

# Oracle® Financials for Japan

User Guide

Release 11i

**Part No. A81256-04**

April 2003

Oracle Financials for Japan, Release 11i

Part No. A81256-04

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# Send Us Your Comments

**Oracle Financials for Japan User Guide, Release 11i**

**Part No. A81256-04**

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

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# Preface

Welcome to Release 11*i* of the *Oracle Financials for Japan User Guide*.

This user guide includes information to help you effectively work with Oracle Financials for Japan and contains detailed information about the following:

- Overview and reference information
- Specific tasks that you can accomplish with Oracle Financials for Japan
- How to use Oracle Financials for Japan windows
- Oracle Financials for Japan programs, reports, and listings
- Oracle Financials for Japan functions and features

This preface explains how this user guide is organized and introduces other sources of information that can help you use Oracle Financials for Japan.

## About this Country-Specific User Guide

This user guide documents country-specific functionality developed for use within your country and supplements our core Financials user guides. This user guide also includes tips about using core functionality to meet your country's legal and business requirements, as well as task and reference information. The following chapters are included:

- Chapter 1 describes the Oracle Payables Bank Transfer feature, including how to set up and use this feature.
- Chapter 2 describes how to use the Bank Charges window to specify bank charge fees for transfers between Japanese banks.
- Chapter 3 describes how to use AutoLockbox with the Japanese Zengin format.
- Chapter 4 describes Oracle Payables reports, including the Invoice Transaction Check report, the Actual Payment report, and the Payment Schedule report.
- Chapter 5 describes Oracle Assets for Japan, including the Japanese Depreciable Assets Tax reports.
- The appendix overviews electronic file content provided in Oracle Financials for Japan for the Zengin file.

## Documentation Accessibility

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# Japanese Functionality

Oracle Financials provides functionality to help Japanese customers meet legal and business requirements as a part of our core Oracle Payables, Receivables, General Ledger, and Fixed Assets products. This manual describes Bank Transfer, Bank Charges, and Lockbox functionality provided in Oracle Payables and Receivables which is specific only to Japan.

Additional Japanese functionality is used in countries outside of Japan and is documented in our core manuals, including:

## Oracle Payables

- Multiple Supplier Banks
- Consumption Tax
  - Inclusive and exclusive
  - Automatic calculation at header or line
  - Default rounding rule (up, down, or nearest)
  - Tax default from natural account
- Alternate Name/Sort Field, at the supplier, bank, and address

## Oracle Receivables

- Consumption Tax
  - Inclusive and exclusive
  - Automatic calculation at header or line
  - Default rounding rule (up, down, or nearest)
  - Tax default from natural account
- Consolidated Billing
- Zengin Bank Transfer
  - Support Japanese Bank Charges
- Alternate Name (Kana)/Sort Field, Address Format, and Date Format
- Notes Receivable

- Reports
  - Actual Receipt report
  - Receipt Forecast report
  - Transaction Check report
  - Sales Register report (Electronic Storage System compliant)

### **General Ledger**

- Consumption Tax (GL Journal Tax) Support
  - Inclusive and exclusive
  - Automatic calculation at header or line
  - Default rounding rule (up, down, or nearest)
- Reports
  - GL Journal Day Book report
  - GL Journal Voucher report (Electronic Storage System compliant)
  - GL Journal Check report
  - GL Account Analysis - Contra Account report (Electronic Storage System compliant)

### **Fixed Assets**

- Japanese depreciation rate for declining balance and straight line method
- Flexible depreciation formula using net book value base flat rate of declining balance method
- Salvage value as percent of cost
- Depreciation beyond salvage value
- Annual depreciation
- Reports
  - Asset Listing by Period
  - Fixed Assets Book report (Electronic Storage System compliant)
  - Additions by Period report (Electronic Storage System compliant)
  - Retirements report (Electronic Storage System compliant)

## **Cross-Module**

- Find Customer or Supplier Names by using Alternate Names

## **Common Country Features**

- Reports
  - Supplier Balances Detail and Summary reports (AP)
  - Supplier Account Balance Detail report (AP, Electronic Storage System compliant)
  - Customer Balances Detail and Summary reports (AR)
  - Customer Account Balance Detail report (AR, Electronic Storage System compliant)
  - Tax Reconciliation by Taxable Account report (GL)

## Audience for this Guide

This guide assumes you have a working knowledge of the following:

- The principles and customary practices of your business area.
- Oracle Financials for Japan.

If you have never used Oracle Financials for Japan, we suggest you attend one or more of the Oracle 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 Guide*.

See Other Information Sources for more information about Oracle Applications product information.

## Other Information Sources

You can choose from other sources of information, including online documentation, training, and support services, to increase your knowledge and understanding of Oracle Financials for Japan.

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

### Online Documentation

All Oracle Applications documentation is available online (HTML or PDF).

- **Online Help** - The new features section in the HTML help describes new features in 11*i*. This information is updated for each new release of Oracle Financials for Japan. The new features section also includes information about any features that were not yet available when this guide was printed. For example, if your administrator has installed software from a mini-packs an upgrade, this document describes the new features. Online help patches are available on MetaLink.
- **11*i* Features Matrix** - This document lists new features available by patch and identifies any associated new documentation. The new features matrix document is available on MetaLink.
- **About Document** - Refer to the About document for patches that you have installed to learn about new documentation or documentation patches that you can download. The new About document is available on MetaLink.

### Related User Guides

This user guide documents country-specific functionality developed in addition to our Oracle Financials core products. Because our country-specific functionality is used in association with our core Financials products and shares functional and setup information with other Oracle Applications, you should consult other related user guides when you set up and use Oracle Financials for Japan.

You can read the guides 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>.

## **Oracle Applications User Guide**

This guide explains how to navigate the system, enter data, and query information, and introduces other basic features of the GUI available with this release of Oracle Financials for Japan (and any other Oracle Applications product).

You can also access this user guide online by choosing "Getting Started and Using Oracle Applications" from the Oracle Applications help system.

## **Oracle Financials Common Country Features User Guide**

This manual describes functionality developed to meet specific legal and business requirements that are common to several countries in a given region. Consult this user guide along with your country-specific user guide and your financial product's manual to effectively use Oracle Financials in your country.

## **Oracle Financials Country-Specific User Guides**

These manuals document functionality developed to meet legal and business requirements in countries that you do business in. Look for a user guide that is appropriate to your country; for example, see the Oracle Financials for the Czech Republic User Guide for more information about using this software in the Czech Republic.

## **Oracle Financials RXi Reports Administration Tool User Guide**

Use the RXi reports administration tool to design the content and layout of RXi reports. RXi reports let you order, edit, and present report information to better meet your company's reporting needs.

## **Oracle General Ledger User Guide**

Use this manual when you plan and define your chart of accounts, accounting period types and accounting calendar, functional currency, and set of books. It also describes how to define journal entry sources and categories so that you can create journal entries for your general ledger. If you use multiple currencies, use this manual when you define additional rate types and enter daily rates. This manual also includes complete information on implementing budgetary control.

## **Oracle Purchasing User Guide**

Use this manual to read about entering and managing the purchase orders that you match to invoices.

## **Oracle Payables User Guide**

This manual describes how accounts payable transactions are created and entered into Oracle Payables. This manual also contains detailed setup information for Oracle Payables. Use this manual to learn how to implement flexible address formats for different countries. You can use flexible address formats in the suppliers, customers, banks, invoices, and payments windows in both Oracle Payables and Oracle Receivables.

## **Oracle Receivables User Guide**

Use this manual to learn how to implement flexible address formats for different countries. You can use flexible address formats in the suppliers, customers, banks, invoices, and payments windows in both Oracle Payables and Oracle Receivables. This manual also explains how to set up your system, create transactions, and run reports in Oracle Receivables.

## **Oracle Assets User Guide**

Use this manual to add assets and cost adjustments directly into Oracle Assets from invoice information.

## **Oracle Projects User Guide**

Use this manual to learn how to enter expense reports in Projects that you import into Payables to create invoices. You can also use this manual to see how to create Project information in Projects which you can then record for an invoice or invoice distribution.

## **Oracle Cash Management User Guide**

This manual explains how you can reconcile your payments with your bank statements.

## **Using Oracle HRMS - The Fundamentals**

This user guide explains how to setup and use enterprise modeling, organization management, and cost analysis. It also includes information about defining payrolls.

## **Oracle Workflow Guide**

This manual 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 Financials Open Interfaces Guide**

This guide contains a brief summary of each Oracle Financial Applications open interface.

### **Oracle Applications Character Mode to GUI Menu Path Changes**

This is a quick reference guide for experienced Oracle Applications end users migrating from character mode to a graphical user interface (GUI). This guide lists each character mode form and describes which GUI windows or functions replace it.

### **Multiple Reporting Currencies in Oracle Applications**

If you use Multiple Reporting Currencies feature to report and maintain accounting records in more than one currency, use this manual before implementing Oracle Financials for Japan. The manual details additional steps and setup considerations for implementing Oracle Financials for Japan with this feature.

### **Multiple Organizations in Oracle Applications**

If you use the Oracle Applications Multiple Organization Support feature to use multiple sets of books for one Oracle Financials installation, use this guide to learn about setting up and using Oracle Financials with this feature.

There are special considerations for using Multiple Organizations in Europe with document sequences, legal entity reporting, and drill-down from General Ledger. Consult the Multiple Organizations in Oracle Applications guide for more information about using Multiple Organizations in Europe.

### **Oracle Applications Flexfields Guide**

This guide provides flexfields planning, setup, and reference information for your implementation team, as well as for users responsible for the ongoing maintenance of Oracle Applications product data. This guide also provides information on creating custom reports on flexfields data.

### **Oracle Alert User Guide**

Use this guide to define periodic and event alerts that monitor the status of your Oracle Applications data.

## **Oracle Applications Implementation Wizard User Guide**

If you are implementing more than one Oracle product, you can use the Oracle Applications Implementation Wizard to coordinate your setup activities. This guide describes how to use the wizard.

## **Oracle Applications Developer's Guide**

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

## **Oracle Applications User Interface Standards**

This guide contains the user interface (UI) standards followed by Oracle Applications development. 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.

# Installation and System Administration

## **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 One-Hour Install, which minimizes the time it takes to install Oracle Applications and the Oracle 8*i* Server technology stack by automating many of the required steps. This guide contains instructions for using Oracle One-Hour 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 Financials Country-Specific Installation Supplement**

Use this manual to learn about general country information, such as responsibilities and report security groups, as well as any post-install steps required by some countries or the Global Accounting Engine.

## **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 in general and lists database upgrade and product-specific upgrade tasks. You must be at either 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.

## **Oracle Applications Product Update Notes**

Use this guide as a reference if you are responsible for upgrading an installation of Oracle Applications. It provides a history of the changes to individual Oracle Applications products between Release 11.0 and Release 11*i*. It includes new features and enhancements and changes made to database objects, profile options, and seed data for this interval.

## **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 processing.

## **Oracle Global Financial Applications Technical Reference Manual**

The *Oracle Global Financial Applications Technical Reference Manual* contains database diagrams and a detailed description of regional and related applications database tables, forms, reports, and programs. This information helps you convert data from your existing applications, integrate Oracle Financials with non-Oracle applications, and write custom reports for Oracle Financials.

You can order a technical reference manual for any product you have licensed. Technical reference manuals are available in paper format only.

# Training and Support

## **Training**

We offer a complete set of training courses to help you and your staff master Oracle Applications. We can help you develop a training plan that provides thorough training for both your project team and your end users. We will work with you to organize courses appropriate to your job or area of responsibility.

Training professionals can show you how to plan your training throughout the implementation process so that the right amount of information is delivered to key people when they need it the most. You can attend courses at any one of our many Educational Centers, or you can arrange for our trainers to teach at your facility. We also offer Net classes, where training is delivered over the Internet, and many multimedia-based courses on CD. In addition, we can tailor standard courses or develop custom courses to meet your needs.

## **Support**

From on-site support to central support, our team of experienced professionals provides the help and information you need to keep Oracle Financials for Japan 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.

## Do Not Use Database Tools to Modify Oracle Applications Data

We **STRONGLY RECOMMEND** that you never use SQL\*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle Applications tables, unless we tell you to do so in our guides.

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 an Oracle Applications form can update many tables at once. But when you modify Oracle Applications data using anything other than Oracle Applications forms, you might 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 forms to modify your data, Oracle Applications automatically checks that your changes are valid. Oracle Applications also keeps track of who changes information. But, 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. Oracle Applications provides the E-business Suite, a fully integrated suite of more than 70 software modules for financial management, Internet procurement, business intelligence, supply chain management, manufacturing, project systems, human resources and sales and service management.

Oracle products are available for mainframes, minicomputers, personal computers, network computers, and personal digital assistants, enabling 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 application products, along with related consulting, education and support services, in over 145 countries around the world.

## Thank You

Thank you for using Oracle Financials for Japan and this user guide.

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# 1

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## Bank Transfer

The Oracle Payables Bank Transfer feature helps you meet Japanese Bank Transfer requirements. This chapter describes how to set up and use the Bank Transfer feature.

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**Note:** Because Bank Charges and Discounts share the same table, you cannot use both features at the same time.

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## Overview

It is common in Japan for customers to pay suppliers by transferring funds from the customer's bank to the supplier's bank. The customer's bank charges a fee to complete the transfer, and the customer and supplier negotiate who will bear the fee.

If the customer bears the bank charge, the full invoice amount is requested for transfer. For example, for a 100 dollar invoice and a 5 dollar bank transfer fee, the customer transfers 100 dollars to the supplier's bank, and pays 5 dollars to the customer's bank for the bank transfer fee. The total cost to the customer is 105 dollars.

If the supplier bears the bank charge, the invoice amount less the bank charge is requested for transfer. For example, for a 100 dollar invoice and a 5 dollar bank transfer fee, the customer transfers 95 dollars to the supplier's bank and pays 5 dollars to the customer's bank for the bank transfer fee. The total cost to the customer is 100 dollars.

The bank charge is based on several factors, such as:

- Originating bank/branch, supplier bank/branch
- Transfer priority
- Bank charge type (standard or negotiated)
- Currency used
- Amount of payment

This form of electronic fund transfer is accomplished with a Zengin file, an electronic or paper file submitted by the customer that instructs the customer's bank to transfer funds to the supplier's bank.

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## Bank Transfer Feature

### Determining Who Pays Bank Charges

The Bank Transfer feature lets you record if the customer or supplier bears the bank charge along with the bank charge rate type. There are three bank charge values:

- **Internal** - Customer bears the bank charges
- **Supplier/Standard** - Supplier bears the bank charges at standard rate
- **Supplier/Negotiated** - Supplier bears the bank charges at a negotiated rate

### How Bank Charges are Calculated

The Oracle Payables Bank Transfer feature lets you handle bank charges borne by the supplier when the customer requests to transfer the full invoice amount less the bank charge.

Bank charges for transfer to suppliers flagged as *supplier/standard* or *supplier/negotiated* are automatically calculated during the build payments program with bank charges stored in the Bank Charges window. Bank charges, standard or negotiated, are deducted from the check amount.

Charges are automatically calculated during the Build Payment based on:

- Bank Charge Bearer
- Transfer Priority
- Payment amount
- Currency
- Remit-to Account (supplier's bank/branch)
- Remit-from Account (customer's bank/branch)

## Accounting Entries

The Bank Transfer feature lets you make additional accounting entries that you need for bank charges. Two reports were created to support these accounting entries.

If the customer agrees to bear the bank charge, the customer requests to transfer the full invoice amount plus the negotiated bank charge. This is an Internal rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the customer transfers 100 dollars, the full invoice amount. The supplier receives 100 dollars as payment and the customer pays a 3 dollar negotiated bank charge.

If the customer requests to transfer the invoice amount less the standard bank charge, but bears the negotiated bank charge instead, the customer receives the discount merit. This is a Supplier/Standard rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the supplier expects to receive 95 dollars. The bank, however, gives the customer a negotiated rate instead; the customer pays 95 dollars for the invoice, 3 dollars for the bank transfer fee, and receives a 2 dollar discount merit.

Because the supplier does not know the bank's negotiated transfer rate, the business custom in Japan is to transfer the invoice less the standard bank charge and account the difference between the standard and negotiated bank charge as miscellaneous income.

If the supplier agrees to bear the bank charge and the customer requests to transfer the full invoice amount less a negotiated bank charge, the result is that the supplier receives a discount merit, the difference between the negotiated bank charge and the standard bank charge. This is a Supplier/Negotiated rate type.

For example, for a 100 dollar invoice, 5 dollar standard bank charge, and 3 dollar negotiated bank charge, the customer transfers the invoice amount less the negotiated bank charge, which is 97 dollars. The supplier bears the negotiated bank charge of 3 dollars, but had expected to bear the standard charge of 5 dollars; the supplier received 97 dollars instead of 95 dollars. The supplier receives a 2 dollar discount merit.

## Reports

The Bank Transfer feature provides two reports that support additional accounting entries needed for bank charges, including miscellaneous income accounting and consumption tax on the bank charge.

- The Bank Charge Accounting Upon Payment report shows the additional accounting required when payments are accounted. Users can create manual journal entries based on the Bank Charge Accounting Upon Payment report. See Bank Charge Accounting Upon Payment Report on page 1-23 for more information.
- The Bank Charge Accounting Upon Notification report shows the additional accounting required when bank charge notification receipts are accounted at period end. See page Bank Charge Accounting Upon Notification Report on page 1-27 for more information.

## Setting up Bank Transfer

This section overviews the steps required to set up the Bank Transfer feature, including:

1. Setting up Payables Options on page 1-7
2. Setting up Discount Distribution Options on page 1-8
3. Defining the Format Program on page 1-9
4. Defining the Payment Format on page 1-10
5. Setting up Your Bank Account on page 1-11
6. Setting up Your Supplier's Bank Account on page 1-13
7. Setting up Supplier/Supplier Site on page 1-14

## Setting up Payables Options

### To set up Payables Options:

1. Navigate to the Payables Options window.
2. Choose the Payment tabbed region.
3. Define your Payables Options.
4. Check the *Allow Remit-To Account Override* check box in the Remit-To Bank Account region to override the remit-to bank account in the Payment Workbench.
5. Check the *Use Bank Charges* check box in the Bank Charges region to enable the Bank Charges feature. The bank charge bearer in the Supplier tabbed region becomes required if you check the *Use Bank Charges* check box. This step is required for Zengin.
6. Choose the Supplier tabbed region.
7. Enter the bank charge bearer from the pull-down list. There are three choices:
  - **Internal** - Customer bears bank charges. Customer pays the supplier invoice amount as well as negotiated bank charges.
  - **Supplier/Standard** - Supplier bears bank charges. Customer pays the invoice amount less standard bank charges as well as the negotiated bank charge.
  - **Supplier/Negotiated** - Supplier bears bank charges. Customer pays the invoice amount less negotiated bank charges as well as the negotiated bank charge.

The bank charge bearer is dependent on the *Use Bank Charges* check box in the Bank Charges region of the Payment tabbed region. If the *Use Bank Charges* check box is checked, the bank charge bearer is required; if *Use Bank Charges* is not checked, the Bank Charge Bearer field is grayed out.

8. Navigate to the Reports tabbed region and check the Sort By Alternate Field check box if you want to sort supplier or supplier site names using alternate names in the Invoice Transaction Check report.

## Setting up Discount Distribution Options

**To set up the discount method - system:**

1. Navigate to the Financials Options window.
2. Choose the Accounting tabbed region.
3. Enter the Discount Taken GL Account for:
  - Bank Charge Accrual account (accrual basis)
  - or
  - Bank Charge Holding account (cash basis)

## Defining the Format Program

Follow these steps to verify your Format Program.

**To define the Format Program:**

1. Navigate to the Automatic Payment Programs window.
2. Define the Format Program:
  - Enter Format Payments in the Type field
  - Enter these names in the Registered Name fields, as shown in this table:

For this media...	Enter this value...
Electronic	APTZGF
Paper	APXPBFTR

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**Note:** This setup is required for batch payments and is not required for single payments.

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## Defining the Payment Format

Follow these steps to verify your Payment Format.

**To define the Payment Format:**

1. Navigate to the Payment Formats window.
2. Define the Payment format:
  - Enter a payment format name in the Payment Format field.
  - Choose the payment method in the Payment Method field.
  - Enter SJIS or EBCDIC in the Bank File Character Set to specify which character set the Zengin file should be created in.
  - Enter the build payments program in the Build Payments field from the list of values.
  - Enter the format program from the list of values in the Format Payments field. These values were defined when you defined the format program.

For Zengin bank transfer request in electronic or paper media, the Payment Method, Build Payments Programs, and Format Payments must be as listed as shown in this table:

<b>Media</b>	<b>Build Payments Program</b>	<b>Format Payments Program</b>	<b>Payment Method</b>
Electronic Media	Build Payments Program	Format Programs (Zengin Format)	Electronic
Paper Media	Build Payments Program	Format Programs (Bank Transfer Request)	Electronic

See Defining the Format Program on page 1-9 for more information.

This setup is required for batch payments. Use the standard setting for single payments.

**See also:** Payment Formats, *Oracle Payables User Guide*

## Setting up Your Bank Account

### To set up your bank account (Remit-from Account)

1. Navigate to the Banks window.
2. Define your Bank/Bank Branch that will be used to transfer funds to the supplier's bank account:
  - Define Bank/Bank Branch Alternate Name with the Zengin Standard Bank/Branch Kana Name.
  - Define Bank/Bank Branch Number with the Zengin Standard Bank/Branch Number. You must set up four numbers for banks and three numbers for branches.
3. Navigate to the Bank Accounts window.
4. Define the Bank Account that you will use to transfer funds to the supplier's bank account:
  - Enter the account number. You must use seven numbers with right alignment and 0 filling.
  - Enter the account type. You can enter either 1 (ordinary) or 2 (check). The exact value you set up in the Account Type field is printed in the Zengin file output as paper media. If the Zengin file output is electronic media, the format program picks up the first digit of the setup value.
  - In the Account Use field, enter *Internal* from the pull-down list.
5. Choose the Account Holder tabbed region.
6. Define your Account Holder information for your bank account:
  - Enter the Alternate Account Holder.
  - Enter the EFT Requester ID. You must enter 10 numbers with right alignment and 0 filling.

7. Navigate to the Payment Documents window.
8. Define Payment Documents for Oracle Payables Bank Transfer:
  - In the Disbursement Type field, enter either combined or computer generated.
  - In the Payment Format field, enter the payment format defined for Zengin bank transfer. See *Defining the Payment Format* on page 1-10 for more information.

## Setting up Your Supplier's Bank Account

### To set up the supplier's bank account (Remit-to Account):

1. Navigate to the Banks window.
2. Define the supplier's Bank/Bank Branch that you will transfer funds to:
  - Define Bank/Bank Branch Alternate Name with the Zengin Standard Bank/Branch Kana Name.
  - Define Bank/Bank Branch Number with the Zengin Standard Bank/Branch Number. You must set up four numbers for banks and three numbers for branches.
3. Navigate to the Bank Accounts window
4. Define the bank account that you will transfer funds to the supplier's bank account:
  - Enter the account number. You must use seven numbers with right alignment and 0 filling.
  - Enter the account type. You can enter either 1 (ordinary) or 2 (check). The exact value that you set up in the Account Type field is printed in the Zengin file output as paper media. If the Zengin file output is electronic media, the format program picks up the first digit of the setup value.
  - In the Account Use field, enter Supplier from the pull-down list.
5. Choose the Account Holder tabbed region.
6. Define the Account Holder information for supplier's bank account by entering the Alternate Account Holder.
7. Choose the Supplier Assignment tabbed region.
8. Choose the Supplier and/or Supplier Sites that you would like to associate with the bank account. Designate one primary supplier bank account per currency and per supplier site.

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**Note:** If you haven't yet defined your supplier/supplier sites that you want to associate with this bank account, skip steps 7 and 8 and go to the next section to define your supplier/supplier sites first. You can then assign bank accounts for supplier/supplier sites in the Suppliers window.

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## Setting up Supplier/Supplier Site

1. Navigate to the Suppliers window.
2. Navigate to the Payment tabbed region.
3. Enter the bank charge bearer from the pull-down list. The bank charge bearer defaults from the Payables Options. There are three choices:
  - Internal
  - Supplier/Standard
  - Supplier/Negotiated
4. Navigate to the Bank Accounts tabbed region.
5. Enter the supplier's Bank/Branch that you will transfer funds to:
  - Select the supplier bank account that you will transfer funds to.
  - Enter Bank/Branch Number. Use Zengin Standard Bank Branch code.

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**Note:** If you have defined your supplier's bank branch and/or bank account before you define your supplier/supplier sites, you can assign bank accounts for suppliers and supplier sites in the Supplier window without navigating to the Bank/Account window. In the Bank Accounts tabbed region in the Supplier/Site window, select the bank accounts that you would like to associate from the list of values.

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If you have not defined your supplier's bank branch and/or bank account, click on the box to the left of the Name field in the Suppliers window. The Banks window appears. Define your supplier's bank account and return to the Suppliers window.

## Handling Payments

With Oracle Payables, you can handle either batch or single payments.

### Handling Batch Payments

Batch Name	Batch Set Name	Template	Payment Date	Status	Pay G
<input type="checkbox"/>		<input type="checkbox"/>		New	
<input type="checkbox"/>		<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>			

Actions... 1      Copy To... 1      Payments

#### How to handle bank charges for batch payments:

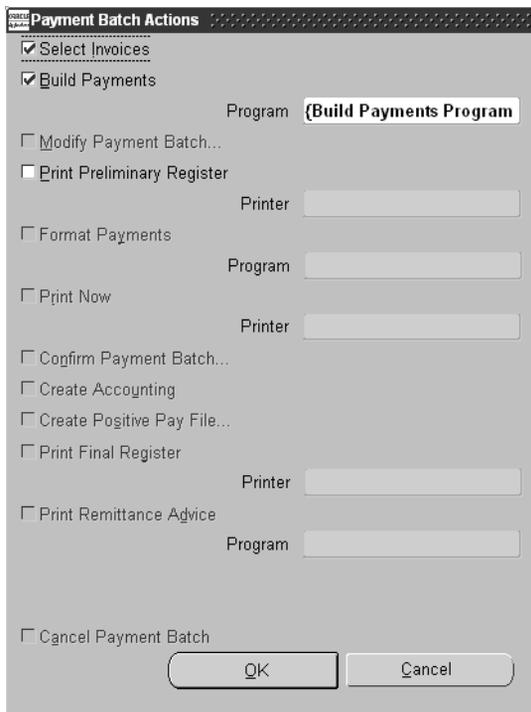
1. Navigate to the Payment Batches window.
2. Enter selection criteria for invoices that you want to pay. Use the payment document assigned to the payment format and the payment method that you want to use.
3. Specify the transfer priority. There are three choices from the list of values:
  - **Express** - quick processing
  - **Normal** - ordinary processing
  - **Any** - for either express or normal

---

**Note:** The bank charge amount depends on the transfer priority that you choose. You can update this field only if *Use Bank Charges* is checked in the Payables Options window.

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4. Navigate to the Payment Batch Actions window.



5. Check Select Invoices.
6. Check Build Payments.
7. Press the OK button.

For EFT payment batches, Oracle Payables chooses the primary supplier bank account for the payment currency during Build Payments. If there are no supplier bank accounts defined for a particular payment currency, Oracle Payables selects but does not pay the corresponding invoices. You will get this error message: *Supplier Bank Account not Defined*.

If the Allow Remit-to Account Override option is checked, you can change the supplier bank account in the Modify Payment Batch window. This remit-to information is used to get the bank charge amount from the Bank Charge Table.

If bank charge bearer is *Supplier*, the Build Payments program calculates bank charges and deducts the amount from the gross transfer request amount. The net transfer request amount is fixed to the full amount of liability less bank charge amount.

Manual journal entries are required for internally-borne bank charges. See Bank Charge Accounting Upon Payment Report on page 1-23 for more information. AR miscellaneous receipts are used to back out entries to the Bank Charge Accrual account and the Bank Charge Holding account. See Bank Charge Accounting Upon Notification Report on page 1-27 for more information.

If the Build is successful, you can format and confirm the payment batch.

## Handling Single Payments

The screenshot shows the 'Payments (Vision Operations: USD)' window. It features a table with the following columns: Type, Bank Account, Document, Document Num, Payment Date, Payment Amount, and Curr. The 'Type' field is populated with 'Quick...'. Below the table, there is an 'Accounted' field set to 'No'. At the bottom, there are four buttons: 'Actions... 1', 'Enter/Adjust Invoices', 'Payment Overview', and 'View Invoices'.

### How to handle single payments with Manual/Quick:

1. Navigate to the Payments window.
2. Enter payment information:
  - Enter the bank account you want to use
  - Enter the supplier that you will pay
3. Specify the transfer priority and remit-to account.
4. Select the invoice(s) that you will pay.

5. Save the record.

Manual journal entries are required for single payments; manual journal entries are required for both internal and supplier-borne bank charges.

See Bank Charge Accounting Upon Payment Report on page on page 1-23 for more information.

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**Note:** Automatic bank charge deduction is not supported for single payments with Manual or Quick. You should manually create journal entries that are required for bank charge deduction with the Bank Charge Accounting Upon Payment report.

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## Paying Suppliers with Zengin File or Bank Transfer Request Report

This section overviews how to associate payment formats and Zengin formats. Use Zengin File to electronically instruct your bank to transfer funds from your bank account to your supplier's bank account. See Zengin File Content on page A-2 for more information about Zengin file formatting and Bank Transfer Request Report on page 1-21 for more information about Bank Transfer Request report formatting.

### **To pay suppliers with Zengin File or Bank Transfer Request report:**

1. Navigate to the Payment Formats window.
2. Associate the payment format program with the payment format.
3. Navigate to the Payment Documents window.
4. Choose the payment format associated with the Zengin format.

**See also:** Defining and Maintaining Payables Payment Documents, *Oracle Payables User Guide*

# Bank Transfer Request Report

Vision Operations (USA)			Bank Transfer Request			Report Date: 09-MAY-01 Page: 1 of 1	
Bank Name: abc			Branch Name: xyz			Branch Number: 789	
Payer Name: Nihon Oracle			Account Type: 2			Account Number: 0000890	
			Payment Date: 09-MAY-01				
Seg Num	Supplier Name	Bank Branch	Acc. Type	Account number	Account Holder Name	Transfer Amount	Transfer Priority
1	opq	stu	2	8660093	nakano company	148,500.00	EXPRESS
					Number of Documents	Sum Transfer Amount	
					-----	-----	
Subtotal for this page:					1	148,500.00	
					=====	=====	
Grand Total for Report:					1	148,500.00	

Use the Bank Transfer Request report to instruct your bank to transfer funds from your bank account to your supplier's bank account.

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**Note:** This report uses the Sort By Alternate Field Payables option to determine whether or not to print the alternate names, but it does not sort by these values.

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## Report Headings

<b>In this heading...</b>	<b>Oracle Payables prints...</b>
Bank Name	The remitting bank name
Branch Name	The remitting branch name
Branch Number	The remitting branch number
Payer Name	The account holder's name for internal bank account
Account Type	Ordinary/Check
Account Number	The bank account number
Payment Date	The payment date

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Seq Num	The sequence number
Supplier Bank Name	The supplier site bank name
Supplier Branch Name	The supplier site branch name
Acc. Type	Ordinary/Check
Account number	The account number
Account Holder Name	The account holder's name for supplier bank account
Transfer Amount	The document amount
Transfer Priority	The transfer priority

## Bank Charge Accounting Upon Payment Report

Vision Operations (USA)		Bank Charge Accounting Upon Payment Report			Report Date: 04-JUN-2001 00:33	
		01-MAY-01 - 30-JUN-01			Page: 1	
Bank Charge Bearer: Internal		Currency Code: JPY				
Accounting Method: Accrual		Tax Code:				
Payment Type: Batch						
Bank Name	Bank Branch	Account Number	Payment Method	Payment Document		
ABC Bank	XYZ	1234567	Electronic	Transfer Request		
Batch Name: Japan Frikomi01						
Payment Date	Supplier Name	Supplier Site	Payment Amount	Transfer Priority	Bank Charge	
07-MAY-01	JP Balances	US Office	120,000	Normal	650	
07-MAY-01	A Supplier	A1	25,000	Normal	105	
Japan Frikomi01 Total:			145,000		755	
Grand Total:			145,000		755	
*** AP_ALL_END_OF_REPORT ***						

Use the Bank Charge Accounting Upon Payment report to see bank charges as well as additional accounting entries that should be manually entered in General Ledger to account for bank charges. The report calculates bank charges for:

- Manual payments with an Internal or Supplier bank charge type
- Batch payments with an Internal bank charge type under accrual basis accounting

The report displays the bank charge and tax amount differently for internal and supplier bank charges. If the bank charge type is *Internal*, the report shows the bank charge and the tax amount in separate columns.

The Bank Charge Accounting Upon Payment report shows the deducted bank charge and paid bank charge in separate columns. The difference between both columns is displayed as miscellaneous income.

## Report Parameters

### **Start Payment Date**

Enter the start date for the payments you want to report on. The report includes all payments with a start date on or after the payment start date.

### **End Payment Date**

Enter the end date for the payments you want to report on. The report includes all payments with an end date that is on or before the payment end date.

### **Bank Charge Bearer**

Enter one of these bank charge types to report on:

- **Internal** - if your company bears the bank charge
- **Supplier** - if the supplier bears the bank charge

### **Accounting Method**

Enter one of these accounting methods to report on:

- **Accrual** - for the accrual basis method
- **Cash** - for the cash basis method

### **Payment Type**

Enter one of these payment types to report on:

- **Manual/Quick** - for single payments
- **Batch** - for batch payments
- **All** - for all types of payments

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**Note:** If you entered a bank charge type of *Supplier*, you can only enter a payment method of Manual/Quick. If you entered a bank charge type of *Internal*, you can enter a Batch payment method only if you selected accrual basis accounting for the Accounting Method parameter.

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### **Currency Code**

Enter the currency code for the payments you want to report on. The default is the currency code of your Payables set of books; however, you can enter any valid currency code defined in your system.

**Bank Charge Tax Name**

Enter the tax code used to calculate the tax amount on a bank charge. Your system default tax name is the default. Enter *None* if you do not want the report to display the tax amounts separately from the bank charge amounts.

**Report Headings**

<b>In this heading...</b>	<b>Oracle Payables prints...</b>
<Payment Date Range>	The payment date range
Bank Charge Bearer	The bank charge type
Accounting Method	The accounting method
Payment Type	The payment type
Currency Code	The currency of the payment
Tax Code	The tax code you entered for calculating the tax on bank charges

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Bank Name	The bank name that payments are made from.
Bank Branch	The bank branch name.
Account Number	The bank account number.
Payment Method	The payment method used with the bank account.
Payment Document	The payment document type.
Batch Name	The payment batch name. The Batch Name field is shown for EFT payments. Manual payments (Wire) do not have a batch name.
Payment Date	The payment date.
Supplier Name	The supplier name.
Supplier Site	The supplier site where the payment is sent.
Standard/Negotiated	<i>S</i> for supplier/standard and <i>N</i> for supplier/negotiated.
Payment Amount	The amount paid to the supplier.
Transfer Priority	Express or Normal depending on the priority of the payment made to the supplier.
Bank Charge	The bank charge amount for only internal bank charge types.
Tax	The tax amount for the bank charge for only internal bank charge types.
Bank Charge Deducted	The deducted bank charge amount including tax.
Bank Charge Paid	The computed value of the paid bank charge based on a negotiated rate.
Miscellaneous	The difference between the deducted bank charge and the paid bank charge. This amount represents a realized miscellaneous income on the payment bank charges.
Total	The subtotal of the payment amount and bank charge amounts for each payment batch. For manual payments, this total represents a total for all payments with the same payment date.
Grand Total	The grand total for each amount column in the report.

## Bank Charge Accounting Upon Notification Report

Vision Operations (USA)		Bank Charge Accounting Upon Notification Report		Report Date: 04-JUN-2001 00:33	
		01-APR-00 - 30-APR-00		Page: 1	
Currency Code: JPY					
Bank Charge Amount upon Notification: 315					
Tax Code: TAX 5%					
Bank Name	Bank Branch	Account Number	Account Name		
Bank of Yokoham	Isezaki-cho Bra	1000000	Vision Commercial		
Transfer Date	Payment Amount	Deduction	Internal Bank Charges	Total Bank Charges	
17-APR-00	25,000	0	315	315	
Total:	25,000	0	315	315	
Total Internal Bank Charges(Excluding tax): 300					
Total Tax: 15					
Miscellaneous Income: 0					
Holding Offset: (315)					
*** End of Report ***					

Use the Bank Charge Accounting Upon Notification report to see the additional accounting required when bank charge notification receipts are accounted at period end. Use the information in the Bank Charge Accounting Upon Notification report to enter the appropriate account entries in General Ledger after you have entered a notified bank charge in the Receivables Miscellaneous Receipt window.

The report calculates:

- Bank charges for bank charge types of *Internal*
- Payment deduction amounts for Supplier/Standard and Supplier/Negotiated bank charges by summing the discounts taken on the payment invoices
- Miscellaneous income and offset amounts based on the bank charge amounts on the notification receipts

## Report Parameters

**Start Payment Date**

Enter the start date for the payments you want to report on. The report includes all payments with a start date that is on or after the payment start date.

**End Payment Date**

Enter the end date for the payments you want to report on. The report includes all payments with an end date that is on or before the payment end date.

**Bank Account Name**

Enter the name of the bank account to report on. The report shows all payments from this bank account.

**Currency Code**

Enter the currency code of the payments to report on. The default is the currency code for your Payables set of books; however, you can enter any valid currency code defined in your system.

**Bank Charge Amount**

Enter the bank charge amount on the notification receipt from your bank. This amount is used to compute the miscellaneous income and offset amounts.

**Bank Charge Tax Name**

Enter the tax code used to calculate the tax amount on the bank charges. Your system default tax name is the default. Enter *None* if you do not want the report to display the total tax amount separately from the bank charge amounts.

## Report Headings

<b>In this heading...</b>	<b>Oracle Payables prints...</b>
<Payment Date Range>	The payment date range
Currency Code	The currency of all amounts in the report
Bank Charge Amount upon Notification	The bank charge amount on the bank notification receipt
Tax Code	The tax code you entered for calculating the tax on bank charges

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Bank Name	The name of the bank that payments are made from.
Bank Branch	The bank branch name.
Account Number	The bank account number.
Account Name	The bank account name.
Transfer Date	The date when the payments were transferred to the supplier.
Payment Amount	The total amount of payments transferred on the transfer date.
Deduction	The total amount of bank charges for the Supplier/Standard or Supplier/Negotiated bank charge type for all payments made on the transfer date.
Internal Bank Charges	The total amount of internal bank charges for all payments made on the transfer date.
Total Bank Charges	The sum of the deduction and internal bank charges of all payments made on the transfer date.
Total	A total for each Payment Amount, Deduction, Internal Bank Charges, and Total Bank Charges column. The total is for all transfer dates.
Total Internal Bank Charges (Excluding tax)	The total amount of internal bank charges excluding tax. This total is only displayed if you specify a tax code other than None for the report parameters.
Total Tax	The total tax amount on the internal bank charges. This total is only displayed if you specify a tax code other than None for the report parameters.
Miscellaneous Income	The difference between the notification amount and the total bank charges.
Holding Offset	The difference between the miscellaneous income and the internal bank charges. The field is called Holding Offset if the set of books has a cash basis account.



# 2

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## Bank Charges

This chapter overviews how to use the Bank Charges window to specify bank charge fees for transfers between Japanese banks.

## Bank Charges Overview

Use the Bank Charges window to specify the fee charged by the customer's bank to transfer money to the supplier's bank. Use the Bank Charges region to specify the transferring from and receiving to banks and branches. Use the Bank Charges Lines region to specify the charge amounts. You can define charges from:

- A single bank to a single bank.
- A single bank to all banks. For example, all banks *including* the transferring bank.
- A single bank to all other banks. For example, all banks *except* the transferring bank.
- All banks to a single bank.
- All banks to all banks.

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**Note:** When you specify a single bank, you can select a particular branch of that bank or all branches. For an overview of the Bank Transfer feature, see Overview on page 1-2 for more information.

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### Prerequisites

Refer to these sections in your Payables manual for prerequisite information:

- Define remittance banks. See Defining Banks, *Oracle Payables User Guide*.
- Define customer banks. See Defining Banks, *Oracle Payables User Guide* and Automatic Receipts and Remittances, *Oracle Receivables User Guide*.
- Define bank accounts. See Defining Bank Accounts, *Oracle Payables User Guide*.

## Setting up Bank Charges

Bank Charges uses an established hierarchy to search for a match in the bank charges table. This hierarchy is illustrated in the Bank Charges Search Hierarchy table on page 2-4. When you create a bank transfer, Payables first searches for an exact match on bank and branch for both the transferring and the receiving bank. If no match is found, the system moves down to the next row in the table, and so on until a match is found.

Payables also takes transfer priority (express, normal, any) into account when it searches. At each level in the hierarchy, the system searches in this order:

- Express bank charges
- Normal
- Any

If no match is found, the system goes on to the next level and repeats the process.

## Bank Charges Hierarchy

Understanding the search process will help you set up bank charges in the most efficient way possible. For example, although all combinations in this table are valid, Japanese users only set up bank charges with lines 1, 7, 9, and 12.

If you take advantage of the search hierarchy, you can avoid creating a bank charge record for every bank and branch combination. This table shows the bank charges search hierarchy.

### Bank Charges Search Hierarchy

Search Order	Transferring		Receiving	
1	Bank	Branch	Bank	Branch
2	Bank	Branch	Bank	Other Branches
3	Bank	Branch	Bank	All Branches
4	Bank	Branch	Other Banks	All Branches
5	Bank	Branch	All Banks	All Branches
6	Bank	All Branches	Bank	Branch
7	Bank	All Branches	Bank	All Branches
8	Bank	All Branches	Other Banks	All Branches
9	Bank	All Branches	All Banks	All Branches
10	All Banks	All Branches	Bank	Branch
11	All Banks	All Branches	Bank	All Branches
12	All Banks	All Branches	All Banks	All Branches

For example, you need to set up bank charges for the following situations:

1. A transfer within the same bank and branch: from Tokyo Bank, Ginza branch to Tokyo Bank, Ginza branch.
2. A transfer within the same bank, but between different branches: from Tokyo Bank, Ginza branch to Tokyo Bank, Shinjuku branch.

3. A transfer between different banks: from Tokyo Bank, Ginza branch to Kyoto Bank, Roppongi branch.
4. Another transfer between different banks: from Osaka Bank, Yokohama branch to Tokyo Bank, Ginza branch.

The most efficient way to set up these charges is to create records in the Bank Charges window as illustrated in this table. Note that the last row in this table creates a default setting that is used any time the system cannot find a match (it corresponds to line 12, or the last row, in the Bank Charges Search Hierarchy table).

#### Bank Charge Setup Example

Search Order	Transferring		Receiving		For Situation
1	Bank	Branch	Bank	Branch	1. Tokyo/Ginza to Tokyo/Ginza
2	Bank	All Branches	Bank	All Branches	2. Tokyo/Ginza to Tokyo/Shinjuku
3	Bank	All Branches	All banks	All Branches	3. Tokyo/Ginza to Kyoto/Roppongi
4	All Banks	All Branches	All banks	All Branches	4. Osaka/Yokohama to Tokyo/Ginza

The four rows in this table correspond to rows 1, 7, 9, and 12 in the Bank Charges Search Hierarchy table.

When trying to match each of these situations, the system first looks for an exact match on transferring and receiving bank and branch. In the case of situation 1, it finds such a match and quits searching. In the case of situations 2, 3, and 4, the system cannot find an exact match on transferring and receiving bank and branch, so it continues searching in the order illustrated in the Bank Charges Search Hierarchy table until it finds a match.

## Defining Bank Charges

### To define bank charges:

1. Navigate to the Bank Charges window.
2. Select the transferring bank, as described in this table:

To specify...	Do this....
A single bank	Select <i>Bank</i> from the pull-down list. Enter the bank number or name.
A particular bank branch	Select <i>Branch</i> from the pull-down list. Enter the branch number or name.
Charges that apply to all branches of the bank	Select <i>All Branches</i> .
Charges that apply to all banks	Select <i>All Banks</i> .

3. Select the receiving bank, as described in this table:

To specify...	Do this....
Charges to a single bank	Select <i>Bank</i> from the pull-down list. Enter the bank number or name.
Charges specific to a particular bank branch	Select <i>Branch</i> from the pull-down list. Enter the branch number or name.
Charges that apply to all branches <i>except</i> the transferring branch	Select <i>Other Branches</i> .
Charges that apply to all branches of the banks	Select <i>All Branches</i> .
Charges that apply to all banks	Select <i>All Banks</i> .
Charges that apply to all banks <i>except</i> the transferring bank	Select <i>Other Banks</i> . This option is not available when the transferring bank is All Banks.

4. Select a transfer priority. There are three choices:

- Express
- Normal
- Any

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**Note:** To define default bank charges used when charges are not defined, select *All Banks* for both the transferring and receiving bank. See Setting up Bank Charges on page 2-3 for additional information about how Bank Charges searches for matches in the bank charges table.

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5. Enter the currency in the Currency field.

6. Enter transfer amount ranges and charges that apply to each range.

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**Note:** The way that the Bank Charge Bearer is defined determines whether your company or the supplier pays the charges and if the standard or negotiated rate is used. See Setting up Bank Transfer on page 1-6 for more information.

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7. Enter *from* and *to* amounts to indicate the transaction amount range. Note that:
  - The first range must start from zero; enter 0 in the first transaction amount from field.
  - The last range must be open ended; do not enter information in the last transaction amount to field.
  - The *to* amount from one range is the *from* amount for the next range. The system defaults this value for you automatically. Each range goes up to, but does not include, the *to* amount. For example, if the first range is 0 to 500, and the second range is 500 to 1,000, the charge for the first range is applied to amounts up to 499.99. The charge for the second range will be applied to amounts from 500 to 999.99.
8. Enter the standard bank charge for the range.
9. Enter the negotiated bank charge for the range (optional).
10. Enter a *from* date in the Effective Dates - From field to indicate the first day this charge is applied. Leave the Effective Dates - To field blank to indicate that the charge is in effect indefinitely. Enter a *to* date when a charge is in effect for a specific period of time or when you want to inactivate a charge.

# Bank Charges Report

Vision Operations (USA)				Bank Charges Report				Report Date: 10-MAY-2001 00:10			
Currency: USD								Page: 1 of 1			
Parameters: Currency: JPY		Order by: NAME									
----- Transferring Bank Name: ABC BANK				Transfer Priority: EXPRESS							
!----- Transferring Bank -----!		!----- Receiving Bank -----!		!----- Transaction Amount -----!		!----- Bank Charge -----!		! Transfer		! Effective Date--!	
Num Bank Name	Num Branch	Num Bank Name	Num Branch	From	To	Standard	Negotiated	Priority	From	To	
1234 ABC BANK	789 XYZ	7469 OPQ BANK	320 STU	0	30,000	105	94	EXPRESS	01-JAN-01		
				30,000	100,000	315	273	EXPRESS	01-JAN-01		
				100,000	1,000,000	650	525	EXPRESS	01-JAN-01		
				1,000,000		945	735	EXPRESS	01-JAN-01		

Use the Bank Charges report to list all bank charges entered in the Bank Charges window.

## Report Parameters

**Currency**

Enter the currency that you want to report on.

**Transferring Bank Name**

Select a name from the List of Values.

**Transfer Priority**

In Payables, enter one of these values:

- Express
- Normal
- Any

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**Note:** The *Transfer Priority* parameter does not exist in Receivables.

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**Order By**

Enter one of the following values:

- **Bank Name** - Orders the report by the bank's name. In Japan, the bank is ordered by the bank's phonetic name.
- **Bank Number** - Orders the report by the bank's number.

## Report Headings

In this heading...	Oracle Payables prints...
Report Date	The date and time the report is run
Page	The report's page number
Currency	The currency that you selected in the Currency parameter
Transferring Bank Name	The transferring bank's name
Order by	The bank charges ordered by the value in the Order By parameter
Transfer Priority	The transfer priority parameter value

## Column Headings

<b>In this column...</b>	<b>Oracle Payable prints...</b>
Transferring Bank - Num	The transferring bank number
Transferring Bank - Bank Name	The transferring bank name
Transferring Bank - Num	The transferring bank branch number
Transferring Bank - Branch	The transferring bank branch name
Receiving Bank - Num	The receiving bank number
Receiving Bank - Bank Name	The receiving bank name
Receiving Bank - Num	The receiving bank branch number
Receiving Bank - Branch	The receiving bank branch name
Transaction Amount - From	The beginning range of the transaction amount
Transaction Amount - To	The ending range of the transaction amount
Bank Charge - Standard	The standard bank charge
Bank Charge - Negotiated	The negotiated bank charge
Transfer Priority	The transfer priority for the Payables report
Effective Date - From	The beginning range of the effective date
Effective Date - To	The ending range of the effective date



# 3

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## Lockbox

This chapter overviews how to use AutoLockbox with the Japanese Zengin format.

## Using AutoLockbox

If you are importing bank data in Zengin format, receipts must be manually confirmed before you can post them by submitting Post QuickCash. Therefore, when you import Zengin receipts, AutoLockbox can be either a three or four step process:

1. Import data into the AutoLockbox Tables.
2. Match customers with receipts or confirm automatic matching.
3. Submit the validation program.
4. Submit Post QuickCash to update your customer's balances (you *can* submit the validation and Post QuickCash steps simultaneously).

See Importing Zengin Format Data Using AutoLockbox on page 3-9 for more information.

**See also:** Using AutoLockbox, *Oracle Receivables User Guide*

**See also:** How AutoLockbox Identifies Customers for a Receipt, *Oracle Receivables User Guide*

## Alternate Name (Zengin Receipts)

AutoLockbox accommodates bank transfers that use the Zengin file format, the standard format for bank transfers in Japan. Usually, Receivables uses the customer number or invoice number to identify the customer who remitted the payment. However, the Zengin bank file format does not include this information. Therefore, AutoLockbox identifies customers by their alternate names, which is usually the customer's phonetic name spelled with Kana characters (or a shortened form of the full Kana name). You can enter an alternate customer name in the Alternate Name field of the Customers window.

Receivables stores the relationship between a customer and their alternate name in the Alternate Names table (AR\_CUSTOMER\_ALT\_NAMES) so Zengin receipt data can be matched with the correct customer data. Specifically, the Alternate Names table contains the alternate name, the customer ID, the customer's site use ID (bill to location), and payment terms. Before receipts can be validated and posted as identified receipts, they must be matched with a customer from the Alternate Names table or from the Customers table (RA\_CUSTOMERS).

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**Note:** To use the Alternate Names table, the profile option AR: Alternate Name Search must be set to *Yes*. If it is set to *No*, Receivables does not display the Alternate Name Search field in the Lockbox Processing window.

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**See also:** Overview of Receivables User Profile Options,  
*Oracle Receivables User Guide*

During the import process, you can choose to use the Alternate Names table to automatically match receipts with customers or you can import the data and then match the receipts manually in the Maintain Transmission Data window. When submitting the import step of AutoLockbox, enter one of the following options in the Alternate Name Search field:

- **Manual Matching** - When the import process is complete, AutoLockbox assigns each receipt a status of Manual and you must use the Lockbox Transmission Data window to match them with customers. When you match a receipt with a customer, Receivables changes the receipt status to Confirmed.
- **Automatic Matching** - If you choose the *Automatic Matching* option and a single, exact match is found in the Alternate Names table, AutoLockbox assigns this receipt a status of *Verify*. If no match is found, the receipt status is *None*. If multiple matches are found, AutoLockbox assigns a receipt status of *Multiple* (see *Note* below). Use the Lockbox Transmission Data window to manually match records with a status of *None* and *Multiple* and to confirm records with a status of *Verify*.
- **None** - Choosing the *None* option is the same as setting the profile option AR: Alternate Name Search to *No* (in this case, Receivables does not search the Alternate Names table for customers or receipts).

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**Note:** An alternate name occurs more than once in the Alternate Name table if, for example, the same alternate name is used by more than one customer.

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See Importing Zengin Format Data Using AutoLockbox on page 3-9 for more information.

**See also:** How AutoLockbox Identifies Customers for a Receipt, *Oracle Receivables User Guide*

## AutoLockbox Validation

Receivables validates the data you receive from the bank to ensure that the entire file was received, that there are no duplicate receipts within a batch, and that customers and invoices are valid.

- **Transmission Level Validation** - validates your lockbox transmission to ensure that transmission information corresponds to your transmission format. Validation of the origination number does not apply to Zengin file format.
- **Lockbox Level Validation** - AutoLockbox validates your lockbox records to ensure that lockbox information corresponds to your transmission format. Validation of the origination number does not apply to Zengin file format.

**See also:** AutoLockbox Validation, *Oracle Receivables User Guide*

## Lockbox Tables and Column Descriptions

When you submit the Import, Validation, and Post Batch steps of AutoLockbox, Receivables stores receipt information in temporary application tables until it is approved for the next step. For example, the Validation step checks data in the AutoLockbox tables for compatibility with Receivables before passing the information into the Receipt and QuickCash tables.

When you run the Import step of AutoLockbox, Receivables stores receipt data from your bank file in the Lockbox Interface table AR\_PAYMENTS\_INTERFACE. Each column in AR\_PAYMENTS\_INTERFACE has important, detailed information which you need to successfully run Lockbox.

**See also:** Lockbox Tables and Column Descriptions, *Oracle Receivables User Guide*

This table shows the values stored in the STATUS and DEPOSIT\_DATE columns of the AR\_PAYMENTS\_INTERFACE table.

Column Name	Value
STATUS	<p>There are five possible status values for data converted from the Zengin file format:</p> <ul style="list-style-type: none"> <li>■ <b>AR_PLB_ALT_MATCH_MANUAL</b> - The user selected manual processing.</li> <li>■ <b>AR_PLB_ALT_MATCH_NONE</b> - Lockbox could not find a match for this receipt in the Alternate Names table.</li> <li>■ <b>AR_PLB_ALT_MATCH_MULTIPLE</b> - Lockbox found more than one match for this receipt in the Alternate Names table.</li> <li>■ <b>AR_PLB_ALT_MATCH_VERIFY</b> - Lockbox found a single, exact match for this receipt in the Alternate Names table.</li> <li>■ <b>AR_PLB_ALT_MATCH_CONFIRMED</b> - The receipt was either matched manually in the Lockbox Transmission Data window or it was matched automatically and then confirmed in the Lockbox Transmission Data window.</li> </ul>
DEPOSIT_DATE	<p>Enter the date on which this transmission was actually deposited into your bank account. The Japanese file conversion program automatically converts Heisei imperial era dates to Oracle date format.</p>

### Assigning Values to Lockbox Header or Trailer Records

If your record type is either a Lockbox Header or a Lockbox Trailer, enter this column with the value described in this table.

Column Name	Value
ORIGINATION	Enter the sending bank's transit routing number. The restriction that the origination value must be the same as that included in a Transmission Header or Trailer does not apply to Zengin file format.

### Assigning Values to Receipt Records

If your record type is a Payment, you can enter these columns with the values described in this table.

Column Name	Value
LOCKBOX_NUMBER	For the Zengin file format, the lockbox number is system-generated.
ITEM_NUMBER	For the Zengin file format, the item number is system-generated.
CHECK_NUMBER	For the Zengin file format, the check number is system-generated.
CUSTOMER_NUMBER	For Zengin file formats, the system looks up the customer number in the Alternate Names table.
CUSTOMER_NAME_ALT	The customer's alternate name from the Zengin bank file.
STATUS	Oracle Receivables assigns one of the following values: <ul style="list-style-type: none"> <li>■ <b>Manual</b> - The user selected manual processing.</li> <li>■ <b>None</b> - Lockbox could not find a match for this receipt in the Alternate Names table.</li> <li>■ <b>Multiple</b> - Lockbox found more than one match for this receipt in the Alternate Names table.</li> <li>■ <b>Verify</b> - Lockbox found a single, exact match in the Alternate Names table.</li> </ul>

## Running AutoLockbox

You can import, validate, and run AutoLockbox all in one step, or perform the steps separately using the same window, except when importing Zengin data. If you are using AutoLockbox to import bank files in the Zengin format, you must perform the steps separately.

**See also:** *Running AutoLockbox, Oracle Receivables User Guide*

## Importing Zengin Format Data Using AutoLockbox

Use the Submit Lockbox Processing window to import bank files that are in Zengin format. Unlike some file formats, you cannot select, import, validate, and post bank files in Zengin format in a single step. You must import the data, match and confirm receipts with customers, then return to the Submit Lockbox Processing window to validate and post the records.

Although you must submit the import step separately from the validate and post steps when transferring Zengin format files, you can submit the validate and post steps either separately or at the same time.

For more information about matching receipts with customers when importing Zengin format bank files, see *Alternate Name (Zengin Receipts)* on page 3-3.

The Lockbox Processing window only displays the Alternate Name Search field and lets you import Zengin bank files if the profile option AR: Alternate Name Search is set to *Yes* and the profile option AR: Zengin Character Set is defined.

**See also:** *Overview of Receivables Profile Options, Oracle Receivables User Guide*

### Prerequisites

Before importing Zengin format data using AutoLockbox, you must:

- Define AutoCash rule sets
- Define lockboxes
- Define transmission formats
- Define receipt classes
- Define receipt sources
- Define system options
- Define banks
- Define profile options
- Define payment methods
- Define sequential numbering (optional)

**See also:** *Define Banks, Oracle Payables User Guide*

**Submit Lockbox Processing**

**Lockbox Submission Options**

New Transmission      Transmission Name

Submit Import

Data File

Control File

Transmission Format

Alternate Name Search

Submit Validation       Allow Payment of Unrelated Invoices

GL Date

Lockbox

Report Format        Complete Batches Only

Submit PostQuickCash

**Invalid Transaction Number Handling**

Post Partial Amount as Unapplied

Reject Entire Receipt

**Concurrent Process**

Request ID      

**To import Zengin format data using AutoLockbox:**

1. Navigate to the Submit Lockbox Processing window.
2. If you are importing a new bank file, check the New Transmission check box, then enter a Transmission Name. If you are resubmitting an existing lockbox transmission, you can select the name from the list of values.
3. To import a new bank file into Receivables, check the Submit Import check box, then enter your bank file's Data File, Control File, and Transmission Format information. If you are re-importing data, the default is the transmission format you specified in the initial import step; you can either accept the default value or override it. When you run the import step, Receivables generates the import section of the Lockbox Execution report.

4. Choose the matching method to use in the Alternate Name Search field. Choose one of these options:
  - **Automatic** - AutoLockbox imports the data and attempts to match customers with receipts. If AutoLockbox cannot match some receipts, you must match them manually. If you choose the *Automatic* method, your lockbox must have the Require Billing Location option set to *No*.  
  
**See also:** Lockboxes, *Oracle Receivables User Guide*
  - **Manual** - AutoLockbox only imports the data; you must manually match receipts with customers.
  - **None** - Choosing the *None* option is the same as setting the profile option AR: Alternate Name Search to *No* (Receivables does not search the Alternate Names table to match customers with receipts).
5. Save your work. To match receipts in this transmission with customers and change each receipt's status to Confirmed, see *Maintaining Zengin Lockbox Transmission Data* on page 3-12.

To see which customers and receipts were successfully imported, see *Alternate Customer Name Receipt Matching Report* on page 3-19.

## Maintaining Zengin Lockbox Transmission Data

Use the Lockbox Transmission Data window to match your Zengin receipts with their respective customers and update the status of these receipts to Confirmed. Receipts must have a status of Confirmed to be included in a Post QuickCash submission.

The Lockbox Transmission Data window only displays the fields you need to identify customers for your Zengin receipts if the profile option AR: Alternate Name Search is set to *Yes*.

**See also:** Overview of Receivables Profile Options, *Oracle Receivables User Guide*

### Receipt Status

When you import Zengin data into Receivables, AutoLockbox assigns a status to each receipt. This status indicates whether AutoLockbox was able to match the receipt with a customer. These are valid receipt statuses:

- **Verify** - AutoLockbox found a single, exact match in the Alternate names table. Verify that the customer name is correct, then update the status to Confirmed.
- **Manual** - You selected a matching method of Manual when submitting the import step of AutoLockbox. Identify the customer for each receipt, then update the status to confirmed.
- **Multiple** - AutoLockbox found more than one match for this receipt in the Alternate Names table. More than one match could be found, for example, if there are multiple customers that use the same alternate name. Identify the correct customer for this receipt, then update the status to Confirmed.
- **None** - AutoLockbox could not find a match for this receipt in the Alternate Names table. Identify the customer for this receipt, then update the status to Confirmed.
- **Confirmed** - This receipt was either manually matched with a customer and then confirmed in the Lockbox Transmission Data window or it was matched during AutoLockbox and then confirmed in the Lockbox Transmission Data window. Receipts with a status of *Confirmed* can be included in a Post QuickCash submission.



If the customer is not in the Alternate Names table, select All Customers from the Tools menu to display information from the Customers table (RA\_CUSTOMERS). Locate the customer name and select it from the list.

To define a bill to location for this customer, choose Receipt, then define the bill to location in the Lockbox Receipt window.

When you select the customer from either the Alternate Names or the Customers table, Receivables changes the status of the receipt to Confirmed.

4. Save your work. Receivables updates the Alternate Names table with any new data you selected from the Customers table so it can match receipts for those customers the next time you run AutoLockbox.
5. To validate and post receipts in this transmission, navigate to the Submit Lockbox Processing window, then perform steps 4-6 in Running AutoLockbox in *Oracle Receivables User Guide*.

See Alternate Customer Name Receipt Matching Report on page 3-19 and Deleting Records from the Alternate Names Table on page 3-15 for more information.

**See also:** Using AutoLockbox, *Oracle Receivables User Guide*

**See also:** Lockbox Execution Report, *Oracle Receivables User Guide*

**See also:** Maintaining Lockbox Transmission Data, *Oracle Receivables User Guide*

**See also:** Lockbox Tables and Column Descriptions, *Oracle Receivables User Guide*

**See also:** AutoLockbox Field Reference, *Oracle Receivables User Guide*

**See also:** Monitoring Requests, *Oracle Applications User Guide*

## Deleting Records from the Alternate Names Table

When you match Zengin receipts with customer information in the Lockbox Transmission Data window, Receivables updates the Alternate Names table so it can automatically match receipts for these customers the next time you run AutoLockbox. The Alternate Name Receipt Matches window lets you remove this information from the Alternate Names table if, for example, this information is no longer valid.

Deleting information in the Alternate Name Matches window only removes the record from the Alternate Names table; it does not delete the customer's name, number, or any other information from Receivables.

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**Attention:** The records in the Alternate Names table are not the same as the Alternate Name you can assign to a customer using the Customers window. The records in the Alternate Names table originate from the bank file you imported using AutoLockbox, and are simply alternative customer names often used by Japanese businesses.

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### Prerequisites

- Import Zengin format data into Receivables tables using AutoLockbox. See *Importing Zengin Format Data Using AutoLockbox* on page 3-9 for more information.
- Maintain Zengin lockbox transmission data. See *Maintaining Zengin Lockbox Transmission Data* on page 3-12 for more information.



**To delete records from the Alternate Names table:**

1. Navigate to the Alternate Name Receipt Matches window.
2. Enter selection criteria. For example, enter the Alternate Name, Customer Name, Customer Number, Bill To Location, or Payment Term associated with the Alternate Name to view. Leave a field blank if you do not want to limit your query to information matching that criteria.
3. Choose Find.
4. Select the record to delete, then choose Delete.

5. Choose OK to delete the record from the Alternate Names table.

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**Attention:** If the profile option AR: Alternate Name Search is set to *Yes*, Receivables deletes this record from the Alternate Names table if you perform any of the following operations:

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- Modify or delete a customer address that includes a bill to business purpose
- Inactivate a customer or their billing location
- Merge two different customers (Receivables deletes the *From* customer from the Alternate Names table if a bill to location was defined; otherwise, the record is not affected.)
- Records in the Alternate Names table that do *not* have a bill to location are not affected by these operations.

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**Note:** If you assign a new payment term to a customer or modify the customer's name or alternate name, Receivables automatically updates this information in the Alternate Names table (it does *not* delete the record).

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See Alternate Customer Name Receipt Matching Report on page 3-19 for more information.

**See also:** Using AutoLockbox, *Oracle Receivables User Guide*

**See also:** Lockbox Execution Report, *Oracle Receivables User Guide*

**See also:** AutoLockbox Field Reference, *Oracle Receivables User Guide*

## Maintaining Lockbox Transmission Data

Use the Lockbox Transmission Data window to delete and edit lockbox transmission data imported into Receivables from your bank.

If you are maintaining data from a Zengin format bank file, see Importing Zengin Format Data Using AutoLockbox on page 3-9 for more information.

**See also:** Maintaining Lockbox Transmission, *Oracle Receivables User Guide*

# Alternate Customer Name Receipt Matching Report

Vision Operations (USA)		Alternate Customer Name Receipt Matching				Report Date: 18-APR-2000 10:53	
Transmission Data: test1						Page: 1 of 1	
Status:							
Order by: Alternate Name							
Alternate Name	Customer Name	Site	Date Deposited	Date Created	Receipt Amount	Customer Bank	Branch
Remittance Bank: test_bank							
Remittance Branch: test_branch							
Status: AR_PLB_ALT_MATCH_NONE							
abc co			03-APR-00	15-APR-00	14,655,900.00	TUBAKI	Main
GT			31-MAR-00	15-APR-00	250,000.00	TUBAKI	Main
TA BUSSAN			31-MAR-00	15-APR-00	35,000.00	TUBAKI	Main
YK Services			31-MAR-00	15-APR-00	8,500.00	TUBAKI	Main
AR_PLB_ALT_MATCH_NONE Total:					14,949,400.00		
test_bank test_branch Total:					14,949,400.00		
***** End of Report *****							

Run the Alternate Customer Name Receipt Matching report to see which alternate customer names and receipts were successfully imported into the AR Payment Interface table when running AutoLockbox to import Zengin bank files.

Use the Standard Request Submission windows to submit the Alternate Customer Name Receipt Matching report.

**See also:** Using Standard Request Submission, *Oracle Applications User Guide*

## Prerequisites

Import Zengin format data into Receivables tables using AutoLockbox. See [Importing Zengin Format Data Using AutoLockbox](#) on page 3-9 for more information.

## Report Parameters

### **Transmission Name**

Enter the name of the lockbox transmission to include in the report. Leave the Transmission Name field blank to include all lockbox transmissions.

### **Status**

To include only receipts with a certain status, enter a Status. Choose Confirmed, Manual, Multiple, None, or Verify. Leave the Status field blank to include all receipts.

### **Order By**

Specify how you want Receivables to display the data in the report. Choose Alternate Name, Customer Name, or Date Created.

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# Oracle Payables Reports

This chapter overviews Oracle Payables reports, including:

- Invoice Transaction Check report
- Actual Payment report
- Payment Schedule report

# Invoice Transaction Check Report

Vision Operations (USA)		Japanese Invoice Transaction Check Report		Report Date: 10-MAY-2001 00:18	
Functional Currency: USD		From 01-JAN-2000 To 31-DEC-2000		Page: 1/ 3	
Updated Date: 24-DEC-2000		Supplier: 30082 JP Balance		Site: US OFFICE	
Invoice Number: JP02		Currency: USD		Liability: 01,000,2210,2103.000	
Invoice Date: 24-DEC-2000		Invoice Amount: 0.00		Operations (Vision USA).Balance Sheet.Accounts Pa	
Tax Calculation: Line		Exchange Rate:		Updated By: VISION Invoice Type: Standard	
		Sequence Name:		Voucher Number:	
Line	Expense	Tax Code	Amount	Description	
0001	01.130.7710.0000.000		500.00	Operations (Vision USA).Computer Resources.Sales Tax.No Sub Account.No Product	
0002	01.130.7710.0000.000		<500.00>	Operations (Vision USA).Computer Resources.Sales Tax.No Sub Account.No Product	
	Due Date	Payment Method	Scheduled Amount		
	23-JAN-2001	Check	0.00		
*** End of Report ***					

Use the Invoice Transaction Check report to check data entry for invoice transactions. Invoices are sorted by the last update date.

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**Note:** If you check the Sort By Alternate Field check box in the Reports tabbed region of the Payables Options window, then this report uses alternate names when sorting by supplier or supplier site.

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## Report Parameters

**Start Update Date**

Enter the beginning updated date for the report.

**End Update Date**

Enter the ending updated date for the report.

**Invoice Type**

Enter an invoice type.

**Supplier**

Enter a supplier name.

**Updated by**

Enter the name of the user who last updated invoices.

## Report Headings

<b>In this heading...</b>	<b>Oracle Payables prints...</b>
From <Start Date> To <End Date>	The date range for the report
Updated Date	The latest updated date for the invoice
Supplier	The supplier code and name
Site	The name of the supplier site
Invoice Number	The invoice number
Invoice Date	The invoice date
Tax Calculation	The tax calculation method
Currency	The invoice currency
Invoice Amount	The invoice amount
Exchange Rate	The invoice exchange rate
Liability	The liability accounting code and description
Updated By	The user's name who last updated the invoice
Sequence Name	The document sequence name for each transaction associated with the document sequence
Invoice Type	The invoice type
Voucher Number	The voucher number for each transaction associated with the document sequence

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Line	The distribution line number for the invoice distribution
Expense	The expense accounting code and description for the invoice distribution
Tax Code	The tax code
Amount	The invoice distribution amount
Description	The invoice distribution description
Due Date	The payment due date for the payment schedule
Payment Method	The payment method for the payment schedule
Scheduled Amount	The scheduled amount for the payment schedule

## Actual Payment Report

Vision Operations (USA)		Actual Payment				08-JAN-2001 01:47:22	
Functional Currency: USD						Page 1 / 1	
Payment Currency: BEF							
Bank	Bank Branch	Bank Account		Account Currency			
Payment Date	Supplier Name	Supplier Site	Document Number	Payment Method	Future Date	Seq Name	Voucher Number
Invoice Number	Invoice Date	Invoice Amount	Bank Charge	Payment Amount	Exc Rate	Functional Amount	Description
LKAL BANK	LK SAN FRANCISCO	LKALAL ACCOUNT		USD			
15-NOV-1999	GE Capital	DANBURY	1001	Check			
LKM3110	12-NOV-1999	22,750	0	22,750	.0279	624.45	
Total Payment Date 15-NOV-1999:			0	22,750		624.45	
20-NOV-1999	Office Supplies, Inc.	OFFICESUPPLIES	1003	Check			
LKM3130	17-NOV-1999	384,505	0	384,505		10,554.09	
Total Payment Date 20-NOV-1999:			0	384,505		10,554.09	
Total Bank Account:			0	407,255		11,178.54	
Total Payment Currency BEF:			0	407,255		11,178.54	
Grand Total						11,178.54	
*** End of Report ***							

Use the Actual Payment report to review payment activity by bank account and payment date. The Actual Payment report also prints all invoices in a payment batch so that you can review which invoices and suppliers were paid.

The Actual Payment report is an RXi report. The default attribute set displays bank information and payment details. You can copy this attribute set and customize the layout to suit your reporting needs.

**See also:** *Working with Attribute Sets, Oracle Financials RXi Reports Administration Tool User Guide*

**See also:** *Using the RXi Reports Concurrent Program, Oracle Financials RXi Reports Administration Tool User Guide*

Use the Standard Request Submission windows to submit the Actual Payment report.

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**Note:** Choose the Publish Actual Payment report. The RX Only: Actual Payment report is intended for use with the Applications Desktop Integrator (ADI).

---

**See also:** Using Standard Request Submission, *Oracle Applications User Guide*

## Report Parameters

**Start Payment Date**

Enter the beginning payment date that you want to report from.

**End Payment Date**

Enter the ending payment date that you want to report to.

**Currency Code**

Enter the payment currency for the report.

**Bank Account Name**

Enter the bank account for the report.

**Payment Method**

Enter the payment method for the report.

## Report Headings

<b>In this heading...</b>	<b>Oracle Payables prints...</b>
Payment Currency	The payment currency
Bank	The bank name
Bank Branch	The bank branch name
Bank Account	The bank account name
Account Currency	The bank account currency

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Payment Date	The payment date
Supplier Name	The supplier name
Supplier Site	The name of the supplier site
Document Number	The payment document number
Payment Method	The payment method
Future Date	The date of the future dated payment and manual future dated payment
Seq Name	The document sequence name for each payment associated with the document sequence
Voucher Number	The voucher number for each payment associated with the document sequence
Invoice Number	The invoice number paid by this payment
Invoice Date	The invoice date
Invoice Amount	The invoice amount
Bank Charge	The bank charge amount paid on this invoice
Payment Amount	The total payment amount
Exc Rate	The payment exchange rate
Functional Amount	The payment amount in the functional currency
Description	The invoice description

# Payment Schedule Report

Vision Operations (USA)		Japanese Payment Schedule Report				Report Date: 10-MAY-2001 00:34	
Payment Currency: USD		Pay Group:		Page: 1/ 1			
End Due Date: 31-DEC-00		Payment Priority From:		To:			
Payment Method: CHECK							
Due Date	Supplier	Site	Invoice Number	Invoice Date	Invoice Amount	Scheduled Amount	
			Total Due Date	26-DEC-2000		0.00	
						0.00	
27-DEC-2000	GE Plastics	GE PLASTICS	msc-1027-02	27-DEC-2000	10.50	10.50	
			msc-102701	27-DEC-2000	100.00	100.00	
						110.50	
			Total Due Date	27-DEC-2000		110.50	
28-DEC-2000	Advance Network Device	SANTA CLARA	99101301	13-DEC-2000	10,000.00	9,890.00	
						9,890.00	
			Total Due Date	28-DEC-2000		9,890.00	
31-DEC-2000	Advanced Network Devices	SANTA CLARA	11111111	17-NOV-2000	500.00	270.00	
						270.00	
			Total Due Date	31-DEC-2000		270.00	
			Total Payment Method	CHECK		10,270.50	
			Grand Total			10,270.50	

\*\*\* End of Report \*\*\*

Use the Payment Schedule report to print payment schedules by payment method, due date, and supplier. The Payment Schedule report helps to forecast cash needs for invoice payments.

## Report Parameters

### Payment Currency

Enter the payment currency for the report.

### End Due Date

Enter the end due date for the report.

### Payment Method

Enter the payment method to use for the report.

### Pay Group

Enter the pay group to use for the report.

### Priority Range Low

Enter the lowest invoice payment priority to use for the report.

### Priority Range High

Enter the highest invoice payment priority to use for the report.

### Supplier Name

Enter the supplier name to use for the report.

## Report Headings

In this heading...	Oracle Payables prints...
Payment Currency	The payment currency
End Due Date	The payments with a due date before or equal to the requested due date
Payment Method	The payment method
Pay Group	The pay group
Payment Priority From	The lowest invoice payment priority in the report
To	The highest invoice payment priority in the report

## Column Headings

<b>In this column...</b>	<b>Oracle Payables prints...</b>
Due Date	The payment schedule due date
Supplier	The supplier name
Site	The name of the supplier site
Invoice Number	The invoice number
Invoice Date	The invoice date
Invoice Amount	The invoice amount
Scheduled Amount	The scheduled amount for the payment schedule

# 5

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## Oracle Assets

This chapter overviews Oracle Assets for Japan, including the Japanese Depreciable Assets Tax reports.

# Japanese Depreciable Assets Tax Reports

## Japanese Depreciable Assets Tax Summary Report

Book: JP TAX BOOK State: CHIYODA - Chiyoda-ku		Heisei 12 Year Japanese Depreciable Assets Tax Summary Report			Report Date: 12-NOV-2000 17:59 Page: 1 / 1	
Asset Type	Addition Before Prior Year (X)	Cost Decrease in Prior Year (Y)	Addition in Prior Year (Z)	Total (X)-(Y)+(Z)		
1 - Building	7,000,000	3,000,000	2,400,000	6,400,000		
2 - Machine and Equipment	3,714,286	1,517,857	1,000,000	3,196,429		
3 - Ship	4,714,286	1,514,285	0	3,200,001		
4 - Airplane	6,000,000	3,142,857	200,000	3,057,143		
5 - Car and Truck	6,000,000	1,000,000	228,571	5,228,571		
6 - Tool, Apparatus, and Fixture	5,000,000	628,571	285,714	4,657,143		
<b>Total:</b>	<b>32,428,572</b>	<b>10,803,570</b>	<b>4,114,285</b>	<b>25,739,287</b>		
Asset Type	Heisei 12 Year: January 1 Theoretical NBV	Evaluated NBV	Decision Cost	Taxable Standard Cost	Num of Assets	
1 - Building	5,526,928	5,594,778	5,594,778	5,594,778	9	
2 - Machine and Equipment	1,819,977	1,971,542	1,971,542	1,971,542	5	
3 - Ship	2,845,598	2,853,562	2,853,562	2,853,562	5	
4 - Airplane	2,344,987	2,436,793	2,436,793	2,436,793	6	
5 - Car and Truck	2,385,343	2,688,871	2,688,871	2,688,871	6	
6 - Tool, Apparatus, and Fixture	2,413,522	2,664,072	2,664,072	2,664,072	5	
<b>Total:</b>	<b>17,336,355</b>	<b>18,209,618</b>	<b>18,209,618</b>	<b>18,106,765</b>	<b>36</b>	

## Japanese Detail by Asset Type (Addition/All Assets) Report

Book: JP TAX BOOK State: CHIYODA - Chiyoda-ku		Heisei 12 Year Japanese Detail by Asset Type (All Assets) Report						Report Date: 14-NOV-2000 01:08 Page: 1 / 2					
Asset Num Number	Asset Type Asset Name	- Addition -			Residual Rate NBV	Exception of - Taxable - Standard Code Rate	Taxable Standard Cost	Addition Reason Description					
		Units	Year	Month					Cost	Life			
01	1000000101	1	Building	7	4	10	4	1,000,000	20	.842	841,995	841,995	1
02	1000000119	1	Building	7	4	10	4	1,200,000	20	.842	1,010,394	1,010,394	4
03	1000000125	1	Building	7	4	10	4	1,200,000	20	.842	1,010,394	1,010,394	4
04	1000000137	1	Building	7	4	10	4	1,000,000	20	.842	841,995	841,995	1
05	1000000140	1	Building	7	4	11	9	1,000,000	20	.945	945,000	945,000	1
06	1000000155	1	Building	7	4	11	9	1,000,000	20	.945	945,000	945,000	1
07	1000000102	2	Machine	7	4	10	4	1,000,000	5	.514	514,265	514,265	2
08	1000000108	2	Machine	4	4	10	4	571,429	5	.514	293,866	293,866	1
09	1000000113	2	Machine	7	4	10	4	1,000,000	20	.842	841,995	841,995	4
10	1000000114	2	Machine	5	4	10	4	625,000	5	.514	321,416	321,416	4
11	1000000109	3	Ship	4	4	10	4	571,429	30	.892	509,565	509,565	1
12	1000000115	3	Ship	6	4	10	4	771,429	30	.892	687,912	687,912	1
13	1000000133	3	Ship	6	4	10	4	857,143	30	.892	764,347	764,347	1
14	1000000121	3	Ship	7	4	10	12	1,000,000	30	.892	891,738	891,738	1
15	1000000122	4	Airplane	6	4	10	4	857,143	15	.797	683,213	683,213	1
16	1000000128	4	Airplane	7	4	10	4	1,000,000	15	.797	797,082	797,082	1
17	1000000134	4	Airplane	7	4	10	4	1,200,000	15	.797	956,498	956,498	4
18	1000000105	5	Car	7	4	10	4	1,000,000	5	.514	514,265	514,265	1
19	1000000111	5	Car	7	4	10	4	1,200,000	5	.514	617,118	617,118	4
20	1000000117	5	Car	6	4	10	4	1,028,571	5	.514	528,958	528,958	4
<b>Total:</b>				<b>19,082,144</b>				<b>14,517,016</b>				<b>14,517,016</b>	
Addition Reason:													
1: New													
2: Used													
3: Transfer													
4: Other													

**Japanese Detail by Asset Type (Decrease Assets) Report**

Book: JP TAX BOOK		Heisei 12 Year		Report Date: 12-NOV-2000 17:59								
State: CHIYODA - Chiyoda-ku		Japanese Detail by Asset Type (Decrease Assets) Report		Page: 1 / 1								
Num Asset Number	Asset Type	Asset Name	Units	Era Name	Month	Cost	Life	-Decrease-	Type	Description		
01	1000000107	1	Building	7	4	10	4	1,000,000	20	3	1	
02	1000000113	1	Building	7	4	10	4	1,000,000	20	4	1	
03	1000000131	1	Building	7	4	10	4	1,000,000	20	3	1	Transfer Nakano
04	1000000108	2	Machine	3	4	10	4	428,571	5	3	2	Transfer Setagaya
05	1000000114	2	Machine	0	4	10	4	89,286	5	4	2	
06	1000000132	2	Machine	7	4	10	4	1,000,000	5	1	1	Miracle Linux
07	1000000103	3	Ship	7	4	10	4	1,000,000	30	1	1	Miracle Linux
08	1000000109	3	Ship	1	4	10	4	142,857	30	3	2	Osaka
09	1000000115	3	Ship	1	4	10	4	228,571	30	1	2	Miracle Linux
10	1000000133	3	Ship	1	4	10	4	142,857	30	2	2	
11	1000000104	4	Airplane	7	4	10	4	1,000,000	15	2	1	
12	1000000110	4	Airplane	7	4	10	4	1,000,000	15	3	1	Nakano
13	1000000116	4	Airplane	7	4	10	4	1,000,000	15	2	1	
14	1000000122	4	Airplane	1	4	10	4	142,857	15	3	2	Transfer Okaka
15	1000000123	5	Car	7	4	10	4	1,000,000	5	2	1	
16	1000000112	6	PC	0	4	10	4	200,000	6	4	2	
17	1000000124	6	PC	3	4	10	4	428,571	6	2	2	
18												
19												
20												
Total:							10,803,570					

Decrease Reason:  
1: Sale  
2: Retirement  
3: Transfer  
4: Other

Decrease Type:  
1: All  
2: Partial

Use the Japanese Depreciable Assets Tax reports to print summary and detail asset information that you submit once a year to your tax authorities. Japanese Depreciable Assets Tax Reports is a program that controls these reports:

- Japanese Depreciable Assets Tax Summary Report
- Japanese Detail by Asset Type (Addition/All Assets) Report 132 Characters
- Japanese Detail by Asset Type (Addition/All Assets) Report 180 Characters
- Japanese Detail by Asset Type (Decrease Assets) Report

The Japanese Depreciable Assets Tax Summary report summarizes asset information by location as of January 1 for the selected fiscal year. The report also calculates the evaluated and theoretical net book value for each asset type, as well as the decision cost, which is the larger of the two net book values.

The Japanese Detail by Asset Type (All Assets) report prints detail information for all assets by location as of January 1 of the selected fiscal year. This report prints the residual rate, which the tax authorities require, based on the asset's useful life. The Japanese Detail by Asset Type (Addition Assets) report includes asset increases between January 2 of the prior year and January 1 of the selected fiscal year. You can print these two reports in the 132 or 180 characters wide format.

The Japanese Detail by Asset Type (Decrease Assets) report displays asset decreases between January 2 of the prior year and January 1 of the selected fiscal year.

All four reports print asset information based on the transaction or effective date, no matter what the book's open period is. After January 1 of a given year, if you enter a transaction with a transaction date prior to January 1, you need to reprint the reports for this year because the results may differ from what was printed before you entered the new transaction.

The Japanese Depreciable Assets Tax Reports displays Japanese era names and years. The Japanese era names are:

- 1 - Meiji (1868 - 1911)
- 2 - Taisho (1912 -1925)
- 3 - Showa (1926 - 1988)
- 4 - Heisei (1989 - )

When you submit the Japanese Depreciable Assets Tax Reports program, the reports that you select automatically run. Use the Standard Request Submission windows to submit the Japanese Depreciable Assets Tax program and reports.

**See also:** Using Standard Request Submission, *Oracle Applications User Guide*

## Prerequisites

Before you submit the Japanese Depreciable Assets Tax reports:

- You must assign the minor category qualifier to your category flexfield. Set up the minor category segment to use an independent value set with the values in this table:

<b>Value</b>	<b>Description</b>
1	Building
2	Machine and Equipment
3	Ship
4	Airplane
5	Car and Truck
6	Tool, Apparatus, and Fixture

**See also:** Category Flexfield, *Oracle Assets User Guide*

- You must define a QuickCode value for the Retirement lookup type to describe retirements due to sales. Use this QuickCode for all retirements due to sales and select this QuickCode from the Sale Code parameter's list of values for retirements due to sales.

**See also:** Entering QuickCodes, *Oracle Assets User Guide*

- You should set up the State segment of the location flexfield with the independent validation type. The State segment should include the locations of each tax authority that you need to report.

**See also:** Location Flexfield, *Oracle Assets User Guide*

- You should create a separate tax book for assets that use the seeded JP-DB <year>YR depreciation method if you use other depreciation methods in the corporate book. The value <year> can be from 2 to 100 and represents the useful life of the method. For example, JP-DB 2YR has a useful life of 2 years.

Mass copy the assets from the corporate book to this tax book. The Japanese Depreciable Assets Tax reports prints only the seeded JP-DB <year>YR depreciation method.

## Report Parameters

**Book**

Enter the corporate or tax book that you want to report on.

**Year**

Enter the fiscal year that you want to report on.

**State**

Enter the location that you want to report on.

**Minor Category Low**

Enter the first minor category that you want to report from.

**Minor Category High**

Enter the last minor category that you want to report to.

**Sale Code**

Enter the sale code that you want to report on. In the Japanese Detail by Asset Type (Decrease Assets) report, sold retired assets are separated from other retired assets. If an asset's retirement type in the Retirements window matches the sale code that you enter in this parameter, the asset is reported as a sold retirement.

**Summary Report**

Enter *Yes* if you want to print the Japanese Depreciable Assets Tax Summary report or *No* if you do not. The default is *Yes*.

**All Assets Report**

Enter the format of the Japanese Detail by Asset Type (All Assets) report that you want, 132 or 180 characters. Enter *No* if you do not want to print this report. The default is the 132 characters format report.

**Addition Assets Report**

Enter *Yes* if you want to print the Japanese Detail by Asset Type (Addition Assets) report or *No* if you do not. The default is *No*.

**Decrease Assets Report**

Enter *Yes* if you want to print the Japanese Detail by Asset Type (Decrease Assets) report or *No* if you do not. The default is *No*.

## Report Headings

<b>In this heading...</b>	<b>Oracle Assets prints...</b>
Book	The corporate or tax book that you entered in the Book parameter
State	The location that you entered in the State parameter
<Japanese Era Name and Year>	The fiscal year that you entered in the Year parameter converted into Japanese era name and year
<Report Title>	The name of the report: <ul style="list-style-type: none"> <li>■ <i>Japanese Depreciable Assets Tax Summary Report</i></li> <li>■ <i>Japanese Detail by Asset Type (All Assets) Report</i></li> <li>■ <i>Japanese Detail by Asset Type (Addition Assets) Report</i></li> <li>■ <i>Japanese Detail by Asset Type (Decrease Assets) Report</i></li> </ul>
Report Date	The date and time that you submit the report
Page	The current and total pages of the report

## Column Headings

### Japanese Depreciable Assets Tax Summary Report

<b>In this column...</b>	<b>Oracle Assets prints...</b>
Asset Type	The minor category
Cost - Addition Before Prior Year (X)	The addition amount before the year prior to the fiscal year that you entered
Cost - Decrease in Prior Year (Y)	The decrease amount in the year prior to the fiscal year that you entered
Cost - Addition in Prior Year (Z)	The addition amount in the year prior to the fiscal year that you entered
Cost - Total ((X) - (Y) + (Z))	The total amount of the three previous columns, calculated (X) - (Y) + (Z)
<Japanese Era Name and Year>: January 1 Theoretical NBV	The theoretical net book value as of January 1 of the fiscal year that you entered
Evaluated NBV	The evaluated net book value
Decision Cost	Either the theoretical or evaluated net book value, whichever is larger
Taxable Standard Cost	The decision cost rounded down by the thousandth, by default
Num of Assets	The number of assets in each minor category

### Japanese Detail by Asset Type (Addition/All Assets) Report

In this column...	Oracle Assets prints...
Num	The line number for the page; each page has 20 lines
Asset Number	The asset number
Asset Type	The minor category
Asset Name	The asset name or description
Units	The units of each asset
Addition - Era Name	The Japanese era name of the date in service
Addition - Year	The Japanese era year of the date in service
Addition - Month	The month of the date in service
Cost	The acquisition cost of the asset
Life	The useful life of the asset
Residual Rate	The residual rate, based on the addition date and useful life
NBV (132 characters) Net Book Value (180 characters)	The evaluated net book value, calculated as the cost multiplied by the residual rate
Exception of Taxable Standard - Code	The exception code if a tax exception applies to the asset
Exception of Taxable Standard - Rate	The exception rate if a tax exception applies to the asset
Taxable Standard Cost	The taxable standard cost, by default equal to the evaluated net book value
Addition Reason	The reason for the asset addition: <ul style="list-style-type: none"> <li>■ 1 - New</li> <li>■ 2 - Used</li> <li>■ 3 - Transfer</li> <li>■ 4 - Other</li> </ul>
Description	The transfer period if the asset was transferred from another location

## Japanese Detail by Asset Type (Decrease Assets) Report

In this column...	Oracle Assets prints...
Num	The line number for the page; each page has 20 lines
Asset Number	The asset number
Asset Type	The minor category
Asset Name	The asset name or description
Units	The units of each asset
Era Name	The Japanese era name of the date in service
Year	The Japanese era year of the date in service
Month	The month of the date in service
Cost	The acquisition cost of the asset
Life	The useful life of the asset
Decrease - Reason	The reason for the asset decrease: <ul style="list-style-type: none"> <li>■ 1 - Sale</li> <li>■ 2 - Retirement</li> <li>■ 3 - Transfer</li> <li>■ 4 - Other</li> </ul>
Decrease - Type	The type of asset decrease, whether the asset is retired or transferred in whole or part: <ul style="list-style-type: none"> <li>■ 1 - All</li> <li>■ 2 - Partial</li> </ul>
Description	Additional information about the asset depending on the decrease reason: <ul style="list-style-type: none"> <li>■ 1 - <i>Sold to</i> &lt;customer&gt;</li> <li>■ 2 - The retirement type</li> <li>■ 3 - The comments that you entered in the Assignments window when you changed the state or location that the asset is transferred to</li> <li>■ 4 - A blank space</li> </ul>

## Row Headings

<b>In this row...</b>	<b>Oracle Assets prints...</b>
Total	The page totals

# A

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## Electronic File Content

This appendix overviews electronic file content provided in Oracle Financials for Japan for the Zengin file.

This electronic information is provided to help your system administrator further understand the electronic file provided in Oracle Financials for Japan.

## Zengin File Content

### Header Record

This table shows the electronic file content of the header record.

Type	Field Length (characters)	Description
Numeric	1	The record identifier, <i>1</i> , for header record.
Numeric	2	The classification, <i>21</i> , for EFT.
Numeric	1	The code type, <i>1</i> , for EBCDIC/S-JIS.
Numeric	10	The EFT requester ID for internal bank account. Right alignment with 0 filling.
Character	40	Account holder's name for internal bank account. Left alignment followed by space.
Numeric	4	The transfer month and date in MMDD format.
Numeric	4	The remitting bank number.
Character	15	The remitting bank name. Left alignment followed by space
Numeric	3	The remitting branch number.
Character	15	The remitting branch name. Left alignment followed by space.
Numeric	1	The account type, <i>1</i> for ordinary or <i>2</i> for check.
Numeric	7	The account number. Right alignment with 0 filling.
Character	17	Blank spaces

## Data Record

This table shows the electronic file content of the data record.

<b>Type</b>	<b>Field Length (characters)</b>	<b>Description</b>
Numeric	1	The record identifier, <i>2</i> for data record.
Numeric	4	The receiving bank number.
Character	15	The receiving bank name. Left alignment followed by space.
Numeric	3	The receiving branch number.
Character	15	The receiving branch name. Left alignment followed by space.
Numeric	4	The clearing house number.
Numeric	1	The account type, <i>1</i> for ordinary or <i>2</i> for check.
Numeric	7	The account number. Right alignment with 0 filling.
Character	30	The account holder name for supplier's bank account. Left alignment followed by space.
Numeric	10	The transfer amount. Right alignment with 0 filling.
Numeric	1	The status, <i>0</i> .
Numeric	10	The customer code.
Numeric	10	The second customer code.
Numeric	1	The transfer priority, <i>7</i> for express or <i>8</i> for normal.
Character	8	Blank spaces.

## Trailer Record

This table shows the electronic file content of the trailer record.

Type	Field Length (characters)	Description
Numeric	1	The record identifier, 8 for trailer record.
Numeric	6	The total count. Right alignment with 0 filling.
Numeric	12	The total amount. Right alignment with 0 filling.
Character	101	Blank spaces

## End Record

This table shows the electronic file content of the end record.

Type	Field Length (characters)	Contents
Numeric	1	The record identifier, 9 for end record
Character	119	Blank spaces

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