	Create Combination	Plus, Minus	Meaning
OKL_STREAM_ACTIVITY	Extensible	Financials > Inquiry > Streams	View Streams	Status	Meaning
OKL_STREAM_GENERATOR	Extensible	Not applicable	Not applicable	Not applicable	Meaning
OKL_STREAM_TYPE_CLASS	System	Setup > Streams > Stream Types	Stream Types	Class	Meaning
OKL_STREAM_TYPE_SCOPE	System	Setup > Streams > Stream Types	Stream Types	Scope	Meaning
OKL_STRM_G_ORIGINATION_PROCESS	Extensible	Processing > Streams	Streams	Contract Process	Meaning

Table E-7 OKL Lookup Types--S (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ STRMGEN_ PATHS	System	Not applicable	Not applicable	Not applicable	Meaning
OKL_STY_ ALLOCATION_ BASIS	System	Setup > Streams > Stream Types	Stream Types	Allocation Basis	Meaning
OKL_STY_ CUSTOMIZATI ON_LEVEL	System	Setup > Streams > Stream Types	Stream Types	Access Level	Meaning
OKL_ SYNDICATION _CODE	Extensible	Setup > Accounting > Accounting Template	Create Accounting Template	Syndication Code	Meaning

E.9 OKL Lookup Types--T through Z

Table E-8 contains the OKL_ lookup types with names that follow OKL_ that start with the letters T through Z, such as OKL_TAX_OWNER.

Table E-8 OKL Lookup Types--T through Z

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TAX_ OWNER	System	Origination > Contracts > Contract > Contract Detail	Contract Detail	Tax Owner	Meaning
OKL_TAX_ OWNER	System	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Tax Owner	Meaning
OKL_TAX_ OWNER	System	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Tax Owner	Meaning

Table E-8 OKL Lookup Types--T through Z (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TAX_ REPORTING	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TC_ LINKS	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TCL_ TYPE	System	Does not appear in client user interface; defined in SEED.	Not applicable	Not applicable	Not applicable
OKL_TCN_ TYPE	System	Does not appear in client user interface; defined in SEED.	Not applicable	Not applicable	Not applicable
OKL_TRANS_ HEADER_TYPE	System	For Internal Use Only	For Internal Use Only	For Internal Use Only	Meaning
OKL_TRANS_ LINE_TYPE	System	For Internal Use Only	For Internal Use Only	For Internal Use Only	Meaning
OKL_ TRANSACTION_ STATUS	Extensible	Various areas use this lookup for creating transactions. Accounting area has seeded the lookup type, but respective transaction areas include seeded values. Possible values for this lookup type are: Accrued , Approved, Canceled, Closed, Entered.	Various	Not applicable	Meaning

Table E-8 OKL Lookup Types--T through Z (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TRANSACTION_TYPE_CATEGORY	System	Setup > Accounting > Transaction Types	Create Transaction Types	Transaction Category	Meaning
OKL_TRANSACTION_TYPE_CLASS	System	Setup > Accounting > Transaction Types	Create Transaction Types	Transaction Class	Meaning
OKL_UNIVERSAL_SEARCH	User	Lease Center Search > Advanced Search > Item (LOV)	Lease Center Search	Search Criteria	Meaning
OKL_VAR_INTCALC	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Interest Method	Meaning
OKL_VARIABLE_METHOD	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Variable Method	Meaning
OKL_VIEW_ACC_SOURCES	System	For Internal Use Only	Not Applicable	Not Applicable	Not applicable
OKL_VP_TERMINATION_REASON	System	For Internal Use Only	Not Applicable	Not Applicable	Not applicable
OKL_WARRANT_SHARE_TYPE	Extensible	Origination > Credit Lines > Credit Line Details > Warrants	Warrants	Type	Meaning

Table E-8 OKL Lookup Types--T through Z (Cont.)

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_WARRANT_TYPE	Not Used	Not Used	Not Used	Not Used	Not applicable
OKL_YES_NO	User	Setup > Products > Products > Product Option	Product Option	Required	Meaning
OKL_YES_NO	User	Setup > Products > Products > Product Stream Type	Product Stream Type	Accrue	Meaning

Accounting Transaction Types

The main topics of this appendix are:

- [Section F.1.1, "Process Flow of Transactions and Creation of Accounting Entries"](#)
- [Section F.2, "About the Accounting Transaction Type Tables"](#)
- [Section F.3, "View Accounting Transaction Types"](#)
- [Section F.4, "Authoring Accounting Transaction Types"](#)
- [Section F.5, "Collections and Customer Service Accounting Transaction Types"](#)
- [Section F.6, "Billing and Receipts Accounting Transaction Types"](#)
- [Section F.7, "Asset Management Accounting Transaction Types"](#)
- [Section F.8, "Accounting Area Accounting Transaction Types"](#)
- [Section F.9, "Other Accounting Transaction Types"](#)

F.1 About Accounting Transactions

An accounting event leads to creation of a accounting transaction. The combination of a transaction type and product determine the processing of the transaction. An accounting transaction consists of a transaction header and transaction lines under the header.

Accounting transaction types are a component of an accounting transaction's accounting lines. The components of an accounting transaction include:

- Transaction types
- Product
- Amount

F.1.1 Process Flow of Transactions and Creation of Accounting Entries

The processing of transactions and creation of accounting entries occur in the following order.

1. The transaction makes a call to the accounting engine and requests the formula list from the template set.
2. The accounting engine considers the **product** and **transaction type** returns the formula list.
3. The transaction calls the formula engine with the first formula ID.
A transaction can have one or more formula IDs.
4. The formula engine identifies the parameters necessary to execute the transaction.
5. The transaction provides the parameters to the formula engine.
6. The formula engine executes the formula and returns the result--amount--to the transaction.
7. The transaction creates transaction lines.
8. The transaction passes the amount, product, and transaction type to the Accounting Engine.
9. The Accounting Engine creates accounting lines.
10. Processing repeats steps 3 through 9 until all the formulas in the list are complete.

The examples in this chapter show accounting transaction types by functional areas of Oracle Lease Management.

F.2 About the Accounting Transaction Type Tables

The tables show the accounting transaction types by these fields:

Transaction Type Name: The name of the transaction type.

Transaction Type Class: The class of the transaction type.

Journal Category: Helps you differentiate journal entries by purpose or type, such as accrual, payments, or receipts. For more information, see the *Oracle General Ledger User Guide*.

F.3 View Accounting Transaction Types

You can view accounting transaction types if you have access to the Setup tab in Oracle Lease Management. Setting up and maintaining accounting transaction types occur during implementation of Oracle Lease Management.

Prerequisites

None

Responsibility

Accounts Controller or Operations Manager

Navigation

Setup > Accounting > Transaction Types

Steps

1. On the Transaction Types page in the Search area Name field, enter search criteria to narrow your search or leave the field blank to search for all accounting transaction types.
2. Click Go.

In the Results area, matching accounting transaction types appear with their name, description, transaction class, and transaction category.

F.4 Authoring Accounting Transaction Types

The following table shows you the accounting transaction types for the Authoring functional area.

Table F-1 Authoring Accounting Transaction Types

Transaction Type Name	Transaction Type Class	Journal Category
Split Contract	SPLIT_CONTRACT	Adjustment
Split Asset	SPLIT_ASSET	Adjustment
Booking	BOOKING	Booking
Funding	FUNDING	From AP
Rebook	REBOOK	Rebook
Release	RELEASE	Release
Renewal	RENEWAL	Renewal
Reverse	REVERSE	Reverse
Syndication	SYNDICATION	Syndication

F.5 Collections and Customer Service Accounting Transaction Types

The following table shows you the accounting transaction types for the Collections and Customer Service functional areas.

Table F-2 Collections and Customer Service Accounting Transaction Types

Transaction Type Name	Transaction Type Class	Journal Category
Vendor Cure	VENDOR_CURE	Adjustment (Already seeded)
Insurance	INSURANCE	Adjustment (Already seeded)

F.6 Billing and Receipts Accounting Transaction Types

The following table shows you the accounting transaction types for the Billing and Receipts functional areas.

Table F-3 Billing and Receipts Accounting Transaction Types

Transaction Type Name	Transaction Type Class	Journal Category
Billing	BILLING	From AR

Table F-3 Billing and Receipts Accounting Transaction Types (Cont.)

Transaction Type Name	Transaction Type Class	Journal Category
Billing	BILLING	From AR
Evergreen	EVERGREEN	From AR
Evergreen	EVERGREEN	From AR
Disbursement	DISBURSEMENT	From AP
Credit Memo	CREDIT_MEMO	From AR
Credit Memo	CREDIT_MEMO	From AR
Debit Memo	DEBIT_NOTE	From AP
Balance Write Off	BALANCE_WRITE_OFF	From AP
Balance Write Off	BALANCE_WRITE_OFF	From AP

F.7 Asset Management Accounting Transaction Types

The following table shows you the accounting transaction types for the Asset Management functional area.

Table F-4 Asset Management Accounting Transaction Types

Transaction Type Name	Transaction Type Class	Journal Category
Termination	TERMINATION	Termination
Asset Disposition	ASSET_DISPOSITION	Asset Disposition
Asset Condition	ASSET_CONDITION	Adjustment (Already seeded)
Asset Residual Change	ASSET_RESIDUAL_CHANGE	Adjustment (Already seeded)

F.8 Accounting Area Accounting Transaction Types

The following table shows you the accounting transaction types for the Accounting functional area.

Table F-5 Accounting Area Accounting Transaction Type

Transaction Type Name	Transaction Type Class	Journal Category
Miscellaneous	MISCELLANEOUS	Miscellaneous

Table F-5 Accounting Area Accounting Transaction Type (Cont.)

Transaction Type Name	Transaction Type Class	Journal Category
Accruals	ACCRUAL	Accrual (already seeded)
General Loss Provision	GENERAL_LOSS_ PROVISION	Loss Provision
Specific Loss Provision	SPECIFIC_LOSS_ PROVISION	Loss Provision

F.9 Other Accounting Transaction Types

The following table shows you the accounting transaction types for the Authoring functional area.

Table F-6 Other Accounting Transaction Types

Transaction Type Name	Transaction Type Class	Journal Category
Adjustment	ADJUSTMENTS	Adjustment (already seeded)

Open Interface Tables

The main topics of this appendix are:

- [Section G.1, "About the Open Interface Tables"](#)
- [Section G.2, "Contract Import Open Interface Tables"](#)
- [Section G.3, "Billing Import Open Interface Table"](#)

G.1 About the Open Interface Tables

This appendix describes the Oracle Lease Management open interface tables. The Oracle Lease Management Contract Import functionality uses these tables to import existing contract information from external legacy systems. These tables also are used for billing purposes and exporting information during the collections process.

G.2 Contract Import Open Interface Tables

The following tables list the columns in the Oracle Lease Management Open Interface Tables for the contract import functionality. The tables give the attribute name (column name), a brief description of the attribute, the character type for the column, and whether or not the column can contain a null value. All required columns carry a value of "not null".

Contract Import functionality uses the following tables:

- [OKL_HEADERS_INTERFACE](#)
- [OKL_LINES_INTERFACE](#)
- [OKL_PAYMENTS_INTERFACE](#)
- [OKL_TERMS_INTERFACE](#)
- [OKL_PARTY_ROLES_INTERFACE](#)

For more information on using the Contract Import functionality in Oracle Lease Management, see the topic on importing contracts in the *Oracle Lease Management User's Guide*.

OKL_HEADERS_INTERFACE

Table G-1 OKL_HEADERS_INTERFACE Table Attributes

Attribute	Description	Datatype	Null?
Batch Number	Facility to group as a batch	Varchar2(30)	
Status	Record Status ('NEW', 'IN PROCESS', 'SUCCESS', 'FAILED')	Varchar2(30)	Not Null
Created By	Standard who column	Number	Not Null
Date Created	Standard who column	DATE	Not Null
Date Created in OKL	date successfully created in OKL	DATE	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Application Code	only 'OKL'	Varchar2(30)	Not Null
Contract Category	only 'LEASE'	Varchar2(30)	Not Null
Contract Number Old	Contract number in old system	Varchar2(30)	Not Null
Contract Source	Old system source name	Varchar2(30)	
Contract Number	Contract number after import, blank if to be auto generated	Varchar2(120)	
Customer Name	Customer name	Varchar2(360)	
Customer ID	Customer ID	Number	
Customer Account Number	Customer account number	Varchar2(30)	
Customer Account ID	Customer account ID (either this or number to be entered)	Number	
Start Date	Contract start date	Date	
Import Request Stage	NEW', 'PASSED', 'COMPLETE', 'BOOKED' (NEW= import contract but do not validate, 'PASSED'= import, validate, but do not generate streams and JEs, 'COMPLETE'=proceed until draft JE generation, 'BOOKED'= also create final JEs and activate the contract)	Varchar2(30)	
Currency Code	Contract currency code as in Oracle applications	Varchar2(3)	
Customer PO Number	Customer PO number	Varchar2(150)	
Date Signed	Date contract signed	Date	
Date Approved	Date contract approved	Date	
Acceptance Method Code	Acceptance method	Varchar2(30)	
Consumer Credit Act Deal Flag	Consumer Credit Act deal flag	Varchar2(1)	
Term	Term of contract in months	Number	
Converted Account	Flag for converted contracts	Varchar2(1)	
Accepted Date	Customer acceptance date	Date	
Deal Type Code	Lease classification	Varchar2(30)	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Expected Delivery Date	Expected delivery date	Date	
Contract Description	Contract description	Varchar2(600)	
Salesperson Name	Salesperson name	Varcha2(240)	
Salesperson ID	Salesperson	Number	
Private Label Number	Number of private label party	Varchar2(30)	
Private Label ID	ID of private label party	Number	
Private Label URL	Web address for private label party	Varchar2(400)	
Program Agreement Number	Vendor program agreement number	Varchar2(120)	
Program Agreement ID	Vendor program agreement ID	Number	
Program Vendor Name	Vendor name for program	Varchar2(30)	
Program Vendor ID	Vendor ID for program	Number	
Master Lease Agreement Number	Master lease agreement number	Varchar2(120)	
Master Lease Agreement ID	Master lease agreement ID	Number	
Product Name	Financial product name	Varchar2(150)	
Product ID	Financial product ID	Number	
Calculate Residual Insurance	Automatically calculate residual value insurance?	Varchar2(1)	
Rebook Limit Date	Date which rebook effective date cannot precede	Date	
Import Request ID	System populates on import run from this record	Number	
End of Term Option	Code for end of term option	Varchar2(30)	
End of Term Amount	Amount associated with option	Number	
Mid Term Option	Code for mid term option	Varchar2(30)	
Mid Term Amount	Amount associated with option	Number	
Security Deposit Hold Flag	Flag to hold security deposit until contract expiration	Varchar2(1)	
Security Deposit Net Flag	Net security deposit from contract sales proceeds	Varchar2(1)	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Security Deposit Date	Date to hold security deposit until	Date	
Renewal Notice Days	Days in advance to notify of auto renewal	Number	
Renewal Option	Code for renewal option	Varchar2(30)	
Renewal Amount	Amount associated with option	Number	
Late Interest Held Until Date	Date to which late interest charges are not billed	Date	
Late Interest Exempt Flag	Contract is exempt from late interest	Varchar2(1)	
Late Charge Held Until Date	Date to which late charges are not billed	Date	
Late Charge Product Code	Late charge product	Varchar2(1995)	
Late Charge Exempt Flag	Contract is exempt from late charges	Varchar2(1)	
Variable Rate	Variable rate flag	Varchar2(1)	
Factoring Date	Factoring date	Date	
Factoring Percentage	Factoring percentage	Number	
Factoring Discount Rate	Factoring discount rate	Number	
Evergreen Eligible Flag	Contract eligible for auto-renewal	Varchar2(1)	
Bill to Address ID	Customer billing address ID	Number	
Bill To Address	Customer billing address	Varchar2(240)	
Bank Account ID	Customer bank account ID	Number	
Bank Account Number	Customer bank account number	Varchar2(30)	
Reason for Invoice Review	Reason for invoice review	Varchar2(50)	
Invoice Review Until Date	Invoice review until date	Date	
Invoice Format ID	Invoice format ID	Number	
Invoice Format Code	Invoice format code	Varchar2(150)	
Review Invoice Flag	Review invoice flag (separate from invoice mailing)	Varchar2(1)	
Payment Method ID	Payment method ID from A/R	Number	
Payment Method	Customer payment method name	Varchar2(30)	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Authoring Organization ID	Organization ID for authoring unit	Number	
Inventory Organization ID	Inventory organization ID (for access to inventory items)	Number	
Policy Number	3rd party insurance policy number	Varchar2(20)	
Policy Effective From	3rd party insurance policy effective date	Date	
Policy Effective To	3rd party insurance policy expiry date	Date	
Covered Amount	Coverage amount of 3rd party insurance policy	Number	
Deductible Amount	Deductible amount of 3rd party insurance policy	Number	
Endorsement	Is there an endorsement on the 3rd party insurance policy	Varchar2(512)	
Name of Insured	Name of insured party on 3rd party insurance policy (if not lessor)	Varchar2(256)	
Lessor Insured Flag	Is the lessor the insured party on 3rd party insurance policy	Varchar2(1)	
Lessor Payee Flag	Is lessor named as payee on 3rd party insurance policy	Varchar2(1)	
Insurance Company Name	Company name of insurer	Varchar2(360)	
Insurance Company ID	ID of insurer	Number	
Insurance Company Site Name	Pay to site name of insurer	Varchar2(150)	
Insurance Company Site ID	Pay to site ID of insurer	Number	
Agent Name	Agent name for insurance policy	Varchar2(360)	
Agent ID	Agent ID for insurance policy	Number	
Agent Address Site Name	Agent address name for insurance policy	Varchar2(150)	
Agent Address Site ID	Agent address ID for insurance policy	Number	
Proof Due Date	Date proof of insurance is due	Date	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Proof Provided Date	Date proof of insurance was provided	Date	
Convert Type	Convert Type	Varchar2(30)	
Conversion Method	Conversion Method Code	Varchar2(30)	
Date of Conversion	Conversion Date	Date	
Variable Method	Variable Method	Varchar2(30)	
Index Name	Name of Index	Varchar2(150)	
Base Rate	Base Rate	Number	
Adder	Adder	Number	
Minimum Rate	Minimum Rate	Number	
Maximum Rate	Maximum Rate	Number	
Tolerance	Tolerance	Number	
Adjustment Frequency	Adjustment Frequency	Varchar2(80)	
Days in Year	Days in Year	Varchar2(30)	
Days in Month	Days in Month	Varchar2(30)	
Interest Method	Method of Interest	Varchar2(30)	
Interest Start Date	Start Date of Interest	Date	
Method of Calculation	Calculation Method	Varchar2(80)	
Formula Name	Name of Formula	Varchar2(999)	
Capitalize Flag	Capitalize Flag	Varchar2(1)	
Non Notification Flag	Non Notification Flag	Varchar2(1)	
Tax Withholding Flag	Tax Withholding Flag	Varchar2(1)	
Tax Calculation Formula Name	Tax Calculation Formula Name	Varchar2(999)	
Tax Owner	Tax Owner	Varchar2(80)	
Prefunding Eligible Flag	Prefunding Eligible Flag	Varchar2(1)	
Private Activity Bond Flag	Private Activity Bond Flag	Varchar2(1)	
RVI Auto Calculate Flag	RVI Auto Calculate Flag	Varchar2(1)	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
RVI Guaranteed Amount	RVI Guaranteed Amount	Number	
RVI Present Guaranteed Amount	RVI Present Guaranteed Amount	Number	
RVI Premium Amount	RVI Premium Amount	Number	
RVI Rate	RVI Rate	Number	
Template Number	Template Contract Number, to be used as template during Contract Import process	Varchar2(30)	
Purchase Early Termination Option	Purchase Early Termination Option	Varchar2(30)	
Purchase Early Termination Option Type	Purchase Early Termination Option Type	Varchar2(30)	
Purchase Early Termination Option Amount	Purchase Early Termination Option Amount	Number	
Purchase Early Termination Option Formula	Purchase Early Termination Option Formula	Varchar2(35)	
Purchase Early Termination Option Prorate	Purchase Early Termination Option Prorate	Varchar2(35)	
Purchase Early Termination Option Maximum Option	Purchase Early Termination Option Maximum Option	Varchar2(35)	
Purchase Early Termination Option Maximum Amount	Purchase Early Termination Option Maximum Amount	Number	
Purchase Early Termination Option Maximum Formula	Purchase Early Termination Option Maximum Formula	Varchar2(35)	
Purchase Early Termination Option Minimum Option	Purchase Early Termination Option Minimum Option	Varchar2(35)	
Purchase Early Termination Option Minimum Amount	Purchase Early Termination Option Minimum Amount	Number	
Purchase Early Termination Option Minimum Formula	Purchase Early Termination Option Minimum Formula	Varchar2(35)	
Purchase EOT Option	Purchase End of Termination Option	Varchar2(30)	
Purchase EOT Option Type	Purchase End of Termination Option Type	Varchar2(30)	
Purchase EOT Option Amount	Purchase End of Termination Option Amount	Number	

Table G-1 OKL_HEADERS_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Purchase EOT Option Formula	Purchase End of Termination Option Formula	Varchar2(35)	
Purchase EOT Option Prorate	Purchase End of Termination Option Prorate	Varchar2(35)	
Purchase EOT Option Maximum Option	Purchase End of Termination Option Maximum Option	Varchar2(35)	
Purchase EOT Option Maximum Amount	Purchase End of Termination Option Maximum Amount	Number	
Purchase EOT Option Maximum Formula	Purchase End of Termination Option Maximum Formula	Varchar2(35)	
Purchase EOT Option Minimum Option	Purchase End of Termination Option Minimum Option	Varchar2(35)	
Purchase EOT Option Minimum Amount	Purchase End of Termination Option Minimum Amount	Number	
Purchase EOT Option Minimum Formula	Purchase End of Termination Option Minimum Formula	Varchar2(35)	

OKL_LINES_INTERFACE

Table G-2 OKL_LINES_INTERFACE Table Attributes

Attribute	Description	Datatype	Null?
Contract Number Old	Contract number in old system	Varchar2(30)	Not Null
Line Number	Line number, unique to contract	NUMBER	Not Null
Line Type	Line type	Varchar2(30)	Not Null
Asset Number	Asset number, blank if is to be generated during import	Varchar2(15)	
Link Asset Number	For linking line to an asset line	Varchar2(15)	
Original Cost	Asset original unit cost	Number	
Total Units	Number of units of the asset	Number	
Amount	Amount of the line (total asset cost, fee amount)	Number	
Status	Record Status	Varchar2(40)	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Date Approved	Date approved	Date	
Date Signed	Date signed	Date	
Currency Code	Currency code	Varchar2(3)	
Inventory Organization Name	Inventory organization name	Varchar2(60)	
Inventory Organization ID	Inventory organization ID	Number	
Inventory Item Name	Inventory item name (name of asset or service)	Varchar2(40)	
Inventory Item ID	ID of inventory item	Number	
Description	Line description	Varchar2(1995)	
Model	Model number	Varchar2(40)	
Make	Make	Varchar2(30)	
Year of Manufacture	Year of manufacture	Number	
Install Site Number	Address Number of Install At Site	Varchar2(30)	
Install Site ID	ID of address installed at	Number	
Residual Percent	Residual value percent of total OEC for line	Number	
Residual Amount	Residual value amount	Number	
Residual Amount Guarantee	Amount of residual value guaranteed	Number	
Residual Amount Guarantee PV	PV of residual guarantee amount	Number	
Guarantor Type Code	Guarantor type for residual guarantee (3rd party, lessee)	Varchar2(30)	
Trade In Amount	Amount of trade in applied as capital reduction	Number	
Capital Reduction Percent	Percent of direct capital reduction	Number	
Capital Reduction Amount	Amount of direct capital reduction	Number	
Interim Interest Capitalized Amount	Amount of interim interest capitalized with asset line	Number	
Asset Corporate Book	ID of corporate book post asset line in FA	Varchar2(15)	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Asset Category Segment 1	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 2	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 3	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 4	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 5	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 6	Flexfield category segment in FA	Varchar2(30)	
Asset Category Segment 7	Flexfield category segment in FA	Varchar2(30)	
Asset Category ID	Asset category to assign asset in FA	Number	
Asset Location Segment 1	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 2	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 3	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 4	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 5	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 6	Flexfield location segment in FA	Varchar2(30)	
Asset Location Segment 7	Flexfield location segment in FA	Varchar2(30)	
Asset Location ID	Location to assign asset in FA	Number	
Depreciation Method ID	Depreciation method ID	Number	
Depreciation Method Code	Depreciation method	Varchar2(12)	
Life In Months	Depreciable life	Number	
Depreciation Rate	Depreciation rate	Number	
Salvage Value	Amount of salvage value	Number	
Salvage Value Percent	Percent of salvage value	Number	
Sales Tax Exempt Flag	Sales tax exempt flag	Varchar2(1)	
Sales Tax Exempt Certificate Number	Sales tax exempt certificate number	Varchar2(50)	
Sales Tax Override Flag	Flag to use override rate rather than default rate	Varchar2(1)	
Sales Tax Override Rate	Sales tax override rate	Number	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
VAT Tax Exempt	VAT tax exempt flag	Varchar2(1)	
VAT Tax Exempt Certificate Number	VAT tax exempt certificate number	Varchar2(50)	
VAT Tax Override Flag	Flag to use override rate rather than default rate	Varchar2(1)	
VAT Tax Override Rate	VAT tax override rate	Number	
Lien Type	Type of lien on asset	Varchar2(30)	
Lien Filing Number	Lien filing number	Varchar2(50)	
Lien Filing Date	Lien filing date	Date	
Lien Filing Status	Lien filing status	Varchar2(30)	
Lienholder ID	ID of lienholder	Number	
Lienholder Name	Name of lien holder	Varchar2(360)	
Filing Jurisdiction	Primary jurisdiction where lien was filed	Varchar2(50)	
Filing Sub-Jurisdiction	Sub-jurisdiction where lien was filed	Varchar2(50)	
Lien Expiration Date	Date lien expires	Date	
Lien Continuation Number	Number of lien continuation (filing extension)	Varchar2(50)	
Lien Continuation Date	Date extension was filed	Date	
Title Type	Type of title for asset	Varchar2(30)	
Title Issuer Name	Name of the organization issuing the title	Varchar2(60)	
Title Issuer ID	ID of organization issuing title	Number	
Title Date	Date on title	Date	
Title Number	Number of title	Varchar2(50)	
Registration Number	Number of asset registration	Varchar2(150)	
Asset Registration Location Name	Name of location where asset is registered	Varchar2(80)	
Asset Registration Location ID	ID of location where asset is registered	Number	
Title Custodian Name	Title custodian name	Varchar2(30)	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Capitalized Interest	Capitalized interest	Number	
Payee Site Name	Pay to site name for title custodian	Varchar2(240)	
Serial Number	Serial number	Varchar2(100)	
Vendor Invoice Number	Vendor invoice number	Varchar2(30)	
Vendor Invoice Date	Vendor invoice date	Date	
Ship to Site Name	Ship to site name	Varchar2(240)	
Ship to Site ID	Ship to site ID	Number	
Start Date	Start date	Date	
End Date	End date	Date	
Passthrough Percent	Passthrough percent	Number	
Passthrough Basis Code	Passthrough basis code	Varchar2(30)	
Fee Code	Stream type source for fees	Varchar2(30)	
Usage Item Name	Name of usage item for UBB billing	Varchar2(40)	
Usage Item ID	ID of usage item for UBB billing	Number	
Price List Name	Price list for UBB billing	Varchar2(240)	
Price List ID	Price list ID for UBB Billing	Number	
Counter Group Name	Counter group name for UBB billing	Varchar2(30)	
Counter Group ID	Counter group ID for UBB billing	Number	
Usage Bill Frequency Code	Billing frequency code	Varchar2(30)	
Minimum Quantity Usage	Minimum quantity to bill for in UBB for the period	Number	
Default Quantity Usage	Default to bill for if reading not obtained for the month and if AMCV flag is not 'Y'	Number	
AMCV Flag	If 'Y' then bill based on average meter reading	Varchar2(1)	
Level	If 'Y' then do levelling for counters for a usage line	Varchar2(1)	
Base Reading	Base reading	Number	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Base Reading UOM Code	Oracle inventory UOM code for usage item	Varchar2(3)	
Real Estate Initial Direct Cost	Initial direct costs for real estate asset	Number	
Real Estate Occupancy	Occupancy number for real estate asset	Number	
Real Estate Date Last Inspection	Last inspection date for real estate asset	Date	
Real Estate Date Next Inspection	Next inspection date for real estate asset	Date	
Real Estate Weighted Average Life Years	Weighted average life (in years) of real estate asset	Number	
Real Estate Bond Equivalent Yield	Bond yield equivalent to yield on real estate asset	Number	
Real Estate Refinance Amount	Refinanced amount for real estate asset	Number	
Real Estate Credit Tenant Flag	Tenant providing credit indicator for real estate asset	Varchar2(1)	
Real Estate Property Class Code	Property class code of real estate asset	Varchar2(30)	
Real Estate Coverage Ratio	Coverage ratio of real estate asset	Number	
Real Estate Net Cash Flow	Net cash flow on real estate asset	Number	
Real Estate Funding Category Code	Funding category code for real estate asset	Varchar2(30)	
Real Estate Appraisal Flag	Appraisal indicator for real estate asset	Varchar2(1)	
Real Estate Appraisal Date	Date of appraisal for real estate asset	Date	
Real Estate Appraisal Value	Value of appraisal for real estate asset	Number	
Real Estate Concept Type Code	Concept type	Varchar2(30)	
Real Estate Deal Type Code	Deal type	Varchar2(30)	
Real Estate Gross Footage	Gross footage of real estate asset	Number	

Table G-2 OKL_LINES_INTERFACE Table Attributes (Cont.)

Attribute	Description	Datatype	Null?
Real Estate Net Footage Rentable	Net rentable footage of real estate asset	Number	
Real Estate Letter Acceptance Date	Date of letter of acceptance for real estate asset	Date	
Real Estate Acceptance Expire Date	Date acceptance expires for real estate asset	Date	
TAX Cost	Cost at tax book	Number	
TAX Book	Name of the tax book	Varchar2(15)	
Life in Months	Life in months - tax book	Number	
Depreciation Method	Depreciation Method - tax book	Varchar2(12)	
Depreciation Rate	Depreciation Rate - tax book	Number	

OKL_PAYMENTS_INTERFACE

Table G-3 OKL_PAYMENTS_INTERFACE Table Attribute

Attribute	Description	Datatype	Null?
Contract Number Old	Previous contract number	Varchar2(30)	Not Null
Line Number	Contract line number	Number	
Asset Number	For non asset lines if breakup of payments are by asset then populate relevant asset number	Varchar2(15)	
Payment Type Code	Stream type for payment (rent, interim rent, fee type)	Varchar2(30)	
Payment Schedule Number	Sequence number of payment step	Number	
Payment Frequency Code	Periodicity of rental charge (M, Q, SA, A) expressed as units of Time Unit Of Measure	Varchar2(30)	
Arrears Flag	'Y' if payment due in arrears, else in advance for the period	Varchar2(1)	
Advance Payments	Number of advanced rents	Number	
Payment Amount	Rent step amount	Number	

Table G-3 OKL_PAYMENTS_INTERFACE Table Attribute

Attribute	Description	Datatype	Null?
Start Date	Date rent step starts	Date	
Number of Periods	Number of periods in step	Number	
Rate	Rate	Number	
Comments	Comment	Varchar2(50)	

OKL_TERMS_INTERFACE**OKL_PARTY_ROLES_INTERFACE****Table G-4 OKL_PARTY_ROLES_INTERFACE Table Attributes**

Attribute	Description	Datatype	Null?
Contract Number Old	Previous contract number	Varchar2(30)	Not Null
Line Number	Contract line number	Number	
Asset Vendor Name	Name of vendor/supplier of assets	Varchar2(80)	
Asset Vendor ID	ID of vendor/supplier of assets	Number	
Service Vendor Name	Name of vendor/supplier of service	Varchar2(80)	
Service Vendor ID	ID of vendor/supplier of service	Number	
Fees Vendor Name	Name of vendor/supplier of fee	Varchar2(80)	
Fees Vendor ID	ID of vendor/supplier of fee	Number	
Guarantor Name	Guarantor name (credit guarantor)	Varchar2(360)	
Guarantor ID	Guarantor ID (credit guarantor)	Number	
Dealer Name	Dealer name	Varchar2(80)	
Dealer ID	Dealer ID	Number	
Guarantor Type	Type of credit guarantor for contract	Varchar2(30)	
Guarantee Type	Type of credit guarantee (primary, secondary)	Varchar2(30)	
Guaranteed Amount	Amount of credit guarantee	Number	
Guarantee Date	Date guarantee received	Date	

Table G-4 OKL_PARTY_ROLES_INTERFACE Table Attributes

Attribute	Description	Datatype	Null?
Guarantee Comment	Credit guarantee group comment	Varchar2(50)	
Guarantor Site Number	Site Number of Guarantor	Varchar2(30)	
Guarantor Site ID	Site ID of Guarantor	Number	

G.3 Billing Import Open Interface Table

The following table lists the columns in the Oracle Lease Management Open Interface Table for the billing import functionality. The tables give the attribute name (column name), a brief description of the attribute, the character type for the column, and whether or not the column can contain a null value. All fields in the Billing Import Open Interface table are optional and can contain remain null.

Required information is checked downstream during the validation process.

Billing Import functionality uses the following table:

- [OKL_BILLING_CHARGES_V](#)

For more information on using the Billing Import functionality in Oracle Lease Management, see the topic on preparing a third-party billing import file for billing in the *Oracle Lease Management User's Guide*.

OKL_BILLING_CHARGES_V

Table G-5 OKL_BILLING_CHARGES_V Open Interface Table Attributes

Attribute	Description	Type	Null?
SEQUENCE_NUMBER	Record identifier	NUMBER(5)	
DATE_TRANSMISSION		DATE	
TRX_STATUS_CODE	Transaction status of the record	VARCHAR2(30)	
ERROR_MESSAGE	Populated by billing import concurrent program during validation if errors occur	VARCHAR2(450)	
TAI_ID		NUMBER	
CUSTOMER_ID		NUMBER	
CUSTOMER_REF		VARCHAR2(720)	
CUSTOMER_ADDRESS_ID		NUMBER	
CUSTOMER_ADDRESS_REF		VARCHAR2(720)	
CONTRACT_ID	Internal identifier for the contract number	NUMBER	
STY_ID	Stream ID number corresponding to stream code	NUMBER	
STY_NAME	Stream Name corresponding to stream code	VARCHAR2(150)	
ASSET_ID	Internal identifier for the asset number	NUMBER	

Table G-5 OKL_BILLING_CHARGES_V Open Interface Table Attributes (Cont.)

Attribute	Description	Type	Null?
INVOICE_DATE	Date of the invoice	DATE	
AMOUNT	Amount to be billed	NUMBER	
CURRENCY_CODE	Currency used in the billing transaction	VARCHAR2(60)	
RECORD_TYPE		VARCHAR2(2)	
TAX_ASSESSMENT_AMOUNT	Tax assessment amount - valuation based on property	NUMBER	
TAX_JURSDCTN_CTY	Tax Jurisdiction City	VARCHAR2(200)	
MLRT_TAX_JURSDCTN_CTY	Milrate for Tax Jurisdiction City	VARCHAR2(200)	
TAX_JURSDCTN_CNTY	Tax Jurisdiction County	VARCHAR2(200)	
MLRT_TAX_JURSDCTN_CNTY	Milrate for Tax Jurisdiction County	VARCHAR2(200)	
TAX_JURSDCTN_STE	Tax Jurisdiction State	VARCHAR2(200)	
MLRT_TAX_JURSDCTN_STE	Milrate for Tax Jurisdiction State	VARCHAR2(200)	
TAX_JURSDCTN_SCHL	Tax Jurisdiction School	VARCHAR2(200)	
MLRT_TAX_JURSDCTN_SCHL	Milrate for Tax Jurisdiction School	VARCHAR2(200)	
TAX_JURSDCTN_CNTRY	Tax Jurisdiction Country	VARCHAR2(200)	
MLRT_TAX_JURSDCTN_CNTRY	Milrate for Tax Jurisdiction Country	VARCHAR2(200)	
CONTRACT_NUMBER	The number of the contract that the bill is associated with	VARCHAR2(120)	
ASSET_NUMBER	The asset number associated with the billing	VARCHAR2(15)	

Accounting for an Operating Lease

The main topics of this appendix are:

- [Section H.1, "About Accounting for an Operating Lease"](#)
- [Section H.2, "Components and Parameters"](#)
- [Section H.3, "Funding"](#)
- [Section H.4, "Booking"](#)
- [Section H.5, "One-Off Billing"](#)
- [Section H.6, "Rent - Income Accrual and Billing"](#)
- [Section H.7, "Depreciation from Oracle Assets"](#)
- [Section H.8, "Amortization of Financed Fees"](#)
- [Section H.9, "Disbursements"](#)
- [Section H.10, "Pass-Through"](#)
- [Section H.11, "Specific Loss Provision"](#)
- [Section H.12, "Termination"](#)

H.1 About Accounting for an Operating Lease

The examples in this appendix show typical accounting transactions that occur during the life cycle of an operating lease.

H.2 Components and Parameters

The following table shows components and parameters of this sample operating lease.

Table H-1 Sample Operating Lease Components and Parameters

Component	Value	Remarks
Asset Cost	500,000	
Funding Date	1-Jan-01	
Booking Date	1-Feb-01	
Interim Rent	\$5,000	From 01-Jan-01 to 31-Jan-01
Security Deposit	\$50,000	
Rent	\$45,000	Quarterly in arrears
Term	36	Months
Salvage Value	\$50,000	
Documentation Fees	\$5,000	Financed
UCC Fees	\$5,000	Financed
Rent for Fees	\$300	For the fees finances
Amortization	\$278	For the fees finances
First Insurance	\$2,500	Recovered
Legal Charges	\$3,000	Recovered
Depreciation	12%	Per anum on the asset cost
Insurance Premium	\$2,500	First year's insurance paid
Maintenance Charges	\$10,000	Pass through of maintenance, paid out \$9,000
Specific Loss Provision	\$7,500	1.5% of Asset Cost
Termination		End of Term

H.3 Funding

The Funding phase of an operating lease includes:

- [Section H.3.1, "Generate Funding Request"](#)
- [Section H.3.2, "Approve Funding Request"](#)
- [Section H.3.3, "Create Invoice in Oracle Payables"](#)
- [Section H.3.4, "Approve Invoice in Oracle Payables"](#)
- [Section H.3.5, "Pay Invoice"](#)

H.3.1 Generate Funding Request

Generation of a funding request starts the funding process for you--the lessor--to purchase equipment from a vendor. This part of funding does not impact any accounting entries. The first accounting entries occur upon approval of the funding request.

H.3.2 Approve Funding Request

Upon approval of a funding request, you obtain the funds to acquire the equipment that you are offering to lease to your customer--the lessee. The approval of funding impacts only the Oracle Lease Management sub-ledger.

The total funding is \$510,000, of which:

- \$500,000 is the Asset Cost.
- \$5,000 is a Financed Doc Fee.
- \$5,000 is a Financed UCC Fee.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Pre-Funding	\$510,000
-------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

H.3.3 Create Invoice in Oracle Payables

In preparation to pay the vendor, the Oracle Payables module creates the vendor's invoice. The creation of the invoice to pay the vendor does not result in an accounting entry. The next step is to obtain approval for the invoice to pay the vendor for the equipment.

H.3.4 Approve Invoice in Oracle Payables

Upon approval of the invoice in Oracle Payables to pay the vendor of the equipment, the journal entries from [Section H.3.2](#) transfer to the Oracle General Ledger.

This journal entry occurs in the Oracle General Ledger sub-ledger.

Debit

Pre-Funding (an advance account)	\$510,000
----------------------------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

H.3.5 Pay Invoice

After approval of the invoice, payment to the vendor can occur. The payment of the invoice to the vendor results in a decrease of the vendor liability amount and a decrease in the bank account from which you pay the invoice.

This journal entry occurs in the Oracle General Ledger sub-ledger.

Debit

Vendor Liability	\$510,000
------------------	-----------

Credit

Bank Account	\$510,000
--------------	-----------

H.4 Booking

Upon booking of the operating lease contract, the following occur:

- [Section H.4.1, "Set-off for Funding"](#): Updates the funding accounts in the Oracle Lease Management sub-ledger.
- [Section H.4.2, "Set-off for Asset"](#): Adjusts the asset cost against funding and asset clearing.
- [Section H.4.3, "Establish Funded Fees as Assets"](#): Accounts for the financed fees as assets, where the assets are subject to amortization over the life of the lease.

H.4.1 Set-off for Funding

The Set-off for Funding journal entry transfers the financed amount from Pre Funding to Lease Funding. Any amounts still due to the vendor would be credited to Unmatched Funding. In this example, no amounts are still due to the vendor.

The following journal entry shows the entire funded amount of \$510,000 being set-off for funding. Lease Funding is a liability account, and Pre-Funding is an asset account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Lease Funding	\$510,000
---------------	-----------

Credit

Pre Funding	\$510,000
-------------	-----------

H.4.2 Set-off for Asset

The Set-off for Asset journal entry establishes the asset cost for Oracle Fixed Assets. Note that this amount does not include the financed fees, which amount to \$10,000.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Asset Clearing	\$500,000
----------------	-----------

Credit

Lease Funding	\$500,000
---------------	-----------

H.4.3 Establish Funded Fees as Assets

The Funded Fees journal entries establish the financed fees as assets that the accounting system amortizes over the life of the lease. The financed fees are the Financed Doc Fee and the Financed UCC Fee.

For information on the amortization of funded fees, see [Section H.8](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Financed Doc Fee	\$5,000
------------------	---------

Financed UCC Fee	\$5,000
------------------	---------

Credit

Lease Funding	\$10,000
---------------	----------

H.5 One-Off Billing

The examples in this section pertain to bills that you--the lessor--initiate to pay, as opposed to bills that you have scheduled to pay on a periodic basis. Sample accounting-related topics for one-off billing include:

- [Section H.5.1, "Create Interim Rent Bill"](#)
- [Section H.5.2, "Generate Interim Rent Bill"](#)
- [Section H.5.3, "Generate First Insurance Bill"](#)
- [Section H.5.4, "Generate Legal Charges"](#)

- Section H.5.5, "Transfer Invoices to Oracle Receivables"
- Section H.5.6, "Transfer of Accounting from Oracle Receivables to General Ledger"
- Section H.5.7, "Receipt of Payment Against First Bills"
- Section H.5.8, "Submit Claim for Security Deposit"
- Section H.5.9, "Receive Security Deposit"
- Section H.5.10, "Generate Debit Note for Security Deposit"
- Section H.5.11, "Apply on Account Receipt to Security Deposit Debit Note"

H.5.1 Create Interim Rent Bill

Interim rent is the amount that the lessee pays for funding the contract prior to booking. Bill creation does not result in accounting entries.

H.5.2 Generate Interim Rent Bill

When you generate the interim rent bill in Oracle Lease Management, you recognize both:

- What the lessee owes in the Lease Receivables account for interim rent.
- Interim rent income.

The journal entry shows the increase to both Lease Receivables and Interim Rent income. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	\$5,000
-------------------	---------

Credit

Interim Rent	\$5,000
--------------	---------

H.5.3 Generate First Insurance Bill

When you generate the insurance bill to charge the lessee, you recognize:

- The insurance amount in Lease Receivables that you expect to receive from the lessee.
- Off-setting the expense that you recognized when the insurance company billed you the insurance premium.

The journal entry shows the increase to Lease Receivables and the decrease or off-set to the Insurance Premium expense. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	\$2,500
-------------------	---------

Credit

Insurance Premium	\$2,500
-------------------	---------

H.5.4 Generate Legal Charges

When you generate the legal fees bill to charge the lessee, you recognize:

- The amount in Lease Receivables that you expect to receive from the lessee for legal fees.
- Off-setting the expense you had recognized when the legal services company billed you the legal services.

The journal entry shows the increase to both Lease Receivables and the decrease or off-set to the Legal Charges expense. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	\$3,000
-------------------	---------

Credit

Legal Charges	\$3,000
---------------	---------

H.5.5 Transfer Invoices to Oracle Receivables

The system transfers the generated invoices transactions from Oracle Lease Management to Oracle Receivables. Only until Oracle Lease Management's invoice transactions appear in Oracle Receivables can you apply any payments or credit memos against these invoices.

H.5.6 Transfer of Accounting from Oracle Receivables to General Ledger

The system transfers the invoice transactions from Oracle Receivables to the General Ledger.

The following journal entry shows a consolidated entry for recognizing interim rent, insurance premium, and legal charges that you are billing the lessee.

Debit

Lease Receivables	\$10500
-------------------	---------

Credit

Interim Rent	\$5,000
Insurance Premium	\$2,500
Legal Charges	\$3,000

H.5.7 Receipt of Payment Against First Bills

When you receive payment from the lessee for the interim rent, insurance premium, and legal charges, the payment increases your bank account balance and decreases the amount in Lease Receivables.

Debit

Bank Account	\$10,500
--------------	----------

Credit

Lease Receivables	\$10,500
-------------------	----------

H.5.8 Submit Claim for Security Deposit

When you submit a claim to the lessee for a security deposit, you do not recognize the security deposit until the lessee pays it.

H.5.9 Receive Security Deposit

When the lessee receives the security deposit from the lessee, you recognize:

- The amount received in the bank account.
- An Increase to the On Account Receipt account. The amount goes to the On Account Receipt account because you have not yet recognized the deposit in Lease Receivables.

Debit

Bank Account	\$50,000
--------------	----------

Credit

On Account Receipt	\$50,000
--------------------	----------

H.5.10 Generate Debit Note for Security Deposit

You issue a debit note (like an invoice) to recognize:

- The security deposit amount in Lease Receivables.
- The amount received as a liability since you keep the funds until time to refund the security deposit to the lessee.

Debit

Lease Receivables	\$50,000
-------------------	----------

Credit

Security Deposit	\$50,000
------------------	----------

H.5.11 Apply on Account Receipt to Security Deposit Debit Note

After you have recognized the security deposit amount in Receivables, you can apply the On Account Receipt amount to the Lease Receivables.

The following journal entry reduces both the On Account Receipt liability and the Leases Receivable accounts.

Debit

On Account Receipt	\$50,000
--------------------	----------

Credit

Lease Receivables	\$50,000
-------------------	----------

H.6 Rent - Income Accrual and Billing

The examples in this section show the accrual of three months lease rent that the lessee pays quarterly in arrears, the generations of the rent bill, and the application of received rent. Topics include:

- [Section H.6.1, "Accrue First Month"](#)
- [Section H.6.2, "Accrue Second Month"](#)
- [Section H.6.3, "Accrue Third Month"](#)
- [Section H.6.4, "Generate Lease Rent Bill"](#)
- [Section H.6.5, "Receive Lease Rent"](#)

H.6.1 Accrue First Month

The accrual of rent makes use of:

- Rent Accrual - OP Lease: a liability clearing account.
- Lease Rent: an income account.

The journal entry shows the increases to both the Rent Accrual account--an asset--and Lease Rent--an income account. Note that you have neither received payment for rent nor issued an invoice or bill for the rent.

Debit

Rent Accrual - OP Lease	\$15,000
-------------------------	----------

Credit

Lease Rent	\$15,000
------------	----------

H.6.2 Accrue Second Month

The same accrual entry occurs in the second months as the first month. For more information, see [Section H.6.1](#).

Debit

Rent Accrual - OP Lease	\$15,000
-------------------------	----------

Credit

Lease Rent	\$15,000
------------	----------

H.6.3 Accrue Third Month

The same accrual entry occurs in the third month as the first month. For more information, see [Section H.6.1](#).

Debit

Rent Accrual - OP Lease	\$15,000
-------------------------	----------

Credit

Lease Rent	\$15,000
------------	----------

H.6.4 Generate Lease Rent Bill

In the third month, you prepare the quarterly billing and recognize the rents due in Lease Receivables while reducing the amounts accrued in the Rent Accrual - OP Lease clearing account.

Debit

Lease Receivables	\$45,000
-------------------	----------

Credit

Rent Accrual - OP Lease	\$45,000
-------------------------	----------

H.6.5 Receive Lease Rent

The lessor pays rent for three months. Cash goes into the Bank Account while reducing the outstanding amount in Lease Receivables.

Debit

Bank Account	\$45,000
--------------	----------

Credit

Lease Receivables	\$45,000
-------------------	----------

H.7 Depreciation from Oracle Assets

Throughout the life of the asset, you recognize depreciation--the key tax advantage of offering leases. The handling of depreciation occurs in the Oracle Assets module. For more information, see the *Oracle Assets User Guide*.

H.8 Amortization of Financed Fees

You recognize amortization of financed or funded fees over the life of the lease. In an earlier journal entry example--in [Section H.4.3](#)--you established the financed fees as assets. The financed fees are the Financed Doc Fee and the Financed UCC Fee.

The following topic demonstrates the amortization of financed fees for one month.

- [Section H.8.1, "Amortize Financed Fees for One Month"](#)

H.8.1 Amortize Financed Fees for One Month

The amortization of financed fees recognizes an increase to Fee Expense while decreasing the asset Financed Fees.

The following journal entry shows the entry for one month's amortization. That is, with simple straight-line amortization, \$10,000 divided by the 36 month lease term is \$278--rounded to the nearest dollar.

Debit

Fee Expense	\$278
-------------	-------

Credit

Financed Fees	\$278
---------------	-------

H.9 Disbursements

You pay bills that are directly related to the contract. You pay the vendors the bills and charge the bills to the lessee. The topics in this section include:

- [Section H.9.1, "Generate Disbursement Request for Insurance Premium"](#)
- [Section H.9.2, "Approve Disbursement Request"](#)
- [Section H.9.3, "Create Invoice in Oracle Payables"](#)
- [Section H.9.4, "Approve Invoice in Oracle Payables"](#)
- [Section H.9.5, "Pay Invoice"](#)
- [Section H.9.6, "Generate Disbursement Request for Legal Charges"](#)
- [Section H.9.7, "Approve Disbursement Request"](#)
- [Section H.9.8, "Create Invoice in Oracle Payables"](#)
- [Section H.9.9, "Approve Invoice in Oracle Payables"](#)
- [Section H.9.10, "Pay Invoice"](#)

H.9.1 Generate Disbursement Request for Insurance Premium

The sample operating lease includes insurance premiums that you pay directly to the vendor (insurance company or broker) and then bill the lessee for the insurance premium. In these examples, you do not mark-up the insurance premium.

The generation of a disbursement request does not result in any accounting entries.

H.9.2 Approve Disbursement Request

Upon approval of the disbursement request for paying insurance, the journal entry recognizes increases to both the Insurance Premium expense and the Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Insurance Premium	\$2,500
-------------------	---------

Credit

Vendor Liability	\$2,500
------------------	---------

H.9.3 Create Invoice in Oracle Payables

The creation of the vendor's bill in Oracle Payables does not result in an accounting entry. Only upon approval does the vendor's bill result in an accounting entry.

H.9.4 Approve Invoice in Oracle Payables

When the vendor bill is approved for payment in Oracle Payables, the accounting entry transfers to the Oracle General Ledger. In order apply disbursements for the vendor bill, the entry must be recorded in Oracle Payables.

The following journal entry recognizes both increases to the Insurance Premium expense and the Vendor Liability accounts in the Oracle General Ledger.

Debit

Insurance Premium	\$2,500
-------------------	---------

Credit

Vendor Liability	\$2,500
------------------	---------

H.9.5 Pay Invoice

When you pay the insurance premium, the accounting entry recognizes reductions to both the Vendor liability and the Bank Account.

Debit

Vendor Liability	\$2,500
------------------	---------

Credit

Bank Account	\$2,500
--------------	---------

H.9.6 Generate Disbursement Request for Legal Charges

The sample operating lease includes legal charges that you pay directly to the vendor (legal services company) and then bill the lessee for the legal charges. In these examples, you do not mark-up the legal charges.

The generation of a disbursement request does not result in any accounting entries.

H.9.7 Approve Disbursement Request

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the

Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

H.9.8 Create Invoice in Oracle Payables

The creation of the vendor's bill in Oracle Payables does not result in an accounting entry. Only upon approval does the vendor's bill result in an accounting entry.

H.9.9 Approve Invoice in Oracle Payables

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

H.9.10 Pay Invoice

When you pay the legal charges, the accounting entry recognizes reductions to both the Vendor liability and the Bank Account.

Debit

Vendor Liability	\$3,000
------------------	---------

Credit

Bank Account	\$3,000
--------------	---------

H.10 Pass-Through

For every amount paid to the vendor, there is a corresponding amount recoverable from the customer. Sample topics concerning pass-through charges include:

- [Section H.10.1, "Generate On-time Bill"](#)
- [Section H.10.2, "Transfer Invoices to Oracle Receivables"](#)
- [Section H.10.3, "Transfer Accounting from Oracle Receivables to General Ledger"](#)
- [Section H.10.4, "Receive Payment Against Pass-Through Bill"](#)
- [Section H.10.5, "Request Disbursement"](#)
- [Section H.10.6, "Import Invoice Into Oracle Payables"](#)
- [Section H.10.7, "Payment Of Invoice"](#)

H.10.1 Generate On-time Bill

The following journal entry shows recognition to an increase in the Lease Receivables account and a decrease to the Maintenance expense account.

Debit

Lease Receivables	\$10,000
-------------------	----------

Credit

Maintenance	\$10,000
-------------	----------

H.10.2 Transfer Invoices to Oracle Receivables

The transfer of invoice information to Oracle Receivables does not result in an accounting entry. Without the entry in Oracle Receivables, you would not be able to apply payments received or take other accounting actions on this item.

H.10.3 Transfer Accounting from Oracle Receivables to General Ledger

The following example shows the entry recorded in General Ledger-- an increase in the Lease Receivables account and a decrease to the Maintenance expense account.

Debit

Lease Receivables	\$10,000
-------------------	----------

Credit

Maintenance	\$10,000
-------------	----------

H.10.4 Receive Payment Against Pass-Through Bill

The receipt of payment against the invoice shows an increase to the Bank Account and a decrease to Lease Receivables.

Debit

Bank Account	\$10,000
--------------	----------

Credit

Lease Receivables	\$10,000
-------------------	----------

H.10.5 Request Disbursement

The following accounting entry shows increases to both Maintenance expense and Vendor Liability--what you owe the maintenance vendor. Note that this amount difference than what the lessee owes you. While doing a pass-through, you might retain some portion as profit.

Debit

Maintenance	\$9,000
-------------	---------

Credit

Vendor Liability	\$9,000
------------------	---------

H.10.6 Import Invoice Into Oracle Payables

When a disbursement takes place, you make payments through Oracle Payables.

The following accounting entry shows the entry recorded in Oracle Payables: increases to both Maintenance expense and Vendor Liability--what you owe the maintenance vendor.

Debit

Maintenance	\$9,000
-------------	---------

Credit

Vendor Liability	\$9,000
------------------	---------

H.10.7 Payment Of Invoice

When you pay the bill, both the Vendor Liability and the Bank Account balances decrease by the amount disbursed.

Debit

Vendor Liability	\$9,000
------------------	---------

Credit

Bank Account	\$9,000
--------------	---------

H.11 Specific Loss Provision

You decided to recognize a specific loss provision. Upon [Termination](#), of the contract, you can reverse this entry.

The topic in this section is:

- [Section H.11.1, "Create a Specific Loss Provision"](#)

H.11.1 Create a Specific Loss Provision

The accounting entry shows the amount of the loss being expensed to the Specific Loss Reserve account and credited or increased to the Loss Reserve balance sheet account.

Debit

Specific Loss Provision	\$7,500
-------------------------	---------

Credit

Loss Reserve	\$7,500
--------------	---------

H.12 Termination

Upon contract termination the following transactions occur:

- [Section H.12.1, "Reverse Loss Provision"](#)

- [Section H.12.2, "Request Disbursement"](#)
- [Section H.12.3, "Import Invoice into Oracle Payables"](#)

H.12.1 Reverse Loss Provision

Upon termination of a contract, the existing loss provision undergoes reversal.

The following accounting entry shows a debit or reduction in Loss Reserve and a credit or decrease to the expense.

Debit

Loss Reserve	\$7,500
--------------	---------

Credit

Provision Written Back	\$7,500
------------------------	---------

H.12.2 Request Disbursement

Upon contract termination, you refund the security deposit.

The following accounting entry shows a decrease to the Security Deposit liability account and an increase to the Vendor Liability in the Oracle Lease Management sub-ledger.

Debit

Security Deposit	\$50,000
------------------	----------

Credit

Vendor Liability	\$50,000
------------------	----------

H.12.3 Import Invoice into Oracle Payables

The same entry that you created in [Section H.12.2, "Request Disbursement"](#) appears in Oracle Payables.

Debit

Security Deposit	\$50,000
------------------	----------

Credit

Vendor Liability	\$50,000
------------------	----------

Accounting for a Direct Finance Lease

The main topics of this appendix are:

- Section I.2, "Components and Parameters"
- Section I.3, "Funding"
- Section I.4, "Booking"
- Section I.5, "One-Off Billing"
- Section I.6, "Rent - Income Accrual and Billing"
- Section I.7, "Amortization of Financed Fees"
- Section I.8, "Disbursements"
- Section I.9, "Pass-Through"
- Section I.10, "Specific Loss Provision"
- Section I.11, "Termination"

I.1 About Accounting for a Direct Finance Lease

The examples in this appendix show typical accounting transactions that occur during the life cycle of a direct finance lease.

I.2 Components and Parameters

The following table shows components and parameters of this sample direct finance lease.

Table I-1 Sample Direct Finance Lease Components and Parameters

Component	Value	Remarks
Asset Cost	500,000	
Funding Date	01-Jan-01	
Booking Date	01-Feb-01	
Pre-Booking Interest	\$3,500	
Security Deposit	\$50,000	
Rent	\$45,000	Quarterly in arrears
Term	36	Months
Unbilled Receivables	\$540,000	Rent times the number of billed periods, or 45,000 * 12.
Unearned Income	\$90,000	Rent + Residual Value - Cost of Asset, or 540,000 + 50,000 - 500,000.
Residual Value	\$50,000	The residual value for the contract
Document Fees	\$10,000	Financed
Rent for Fees	\$300	For the fees finances
Amortization	\$278	For the fees finances
First Insurance	\$2,500	Recovered
Legal Charges	\$3,000	Recovered
Insurance Premium	\$2,500	Monthly insurance charge to lessee

Table I-1 Sample Direct Finance Lease Components and Parameters (Cont.)

Component	Value	Remarks
Maintenance Charges	\$10,000	Pass-through of monthly maintenance charged to lessee and passed back to vendor
Specific Loss Provision	\$7,500	1.5% of asset cost
Termination		End of term

I.3 Funding

The Funding phase of a direct finance lease includes:

- [Section I.3.1, "Generate Funding Request"](#)
- [Section I.3.2, "Approve Funding Request"](#)
- [Section I.3.3, "Create Invoice in Oracle Payables"](#)
- [Section I.3.4, "Approve Invoice in Oracle Payables"](#)
- [Section I.3.5, "Pay Invoice"](#)

I.3.1 Generate Funding Request

Generation of a funding request starts the funding process for you--the lessor--to purchase equipment from a vendor. This part of funding does not impact any accounting entries. The first accounting entries occur upon approval of the funding request.

I.3.2 Approve Funding Request

Upon approval of a funding request, you obtain the funds to acquire the equipment that you are offering to lease to your customer--the lessee. The approval of funding impacts only the Oracle Lease Management sub-ledger. Pre-Funding is an advance payment (asset) account.

The total funding is \$510,000, of which:

- \$500,000 is the Asset Cost.
- \$10,000 is a Financed Doc Fee.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Pre-Funding	\$510,000
-------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

I.3.3 Create Invoice in Oracle Payables

In preparation to pay the vendor, the Oracle Payables module creates the vendor's invoice. The creation of the invoice to pay the vendor does not result in an accounting entry. The next step is to obtain approval for the invoice to pay the vendor for the equipment.

I.3.4 Approve Invoice in Oracle Payables

Upon approval of the invoice in Oracle Payables to pay the vendor of the equipment, the journal entries from [Section I.3.2](#) transfer to the Oracle General Ledger.

This journal entry occurs in the Oracle General Ledger sub-ledger.

Debit

Pre-Funding	\$510,000
-------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

I.3.5 Pay Invoice

After approval of the invoice, payment to the vendor can occur. The payment of the invoice to the vendor results in decrease of the vendor liability amount and a decrease in the bank account from which you pay the invoice.

Debit

Vendor Liability	\$510,000
------------------	-----------

Credit

Bank Account	\$510,000
--------------	-----------

I.4 Booking

Upon booking of the direct finance lease contract, the following occur:

- [Section I.4.1, "Set-off for Funding"](#): Updates the funding accounts in the Oracle Lease Management sub-ledger.
- [Section I.4.2, "Booking - Unbilled Receivables"](#): Recognizes rent through the life of the asset as a receivable and part of the lease funding.
- [Section I.4.3, "Booking - Unearned Income"](#): Recognize unearned income as the sum of income subject to accrual through the life of the lease.
- [Section I.4.4, "Booking - Residual Value"](#): Recognize the value of the asset at the end of lease term.
- [Section I.4.5, "Booking - Doc Fee"](#): Recognize the document fees as assets.

I.4.1 Set-off for Funding

The Set-off for Funding journal entry transfers the financed amount from Pre-Funding to Lease Funding. Any amounts still due to the vendor would be credited to Unmatched Funding. In this example, no amounts are due to the vendor.

The following journal entry shows the entire funded amount of \$510,000 being set-off for funding. Lease Funding is a liability account, and Pre-Funding is an asset account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Lease Funding	\$510,000
---------------	-----------

Credit

Pre-Funding	\$510,000
-------------	-----------

I.4.2 Booking - Unbilled Receivables

This is the sum of rent that you are billing through the life of the lease. The total amount is rent multiplied by the number of billed periods, or $\$45,000 * 12 = \$540,000$.

Unbilled Receivables is an asset, and Lease Funding is a liability. The journal entry increases both accounts. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Unbilled Receivables	\$540,000
----------------------	-----------

Credit

Lease Funding	\$540,000
---------------	-----------

I.4.3 Booking - Unearned Income

Unearned income is the sum of income subject to accrual through the life of the lease. Unearned income is the rent plus the residual value minus the asset cost, or $\$540,000 + \$50,000 - \$500,000$.

Both Lease Funding and Unearned Income are liability accounts. This journal entry reduces the balance in Lease Funding and increases the balance of Unearned Income. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Lease Funding	\$90,000
---------------	----------

Credit

Unearned Income	\$90,000
-----------------	----------

I.4.4 Booking - Residual Value

The residual value is the value of the asset at the end of the lease term.

Residual Value is an asset and Lease Funding is a liability. This journal entry increases both accounts. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Residual Value	\$50,000
----------------	----------

Credit

Lease Funding	\$50,000
---------------	----------

I.4.5 Booking - Doc Fee

The Doc Fee journal entry establishes the financed document fees as assets that the accounting system amortizes over the life of the lease. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Doc Fee Financed Account	\$10,000
--------------------------	----------

Credit

Doc Fee Income	\$10,000
----------------	----------

I.4.6 Establish Funded Fees as Assets

The Funded Fees journal entries establish the financed fees as assets that the accounting system amortizes over the life of the lease. The financed fees is the Financed Doc Fee.

For information on the amortization of funded fees, see [Section I.7](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Financed Doc Fee	\$10,000
------------------	----------

Credit

Lease Funding	\$10,000
---------------	----------

I.5 One-Off Billing

The examples in this section pertain to bills that you--the lessor--initiate to pay, as opposed to bills that you have scheduled to pay on a periodic basis. Sample accounting-related topics for one-off billing include:

- [Section I.5.1, "Create Pre-Booking Interest Bill"](#)
- [Section I.5.2, "Generate Pre-Booking Interest Bill"](#)
- [Section I.5.3, "Generate First Insurance Bill"](#)
- [Section I.5.4, "Generate Legal Charges"](#)
- [Section I.5.5, "Transfer Invoices to Oracle Receivables"](#)
- [Section I.5.6, "Transfer of Accounting from Oracle Receivables to General Ledger"](#)
- [Section I.5.7, "Receipt of Payment Against First Bills"](#)
- [Section I.5.8, "Submit Claim for Security Deposit"](#)
- [Section I.5.9, "Receive Security Deposit"](#)
- [Section I.5.10, "Generate Debit Note for Security Deposit"](#)
- [Section I.5.11, "Apply on Account Receipt to Security Deposit Debit Note"](#)

I.5.1 Create Pre-Booking Interest Bill

Pre-Booking Interest is the amount that the lessee pays for funding the contract prior to booking. Bill creation does not result in accounting entries.

I.5.2 Generate Pre-Booking Interest Bill

When you generate the pre-booking interest bill in Oracle Lease Management, you recognize both:

- What the lessee owes in the Lease Receivables account for pre-booking interest.
- Interest income.

The journal entry shows the increase to both Lease Receivables and Interest Income. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	3,500
-------------------	-------

Credit

Interest Income	3,500
-----------------	-------

I.5.3 Generate First Insurance Bill

When you generate the insurance bill to charge the lessee, you recognize:

- The insurance amount in Lease Receivables that you expect to receive from the lessee.
- Off-setting the expense that you recognized when the insurance company billed you the insurance premium.

The journal entry shows the increase to Lease Receivables and the decrease or off-set to the Insurance Premium expense. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	2,500
-------------------	-------

Credit

Insurance Premium	2,500
-------------------	-------

I.5.4 Generate Legal Charges

When you generate the legal fees bill to charge the lessee, you recognize:

- The amount in Lease Receivables that you expect to receive from the lessee for legal fees.
- Off-setting the expense you had recognized when the legal services company billed you the legal services.

The journal entry shows the increase to both Lease Receivables and the decrease or off-set to the Legal Charges expense. This journal entry occurs in Oracle Lease Management.

Debit

Lease Receivables	3,000
-------------------	-------

Credit

Legal Charges	3,000
---------------	-------

I.5.5 Transfer Invoices to Oracle Receivables

The system transfers the generated invoice transactions from Oracle Lease Management to Oracle Receivables. Only until Oracle Lease Management's invoice transactions appear in Oracle Receivables can you apply any payments or credit memos against these invoices.

I.5.6 Transfer of Accounting from Oracle Receivables to General Ledger

The system transfers the invoice transactions from Oracle Receivables to the General Ledger.

The following journal entry shows a consolidated entry for recognizing pre-booking interest, insurance premium, and legal charges that you are billing the lessee.

Debit

Lease Receivables	\$9,000
-------------------	---------

Credit

Interest Income	\$3,500
Insurance Premium	\$2,500
Legal Charges	\$3,000

I.5.7 Receipt of Payment Against First Bills

When you receive payment from the lessee for the pre-booking interest, insurance premium, and legal charges, the payment increases your bank account balance and decreases the amount in Lease Receivables.

This journal entry occurs in Oracle Receivables.

Debit

Bank Account	\$9,000
--------------	---------

Credit

Lease Receivables	\$9,000
-------------------	---------

I.5.8 Submit Claim for Security Deposit

When you submit a claim to the lessee for a security deposit, you do not recognize the security deposit until the lessee pays it.

I.5.9 Receive Security Deposit

When the lessee receives the security deposit from the lessee, you recognize:

- The amount received in the bank account.
- An Increase to the On Account Receipt account. The amount goes to the On Account Receipt account because you have not yet recognized the deposit in Lease Receivables.

This journal entry occurs in Oracle Receivables.

Debit

Bank Account	\$50,000
--------------	----------

Credit

On Account Receipt	\$50,000
--------------------	----------

I.5.10 Generate Debit Note for Security Deposit

You issue a debit note (like an invoice) to recognize:

- The security deposit amount in Lease Receivables.
- The amount received as a liability since you keep the funds until time to refund the security deposit to the lessee.

This journal entry occurs in Oracle Receivables.

Debit

Lease Receivables	\$50,000
-------------------	----------

Credit

Security Deposit	\$50,000
------------------	----------

I.5.11 Apply on Account Receipt to Security Deposit Debit Note

After you have recognized the security deposit amount in Receivables, you can apply the On Account Receipt amount to the Lease Receivables.

The following journal entry reduces both the On Account Receipt liability and the Leases Receivable accounts.

This journal entry occurs in Oracle Receivables.

Debit

On Account Receipt	\$50,000
--------------------	----------

Credit

Lease Receivables	\$50,000
-------------------	----------

I.6 Rent - Income Accrual and Billing

The examples in this section show the accrual of three months lease rent that the lessee pays quarterly in arrears, the generation of the rent bill, and the application of rent received.

- [Section I.6.1, "Accrue First Month"](#): According to a generated schedule, the example's first month amount is \$4137.00.
- [Section I.6.2, "Accrue Second Month"](#): According to a generated schedule, the example's second month amount is \$4103.60.
- [Section I.6.3, "Accrue Third Month"](#): According to a generated schedule, the example's third month amount is \$4,070.46.
- [Section I.6.4, "Generate Lease Rent Bill"](#): Bill your customer for rent.
- [Section I.6.5, "Receive Lease Rent"](#): Recognize receipt of payment.

I.6.1 Accrue First Month

The accrual of rent makes use of:

- A liability account called Unearned Income (a clearing account)
- An income account called Lease Finance Income.

The journal entry shows the decrease to the Unearned Income account--a liability--and an increase to Lease Funding--also a liability account. Note that you have neither received payment for rent nor issued an invoice or bill for the rent.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Unearned Income	\$4,137.00
-----------------	------------

Credit

Lease Funding	\$4,137.00
---------------	------------

I.6.2 Accrue Second Month

The same accrual entry occurs in the second months as the first month. For more information, see [Section I.6.1](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Unearned Income	\$4,103.60
-----------------	------------

Credit

Lease Funding	\$4,103.60
---------------	------------

I.6.3 Accrue Third Month

The same accrual entry occurs in the second months as the first month. For more information, see [Section I.6.1](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Unearned Income	\$4,070.46
-----------------	------------

Credit

Lease Funding	\$4,070.46
---------------	------------

I.6.4 Generate Lease Rent Bill

In the third month, you prepare the quarterly billing and recognize the rents due in Lease Receivables while reducing the amounts accrued in the Unbilled Receivables clearing account. Both Lease Receivables and Unbilled Receivables are asset accounts.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Lease Receivables	\$45,000
-------------------	----------

Credit

Unbilled Receivables	\$45,000
----------------------	----------

I.6.5 Receive Lease Rent

The lessor pays rent for three months. Cash goes into the Bank Account while reducing the outstanding amount in Lease Receivables.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Bank Account	\$45,000
--------------	----------

Credit

Lease Receivables	\$45,000
-------------------	----------

I.7 Amortization of Financed Fees

You recognize amortization of financed or funded fees over the life of the lease. In an earlier journal entry example--in [Section I.4.6](#)--you established the financed fees as assets. The financed fee is the Financed Doc Fee.

The following topic demonstrates the amortization of financed fees for one month.

- [Section I.7.1, "Amortize Financed Fees for One Month"](#)

I.7.1 Amortize Financed Fees for One Month

The amortization of financed fees recognizes an increase to Fee Expense while decreasing the asset Financed Fees.

The following journal entry shows the entry for one month's amortization. That is, with simple straight-line amortization, \$10,000 divided by the 36 month lease term is \$278--rounded to the nearest dollar.

Debit

Fee Expense	\$278
-------------	-------

Credit

Financed Fees	\$278
---------------	-------

I.8 Disbursements

You pay bills that are directly related to the contract. You pay the vendors the bills and charge the bills to the lessee. The topics in this section include:

- Section I.8.1, "Generate Disbursement Request for Insurance Premium"
- Section I.8.2, "Approve Disbursement Request"
- Section I.8.3, "Create Invoice in Oracle Payables"
- Section I.8.4, "Approve Invoice in Oracle Payables"
- Section I.8.5, "Pay Invoice"
- Section I.8.6, "Generate Disbursement Request for Legal Charges"
- Section I.8.7, "Approve Disbursement Request"
- Section I.8.8, "Create Invoice in Oracle Payables"
- Section I.8.9, "Approve Invoice in Oracle Payables"
- Section I.8.10, "Pay Invoice"

I.8.1 Generate Disbursement Request for Insurance Premium

The sample direct finance lease includes insurance premiums that you pay directly to the vendor (insurance company or broker) and then bill the lessee for the insurance premium. In these examples, you do not mark-up the insurance premium.

The generation of a disbursement request does not result in any accounting entries.

I.8.2 Approve Disbursement Request

Upon approval of the disbursement request for paying insurance, the journal entry recognizes increases to both the Insurance Premium expense and the Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Insurance Premium	\$2,500
-------------------	---------

Credit

Vendor Liability	\$2,500
------------------	---------

I.8.3 Create Invoice in Oracle Payables

The creation of the vendor's bill in Oracle Payables does not result in an accounting entry. Only upon approval does the vendor's bill result in an accounting entry.

I.8.4 Approve Invoice in Oracle Payables

When the vendor bill is approved for payment in Oracle Payables, the accounting entry transfers to the Oracle General Ledger. In order apply disbursements for the vendor bill, the entry must be recorded in Oracle Payables.

The following journal entry recognizes both increases to the Insurance Premium expense and the Vendor Liability accounts in the Oracle General Ledger.

Debit

Insurance Premium	\$2,500
-------------------	---------

Credit

Vendor Liability	\$2,500
------------------	---------

I.8.5 Pay Invoice

When you pay the insurance premium, the accounting entry recognizes reductions to both the Vendor liability and the Bank Account.

Debit

Vendor Liability	\$2,500
------------------	---------

Credit

Bank Account	\$2,500
--------------	---------

I.8.6 Generate Disbursement Request for Legal Charges

The sample direct finance lease includes legal charges that you pay directly to the vendor (legal services company) and then bill the lessee for the legal charges. In these examples, you do not mark-up the legal charges.

The generation of a disbursement request does not result in any accounting entries.

I.8.7 Approve Disbursement Request

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

I.8.8 Create Invoice in Oracle Payables

The creation of the vendor's bill in Oracle Payables does not result in an accounting entry. Only upon approval does the vendor's bill result in an accounting entry.

I.8.9 Approve Invoice in Oracle Payables

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the Vendor Liability accounts.

This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

I.8.10 Pay Invoice

When you pay the legal charges, the accounting entry recognizes reductions to both the Vendor liability and the Bank Account.

Debit

Vendor Liability	\$3,000
------------------	---------

Credit

Bank Account	\$3,000
--------------	---------

I.9 Pass-Through

For every amount paid to the vendor, there is a corresponding amount recoverable from the customer. Sample topics concerning pass-through charges include:

- [Section I.9.1, "Generate One-time Bill"](#)
- [Section I.9.2, "Transfer Invoices to Oracle Receivables"](#)
- [Section I.9.3, "Transfer Accounting from Oracle Receivables to General Ledger"](#)
- [Section I.9.4, "Receive Payment Against Pass-Through Bill"](#)
- [Section I.9.5, "Request Disbursement"](#)

- [Section I.9.6, "Import Invoice Into Oracle Payables"](#)
- [Section I.9.7, "Payment Of Invoice"](#)

I.9.1 Generate One-time Bill

The following journal entry shows recognition to an increase in the Lease Receivables account and a decrease to the Maintenance expense account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Lease Receivables	\$10,000
-------------------	----------

Credit

Maintenance	\$10,000
-------------	----------

I.9.2 Transfer Invoices to Oracle Receivables

The transfer of invoice information to Oracle Receivables does not result in an accounting entry. Without the entry in Oracle Receivables, you would not be able to apply payments received or take other accounting actions on this item.

I.9.3 Transfer Accounting from Oracle Receivables to General Ledger

The following example shows the entry recorded in General Ledger--an increase in the Lease Receivables account and a decrease to the Maintenance expense account.

Debit

Lease Receivables	\$10,000
-------------------	----------

Credit

Maintenance	\$10,000
-------------	----------

I.9.4 Receive Payment Against Pass-Through Bill

The receipt of payment against the invoice shows an increase to the Bank Account and a decrease to Lease Receivables.

This journal entry occurs in Oracle Receivables.

Debit

Bank Account	\$10,000
--------------	----------

Credit

Lease Receivables	\$10,000
-------------------	----------

I.9.5 Request Disbursement

The following accounting entry shows increases to both Maintenance expense and Vendor Liability--what you owe the maintenance vendor. Note that this amount difference than what the lessee owes you. While doing a pass-through, you might retain some portion as profit.

This journal entry occurs in Oracle Payables.

Debit

Maintenance	\$10,000
-------------	----------

Credit

Vendor Liability	\$10,000
------------------	----------

I.9.6 Import Invoice Into Oracle Payables

When a disbursement occurs, you make payments through Oracle Payables.

The following accounting entry shows the entry recorded in Oracle Payables: increases to both Maintenance expense and Vendor Liability--what you owe the maintenance vendor.

This journal entry occurs in Oracle Payables.

Debit

Maintenance	\$10,000
-------------	----------

Credit

Vendor Liability	\$10,000
------------------	----------

I.9.7 Payment Of Invoice

When you pay the bill, both the Vendor Liability and the Bank Account balances decrease by the amount disbursed.

This journal entry occurs in Oracle Payables.

Debit

Vendor Liability	\$9,000
------------------	---------

Credit

Bank Account	\$9,000
--------------	---------

I.10 Specific Loss Provision

You decided to recognize a specific loss provision. Upon [Termination](#), of the contract, you can reverse this entry.

The topic in this section is:

- [Section I.10.1, "Create a Specific Loss Provision"](#)

I.10.1 Create a Specific Loss Provision

The accounting entry shows the amount of the loss being expensed to the Specific Loss Reserve account and credited or increased to the Loss Reserve balance sheet account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Specific Loss Provision	\$7,500
-------------------------	---------

Credit

Loss Reserve	\$7,500
--------------	---------

I.11 Termination

Upon contract termination the following transactions occur:

- [Section I.11.1, "Reverse Loss Provision"](#)
- [Section I.11.2, "Request Disbursement"](#)
- [Section I.11.3, "Import Invoice into Oracle Payables"](#)

I.11.1 Reverse Loss Provision

Upon termination of a contract, the existing loss provision undergoes reversal.

The following accounting entry shows a debit or reduction in Loss Reserve and a credit or decrease to the expense.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Loss Reserve	\$7,500
--------------	---------

Credit

Provision Written Back	\$7,500
------------------------	---------

I.11.2 Request Disbursement

Upon contract termination, you refund the security deposit.

The following accounting entry shows a decrease to the Security Deposit liability account and an increase to the Vendor Liability in the Oracle Lease Management sub-ledger.

Debit

Security Deposit	\$50,000
------------------	----------

Credit

Vendor Liability	\$50,000
------------------	----------

I.11.3 Import Invoice into Oracle Payables

The same entry that you created in [Section I.11.2](#) appears in Oracle Payables.

Debit

Security Deposit	\$50,000
------------------	----------

Credit

Vendor Liability	\$50,000
------------------	----------

Accounting for a Loan

The main topics of this appendix are:

- Section J.2, "Components and Parameters"
- Section J.3, "Funding"
- Section J.4, "Booking"
- Section J.5, "One-Off Billing"
- Section J.6, "Interest Income Accrual and Billing"
- Section J.7, "Amortization of Financed Fees"
- Section J.8, "Disbursements"
- Section J.9, "Specific Loss Provision"
- Section J.10, "Termination"

J.1 About Accounting for a Loan

The examples in this appendix show typical accounting transactions that occur during the life cycle of a loan.

J.2 Components and Parameters

The following table shows components and parameters of this sample loan.

Table J-1 Sample Loan Components and Parameters

Component	Value	Remarks
Principal	\$500,000	
Funding Date	01-Jan-01	
Booking Date	01-Jan-01	
Loan Payment	\$45,000	Quarterly in arrears, of which principal is \$32,688.94, and interest is \$12,311.06.
Term	36	Months
Document Fees	\$10,000	Financed
Rent for Fees	\$300	For the fees finances
Amortization	\$278	For the fees finances
Legal Charges	\$3,000	Recovered
Specific Loss Provision	\$7,500	1.5% of asset cost
Termination		End of term

J.3 Funding

The Funding phase of a loan includes:

- Section J.3.1, "Generate Funding Request"
- Section J.3.2, "Approve Funding Request"
- Section J.3.3, "Create Invoice in Oracle Payables"
- Section J.3.4, "Approve Invoice in Oracle Payables"
- Section J.3.5, "Pay Invoice"

J.3.1 Generate Funding Request

Generation of a funding request starts the funding process for you--the lender--to purchase equipment from a vendor. This part of funding does not impact any accounting entries. The first accounting entries occur upon approval of the funding request.

J.3.2 Approve Funding Request

Upon approval of a funding request, you obtain the funds to acquire the equipment that you are offering to loan to your customer--the borrower. The approval of funding impacts only the Oracle Lease Management sub-ledger. Pre-Funding is an advance payment (asset) account.

The total funding is \$510,000, of which:

- \$500,000 is the Principal.
- \$10,000 is a Financed Doc Fee.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Loan Funding	\$510,000
--------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

J.3.3 Create Invoice in Oracle Payables

In preparation to pay the vendor, the Oracle Payables module creates the vendor’s invoice. The creation of the invoice to pay the vendor does not result in an accounting entry. The next step is to obtain approval for the invoice to pay the vendor for the equipment.

J.3.4 Approve Invoice in Oracle Payables

Upon approval of the invoice in Oracle Payables to pay the vendor of the equipment, the journal entries from [Section J.3.2](#) transfer to the Oracle General Ledger.

This journal entry occurs in the Oracle General Ledger sub-ledger.

Debit

Pre-Funding	\$510,000
-------------	-----------

Credit

Vendor Liability	\$510,000
------------------	-----------

J.3.5 Pay Invoice

After approval of the invoice, payment to the vendor can occur. The payment of the invoice to the vendor results in decrease of the vendor liability amount and a decrease in the bank account from which you pay the invoice.

Debit

Vendor Liability	\$510,000
------------------	-----------

Credit

Bank Account	\$510,000
--------------	-----------

J.4 Booking

Upon booking of the loan contract, the following occur:

- [Section J.4.1, "Booking - Principal"](#): Recognizes principal loan payments through the life of the asset as a receivable and part of the loan funding.
- [Section J.4.2, "Booking - Doc Fee"](#): Finance the documentation fee; borrower repays the fee over the life of the loan.
- [Section J.4.3, "Establish Funded Fees as Assets"](#): Establish the financed fees as assets that the accounting system amortizes over the life of the loan.

J.4.1 Booking - Principal

This is the sum of principal that you are billing through the term of the loan. The total principal is the asset cost.

Loan Principal is an asset, and Loan Funding is a liability. This journal entry increases both accounts. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Loan Principal	\$500,000
----------------	-----------

Credit

Loan Funding	\$500,000
--------------	-----------

J.4.2 Booking - Doc Fee

Finance the documentation fee; borrower repays the fee over the life of the loan

The Doc Fee journal entry establishes the financed document fees as assets that the accounting system amortizes over the life of the loan. This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Doc Fee Financed Account	\$10,000
--------------------------	----------

Credit

Doc Fee Income	\$10,000
----------------	----------

J.4.3 Establish Funded Fees as Assets

The Funded Fees journal entries establish the financed fees as assets that the accounting system amortizes over the life of the loan. The financed fee is the Financed Doc Fee.

For information on the amortization of funded fees, see [Section J.7](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Financed Doc Fee	\$10,000
------------------	----------

Credit

Loan Funding	\$10,000
--------------	----------

J.5 One-Off Billing

The examples in this section pertain to bills that you--the lender--initiate to pay, as opposed to bills that you have scheduled to pay on a periodic basis. Sample accounting-related topics for one-off billing include:

- [Section J.5.1, "Generate Legal Charges"](#)
- [Section J.5.2, "Transfer Invoices to Oracle Receivables"](#)
- [Section J.5.3, "Transfer of Accounting from Oracle Receivables to General Ledger"](#)
- [Section J.5.4, "Receipt of Payment Against First Bills"](#)

J.5.1 Generate Legal Charges

When you generate the legal fees bill to charge the borrower, you recognize:

- The amount in Loan Receivables that you expect to receive from the borrower for legal fees.
- Off-setting the expense you had recognized when the legal services company billed you the legal services.

The journal entry shows the increase to both Loan Receivables and the decrease or off-set to the Legal Charges expense. This journal entry occurs in Oracle Lease Management.

Debit

Loan Receivables	3,000
------------------	-------

Credit

Legal Charges	3,000
---------------	-------

J.5.2 Transfer Invoices to Oracle Receivables

The system transfers the generated invoice transactions from Oracle Lease Management to Oracle Receivables. Only until Oracle Lease Management's invoice transactions appear in Oracle Receivables can you apply any payments or credit memos against these invoices.

J.5.3 Transfer of Accounting from Oracle Receivables to General Ledger

The system transfers the invoice transactions from Oracle Receivables to the General Ledger.

The following journal entry shows an entry for recognizing legal charges that you are billing the borrower.

Debit

Loan Receivables	\$3000
------------------	--------

Credit

Legal Charges	\$3,000
---------------	---------

J.5.4 Receipt of Payment Against First Bills

When you receive payment from the borrower for the legal charges, the payment increases your bank account balance and decreases the amount in Loan Receivables.

This journal entry occurs in Oracle Receivables.

Debit

Bank Account	\$3,000
--------------	---------

Credit

Loan Receivables	\$3,000
------------------	---------

J.6 Interest Income Accrual and Billing

The examples in this section show the accrual of three months interest income that the borrower pays quarterly in arrears, the generation of the principal and interest bill, and the application of payment received.

- [Section J.6.1, "Accrue First Month"](#): According to a generated schedule, the example's first month amount is \$4137.00.
- [Section J.6.2, "Accrue Second Month"](#): According to a generated schedule, the example's second month amount is \$4103.60.
- [Section J.6.3, "Accrue Third Month"](#): According to a generated schedule, the example's third month amount is \$4,070.46.
- [Section J.6.4, "Generate Loan Bill"](#): Bill your customer for interest.
- [Section J.6.5, "Receive Loan Payment"](#): Recognize receipt of payment.

J.6.1 Accrue First Month

The accrual of interest makes use of:

- A liability account called Revenue Clearing (a clearing account)
- An income account called Loan Finance Income.

The journal entry shows the decrease to the Revenue Clearing account and an increase to Loan Finance Income. Note that you have neither received payment for interest nor issued an invoice or bill for the interest.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Revenue Clearing	\$4,137.00
------------------	------------

Credit

Loan Finance Income	\$4,137.00
---------------------	------------

J.6.2 Accrue Second Month

Except for the amount, the same accrual entry occurs in the second months as the first month. For more information, see [Section J.6.1](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Revenue Clearing	\$4,103.60
------------------	------------

Credit

Loan Finance Income	\$4,103.60
---------------------	------------

J.6.3 Accrue Third Month

Except for the amount, the same accrual entry occurs in the third months as the first month. For more information, see [Section J.6.1](#).

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Revenue Clearing	\$4,070.46
------------------	------------

Credit

Loan Finance Income	\$4,070.46
---------------------	------------

J.6.4 Generate Loan Bill

In the third month, you prepare the quarterly billing and recognize the interest and principal due in Loan Receivables while:

- Off-setting the balance in the Revenue Clearing account for the amount you had accrued for three months. Revenue Clearing is a liability account.
- Reducing the balance in the Loan Principal account by the loan's principal amount. Loan Principal is an asset account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Loan Receivables	\$45,000
------------------	----------

Credit

Revenue Clearing	\$12,311.06
Loan Principal	\$32,688.94

J.6.5 Receive Loan Payment

The borrower pays principal and interest for three months. Cash goes into the Bank Account while reducing the outstanding amount in Loan Receivables.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Bank Account	\$45,000
--------------	----------

Credit

Loan Receivables	\$45,000
------------------	----------

J.7 Amortization of Financed Fees

You recognize amortization of financed or funded fees over the life of the loan. In an earlier journal entry example—in [Section J.4.3](#)--you established the financed fees as assets. The financed fee is the Financed Doc Fee.

The following topic demonstrates the amortization of financed fees for one month.

- [Section J.7.1, "Amortize Financed Fees for One Month"](#)

J.7.1 Amortize Financed Fees for One Month

The amortization of financed fees recognizes an increase to Fee Expense while decreasing the asset Financed Fees.

The following journal entry shows the entry for one month's amortization. That is, with simple straight-line amortization, \$10,000 divided by the 36 month loan term is \$278, rounded to the nearest dollar.

Debit

Fee Expense	\$278
-------------	-------

Credit

Financed Fees	\$278
---------------	-------

J.8 Disbursements

You pay bills that are directly related to the contract. You pay the vendors the bills and charge the bills to the borrower. The topics in this section include:

- [Section J.8.1, "Generate Disbursement Request for Legal Charges"](#)
- [Section J.8.2, "Approve Disbursement Request"](#)
- [Section J.8.3, "Create Invoice in Oracle Payables"](#)
- [Section J.8.4, "Approve Invoice in Oracle Payables"](#)
- [Section J.8.5, "Pay Invoice"](#)

J.8.1 Generate Disbursement Request for Legal Charges

The sample loan includes legal charges that you pay directly to the vendor (a legal services company) and then bill the borrower for the legal charges. In these examples, you do not mark-up the legal charges.

The generation of a disbursement request does not result in any accounting entries.

J.8.2 Approve Disbursement Request

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the Vendor Liability accounts. This entry occurs in the Oracle Lease Management sub-ledger.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

J.8.3 Create Invoice in Oracle Payables

The creation of the vendor's bill in Oracle Payables does not result in an accounting entry. Only upon approval does the vendor's bill result in an accounting entry.

J.8.4 Approve Invoice in Oracle Payables

Upon approval of the disbursement request for paying the legal charges bill, the journal entry recognizes increases to both the Legal Charges expense and the Vendor Liability accounts.

This entry occurs in the Oracle Payables.

Debit

Legal Charges	\$3,000
---------------	---------

Credit

Vendor Liability	\$3,000
------------------	---------

J.8.5 Pay Invoice

When you pay the legal charges, the accounting entry recognizes reductions to both the Vendor liability and the Bank Account.

Debit

Vendor Liability	\$3,000
------------------	---------

Credit

Bank Account	\$3,000
--------------	---------

J.9 Specific Loss Provision

You decided to recognize a specific loss provision. Upon [Termination](#) of the contract, you reverse this entry.

The topic in this section is:

- [Section J.9.1, "Create a Specific Loss Provision"](#)

J.9.1 Create a Specific Loss Provision

The accounting entry shows the amount of the loss being expensed to the Specific Loss Reserve account and credited or increased to the Loss Reserve balance sheet account.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Specific Loss Provision	\$7,500
-------------------------	---------

Credit

Loss Reserve	\$7,500
--------------	---------

J.10 Termination

Upon contract termination the following transactions occur:

- [Section J.10.1, "Reverse Loss Provision"](#)

J.10.1 Reverse Loss Provision

Upon termination of a contract, the existing loss provision undergoes reversal.

The following accounting entry shows a debit or reduction in Loss Reserve and a credit or decrease to the expense.

This journal entry occurs in the Oracle Lease Management sub-ledger.

Debit

Loss Reserve	\$7,500
--------------	---------

Credit

Provision Written Back	\$7,500
------------------------	---------

Formula Engine

The main topics of this appendix are:

- [Section K.1, "About the Formula Engine"](#)
- [Section K.2, "Terminology"](#)
- [Section K.3, "Examples of Formulas"](#)
- [Section K.4, "General Setup Steps for a Formula with Operand Functions"](#)

K.1 About the Formula Engine

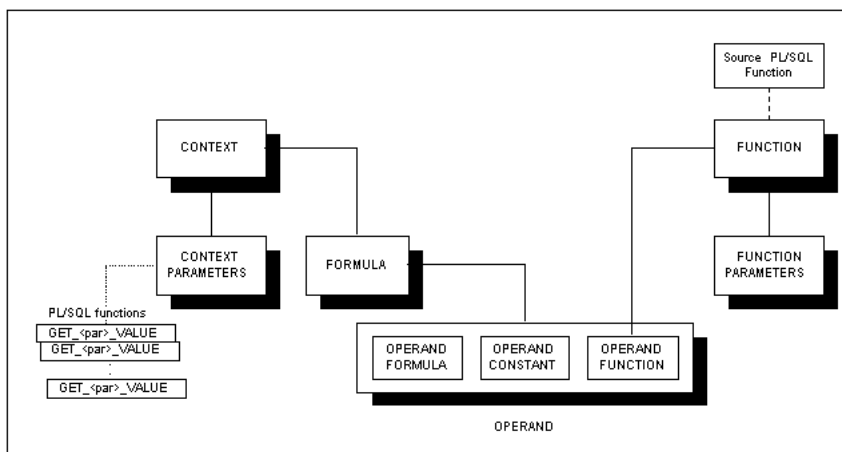
The Formula Engine is a tool that lets you define custom formulas and execute them.

Many different parts of Oracle Lease Management use formulas. Formulas are always relevant to either a particular contract or an individual line on a contract.

Examples of formulas that Oracle Lease Management uses include asset residual, contract original equipment cost, and contract capitalized fees.

Note: All formulas return values in the functional currency associated with the set of books.

Figure K-1 Simplified Formula Engine Architecture



K.2 Terminology

The main parts of the Formula Engine are:

- **PL/SQL:** PL/SQL is Oracle's Procedural Language extension to SQL. The PL/SQL language includes object oriented programming techniques such as encapsulation, function overloading, and information hiding. PL/SQL is commonly used to write data centric programs to manipulate data in an Oracle database.
- **FORMULA:** A combination of arithmetic symbols and operands that evaluates to a numeric value.

The symbols you can use in a formula are: + - * / ()

- **OPERAND:** An object that can take part in arithmetic operations. An operand derives its value either from another formula, an expression or a function.
- **FUNCTION:** The registration of a source PL/SQL function, which returns a numeric value. The source PL/SQL function must have been previously created in the database. A function can accept parameters.
- **FUNCTION PARAMETER:** An object that passes a value to the function.
- **CONTEXT:** A grouping mechanism that allows for the efficient evaluation and passing of parameters to functions in formulas. Every formula executes within a context.
- **CONTEXT PARAMETER:** A variable of a context whose value is calculated and passed to a function when a formula is executed that contains the function.

K.3 Examples of Formulas

The following sections show examples of formulas:

- [Part K.3.1, "Commission Formula Example"](#)
- [Part K.3.2, "Net Investment Value Formula Example"](#)
- [Part K.4.1, "Write the Source PL/SQL Function To Use in a Formula"](#)

K.3.1 Commission Formula Example

The main sections in this section are:

- [Section K.3.1.1, "Functions and Parameters for the Commission Formula"](#)

- [Section K.3.1.2, "Context and Context Parameters"](#)
- [Section K.3.1.3, "Context Parameters for the Commission Formula"](#)
- [Section K.3.1.4, "How a Formula Executes"](#)

To understand how the Formula Engine works, consider a sample formula to calculate sales commissions.

Note: This example is not oriented to specific lease or loan transactions, but illustrates some of the features of the Formula Engine, especially the concepts of context and context parameters.

The Commission formula is:

```
Commission := (Delta Amount) * 0.05 + Group Bonus
```

This formula calculates a sales agent's commission as 5% of the difference between bookings and cancellations plus some group bonus.

The Commission formula consists of three operands:

- **Delta Amount**, which is another formula:

```
Delta Amount: = Ordered Amount - Canceled Amount
```

This formula consists of two operands: **Ordered Amount** and **Canceled Amount**. Both of these operands are functions.

- The **constant value** 0.05.
- **Group Bonus**, which is a function.

The essential concepts that this illustrates are:

- **Formulas** consist of **operands + symbols**.
- **Operands** derive their values from **formulas, constants** or **functions**.

K.3.1.1 Functions and Parameters for the Commission Formula

Functions accept input parameters, which can either be constants or variables.

There can be any number of function parameters.

Assume that the variable parameters for the Commission example functions are:

- **EMPLOYEE_ID**

- GROUP_ID
- START_DATE
- END_DATE

The Commission example functions and the parameters that they use appear [Table K-1](#).

Table K-1 Commission Example Functions and Parameters

Functions	Parameters
Ordered Amount	EMPLOYEE_ID
Ordered Amount	START_DATE
Ordered Amount	END_DATE
Canceled Amount	EMPLOYEE_ID
Canceled Amount	START_DATE
Canceled Amount	END_DATE
Group Bonus	START_DATE
Group Bonus	END_DATE
Group Bonus	GROUP_ID

The essential concepts that this illustrates are:

- **Functions** can accept **parameters**.
- The same parameters can be used in many functions.

K.3.1.2 Context and Context Parameters

A context is a basically a grouping mechanism, whose main task is to provide an efficient way of passing parameters to functions.

Each formula is defined as belonging to a context.

If the formula calls any functions with parameters, how does the function receive values for those parameters? The formula execution passes values to the function parameters via **context parameters**.

Context parameters form a pool of all the parameters that are needed for all functions to be executed by all the formulas belonging to that context. The name of each context parameter must be the same as the name of the corresponding function

parameter. You can use a validation procedure to verify that the formula parameters and context parameters match.

Note: All contexts and formulas for lease and loan transactions are associated with either a contract or a line in the contract. If the source PL/SQL functions contain the parameters **P_CONTRACT_ID** and **P_LINE_ID**, you do not need to have context parameters corresponding to these two parameters.

For each context parameter, there must be a special internal PL/SQL function, **GET_<par>_VALUE** (where <par> is the actual parameter name). At formula execution time, the internal PL/SQL function calculates a value for the context parameter and passes it to the formula function.

The advantage of this mechanism is that, when a formula is executed, each context parameter is evaluated once and is then passed to possibly many functions being executed by the formula.

K.3.1.3 Context Parameters for the Commission Formula

The context parameters for the Commission Formula are the parameters needed for all of the functions—**Ordered Amount**, **Canceled Amount**, and **Group Bonus**—namely:

- **EMPLOYEE_ID**
- **GROUP_ID**
- **START_DATE**
- **END_DATE**

As you can see from [Table K-1](#), three of the parameters are used more than once during the execution of the Commission Formula. However, because the formula executes within a context, and each of the parameters is also a context parameter, the parameters are only evaluated once.

K.3.1.4 How a Formula Executes

The following example shows the sequence of how a formula executes.

1. If the formula contains a **function** (for clarity, this also refers to the **formula function**), the formula engine looks at each parameter of the function.

2. For each function parameter, the formula engine looks for the corresponding **CONTEXT PARAMETER**.
3. For each context parameter, the formula engine executes the internal PL/SQL **GET_<par>_VALUE** function and passes the value returned from this internal function to the formula function parameter.
4. This continues until the formula produces a result.

K.3.2 Net Investment Value Formula Example

The Net Investment Value formula is:

```
Net Investment Value := Receivables + Residuals - Unearned Income
```

Each of the three operands—Receivables, Residuals and Unearned Income—derives its value from a similarly-named function.

The following example shows the source function for the Receivables operand.

FUNCTION GET_LEASE_RECEIVABLE

```
( p_contract_id IN NUMBER, p_line_id IN NUMBER )
RETURN NUMBER
IS
    v_lease_rec NUMBER;
    CURSOR get_lease_rec IS
    SELECT NVL(SUM(c.amount),0)
    FROM   okl_streams_v a, okl_strm_type_v b, okl_strm_elements_v c
    WHERE  c.stm_id = a.id AND b.id = a.sty_id
           AND b.name = 'Rent' AND c.stream_element_date >= SYSDATE
           AND a.khr_id = p_contract_id;
BEGIN
    OPEN  get_lease_rec;
        FETCH get_lease_rec INTO v_lease_rec;
        CLOSE get_lease_rec;
    RETURN v_lease_rec;
END GET_LEASE_RECEIVABLE;
```

K.4 General Setup Steps for a Formula with Operand Functions

The general steps for setting up a formula with at least one operand function, which contains parameters in addition to P_CONTRACT_ID and P_LINE_ID, are:

1. [Write the Source PL/SQL Function To Use in a Formula.](#)
2. [Register the Source PL/SQL Function.](#)
3. [Register the Function Parameters](#) (register them in Oracle Lease Management).
4. [Create the Context](#) (first-time only for a particular context).
5. [Create the Context Parameters.](#)
6. [Write the Internal Functions for the Context Parameters.](#)
7. [Create the \(Formula Function type\) Operand.](#)
8. [Create the Formula.](#)
9. [Validate the Formula.](#) (strongly recommended)

You can follow the sequence exactly as shown in the preceding list.

Alternatively, you can first perform steps 4 through 6, then steps 1 to 3, then step 7. Step 8 must be the last mandatory step that you perform. Step 9—formula validation— is optional, but it is strongly recommended to perform this step.

Important: If your source function contains only the standard **contract** and **line id** parameters, you do not need to perform all the steps.

Specifically, in this simpler case, you can omit steps 3, 5, and 6, that is, the steps which relate to function parameters and context parameters.

The example formula in the following pages uses two parameters **PMR1** and **PARAMETER2**, both of which are numeric, in addition to the standard **contract** and **line id** parameters.

K.4.1 Write the Source PL/SQL Function To Use in a Formula

The topics in this section include:

- [Section K.4.1.1, "Code Example of a Sample Source"](#)
- [Section K.4.1.2, "Register the Source PL/SQL Function"](#)
- [Section K.4.1.3, "Register the Function Parameters"](#)
- [Section K.4.1.4, "Create the Context"](#)

- Section K.4.1.5, "Create the Context Parameters"
- Section K.4.1.6, "Write the Internal Functions for the Context Parameters"
- Section K.4.1.7, "Create the (Formula Function type) Operand"
- Section K.4.1.8, "Create the Formula"
- Section K.4.1.9, "Create or Edit Operand Labels"
- Section K.4.1.10, "Validate the Formula"

K.4.1.1 Code Example of a Sample Source

Here is the coding for a sample source PL/SQL function **SFNC1**, which has both the standard lease-oriented parameters **P_CONTRACT_ID** and **P_LINE_ID** as input parameters, as well as the special parameters **PMR1** and **PARAMETER2**.

FUNCTION SFNC1(

```
P_CONTRACT_ID IN NUMBER,
P_LINE_ID IN NUMBER,
PMR1 IN NUMBER,
PARAMETER2 IN NUMBER
) return number
IS
v_pre_tax_yield number;
BEGIN
select nvl(pre_tax_yield,0)
into v_pre_tax_yield
from okl_k_headers_v
where id=p_contract_id ;
RETURN (20 *(PMR1 + PARAMETER2) + v_pre_tax_yield) ;
END ;
```

K.4.1.2 Register the Source PL/SQL Function

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Functions

Steps

1. Click Create.
2. Enter the Name for the function, and optionally, the Description.
3. Enter the Effective From date, and optionally the Effective To date.
4. Select the Source Function you are registering.
5. Click Create.

K.4.1.3 Register the Function Parameters

After the function is created, if it contains parameters other than the standard **contract** and **line id** parameters, then you must register the non-standard parameters with Oracle Lease Management.

To do this, you must:

1. Search for the function.
2. Select the function.
3. Choose to create or edit function parameters.

You must perform all of the following steps for each non-standard function parameter.

Prerequisites

You have created the function and it contains parameters other than the standard **contract** and **line id** parameters.

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Functions

Steps

1. Search for the function.
2. In the Results panel, click the function name hypertext link.
3. Click the Function Parameters button.
4. In the Function Parameters area, enter the Sequence of the function parameter.
5. Enter the parameter name.
6. If the function parameter has a static value in the source function, enter this value in the Static Value field.
7. Click Create.

K.4.1.4 Create the Context

Each formula executes within a context. A context is basically a container for formulas that allows for the efficient passing of parameter values to the functions of a formula.

If the formula that you want to create does not have a context to be associated with, you must create the context.

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Contexts

Steps

1. Click Create.

2. Enter the context Name, and optionally the Description.
3. Click Create.

K.4.1.5 Create the Context Parameters

For each non-standard function parameter that you register with Oracle Lease Management, you must create a context parameter with exactly the same name as the function parameter. For more information on registering non-standard function parameters, see [Section K.4.1.3](#).

To do this, you must:

1. Search for the context,
2. Select the context,
3. Choose to create or edit context parameters.

You must perform all of the following steps for each context parameter.

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Contexts

Steps

1. Search for the context.
2. In the Results panel, click the context name hypertext link.
3. Click the Context Parameters button.
4. In the Context Parameters area, enter the Parameter name.
5. Click Create.

K.4.1.6 Write the Internal Functions for the Context Parameters

Now we need to define the internal PL/SQL function that returns the context parameter's run-time value.

Note: You can have a context with no parameters defined if the function does not need any parameter other than **contract_id** and **line_id**.

The function must have the name **GET_[PARAMETER]_VALUE**, where **[PARAMETER]** is the parameter name.

The function must be in the package **OKL_FORMULAFUNCTION_PVT**.

The internal functions must have **p_contract_id** and **p_line_id** as input parameters.

The following two code samples show the internal functions related to the parameters **PMR1** and **PARAMETER2**, which in both examples, returns the number 1:

FUNCTION GET_PMR1_VALUE

```
( p_contract_id IN number, p_line_id      IN number )
return number
IS
BEGIN
    RETURN 1;
END GET_PMR1_VALUE;
```

FUNCTION GET_PARAMETER2_VALUE

```
( p_contract_id IN number, p_line_id IN number )
return number
IS
BEGIN
    RETURN 1;
END GET_PARAMETER2_VALUE;
```

K.4.1.7 Create the (Formula Function type) Operand

Here you define an operand **OKLOPRND** of type Formula Function, which uses the function **OKLFUNC** registered in step 2 of [Section K.4.1.2](#).

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Operands

Steps

1. Click Create.
2. Enter the Name for the operand, and optionally, the Description.
3. Enter the Effective From date, and optionally, the Effective To date.
4. In the Operand Type field, select Formula Function.
5. In the Function Name field, select the name of the function you registered.
6. Click Create.

K.4.1.8 Create the Formula

Each formula must be created within a context. As you create the formula, you must specify the context name for the formula.

You must enter the formula string, which is an arithmetic expression consisting of labels of operands and the symbols + - * / ().

Once you have created an operand it is available to be used in a formula string. However you do not enter the operand name itself into the formula string, instead you must create a *label* for the operand, and use the label in the formula string. Basically, an operand label is a shortcut or alias for an operand.

The procedure for creating the formula consists of a two-stage process:

- Create the formula, including the formula string containing operand labels and symbols. You might or might not have created the operand labels at this point.
- If the operand labels have not been created, create the operand labels.

The following description of creating a formula assumes that operand labels have not been created.

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Formulas

Steps

1. Click Create.
2. Enter the formula Name, and optionally, the Description.
3. Enter the Effective To date, and optionally, the Effective From date.
4. Select the Context for this formula.
5. Enter your formula in the String field, consisting of labels of operands and the symbols + - * / ().

Note: You can enter operand label names that you have not yet created.

6. Click Create.

K.4.1.9 Create or Edit Operand Labels

After you have created the formula and formula string, you create the operand labels. The following steps show you how to create operand labels.

Steps

1. Search for the formula.

2. Select the formula.
3. Choose to create or edit formula operands (this final step is where you actually create or edit the operand labels used in the formula string).

Prerequisites

You have created the formula and formula string.

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formulas > Formulas

Steps

You must perform all of the following steps for each formula operand.

1. Search for the formula.
2. In the Results panel, click the formula name hypertext link.
3. Click the Formula Operands button.
4. In the Formula Operands area, enter the Label for the operand name.
5. Select the operand to associate with the label.
6. Click Create.

K.4.1.10 Validate the Formula

Validation of the formula is optional, but recommended to verify its correctness.

The validation procedures checks:

- Recursion—whether any one of the functions calls itself.
- Whether there is a correct context parameter for each of the function parameters used by all the formulas of the context, that is, the name and type of the parameters must match.

The full validation procedure also lets you see the values of your context parameters and operands, as well as the evaluated formula result.

For completeness, the following set of steps shows the full validation procedure.

Prerequisites

Responsibility

Module

Oracle Lease Management

Navigation

Setup > Formula Engine > Validation...Formula Validation page

Steps

1. Select the Context and the Formula name.
2. Select the Contract.
3. Optionally select the Line Number.
4. Click the Validate button.

The example page following shows that there was no recursion nor context group parameter mismatch.

5. Click Next to go to the next page.

The Formula Context Parameters Value page appears. This shows the run-time context parameter values.

6. Click Next to go to the next page.

The Evaluate Formula page shows the formula result and operand value.

In the example, the context parameters **PMR1** and **PARAMETER2** both return a value of 1.

The coding for the function OKLOPRND appears in [Section K.4.1](#)).

Assuming that the `pre_tax_yield` for the contract is null, the function **OKLOPRND** returns $(20*(1+1) + 0)$, that is, 40.

Seeded Contract Classification Parameters

The main topics in this appendix are:

- [Section L.1, "Contract Classification Parameters"](#): a list of the Oracle Lease Management qualities and quality values that describe a contract.

L.1 Contract Classification Parameters

Table L-1 shows the seeded qualities and quality values, which must be added to a product template and product, so that contracts that are associated with the product are correctly classified.

Table L-1 Seeded Qualities and Quality Values

Contract Type	Quality (to be added to the product template)	Quality Description	Quality Value (to be added to the product)	Quality Value Description
Investor Agreement	INVESTOR	Investor Agreement Classification	LOAN	Loan
-	-	-	SALE	Sale
Lease or Loan Contract	LEASE	Lease Book Classification	LEASEDF	Direct Finance Lease
-	-	-	LEASEOP	Operating Lease
-	-	-	LEASEST	Sales Type Lease
-	-	-	LOAN	Loan
-	-	-	LOAN-REVOLVING	Loan-Revolving
-	TAXOWNER	Tax Owner	LESSOR	Lessor
-	-	-	LESSEE	Lessee

Each Oracle Lease Management contract must have a product, and each product must have a product template.

In order to classify contracts, first you must add one or more of the seeded qualities to a product template.

Within a single product template, you can have

- either the Investor quality, for investor agreements
- or the two qualities Lease and Taxowner, for lease or loan contracts.

In the latter case, if you add either the Lease quality or the Taxowner quality to the product template, the other quality of the pair is added automatically

Subsequently, when you create a product using the product template, you must assign one of the seeded quality values for each seeded quality in the associated product template.

Note: The only way to assign a lease book classification and tax owner to a contract is through the *product*. To change the lease book classification or tax owner of a contract, you must select a different *product* for the contract, with different values for the lease book classification or tax owner qualities..

For lease and loan contracts, [Table L-2](#) shows the valid tax owner options allowed for each lease book classification.

Table L-2 Valid Lease Book Classification/Tax Owner Combinations

Lease Book Classification	Tax Owner Options
Direct Finance Lease	Lessor, Lessee
Operating Lease	Lessor
Sales Type Lease	Lessor, Lessee
Loan	Lessee
Loan-Revolving	Lessee

Multi-GAAP Product Combinations

The main topics in this appendix are:

- [Section M.1, "Product Combinations for Local and Reporting Books"](#): a list of the book classification combinations in products that are allowed for implementing multi-GAAP functionality in Oracle Lease Management.

M.1 Product Combinations for Local and Reporting Books

The following table shows the book classification combinations in products allowed for implementing multi-GAAP functionality in Oracle Lease Management:

Table M-1 Product Combinations for Local and Reporting Books

Book Classification for Local product	Book Classification for Reporting product
Operating Lease	Direct Finance Lease
Operating Lease	Sales Type Lease
Operating Lease	Loan
Operating Lease	Operating Lease
Direct Finance Lease	Direct Finance Lease
Direct Finance Lease	Sales Type Lease
Direct Finance Lease	Loan
Direct Finance Lease	Operating Lease
Sales Type Lease	Direct Finance Lease
Sales Type Lease	Sales Type Lease
Sales Type Lease	Loan
Sales Type Lease	Operating Lease
Loan	Direct Finance Lease
Loan	Sales Type Lease
Loan	Loan
Loan	Operating Lease

Glossary

advance rent

Rent received at the start of the lease that you adjust against the last rents.

advance/arrears indicator

Shows if the rents are billed in advance or in arrears of the rental period.

amortization

The systematic method for recording financial elements to income or expense over a defined period, typically the lease or loan term.

approver

The person who is authorized to approve the document before the next activity can be carried out.

articles

Textual sections of contract terms and conditions.

as-due basis

An event initiated based on when the invoice is due.

asset disposition

Sale or disposal of assets.

authoring

A process of creating a contract.

billed basis

An event initiated based on when the item is billed.

billing

The process of notifying the responsibility party of amounts due.

billing frequency

The frequency with which bills are presented to a customer.

booking

The process of preparing and recording accounting records associated with a contract.

buck-out lease

Full payout, net leases structured with a bargain purchase option for the lessee to purchase the equipment for one dollar at the expiration of the lease. These leases are often referred to as dollar buyout or buck-out leases.

buyout amount

This is the amount necessary for the customer to pay to consider the contract paid in full.

cancellation

When a customer has the contractual right to end an agreement (that is, the customer is at the end of term in month-to-month status, non-appropriation clause, or rental agreement).

capital lease

A type of lease classified and accounted for by a lessee as a purchase and by the lessor as a sale or financing. It must meet at least one of the criteria outlined in paragraph 7 of FASB 13. It is treated as debt and an offsetting depreciable asset for book accounting purposes.

capitalized cost

The cost of equipment to be leased plus various fees, charges, or interest that you can add to the equipment cost. The total capitalized cost--or basis--is the amount upon which the tax benefits or depreciation on the equipment are based.

cash basis

An event initiated based on when cash is received. A related pass-through disbursement is created when cash is applied against an invoice.

catch-all

A placeholder used at the top of a territory hierarchy when no other is defined in Territory Management.

closed item

An invoiced item that was paid.

collateral

The additional security provided by the borrower for availing the credit facility provided by the lender. The additional security is normally in the form of assets which are, in addition to the asset, financed by the loan or lease.

From a customer service perspective, collateral also is a static fulfillment document that doesn't contain merged data. It is usually some sort of marketing brochure or some other document. It is sent in an e-mail as an attachment. It is often called a deliverable in the marketing applications.

concurrent program

An instance of an execution file, along with parameter definitions and incompatibilities. Concurrent programs use concurrent program executables to locate the correct execution file. Several concurrent programs can use the same execution file to perform their specific tasks, each having different parameter defaults and incompatibilities.

consolidated billing

One or more billing items combined into one group for invoicing purposes.

consolidated counter

A logical counter that groups the counters belonging to more than one contract. These counters need to be consolidated into one consolidated record as per customer requirement.

context

A context is a pool of global variables that are passed as parameters to functions. An instance of context should exist to execute Formulae.

context assembler

A Context Assembler is a PL/SQL procedure that creates a new instance of a context and populates values of context parameters. Each external entity which wants to use the Contracts Formula Engine must have its Context Assembler and Context.

context parameter

A context parameter is a variable of a context that is be passed as a parameter to functions. An instance of context parameter is created whenever a new instance of context object is required.

contract

A written, signed, Legal Agreement between/among trading partners that has financial, legal, and industry-specific operational consequences.

contract activation

A series of steps performed on an authored contract that culminates with a booked contract that is ready to be billed.

contract ID

Unique identifier of a contract.

contract status

The state of the contract. Possible values: new, passed, complete, incomplete, pending approval, booked, under revision, evergreen, litigation hold, bankruptcy hold, expired, terminated, reversed, amended, abandoned

contract validation

The application of various quality assurance logic and business rules to a contract to insure it meets business requirements.

contracts formula engine thread

A formula is executed within an instance of a context. Operands of the formula can call other formulae and functions that are executed within the same instance of the context. This process is referred to as the contract formula engine thread.

contract shell

A contract in inactive state with minimal data contained in it. The minimal data is customer information and product category.

coterminous

All assets on a contract terminate at the same time, regardless of their start dates.

cure amount

The amount due to satisfy a customer's past due rents. A vendor or other third party can require this payment.

customization

Customizations are enhancements to an Oracle applications system made to fit the needs of a specific user community.

DBA

Name company is Doing Business As.

direct finance lease

Direct finance lease is a non-leveraged lease by a lessor (not a manufacturer or dealer) in which the lease meets any of the definitional criteria of a capital lease, plus certain additional criteria.

disposition

Sale or disposal of assets.

disbursement

Disbursements are payments to suppliers or other third parties for the cost of equipment, a prepayment facility with lessor, maintenance, insurance and other services. Some disbursements such as pass-through and syndication payments are linked to billing events

distribution

Defined group of accounting codes that determine debit and credit accounts that is affected in the General Ledger. A distribution can define percentage-wise allocation of funds between accounts.

distribution group

Distribution group is a logical grouping of distributions.

effective dates

Effective dates are the dates a record is effective or to be in use.

employee

A resource type that represents a person who is hired to work for a company. Employee resources can be input as resources in various pages available without installing the Human Resources Management System (HRMS).

escalation

Actions in a process that increase in extent or intensity.

evergreen

A lease contract period past the initial term end date; rents are still collected.

execution date

The strategy performance date. At the execution date a member of the assignment group executes the strategy and notes the action taken.

Also refers to the date a lease contract is signed.

exposure

The total amount of credit risk the lessor has with the customer. This amount is normally the amounts due, plus net investment value (NIV), plus approved credit not drawn down.

fair market value lease

A lease that includes an option for the lessee to either renew the lease at a fair market value, or purchase the equipment for its fair market value at the end of the lease term.

FASB

An acronym for Financial Accounting Standards Board.

FASB 13

The FASB's statement of Financial Accounting Standards No. 13 is recognized as the accounting guideline for financial statement reporting of lease investments and/or liabilities.

FASB 109

The FASB's statement of Financial Accounting Standards No. 109 supersedes FASB statement 96, Accounting for Income Taxes. This includes a basic principle that *the measurement of deferred tax assets is reduced, if necessary.*

financial product

A financial product in Oracle Lease Management groups together a set of attributes and rules based on which contracts are created. It is mandatory for every contract to be associated with a single product.

fixed rate

A contract with an interest rate factor that does not change during its life.

flexfield

A flexible data field format that your organization can customize to your business needs without programming.

floor price

The targeted minimum amount acceptable for the sale of an asset.

FMV

An acronym for Fair Market Value. The price for which property is sold in an arms-length transaction between two unrelated parties. (See Fair Market Value Lease.)

form

Forms are a logical collection of fields, regions, and graphical components that appears on a single page. Oracle applications forms resemble paper forms used to run a business. You enter data by typing information into the form.

forms server

A Forms server is a type of application server that hosts the Forms server engine. It mediates between the desktop client and the database, providing input pages for the Forms-based products on the desktop client and creating or changing database records based on user actions.

formula

An arithmetic operation over operands.

formula counter

Formula type counters allow users to use simple math to derive the counter value. For example, you use a formula counter to track total number of copies made with photo copy machine, which provides both black and white copies and color copies.

function

A function is a register of a function that returns a scalar numeric value.

function parameter

A function parameter passes a value to function. The function parameter gets its value from the corresponding context parameter. The context parameter comes from an instance of context in which the function is executed.

funding

Generally, funding is the process of paying a supplier for leased equipment.

general ledger

The General Ledger (GL) is the book of final entry summarizing all of a company's financial transactions through offsetting debit and credit accounts.

general provision / reserve

Loss Provisions and reserves established based on contract types and aging categories to offset write-offs for bad debts.

gross remaining receivables

The remaining unpaid billed and not billed gross receivable at a point in time.

guaranteed residual

That portion of the residual that becomes guaranteed from a third party through the purchase of residual value insurance and is to be accounted for as accounts receivable rather than residual receivable.

guarantor

The entity that guarantees payments in the event of lessee default.

interaction

An interaction is a touch point that occurs between a customer, a customer system, a resource, or a resource system. An example of a touch point is a phone call between an agent and a customer. Interactions include activities, media, and media items.

Interaction History

Interaction History (IH) provides Oracle applications with a common framework for capturing and accessing all interaction data associated with customer contacts.

IH acts as the central repository and provides a consistent API for tracking all automated or agent-based customer interactions.

investor

Investors are parties to syndicated contracts. For the purpose of this document, **investor** and **syndicated party** are interchangeable terms.

investor stake (%)

The amount an investor pays to acquire an interest in a syndicated deal.

invoice

A bill sent to a customer.

invoice amount

Total amount of charges on an invoice.

invoice format

Invoice format is a group of invoice types that specify how data is to appear on the invoices.

invoice parameters

Invoice Parameters specify rules for grouping transactions within an Oracle Lease Management invoice.

items

Items can be master documents, collateral, or attachments in fulfillment. Items are inserted in the body of an e-mail. Items are selected from the list of all possible documents and collateral material available to the user from fulfillment templates.

IVR

Acronym for Interactive Voice Recognition.

journal entries

A set of financial data that is of significance for recording ledger transactions in accounting.

key flexfield

A key flexfield is a field format you can customize to enter multi-segment values such as part numbers, account numbers, location, and so on. Key flexfields relate to specific uses in Oracle applications.

late charge

An amount assessed as a result of the payment due on a contract not being received within a certain pre-set number of days from the due date.

late interest

Refers to the interest rate factor applied to an outstanding invoice amount from the time it is due until it is paid.

lease

A lease is a contract in which one party conveys the use of an asset to another party for a specific period of time for a predetermined payment amount.

lessee

User of the equipment being leased.

lessor

Owner of the equipment which is being leased.

lookup codes

Imbedded codes in Oracle Applications that enable you to define a feature prior to setup. These include defining article sets, contract roles, and so on.

margin

For variable interest rate, add margin to the base interest rate factor to determine the actual rate of interest. This is expressed as the number of basis points on top of the index rate.

master lease contract

A master lease contract is an (electronic) document, which contains leasing terms and conditions that, through reference to the master lease agreement number, can apply to authored deal contracts.

media

In Interaction History, media represents the communication channel through which an activity takes place. Examples can include: the phone, the fax machine, an ATM, or a cell phone.

meter read

Actual number of usage units from a counter at a point in time.

mill rate

The percentage tax rate in effect for property tax. (This applies to the USA only.)

net book value (NBV)

In terms of an operating lease, it is the original first cost, less accumulated book depreciation. The amount represents the lessor's investment in a lease.

net investment

The investment or equity, net of expected income, a lessor has in a transaction.

non-consolidated counter

A non-consolidated counter is assigned to each asset on a specific contract.

non termination write down

Creation of a loss provision on a contract without terminating the contract.

Notes

Notes is a tool that provides locations where you can specify more text detail, if needed. You can add a note to a task in Task Manager.

note status

The three statuses available for notes in Oracle Applications are:

- **Private:** Only the creator can view it.
- **Public:** The creator and others can read or write to it.
- **Publish:** Publishable over the Internet. Everyone can view it.

note text

A large text note, such as a customer's letter or directions.

note type

Note type is selected from a lookup table. You can add note types through the setup window. They provide a further categorization of notes based on a user's needs. Also, you can tie a note type to a source type and such note types are visible only to that mapped source. Therefore, you must choose between the entire list of note types that have been defined for your source and those which do not have any source type attached to them.

object

An object is any identifiable individual or thing. It can be physical, such as a telephone or PBX, or an abstract concept, such as a market campaign in Interaction History.

OEC

An acronym for Original Equipment Cost, which is the original cost of the leased equipment.

open item

A receivable item that has not been paid.

operand

An operand is a register of an object that can take part in arithmetic operations. Operand can use formula, function or a regular expression as the source for its value.

operating agreement

An operating agreement is a mutual agreement between a lessor and vendor to work together and administer certain financing programs which set specific terms and conditions for future transactions.

operating lease

A lease which does not satisfy any of the criteria of a "capital lease" under local accounting principles.

partial termination

The amount a customer must pay for a subset of assets a contract to terminate them and pay off all future amounts due.

payment in advance

Periodic payments due in advance of the rental period.

payment in arrears

Periodic payments due before the last day of the rental period.

payment level

A payment level is the number, frequency, and due amount for a specific time period.

principal balance

A loan concept, which can also be used in leasing vernacular, designating remaining gross receivable, less unearned finance charges.

product option

A property of a financial product that defines a value or lets the user to select a value from a set of values at the time of the lease authoring. Options are typically associated with specific terms and conditions that govern the behavior of contract transactions. At the time of authoring, you can make an option **required** or as **optional**. A typical option with multiple values associated with it might be **interest method** or **End-of-term Purchase** option.

product quality

A property of a financial product that is mandatory and, once selected, cannot be changed. Qualities are used for the purpose of categorization of products.

profile options

In Oracle Applications, profile options enable you to turn on or off specific functionality, such as integrations and processes, and lets you set specific parameters that govern a process or transaction such as number of days before a task is due that the user is notified.

property tax

Tax assessed for owning property.

pro-rate read

An actual reading, but received either before or after the due date. To use pro ration, calculate a daily rate and then multiply that value to the number of days from the last meter read due date until the current meter read due date.

purchase option

An option given to the lessee to purchase the equipment from the lessor, usually as of a specified date. Options vary in type: Guaranteed Purchase Option (GPO), Bargain Purchase Option, Fair Market Value Option (FMV), Mid-Term Purchase Option.

quote history

This is the history of buyout quotes given to a customer.

rebooking

The process of altering an existing lease/loan transaction due to some financial change in the deal structure; rental payment change, credit extension, due date change, and so on. New accounting entries or adjusting entries are made when the contract is reactivated.

re-amortization

Recalculation of rental payments on variable rate products as interest rates change.

recourse

The right of the lender/lessor to pursue payment from a third party if the lessee/borrower defaults.

regular counter

Physical counters found in tangible objects like automobiles, gas meters, photo copy machine, and so on.

re-lease

Assets from previous leases that are placed onto a new lease.

repurchase

Vendor or other third party agrees to purchase original asset when it comes off lease.

repurchase amount

The amount required from the vendor or third party to buy a transaction back. This amount is determined by pre-set calculation specified in the vendor agreement. This can vary from vendor to vendor.

residual amount

The estimated value of an asset at the end of a lease for which the lessee is not expected to pay.

residual value insurance

An insurance premium purchased from a third party so as to guarantee a portion of the residual value, which in turn is designated as a recovery of the capital cost and included in the FAS 13 test for classifying a leasing transaction.

residual write-down

Taken to reflect a drop in the expected market value of an asset at lease expiration.

resource

The basic element of the Resource Manager in Oracle Applications and is defined as people, places and things.

resource category

In Oracle Applications, any of five types of resources defined in Resource Manager: party, employee, partner, supplier contact, and other/to be hired (TBH).

Resource Manager

The Resource Manager is a tool used to define, access, and maintain all Oracle Applications resources.

responsibility

A responsibility is a level of authority in Oracle Applications that allows access only to those Oracle Applications functions and data appropriate to fulfill your role in the organization.

restructure

When an agreement is made with a customer to amend the current payment structure, usually to reduce regular payment amounts or extend the term.

role

Roles group various permissions at the page level and function level, are used to maintain application security.

role type

A role type is a group of related roles associated with a particular Oracle Applications module.

sales tax

Tax based on the sale of property by federal, state and local authorities.

sales-type lease

A lease in which the lessor is also the vendor (manufacturer or distributor) of the equipment.

salvage value

The accounting estimate of the asset value once it is depreciated over the term of the lease. This is typically based on an estimate of the future value, less a safety margin.

securitization

This is the process of selling the cash flows in a pool of assets to outside investors at a rate below the earning rate, enabling an accelerated gain to be recorded. The servicing of the contracts for the pooled assets is normally retained by the lessor.

service and maintenance

Fees charged to a customer for servicing or warranting assets, such as extended warranty contracts.

specific provision or reserve

A loss provision or reserve, established to recognize potential impairment of the collection of a specific receivable.

stipulated loss value table

A table indicating the amount to be paid to the lessor in case a leased asset is lost or destroyed.

straight-line depreciation

A form of depreciation whereby the owner of the equipment takes an equal amount of depreciation in each full year of the equipment's useful life or recovery period.

stream

A stream is a schedule of amounts over a period of time, derived from the transaction's details. For example, a rent stream is the schedule of amounts and due dates over the term of the lease.

stream activity

Stream activity types describe the state of the stream. A stream can be ACTIVE, CURRENT, HISTORY, or WORKING.

stream element

A single amount and its corresponding date (i.e. a cash flow). A stream element is the line level detail of a stream. A stream can have multiple stream elements.

stream type

The logical type of the stream. It specifies what the stream is for and holds attributes that are used to process streams in various procedures. Examples of stream types include rental income, principal balance, and interest payment.

sub-ledger

A book in which the monetary transactions related to a specific financial function of a business are posted in the form of debits and credits before the financial transaction is posted in the General Ledger.

supplier

Oracle Payables uses the term “Supplier” for vendors, so “Vendor” and “Supplier” are used interchangeably for the purpose of this document, unless specified otherwise.

syndicated contract

Entities other than the lessor invest a stake in the contract in return for a portion of the rent and related receivables. Oracle Lease Management makes a disbursement to an investor in relationship to the billing. Information about the investment and disbursement method is setup when the syndication agreement is authorized.

syndication

The selling off of a deal, or portion of a deal, to outside investors at a rate lower than the lessor’s rate of return. This arrangement reduces the lessor’s risk and accelerates the return on the deal.

system administrator

The system administrator is the person who manages administrative tasks in Oracle Applications, such as registering new users and defining system printers, using the system administrator responsibility.

task

A task is a discrete unit of work that is assigned to one or more individuals. Tasks are managed by the Task Manager. Tasks are often scheduled events and have defined expirations.

task group templates

A task group template is a grouping of different task templates defined during setup in Task Manager.

Task Manager

Task Manager is a tool used to manage tasks throughout other applications. Task Manager provides a mechanism for tasks to be created, assigned, managed, sorted, and prioritized to provide timely response to customer issues.

task owner

An owner is the person (resource) that creates and is responsible for the task.

task type

A task type defines the nature of the task such as a callback or a meeting.

terminal rental adjustment clause (TRAC)

A provision in a lease that permits or requires an adjustment of rentals according to the amount realized by a lessor upon a sale of the leased equipment. This enables the lessor to guarantee a terminal (residual) value while still claiming tax ownership on a lease. This benefit only applies to certain classes of vehicles.

termination

The process of ending a leasing transaction with the lessee.

territory

A territory is an organizational domain with boundaries defined by attributes of customers, products, services, and resources in Territory Management.

territory administrator

This person administers the specific and periodic duties of Territory Management.

Territory Manager (TM)

Territory Manager is a tool that helps manages territories.

TCA

An acronym for Trading Community Architecture. This is a standardized approach in Oracle Applications for handling customer and other party information.

terms and conditions

Financial and legal arrangements that are agreed to by parties of a contract.

transfer and assumption

When a contract obligation and use of leased assets are transferred from one party to another party with the lessor's consent.

transaction type

An event in Oracle Lease Management relating to a contract or asset.

UBB

An acronym for Usage Based Billing. Rental payments are derived in part or in full, based on a specific rate per number of units used or counted.

user

A user is any person who needs access to any application, including various types of customers, partners, suppliers, and employees.

user ID

The User ID is a combination of a user name and its password.

user profile

User profiles, which are associated with responsibilities, are a set of user interfaces that give users access to their personal data and preferences.

user type

A user type is a category of users that caters to the specific needs of an application's business requirements in User Management. User types allow flexible and extensible ways for defining, categorizing and implementing behavior of users. A user type is associated to only one template, one responsibility, zero or one approval and zero or more roles.

vendor program

An agreement between the lessor and a vendor to create a specific financing program for the vendor's customers who desire financing. The terms and conditions of the vendor program can govern aspects of the deals created as a result of the program.

warrant

A warrant is an option to purchase an equity instrument. Lessor's can accept warrants as collateral on deals.

workflow

A complete workflow management system that supports business process definition and automation in Oracle Applications. Typically, workflow is used for contract approval, change requests, and notifications.

workflow attributes

Workflow attributes control the behavior of the workflow.

workflow monitor

The workflow monitor is a Java based tool used for administering and viewing workflow process.

write off

When a contract is deemed uncollectable, the loss is recognized for accounting purposes by charging off future receivables and/or investments.

yield

A measurement of profitability obtained from a series of cash flows. This can represent the lessor's return on invested funds.

90% Test

A Financial Accounting Standards Board (FASB) test that indicates whether or not you will recover 90% or more of the cost of the leased equipment at lease inception through the present valuation of minimum lease payments using the lessee's incremental borrowing rate.

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