

**Oracle® Lease and Finance Management**  
Implementation Guide  
Release 12.2  
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Oracle Lease and Finance Management Implementation Guide, Release 12.2

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**Oracle Lease and Finance Management Implementation Guide, Release 12.2**

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Oracle welcomes customers' comments and suggestions on the quality and usefulness of this document. Your feedback is important, and helps us to best meet your needs as a user of our products. For example:

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Note: Before sending us your comments, you might like to check that you have the latest version of the document and if any concerns are already addressed. To do this, access the new Oracle E-Business Suite Release Online Documentation CD available on My Oracle Support and [www.oracle.com](http://www.oracle.com). It contains the most current Documentation Library plus all documents revised or released recently.

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# Preface

## Intended Audience

Welcome to Release 12.2 of the *Oracle Lease and Finance Management Implementation Guide*.

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

- The principles and customary practices of your business area.
- Computer desktop application usage and terminology.

If you have never used Oracle E-Business Suite, we suggest you attend one or more of the Oracle E-Business Suite training classes available through Oracle University.

See Related Information Sources on page xiv for more Oracle E-Business Suite product information.

## Documentation Accessibility

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<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

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## Related Information Sources

This book is included in the Oracle E-Business Suite Documentation Library, which is supplied in the Release 12.2 Media Pack. If this guide refers you to other Oracle E-Business Suite documentation, use only the latest Release 12.2 versions of those guides.

### Online Documentation

All Oracle E-Business Suite documentation is available online (HTML or PDF).

- **Online Help** - Online help patches (HTML) are available on My Oracle Support.
- **PDF Documentation** - See the Oracle E-Business Suite Documentation Library for current PDF documentation for your product with each release.
- **Release Notes** - For information about changes in this release, including new features, known issues, and other details, see the release notes for the relevant product, available on My Oracle Support.
- **Oracle Electronic Technical Reference Manual** - The Oracle Electronic Technical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for each Oracle E-Business Suite product. This information helps you convert data from your existing applications and integrate Oracle E-Business Suite data with non-Oracle applications, and write custom reports for Oracle E-Business Suite products. The Oracle eTRM is available on My Oracle Support.

### Oracle E-Business Suite Applications Installation

You can determine the Oracle E-Business Suite modules that need to be installed.

**The following products or components are included with Oracle Lease and Finance Management:**

- Oracle HRMS - Human Resources Management System (restricted use for setup of

workflow users)

- Oracle Inventory (restricted use for setup of lease item masters)
- Oracle Order Management (restricted to the use of remarketing functionality)
- Oracle Installed Base (restricted to the use of storing asset details)

**Prerequisite Modules for Oracle Lease and Finance Management: Applications Modules**

- Oracle Assets
- Oracle General Ledger
- Oracle Payables
- Oracle Receivables
- Oracle Payments
- Bill Presentment Architecture
- Oracle Legal Entity Configurator
- Oracle Subledger Accounting
- Oracle E-Business Tax
- Oracle Approvals Manager
- Oracle Trading Community Architecture

**Foundation and Technology Modules**

- Oracle CRM Foundation
- Applications Foundation
- Oracle iSetup
- Oracle XML Publisher

**Optional for Oracle Lease and Finance Management based on features used:**

- Oracle iStore, Order Capture, and Marketing Online > Remarketing
- Oracle Service Contracts > UBB, service contracts
- Oracle Advanced Pricing > Usage based billing

- Oracle Credit Management > Credit
- Oracle Advanced Collections > Collections
- Oracle Telephony, Telesales and Work Queue > Customer service management
- XML Gateway > Integration with SuperTrump

### **Related Guides**

You should have the following related books on hand. Depending on the requirements of your particular installation, you may also need additional manuals or guides.

#### **Oracle E-Business Suite Upgrade Guide: Release 12.0 and 12.1 to 12.2:**

This guide provides information for DBAs and Applications Specialists who are responsible for upgrading Release 12.0 and 12.1 Oracle E-Business Suite system (techstack and products) to Release 12.2. In addition to information about applying the upgrade driver, it outlines pre-upgrade steps and post-upgrade steps, and provides descriptions of product-specific functional changes and suggestions for verifying the upgrade and reducing downtime.

#### **Oracle Advanced Global Intercompany System User's Guide:**

This guide describes the self service application pages available for Intercompany users. It includes information on setting up intercompany, entering intercompany transactions, importing transactions from external sources and generating reports.

#### **Oracle Advanced Collections User Guide:**

This guide describes how to use the features of Oracle Advanced Collections to manage your collections activities. It describes how collections agents and managers can use Oracle Advanced Collections to identify delinquent customers, review payment history and aging data, process payments, use strategies and dunning plans to automate the collections process, manage work assignments, and handle later-stage delinquencies.

#### **Oracle Advanced Collections Implementation Guide:**

This guide describes how to configure Oracle Advanced Collections and its integrated products. It contains the steps required to set up and verify your implementation of Oracle Advanced Collections.

#### **Oracle Assets User Guide:**

This guide provides you with information on how to implement and use Oracle Assets. Use this guide to understand the implementation steps required for application use, including defining depreciation books, depreciation method, and asset categories. It also contains information on setting up assets in the system, maintaining assets, retiring and reinstating assets, depreciation, group depreciation, accounting and tax accounting, budgeting, online inquiries, impairment processing, and Oracle Assets reporting. The guide explains using Oracle Assets with Multiple Reporting Currencies (MRC). This guide also includes a comprehensive list of profile options that you can set to customize application behavior.

**Oracle Bill Presentment Architecture User's Guide:**

This guide provides you information on using Oracle Bill Presentment Architecture. Consult this guide to create and customize billing templates, assign a template to a rule and submit print requests. This guide also provides detailed information on page references, seeded content items and template assignment attributes.

**Oracle Cash Management User Guide:**

This guide describes how to use Oracle Cash Management to clear your receipts, as well as reconcile bank statements with your outstanding balances and transactions. This manual also explains how to effectively manage and control your cash cycle. It provides comprehensive bank reconciliation and flexible cash forecasting.

**Oracle Credit Management User Guide:**

This guide provides you with information on how to use Oracle Credit Management. This guide includes implementation steps, such as how to set up credit policies, as well as details on how to use the credit review process to derive credit recommendations that comply with your credit policies. This guide also includes detailed information about the public application programming interfaces (APIs) that you can use to extend Oracle Credit Management functionality.

**Oracle Customer Data Librarian User Guide:**

This guide describes how to use Oracle Customer Data Librarian to establish and maintain the quality of the Trading Community Architecture Registry, focusing on consolidation, cleanliness, and completeness. Oracle Customer Data Librarian has all of the features in Oracle Customers Online, and is also part of the Oracle Customer Data Management product family.

**Oracle Customer Data Librarian Implementation Guide:**

This guide describes how to implement Oracle Customer Data Librarian. As part of implementing Oracle Customer Data Librarian, you must also complete all the implementation steps for Oracle Customers Online.

**Oracle Customers Online User Guide:**

This guide describes how to use Oracle Customers Online to view, create, and maintain your customer information. Oracle Customers Online is based on Oracle Trading Community Architecture data model and functionality, and is also part of the Oracle Customer Data Management product family.

**Oracle Customers Online Implementation Guide:**

This guide describes how to implement Oracle Customers Online.

**Oracle E-Business Suite Multiple Organizations Implementation Guide:**

This guide describes the multiple organizations concepts in Oracle E-Business Suite. It describes in detail on setting up and working effectively with multiple organizations in Oracle E-Business Suite.

**Oracle E-Business Tax User Guide:**

This guide describes the entire process of setting up and maintaining tax configuration data, as well as applying tax data to the transaction line. It describes the entire regime-to-rate setup flow of tax regimes, taxes, statuses, rates, recovery rates, tax jurisdictions, and tax rules. It also describes setting up and maintaining tax reporting codes, fiscal classifications, tax profiles, tax registrations, configuration options, and third party service provider subscriptions. You also use this manual to maintain migrated tax data for use with E-Business Tax.

**Oracle E-Business Tax Implementation Guide:**

This guide provides a conceptual overview of the E-Business Tax tax engine, and describes the prerequisite implementation steps to complete in other applications in order to set up and use E-Business Tax. The guide also includes extensive examples of setting up country-specific tax requirements.

**Oracle E-Business Tax Reporting Guide:**

This guide explains how to run all tax reports that make use of the E-Business Tax data extract. This includes the Tax Reporting Ledger and other core tax reports, country-specific VAT reports, and Latin Tax Engine reports.

**Oracle E-Business Tax: Vertex Q-Series and Taxware Sales/Use Tax System Implementation Guide**

This guide explains how to setup and use the services of third party tax service providers for US Sales and Use tax. The tax service providers are Vertex Q-Series and Taxware Sales/Use Tax System. When implemented, the Oracle E-Business Tax service subscription calls one of these tax service providers to return a tax rate or amount whenever US Sales and Use tax is calculated by the Oracle E-Business Tax tax engine. This guide provides setup steps, information about day-to-day business processes, and a technical reference section.

**Oracle Embedded Data Warehouse User Guide:**

This guide describes how to use Embedded Data Warehouse reports and workbooks to analyze performance.

**Oracle Embedded Data Warehouse Implementation Guide:**

This guide describes how to implement Embedded Data Warehouse, including how to set up the intelligence areas.

**Oracle Embedded Data Warehouse Install Guide:**

This guide describes how to install Embedded Data Warehouse, including how to create database links and create the end user layer (EUL).

**Oracle Financial Accounting Hub Implementation Guide:**

This guide provides detailed implementation information that leverages the features of Oracle Subledger Accounting to generate accounting.

**Oracle Financial Services Reference Guide:**

This guide provides reference material for Oracle Financial Services applications in

Release 12, such as Oracle Transfer Pricing, and includes technical details about application use as well as general concepts, equations, and calculations.

**Oracle Financial Services Implementation Guide:**

This guide describes how to set up Oracle Financial Services applications in Release 12.

**Oracle Financial Services Reporting Administration Guide:**

This guide describes the reporting architecture of Oracle Financial Services applications in Release 12, and provides information on how to view these reports.

**Oracle Financials and Oracle Procurement Functional Upgrade Guide: Release 11i to Release 12:**

This guide provides detailed information about the functional impacts of upgrading Oracle Financials and Oracle Procurement products from Release 11i to Release 12. This guide supplements the *Oracle E-Business Suite Upgrade Guide: Release 12.0 and 12.1 to 12.2*.

**Oracle Financials Concepts Guide:**

This guide describes the fundamental concepts of Oracle Financials. The guide is intended to introduce readers to the concepts used in the applications, and help them compare their real world business, organization, and processes to those used in the applications.

**Oracle Financials Country-Specific Installation Supplement:**

This guide provides general country information, such as responsibilities and report security groups, as well as any post-install steps required by some countries.

**Oracle Financials for the Americas User Guide:**

This guide describes functionality developed to meet specific business practices in countries belonging to the Americas region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

**Oracle Financials for Asia/Pacific User Guide:**

This guide describes functionality developed to meet specific business practices in countries belonging to the Asia/Pacific region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

**Oracle Financials for Europe User Guide:**

This guide describes functionality developed to meet specific business practices in countries belonging to the European region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

**Oracle Financials for India User's Guide:**

This guide provides information on how to use Oracle Financials for India. Use this guide to learn how to create and maintain setup related to India taxes, defaulting and calculation of taxes on transactions. This guide also includes information about accounting and reporting of taxes related to India.

### **Oracle Financials for India Implementation Guide:**

This guide provides information on how to implement Oracle Financials for India. Use this guide to understand the implementation steps required for application use, including how to set up taxes, tax defaulting hierarchies, set up different tax regimes, organization and transactions.

### **Oracle Financials Glossary:**

The glossary includes definitions of common terms that are shared by all Oracle Financials products. In some cases, there may be different definitions of the same term for different Financials products. If you are unsure of the meaning of a term you see in an Oracle Financials guide, please refer to the glossary for clarification. You can find the glossary in the online help or in the *Oracle Financials Implementation Guide*.

### **Oracle Financials Implementation Guide:**

This guide provides information on how to implement the Oracle Financials E-Business Suite. It guides you through setting up your organizations, including legal entities, and their accounting, using the Accounting Setup Manager. It covers intercompany accounting and sequencing of accounting entries, and it provides examples.

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

This guide describes how to 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 Implementation Guide:**

This guide provides information on how to implement Oracle General Ledger. Use this guide to understand the implementation steps required for application use, including how to set up Accounting Flexfields, Accounts, and Calendars.

### **Oracle General Ledger Reference Guide**

This guide provides detailed information about setting up General Ledger Profile Options and Applications Desktop Integrator (ADI) Profile Options.

### **Oracle General Ledger User's Guide:**

This guide provides information on how to use Oracle General Ledger. Use this guide to learn how to create and maintain ledgers, ledger currencies, budgets, and journal entries. This guide also includes information about running financial reports.

### **Oracle Incentive Compensation Implementation Guide:**

This guide provides Compensation Administrators with guidance during implementation of Oracle Incentive Compensation. The procedures are presented in the recommended order that they should be performed for successful implementation. Appendixes are included that describe system profiles, lookups, and other useful information.

### **Oracle Incentive Compensation User Guide:**

This guide helps Compensation Managers, Compensation Analysts, and Plan

administrators to manage Oracle Incentive Compensation on a day-to-day basis. Learn how to create and manage rules hierarchies, create compensation plans, collect transactions, calculate and pay commission, and use Sales Credit Allocation.

#### **Oracle Internet Expenses Implementation and Administration Guide:**

This book explains in detail how to configure Oracle Internet Expenses and describes its integration with other applications in the E-Business Suite, such as Oracle Payables and Oracle Projects. Use this guide to understand the implementation steps required for application use, including how to set up policy and rate schedules, credit card policies, audit automation, and the expenses spreadsheet. This guide also includes detailed information about the client extensions that you can use to extend Oracle Internet Expenses functionality.

#### **Oracle iAssets User Guide**

This guide provides information on how to implement and use Oracle iAssets. Use this guide to understand the implementation steps required for application use, including setting up Oracle iAssets rules and related product setup steps. It explains how to define approval rules to facilitate the approval process. It also includes information on using the Oracle iAssets user interface to search for assets, create self-service transfer requests and view notifications.

#### **Oracle iProcurement Implementation and Administration Guide:**

This manual describes how to set up and administer Oracle iProcurement. Oracle iProcurement enables employees to requisition items through a self-service, Web interface.

#### **Oracle iReceivables Implementation Guide:**

This guide provides information on how to implement Oracle iReceivables. Use this guide to understand the implementation steps required for application use, including how to set up and configure iReceivables, and how to set up the Credit Memo Request workflow. There is also a chapter that provides an overview of major features available in iReceivables.

#### **Oracle iSupplier Portal User Guide:**

This guide contains information on how to use Oracle iSupplier Portal to enable secure transactions between buyers and suppliers using the Internet. Using Oracle iSupplier Portal, suppliers can monitor and respond to events in the procure-to-pay cycle.

#### **Oracle iSupplier Portal Implementation Guide:**

This guide contains information on how to implement Oracle iSupplier Portal and enable secure transactions between buyers and suppliers using the Internet.

#### **Oracle Loans User Guide:**

This guide describes how to set up and use Oracle Loans. It includes information on how to create, approve, fund, amortize, bill, and service extended repayment plan and direct loans.

#### **Oracle Partner Management Implementation and Administration Guide:**

This guide helps Vendor administrators to set up and maintain relationships and programs in the Partner Management application. The main areas include setting up the partner and channel manager dashboards, partner setup, partner programs and enrollment, opportunity and referral management, deal registration, special pricing management, and partner fund management.

**Oracle Partner Management Vendor User Guide:**

This guide assists vendor users in using Partner Management on a daily basis. This includes interaction with the partner and channel manager dashboards, working with partners and partner programs, managing opportunities and referrals, registering deals, and working with special pricing and partner funds.

**Oracle Payables User's Guide:**

This guide describes how to use Oracle Payables to create invoices and make payments. In addition, it describes how to enter and manage suppliers, import invoices using the Payables open interface, manage purchase order and receipt matching, apply holds to invoices, and validate invoices. It contains information on managing expense reporting, procurement cards, and credit cards. This guide also explains the accounting for Payables transactions.

**Oracle Payables Implementation Guide:**

This guide provides you with information on how to implement Oracle Payables. Use this guide to understand the implementation steps required for how to set up suppliers, payments, accounting, and tax.

**Oracle Payables Reference Guide:**

This guide provides you with detailed information about the Oracle Payables open interfaces, such as the Invoice open interface, which lets you import invoices. It also includes reference information on purchase order matching and purging purchasing information.

**Oracle Payments Implementation Guide:**

This guide describes how Oracle Payments, as the central payment engine for the Oracle E-Business Suite, processes transactions, such as invoice payments from Oracle Payables, bank account transfers from Oracle Cash Management, and settlements against credit cards and bank accounts from Oracle Receivables. This guide also describes how Oracle Payments is integrated with financial institutions and payment systems for receipt and payment processing, known as funds capture and funds disbursement, respectively. Additionally, the guide explains to the implementer how to plan the implementation of Oracle Payments, how to configure it, set it up, test transactions, and how use it with external payment systems.

**Oracle Payments User's Guide:**

This guide describes how Oracle Payments, as the central payment engine for the Oracle E-Business Suite, processes transactions, such as invoice payments from Oracle Payables, bank account transfers from Oracle Cash Management, and settlements against credit cards and bank accounts from Oracle Receivables. This guide also

describes to the Payment Administrator how to monitor the funds capture and funds disbursement processes, as well as how to remedy any errors that may arise.

**Oracle Procurement Buyer's Guide to Punchout and Transparent Punchout:**

This guide contains necessary information for customers implementing remote catalog content on a supplier's Web site or on Oracle Exchange.

**Oracle Procurement Contracts Online Help:**

This guide is provided as online help only from the Oracle Procurement Contracts application and includes information about creating and managing your contract terms library.

**Oracle Procurement Contracts Implementation and Administration Guide:**

This guide describes how to set up and administer Oracle Procurement Contracts. Oracle Procurement Contracts enables employees to author and maintain complex contracts through a self-service, Web interface.

**Oracle Public Sector Financials User Guide:**

This guide describes how to set up and administer Oracle Public Sector Advanced Features. It describes Encumbrance Reconciliation Reports, GASB 34/35 Asset Accounting, and Funds Available Enhancements.

**Oracle Purchasing User's Guide:**

This guide describes how to create and approve purchasing documents, including requisitions, different types of purchase orders, quotations, RFQs, and receipts. This guide also describes how to manage your supply base through agreements, sourcing rules, and approved supplier lists. In addition, this guide explains how you can automatically create purchasing documents based on business rules through integration with Oracle Workflow technology, which automates many of the key procurement processes.

**Oracle Receivables User Guide:**

This guide provides you with information on how to use Oracle Receivables. Use this guide to learn how to create and maintain transactions and bills receivable, enter and apply receipts, enter customer information, and manage revenue. This guide also includes information about accounting in Receivables. Use the Standard Navigation Paths appendix to find out how to access each Receivables window.

**Oracle Receivables Implementation Guide:**

This guide provides you with information on how to implement Oracle Receivables. Use this guide to understand the implementation steps required for application use, including how to set up customers, transactions, receipts, accounting, tax, and collections. This guide also includes a comprehensive list of profile options that you can set to customize application behavior.

**Oracle Receivables Reference Guide:**

This guide provides you with detailed information about all public application

programming interfaces (APIs) that you can use to extend Oracle Receivables functionality. This guide also describes the Oracle Receivables open interfaces, such as AutoLockbox which lets you create and apply receipts and AutoInvoice which you can use to import and validate transactions from other systems. Archiving and purging Receivables data is also discussed in this guide.

**Oracle Sourcing Implementation and Administration Guide:**

This guide contains information on how to implement Oracle Sourcing to enable participants from multiple organizations to exchange information, conduct bid and auction processes, and create and implement buying agreements. This allows professional buyers, business experts, and suppliers to participate in a more agile and accurate sourcing process.

**Oracle Subledger Accounting Implementation Guide:**

This guide provides setup information for Oracle Subledger Accounting features, including the Accounting Methods Builder. You can use the Accounting Methods Builder to create and modify the setup for subledger journal lines and application accounting definitions for Oracle subledger applications. This guide also discusses the reports available in Oracle Subledger Accounting and describes how to inquire on subledger journal entries.

**Oracle Supplier Scheduling User's Guide:**

This guide describes how you can use Oracle Supplier Scheduling to calculate and maintain planning and shipping schedules and communicate them to your suppliers.

**Oracle iProcurement Implementation and Administration Guide:**

This manual describes how to set up and administer Oracle iProcurement. Oracle iProcurement enables employees to requisition items through a self-service, Web interface.

**Oracle Procurement Contracts Implementation and Administration Guide:**

This manual describes how to set up and administer Oracle Procurement Contracts. Oracle Procurement Contracts enables employees to author and maintain complex contracts through a self-service, Web interface.

**Oracle Trading Community Architecture User Guide:**

This guide describes the Oracle Trading Community Architecture (TCA) and how to use features from the Trading Community Manager responsibility to create, update, enrich, and cleanse the data in the TCA Registry. It also describes how to use Resource Manager to define and manage resources.

**Oracle Trading Community Architecture Administration Guide:**

This guide describes how to administer and implement Oracle Trading Community Architecture (TCA). You set up, control, and manage functionality that affects data in the TCA Registry. It also describes how to set up and use Resource Manager to manage resources.

**Oracle Trading Community Architecture Reference Guide:**

This guide contains seeded relationship types, seeded Data Quality Management data, D&B data elements, Bulk Import interface table fields and validations, and a comprehensive glossary. This guide supplements the documentation for Oracle Trading Community Architecture and all products in the Oracle Customer Data Management family.

**Oracle Trading Community Architecture Technical Implementation Guide:**

This guide explains how to use the public Oracle Trading Community Architecture application programming interfaces (APIs) and develop callouts based on Oracle Workflow Business Events System (BES). For each API, this guide provides a description of the API, the PL/SQL procedure, and the Java method, as well as a table of the parameter descriptions and validations. For each BES callout, this guide provides the name of the logical entity, its description, and the ID parameter name. Also included are setup instructions and sample code.

**Oracle U.S. Federal Financials User's Guide:**

This guide describes the common concepts for an integrated financial management solution for federal agencies to comply with the requirements of the U.S. Federal government. It describes the product architecture and provides information on Budget Execution, Prompt Payment, Treasury payments, Third party payments, Interagency transactions, Receivables management, Federal reports, CCR Integration, and Year End Closing.

**Oracle U.S. Federal Financials Implementation Guide:**

This guide describes the common concepts for an integrated financial management solution for federal agencies. It includes a consolidated setup checklist by page and provides detailed information on how to set up, maintain, and troubleshoot the Federal Financial application for the following functional areas: Sub Ledger Accounting, Budget Execution, Prompt Payment, Treasury payments, Third party payments, Interagency transactions, Receivables management, Federal reports, CCR Integration, and Year End Closing.

**Oracle Projects Documentation Set**

**Oracle Projects Implementation Guide:**

Use this guide to implement Oracle Projects. This guide also includes appendixes covering function security, menus and responsibilities, and profile options.

**Oracle Project Costing User Guide:**

Use this guide to learn detailed information about Oracle Project Costing. Oracle Project Costing provides the tools for processing project expenditures, including calculating their cost to each project and determining the General Ledger accounts to which the costs are posted.

**Oracle Project Billing User Guide:**

This guide shows you how to use Oracle Project Billing to define revenue and invoicing rules for your projects, generate revenue, create invoices, and integrate with other

Oracle Applications to process revenue and invoices, process client invoicing, and measure the profitability of your contract projects.

**Oracle Project Management User Guide:**

This guide shows you how to use Oracle Project Management to manage projects through their lifecycles - from planning, through execution, to completion.

**Oracle Project Portfolio Analysis User Guide:**

This guide contains the information you need to understand and use Oracle Project Portfolio Analysis. It includes information about project portfolios, planning cycles, and metrics for ranking and selecting projects for a project portfolio.

**Oracle Project Resource Management User Guide:**

This guide provides you with information on how to use Oracle Project Resource Management. It includes information about staffing, scheduling, and reporting on project resources.

**Oracle Grants Accounting Documentation**

**Oracle Grants Accounting User Guide:**

This guide provides you with information about how to implement and use Oracle Grants Accounting. Use this guide to understand the implementation steps required for application use, including defining award types, award templates, allowed cost schedules, and burden set up. This guide also explains how to use Oracle Grants Accounting to track grants and funded projects from inception to final reporting.

**Oracle Property Manager Documentation**

**Oracle Property Manager User Guide:**

Use this guide to learn how to use Oracle Property Manager to create and administer properties, space assignments, and lease agreements.

**Oracle Property Manager Implementation Guide:**

Use this guide to learn how to implement Oracle Property Manager and perform basic setup steps such as setting system options and creating lookup codes, contacts, milestones, grouping rules, term templates, and a location hierarchy. This guide also describes the setup steps that you must complete in other Oracle applications before you can use Oracle Property Manager.

## **Integration Repository**

The Oracle Integration Repository is a compilation of information about the service endpoints exposed by the Oracle E-Business Suite of applications. It provides a complete catalog of Oracle E-Business Suite's business service interfaces. The tool lets users easily discover and deploy the appropriate business service interface for integration with any system, application, or business partner.

The Oracle Integration Repository is shipped as part of the E-Business Suite. As your

instance is patched, the repository is automatically updated with content appropriate for the precise revisions of interfaces in your environment.

You can navigate to the Oracle Integration Repository through Oracle E-Business Suite Integrated SOA Gateway.

## Do Not Use Database Tools to Modify Oracle E-Business Suite Data

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

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

Because Oracle E-Business Suite tables are interrelated, any change you make using an Oracle E-Business Suite form can update many tables at once. But when you modify Oracle E-Business Suite data using anything other than Oracle E-Business Suite, you may change a row in one table without making corresponding changes in related tables. If your tables get out of synchronization with each other, you risk retrieving erroneous information and you risk unpredictable results throughout Oracle E-Business Suite.

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



# Part 1

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## Getting Started



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# Introduction

This chapter covers the following topics:

- Oracle E-Business Suite Applications Installation
- Oracle Lease and Finance Management Overview
- Oracle Lease and Finance Management Business Flows

## Oracle E-Business Suite Applications Installation

You can determine the Oracle E-Business Suite modules that need to be installed.

**The following products or components are included with restricted use for Oracle Lease and Finance Management:**

- Oracle HRMS - Human Resources Management System (restricted use for setup of workflow users)
- Oracle Inventory (restricted use for setup of lease item masters)
- Oracle Order Management (restricted to the use of remarketing functionality)
- Oracle Installed Base (restricted to the use of storing asset details)

**Prerequisite Modules for Oracle Lease and Finance Management: Applications Modules**

- Oracle Assets
- Oracle General Ledger
- Oracle Payables
- Oracle Receivables
- Oracle Payments

- Bill Presentment Architecture
- Oracle Legal Entity Configurator
- Oracle Subledger Accounting
- Oracle E-Business Tax
- Oracle Approvals Manager
- Oracle Trading Community Architecture

#### **Foundation and Technology Modules**

- Oracle CRM Foundation
- Applications Foundation
- Oracle iSetup
- Oracle XML Publisher

#### **Optional for Oracle Lease and Finance Management based on features used:**

- Oracle iStore, Order Capture, and Marketing Online > Remarketing
- Oracle Service Contracts > UBB, service contracts
- Oracle Advanced Pricing > Usage based billing
- Oracle Credit Management > Credit
- Oracle Advanced Collections > Collections
- Oracle Telephony, Telesales and Work Queue > Customer service management
- XML Gateway > Integration with SuperTrump

## **Oracle Lease and Finance Management Overview**

Oracle Lease and Finance Management, an Oracle E-Business Suite application, integrates Oracle Financials applications and is designed to meet the business requirements of asset-based finance companies spanning the entire lease life cycle. The Oracle Lease and Finance Management solution extends from lease origination to contract termination and asset disposition.

A foundation of Oracle E-Business applications—General Ledger, Assets, Inventory, Payables, Order Management and Receivables—along with key customer relationship management applications such as CRM Foundation, Install Base, Credit Management,

iStore and WorkFlow, underpin Oracle Lease and Finance Management.

Oracle Lease and Finance Management provides E-Business functions that can be described from at least two perspectives:

- Operations—that is, the daily tasks and responsibilities of people who work in various departments of finance companies, as well as
- Business Flows—the processes that every lease or loan goes through in its path over time, from beginning-to-end, from the lessor's point of view.

From the Operations perspective, people who manage lease contracts and assets define Oracle Lease and Finance Management functionality. From the Business Flow perspective, the processes that finance companies carry out across the entire company in the life cycle of a lease or loan, from inception to termination, also define Oracle Lease and Finance Management functionality.

## **Oracle Lease and Finance Management Business Flows**

Oracle Lease and Finance Management attempts to present its many useful features according to equipment leasing industry key business flows. Features are arranged sequentially according to how they are used for typical tasks in a lease transaction.

### **Lead to Opportunity**

Starting from a first potential business opportunity, Lease and Finance Management supports the effective matching of lessor or lender with lessee or borrower. A salesperson identifies a prospect's needs, identifies available assets, and provides alternative financing options to structure the lease and calculate the cost basis.

Once you have set up the marketing and program controls, you can process transactions and events through the lease life cycle using the objects you have defined. As you identify potential deals, you may need to provide sample pricing to qualify leads. Sample pricing can be performed without identifying a prospect party. Once you have identified the prospect and a specific lead, you can begin tracking the opportunity.

The opportunity provides a central repository for you to store information about other activities relating to the deal. It also provides a data structure that allows you to create sales forecasts.

### **Lease Sales Quote to Credit Decision**

The Lease Sales Quote to Credit Decision process contains the Opportunity to Lease Sales Quote and the Lease Application to Booking process.

Once you identify a prospect and create an opportunity, more specific pricing may be generated. In addition to adding new pricing estimate scenarios on the Lease Opportunity, you create Lease Sales Quotes by selecting specific inventory items, fees, services and other quote adjustments to reflect the most accurate possible deal. You can

then obtain pricing approvals and indicate prospect acceptance on a Lease Sales Quote. Only one lease quote may be accepted for a Lease Opportunity.

## Origination to Funding

After parties agree upon a lease contract, the Lease or Loan Authoring functionality books the contract, creates financial streams, and enters journal entries.

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

The Origination to Funding processes take the lease sales quote through credit approval, vendor payment, contract authoring, and activation, to a booked lease or loan.

Oracle Lease and Finance Management uses Oracle Credit Management, Install Base, Assets, Inventory, Payables and General Ledger to manage the credit, origination, approval, contract authoring, vendor payment, and asset tracking functions. It performs stream generation and pricing, and interfaces with third-party lease financial and price modeling software.

## Invoice to Receipt

After you activate a lease, billing functionality generates and sends invoices to lessees or borrowers. Often a lessee has assets at multiple locations under the same lease, and billing has the flexibility to account for many types of variations.

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

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

As a result of a missed payment, a collection effort may be initiated. Collections and litigation functionality manages the collection process from the point of initially identifying a delinquent customer to the end of the delinquency.

## Quote to Termination

The Quote to Termination functionality manages repurchase, restructure, and contract termination alternatives when the lease or loan expires. Oracle Lease and Finance Management processes restructured contracts through contract authoring, stream generation, analysis, and approvals used in contract authoring, to activation and booking.

When you accept a termination quote for sale, assets are retired in Oracle Assets. Oracle

Lease and Finance Management also supports partial terminations and uses Oracle Receivables, Credit Management, Assets, CRM Foundation, WorkFlow, and General Ledger to manage the Quote to Termination functions

Oracle Lease and Finance Management handles requests for renewals, or termination quotes, by initiating a quote for terminating the lease, identifying the formula, calculating, storing, consolidating and modifying the termination quote. When you complete the quote several transactions are managed, including Approve termination request, Complete contract termination, and Update asset records.

## **Asset Return to Disposal**

The last step in the lease transaction, remarketing the used assets, manages the disposition of assets upon expiration of a lease contract, at repossession, or at early termination. This functionality manages the remarketing process, whether by sale of the asset to a third-party remarketer, or by internal remarketing efforts.

The Asset Return to Disposal features handle asset returns, remarketing, and sales. This functionality supports shipping instructions and asset evaluation processes for returned assets. Returns may be accounted for as scrap, repurchases, or inventory to be remarketed. Oracle Lease and Finance Management enables the remarketer to establish prices, bill for costs incurred, calculate third-party commissions, and adjust inventory quantities and status for tracking.

## **Period Open to Close**

After a lease contract is agreed upon, the Lease or Loan Authoring functionality books the contract and creates and enters financial streams and journal entries.

The Accounting processes from Period Open to Close enable accruals, loss provisions, write-downs, periodic adjustments, and journal entries specific to the asset-based finance industry.

## **Inquiry to Resolution**

The Inquiry to Resolution processes start with initial contact from employees, customers, vendors, and partners to the Lease Center. A customer service representative logs and tracks an inquiry through its satisfactory resolution, which is then communicated to the appropriate designated parties.

You define processes to manage specific requests, such as insurance quotes, claims, insurance cancellation, contract transfers, equipment exchanges, asset modifications, and lease renewals. You may enable customer and vendor self service.

## **Investor Agreements**

Investor management is supported by Oracle Lease and Finance Management by recording investor agreements that provide for syndication and securitization. In

addition, Lease and Finance Management provides investor billing and disbursement features.

## **Vendor Programs**

Vendor management is supported by Oracle Lease and Finance Management in terms of recording vendor program agreements, cure and repurchase tracking, and vendor self service features.

# Part 2

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## Implementing Oracle Lease and Finance Management



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## Implementation Overview

This chapter covers the following topics:

- Implementation Steps Checklists
- Implementation Steps in Oracle Applications
- Implementation Steps Primarily in Oracle Lease and Finance Management

### Implementation Steps Checklists

The main topics of this section are:

- Implementation Steps in Oracle Applications
- Implementation Steps Primarily in Oracle Lease and Finance Management

### Implementation Steps in Oracle Applications

The checklists in this section describe setup steps for Oracle Applications generally, mostly in specific applications outside of Oracle Lease and Finance Management, so that you can use the many fully integrated features of Oracle Lease and Finance Management.

This section includes the following topics and tables:

#### System Administration Steps

- Oracle System Administration
- Oracle Legal Entity Configurator
- Oracle Subledger Accounting
- Oracle XML Publisher

#### Enterprise Resource Planning (ERP) Steps

- Oracle Assets
- Oracle General Ledger
- Oracle Inventory
- Oracle Order Management
- Oracle Receivables
- Oracle Payables
- Oracle Purchasing
- Oracle Installed Base

#### Customer Relationship Management (CRM) Steps

- Oracle Contracts
- Oracle Service Contracts
- Oracle iStore, Order Capture, and Marketing Online
- Oracle CRM Foundation
- Oracle Telephony and Work Queue

## System Administration Steps

The tables in this section list steps relating to system administration and setting up general ledgers and sets of books.

- Oracle System Administration
- Oracle Legal Entity Configurator
- Oracle Subledger Accounting
- Oracle XML Publisher

The following table includes steps relating to system administration.

**Oracle System Administration**

Task	Required or Optional
Perform System Administration Tasks, page 3-1	Required
Define Responsibilities	Optional
Define Employees	Required
Define Users	Required
Define Lookups	Optional
Define Profile Options	Optional
Set Up Document Sequencing	Optional
Set Up Concurrent Managers	Optional

The following table includes the step relating to setting up legal entities using the Legal Entity Configurator.

Task	Required or Optional
Set up Legal Entities	Required
See: Defining Legal Entities Using the Legal Entity Configurator, <i>Oracle Financials Implementation Guide</i>	

The following table includes the step relating to setting up legal entity as one of the accounting derivation source in Subledger Accounting.

Task	Required or Optional
Set up Accounting Derivation Sources	Required
See: <i>Oracle Subledger Accounting Implementation Guide</i>	

The following table includes steps relating to setting up XML Publisher.

Task	Required or Optional
Set Up XML Publisher, page 3-10	Required
Set Up XML Delivery Manager	Required

## Enterprise Resource Planning (ERP) Steps

The tables in this section list steps relating to ERP implementation.

- Oracle Assets
- Oracle General Ledger
- Oracle Inventory
- Oracle Order Management
- Oracle Receivables
- Oracle Payables
- Oracle Purchasing
- Oracle Installed Base

The following table includes steps relating to Oracle Assets.

### ***Oracle Assets***

Task	Optional or Required
Define Assets, page 4-1	Required
Define General Asset Information, page 4-1	Required
Define System Controls	Required
Define Location Flexfield	Required

Task	Optional or Required
Define Asset Depreciation, page 4-3	Required
Define Calendars	Required.
Define Fiscal Years	Required.
Define Depreciation Methods	Required.
Define Prorate and Retirement Conventions	Required.
Define Book Controls	Required.
Define Book Controls	Required.
Define Asset Category Flexfield	Required.
Define Asset Categories	Required.
Set Up Assets for Like-Kind Exchange	Optional.
Define Asset Book for Multi-GAAP Reporting	Required for Multi-GAAP reporting.

The following table includes steps relating to Oracle General Ledger.

#### ***Oracle General Ledger***

Task	Required or Optional
Set Up General Ledger, page 4-9	Required

The following table includes steps relating to Oracle Inventory.

#### ***Oracle Inventory***

Task	Optional or Required
Define Inventory, page 4-9	Required.

Task	Optional or Required
Define Item Flexfield	Required.
Define Item Categories Flexfield	Required.
Define Item Catalog Groups	Required.
Define Inventory Organizations	Required.
Change Organizations	Required.
Define Unit of Measure Classes	Required.
Define Subinventories	Required.
Define Categories	Required.
Define Category Set	Required.
Define Default Category Set	Required.
Define Statuses	Required: Create status Lease and clear all its associated attributes.
Define Item Type for Insurance Products	Required: Associate to profile option OKL: Insurance Item Type.
Define Items	Required: Set up Lease items, and more. Associate asset categories with items.
Define Remarketing Items with Web Attributes	Required for web access: Update item attributes to enable.

The following table includes steps relating to Oracle Order Management.

**Oracle Order Management**

Task	Optional or Required
Set Up Order Management Several phases, including General Ledger, Receivables, Inventory.	Required: For Remarketing, iStore, Lease Management processing, and asset management updates.
Set Up Transaction Types, page 4-22	Required to sell inventory items through iStore.

The following table includes steps relating to Oracle Receivables.

**Oracle Receivables**

Task	Optional or Required
Set Up Oracle Receivables, page 4-9	Required.
Define Line Transaction Flexfield Structure	Required.
Define Payment Terms	Required.
Open Accounting Periods	Required.
Define AutoAccounting	Required.
Define Transaction Types, <i>Oracle Lease Management Implementation Guide</i>	Required.
Define Transaction Type Invoice	Required.
Define Transaction Type Credit Memo	Required.
Set Up Grouping Rules for Invoices, <i>Oracle Lease Management Implementation Guide</i>	Required.
Specify Grouping Rules	Required.
Attach Grouping Rules to Batch Source	Required.

Task	Optional or Required
Define Transaction Sources	Required.
Define Remittance Banks	Required.
Define Receipt Classes	Required.
Define Payment Methods	Required.
Define Aging Buckets	Required for loss provision functionality.
Define Receivables Lookups, page 4-31	Required.
Define the Pricing Engine as a Customer in Oracle Receivables, page 6-110	Required. Also see Table 3-17, "Oracle XML Gateway"

The following table includes steps relating to Oracle Payables.

#### ***Oracle Payables***

Task	Optional or Required
Set Up Payables, page 4-32	Required.
Define Payment Terms	Required.
Define Payables Lookups	Required.

The following table includes steps relating to Oracle Purchasing.

#### ***Oracle Purchasing***

Task	Optional or Required
Define Purchasing Lookups, page 4-35	Required.
Define Suppliers	Required.
Define Insurance Providers	Required.

Task	Optional or Required
Set Up Document Sequencing of Payables Invoices, page 4-37	Required.
Create Document Sequence	Required.
Define Category	Required.
Assign Category and Sequence	Required.

The following table includes steps relating to Oracle Installed Base.

#### ***Oracle Installed Base***

Task	Optional or Required
Perform standard set up of counters and groups.	Required for usage-based billing. See Consolidated Billing. Also see Oracle Service Contracts documentation.

## **Customer Relationship Management (CRM) Steps**

The tables in this section list steps relating to CRM implementation.

- Oracle Contracts
- Oracle Service Contracts
- Oracle iStore, Order Capture, and Marketing Online
- Oracle CRM Foundation
- Oracle Telephony and Work Queue

The following table includes steps relating to Oracle Contracts.

### ***Oracle Contracts***

<b>Task</b>	<b>Optional or Required</b>
Set Up Contracts, page 5-1	Required.
Add Articles	Required: Lease Management supports standard articles, only.
Add Additional Quality Assurance Checks	Optional: You may add processes to the OKL LA QA CHECK LIST, but not create new Quality Assurance Checklists.
Set Up New User-Defined Parties For Lease Contracts and Agreements	Required if you are using your own user-defined party roles.

The following table includes steps relating to Oracle Service Contracts.

### ***Oracle Service Contracts***

<b>Task</b>	<b>Optional or Required</b>
Set Up Service Contracts Counters, page 5-4	Required for usage-based billing. See Consolidated Billing. Also see Oracle Installed Base documentation.

The following table includes steps relating to Oracle iStore, Order Capture, and Marketing Online.

### ***Oracle iStore, Order Capture, and Marketing Online***

<b>Task</b>	<b>Optional or Required</b>
Set Up iStore, page 5-5	Required for standard remarketing.
Set Up Speciality Stores	Required for standard remarketing of assets.
Set Up Order Capture	Required for the standard remarketing process.

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Task	Optional or Required
Set Up Marketing Online	Optional: Allows targeting customers for remarketing specific types of assets, and more.

---

The following table includes steps relating to Oracle CRM Foundation.

***Oracle CRM Foundation***

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Task	Optional or Required
Set Up and Configure Interaction History	Required. You may optionally define additional codes modifications.
Set Up Notes, page 5-9	Optional, but must be at least enabled to use notes in the Lease Center (customer service).
Set Up Territories	Required
Set Up Resources	Required  (Employees are resources. Organize them into groups, define roles, etc.)
Define Sales Representatives	Optional
Define Remarketers	Required
Define Assignment Group	Required

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The following table includes steps relating to Oracle Telephony and Work Queue.

***Oracle Telephony and Work Queue***

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Task	Optional or Required
Set Up Telephony, page 5-14	Optional.
Set Up Work Queues, page 5-14	Optional.

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## Implementation Steps Primarily in Oracle Lease and Finance Management

The following checklist tables describe Oracle Lease and Finance Management implementation steps, most of which are performed on the Oracle Lease and Finance Management user interface pages.

- Set Up Steps In Oracle Lease and Finance Management
- Oracle XML Gateway
- Oracle Workflow

### ***Set Up Steps In Oracle Lease and Finance Management***

Task	Optional or Required
Define Streams and Pricing, page 6-2	Optional.
Set up Additional Streams Types For Fees, Expenses, Subsidies, and Subsidy Accruals	Optional.
Associate Financial Products to Lease Price Modeling Software Templates	Optional.
Set up Pricing Parameters	Optional.
Set Up Parameter Conversions For Third-Party Lease Price Modeling Software	Optional.
Set Up Book Type Mapping For Third-Party Lease Price Modeling Software	Optional.
Set Up Item Residual Values for Creating Quotes Automatic: 2 steps Manual: 4 steps	Required. For all pricing methods.
Set Up Lease Rate Sets for Creating Quotes Several steps.	Optional.
Define Formula, page 6-18	Optional.

<b>Task</b>	<b>Optional or Required</b>
Define Formula Functions	Optional.
Define Non-Standard Function Parameters	Optional.
Define Contexts	Optional.
Define Formula Operands	Optional.
Define Formula	Optional.
Define Formula and Formula String	Optional.
Define Formula Operand Label	Optional.
Accounting Options, page 6-25	Required.
Account Codes Derivation	Required.
Define Account Generator Sources	Optional.
Define Account Generator Rules	Optional.
Define Financial Products	Optional.
Define Template Quality Name and Value	Optional.
Define Qualities Name and Values	Optional.
Define Options and Option Values	Optional.
Define a Product Template	Required.
Define a Product	Required.
Define Invoice Group Parameters, page 6-59	Required.
Create an Invoice Group	Required.
Create an Invoice Type	Required.

Task	Optional or Required
Create an Invoice Line Type	Required.
Specify a Default Invoice Line Type	Required.
Set up Interest Rates	Required.
Define Late Charges Parameters, page 6-67	Required.
Create Late Policies	Required.
Create Late Interest Policy	Required.
Create Late Charge Policy	Required.
Define Cash Search and Cash Application Rules, page 6-70	Required.
Define Invoice Search Rule	Required.
Edit Search Rules	Optional.
Define Cash Application Rules, page 6-74	Required.
Set up or Edit Search Rules (Receipt Mismatch Rules)	Required.
Set up or Edit Underpayment Rules	Required.
Set up or Edit Overpayment Rules	Required.
Set up or Edit Tolerance Rules	Required.
Set up or Edit Termination Quote Tolerance Rules	Required.
Define Customer Service Setups, page 6-81	Required.
Associate XML Layout Templates to Lease Management Report Templates	Optional.

<b>Task</b>	<b>Optional or Required</b>
Define Service Fees	Optional.
Define Remarketing Functionality, page 6-85	Required.
Create Remarketer Assignments	Required.
Define Repair Costs	Required.
Define Lease Income Accrual Rules	Required.
Define Loss Provision Rules, page 6-89	Required.
Set up Loss Provision Rates	Required.
Define Off-Lease Asset Amortization Rules, page 6-90	Required.
Define Off-Lease Asset Hold Periods	Required.
Create Asset Category/Asset Book Combinations	Optional.
Define Insurance, page 6-101	Required.
Set up Insurance Item Type Profile Option	Required.
Define Insurance Class Lookups	Required.
Define Insurer Ranking	Required.
Define Insurance Products	Required.
Define Insurance Asset Classes	Required.
Define Insurance Rates	Required.
Define Insurance Exclusions	Optional.

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Task	Optional or Required
Define Parameters for Automatic Placement Business Rules	Required.

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The following table includes steps relating to Oracle XML Gateway.

***Oracle XML Gateway***

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Task	Optional or Required
Set up Pricing Engine Integration for Stream Generation, page 6-109	Required.
Define the Pricing Engine as a Customer in Oracle Receivables	Required. Also see Set Up Oracle Receivables, page 4-24
Define Profile Options	Required. For XML & Streams.
Define Trading Partner and Transaction Types, page 6-112	Required.
Create a Trading Partner	Required.
Set up Outbound Transaction Types	Required.
Set up Inbound Transaction Types	Required.
Schedule Pricing Time Out Concurrent Program	Required.
Schedule Purge Pricing Program	

---

The following table includes steps relating to Oracle Workflow.

**Oracle Workflow**

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<b>Task</b>	<b>Optional or Required</b>
Define Workflow, page 6-18	Optional.
Modify Order Management Workflow to Enable Remarketing	Required.

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## General Implementation Tasks

This chapter covers the following topics:

- Perform System Administration Tasks
- Define Contract Numbering
- Set Up XML Publisher

### Perform System Administration Tasks

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

The implementation of Oracle Lease and Finance Management is a series of steps that you perform after you install the Lease and Finance Management software. You perform about half of the tasks in other Oracle applications, and then you do most of the remaining tasks in Oracle Lease and Finance Management itself.

These implementation steps require data that is specific to your particular company or organization. After you have completed all the implementation steps, you can start to use the full functionality of Oracle Lease and Finance Management.

Most of this manual is concerned with detailing these implementation steps and the sequence in which you should perform them. This chapter describes the more general tasks, which are either required or optional as indicated.

### Required Tasks

Required tasks include:

- Define Responsibilities
- Define Employees
- Define Users

## Optional Tasks

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

- Define Lookups
- Define Profile Options
- Set Up Document Sequencing
- Set Up Concurrent Managers

## Define Responsibilities

Optional

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

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

Use Oracle Applications System Administration to create responsibilities to:

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

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

For more information, see Overview of Oracle Applications Security, *Oracle Applications System Administrator's Guide - Security*.

## Prerequisites

None

## Define Employees

Required

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

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

For more information, see Entering a New Person (People Window), *Oracle HRMS Workforce Sourcing, Deployment, and Talent Management Guide*.

## Prerequisites

None

## Define Users

Required

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

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

For more information, see Overview of Oracle Applications Security, *Oracle Applications System Administrator's Guide - Security*.

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

## Prerequisites

None

## Customer Self Service User Setup

Before customers can use Customer Self Service, they must be granted access. To set up customers to use Customer Self Service, perform the following tasks in the System Administrator responsibility:

## System Administrator Responsibilities Tab Tasks

Perform the following steps:

- Create a new user for each customer; a particular customer may have multiple users.
- Assign the Lease and Finance Management Customer Self Service responsibility to users. **Note:** Oracle Lease and Finance Management appears as the Application and Description.
- Enter Effective dates.

### System Administrator Securing Attributes Tab Tasks

Perform the following steps:

- Associate each user to a customer account by setting an attribute value that points to your customer's account number. From the Securing Attributes tab of the Users window of the System Administrator responsibility, enter OKL\_KDTLS\_CUSTOMER\_ACCOUNT\_N in the Attribute field. The OKL\_PARTY\_ROLE must be CUSTOMER. **Note:** Oracle Self-Service Web Application appears as the Application name.
- Select a Customer Account Number from the list of values for the Value.

For information on user management and responsibilities, see Oracle User Management, *Oracle Applications System Administrator's Guide - Security*.

### Vendor Self Service User Setup

Before vendors can use Vendor Self Service, they must be granted access. To set up vendors to use Vendor Self Service, perform the following tasks in the System Administrator responsibility:

### System Administrator Users Responsibilities Tasks

Perform the following steps:

- Create a new user for each vendor; a particular vendor may have multiple users.
- Assign the Lease and Finance Management Vendor Self Service responsibility to users. **Note:** Oracle Lease and Finance Management appears as the Application and Description.
- Enter Effective dates.

### System Administrator Users Securing Attributes Tasks

Perform the following steps:

- Associate each user to a Vendor account by setting an attribute value that points to

your Vendor's account number. From the Securing Attributes tab of the Users window of the System Administrator responsibility, enter ICX\_SUPPLIER\_CONTACT\_ID in the Attribute field. **Note:** Oracle Self-Service Web Application appears as the Application name.

- Select a Supplier Contact ID from the list of values for the Value.

For information on user management and responsibilities, see Oracle User Management, *Oracle Applications System Administrator's Guide - Security*.

## Define Lookups

Optional

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

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

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

## Prerequisites

None

## Steps

Perform the following steps:

1. Log in as Application Developer
2. Using the AOL Lookup window, query the lookup codes:
  - Termination Quote reasons: OKL\_QUOTE\_REASON
  - Repurchase Quote reasons: OKL\_QUOTE\_REASON
  - Asset Return Statuses: OKL\_ASSET\_RETURN\_STATUS
3. Input user defined values to create your own values.

## Credit Checklists Example

Define item codes for the items on checklists, in two different categories: one for credit line approval checklists, and another for funding request approval checklists.

To set up new Application Object Library Lookups for Checklists:

1. Log into Oracle Applications (Forms) with responsibility Application Developer.
2. Navigate to Application > Lookups > Application Object Library, to set up your Checklist Lookups.
3. In the Type field, enter the name of your checklist lookup, for example:  
OKL\_TODO\_CREDIT\_CHKLIST or OKL\_TODO\_FUNDING\_CHKLIST
4. In the Meaning field, enter the meaning of your checklist lookup.
5. In the Application field, enter Oracle Lease and Finance Management
6. In the Description field, enter the description of your checklist.
7. In the Access Level field, select Extensible radio button.

Associate item codes to the checklist items by adding new items to the checklists:

1. In the Code field, enter a name for the code; for example, SAMPLE1.
2. In the Meaning field, enter a meaning for the item; for example Document A.
3. In the Description field, enter a description for this item.
4. In the From field, enter the start date for this item.
5. Repeat steps 8-11 for each item to be added to your checklist.
6. Click Save, to save your work. Return to step 3 to create more checklists types.

You are likely to want to create at least one credit checklist and one funding request checklist. You may also want to create several types of checklists to reflect more restrictive or more lenient customer credit qualifying processes depending on your business practices. For the next steps in setting up checklists, see Set Up Credit Checklists.

## Define Profile Options

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

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

**Note:** During the implementation phase of Oracle Lease and Finance Management, the levels at which you can consider changing your

profile options are the application and responsibility level.

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

For more information, see *Setting Profile Options, Oracle Applications System Administrator's Guide - Maintenance*.

## Prerequisites

None

### Example: Set the Default Order Type

To enable remarketing functionality in Oracle Lease and Finance Management, you must set the "ASO : Default Order Type" to "OKL\_Standard."

## Steps

Perform the following steps:

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

## Guidelines

The example procedure, Set the Default Order Type, provides steps for setting a mandatory value for one profile option. Oracle Lease and Finance Management uses many profile options. To see a complete listing of profile options, see Appendix A.

## Set Up Document Sequencing

Required

To enable automatic numbering for consolidated invoices in Oracle Lease and Finance Management, you must set up document sequencing for each ledger.

A document sequence uniquely numbers documents that Oracle Lease and Finance Management generates. You start a transaction by entering data through a form that

generates a document, such as an invoice. A document sequence generates an audit trail that identifies the application that created the transaction, such as Oracle Lease and Finance Management, and the original generated document, for example, invoice number 1234.

You also must set up document sequencing to the Transaction Type Document that you created for Oracle Order Management functionality to sell inventory items through Oracle iStore during remarketing.

See Document Sequences in the *Oracle Applications System Administrator's Guide - Configuration*

## Prerequisites

None

## Set Up Concurrent Managers

Optional

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

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

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

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

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

See: Defining Concurrent Managers, *Oracle Applications System Administrator's Guide - Configuration*.

## Prerequisites

None

## Define Contract Numbering

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

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

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

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

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

- Contract number modifier, such as when you renew contracts. Two types of renewal contracts are **fixed-term renewals** and **automated renewals**. For fixed-term contract renewals, you receive a new contract number. For automated renewals, such as evergreen renewals, you keep the same contract number.
- Contract currency, contract amount, and contract party information in the User Function area. On the other hand, you can use the Site, Business Group, Operating Unit, and Category to define user functions. For more information on user functions, see the *Oracle Contracts User Guide*.

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

## Set Up XML Publisher

Oracle Lease and Finance Management enables you to generate documents in user-specific layouts using the seeded or customized XML Publisher layout templates. Prior to generating the reports, you must complete the following tasks:

- Create and register XML layout templates and data templates if you want to customize the layout templates.

See: Creating the Template in the *Oracle XML Publisher User's Guide*

- Associate a XML layout template to a Lease Management report template.

See: Associate XML Layout Templates to Lease Management Report Templates, page 6-36

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## ERP Implementation Tasks

This chapter covers the following topics:

- Define Assets
- Set Up General Ledger
- Define Inventory
- Set Up Order Management
- Set Up Oracle Receivables
- Set Up Payables
- Set Up Purchasing
- Set Up Subledger Accounting for Lease and Finance Management

### Define Assets

The Define Assets area includes:

- Define General Asset Information
- Define Asset Depreciation
- Define Books and Asset Categories
- Set Up Assets for Like-Kind Exchange
- Define Asset Book for Multi-GAAP Reporting

### Define General Asset Information

The Define General Asset Information section includes:

- Define System Controls

- Define Location Flexfield

## Define System Controls

Required

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

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

### Prerequisites

None

### Responsibility

Asset Manager

### Module

Oracle Assets

### Navigation

Setup > Asset System > System Controls

## Define Location Flexfield

Required

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

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

### Prerequisites

None

### Responsibility

Asset Manager

### Module

Oracle Assets

## Navigation

Setup > Financials > Flexfields > Key > Segments

## Define Asset Depreciation

An asset can belong to any number of tax depreciation books, but it must belong to only one corporate depreciation book. This defines the depreciation rules for that asset.

Depreciation methods determine the way in which Oracle Assets amortizes the asset over the time it is in use. You can specify default depreciation rules for a category and a book.

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

- Define Calendars
- Define Fiscal Years
- Define Depreciation Methods
- Define Prorate and Retirement Conventions

### Define Calendars

Required

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

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

### Prerequisites

None

### Responsibility

Asset Manager

### Module

Oracle Assets

## Navigation

Setup > Asset System > Calendars

### Define Fiscal Years

Required

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

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

### Prerequisites

None

### Responsibility

Asset Manager

### Module

Oracle Assets

## Navigation

Setup > Asset System > Fiscal Years

### Define Depreciation Methods

Required

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

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

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

## Prerequisites

None

## Responsibility

Asset Manager

## Module

Oracle Assets

## Navigation

Setup > Depreciations > Methods

## Define Prorate and Retirement Conventions

Required

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

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

## Prerequisites

None

## Responsibility

Asset Manager

## Module

Oracle Assets

## Navigation

Setup > Asset System > Prorate Conventions

## Define Books and Asset Categories

The Define Books and Asset Categories section includes:

- Define Book Controls

- Define Asset Category Flexfield
- Define Asset Categories

## Define Book Controls

Required

Use the Book Controls window to set up your depreciation books. While you can set up an unlimited number of independent depreciation books, only one corporate pool can be linked to a ledger. Each book has its own set of accounting rules and accounts so you can organize and implement your fixed assets accounting policies. When you define a tax book, you must specify an associated corporate book. You can mass copy assets and transactions from the source book into your tax book. Specify the current open period, and Initial Mass Copy copies each asset into the tax book from the corporate book as of the end of that fiscal year as defined in the corporate book.

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

## Prerequisites

None

## Responsibility

Asset Manager

## Module

Oracle Assets

## Navigation

Setup > Asset System > Book Controls

## Define Asset Category Flexfield

Required

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

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

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

## Prerequisites

None

## Responsibility

Asset Manager

## Module

Oracle Assets

## Navigation

Setup > Asset System > Flexfields > Key > Segments

## Define Asset Categories

Required

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

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

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

## Prerequisites

Define asset category flexfield.

Define depreciation methods.

Define prorate/retirement conventions.

## Responsibility

Asset Manager

## Module

Oracle Assets

## Navigation

Setup > Asset System > Asset Categories

## Set Up Assets for Like-Kind Exchange

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

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

1. Define an asset book for like-kind exchange as a tax book associated with the primary corporate book for the lease contract. For more information on defining books and asset categories, see Define Books and Asset Categories, page 4-5.
2. Define the asset categories and depreciation methods in the manner defined for the federal tax asset book. For more information on defining books and asset categories, see Define Books and Asset Categories, page 4-5. For more information on defining asset depreciation, see Define Asset Depreciation.
3. Define the Like-Kind Exchange Hold Days on the Accounting Options page.

### Responsibility

Asset Manager

### Module

Oracle Assets

### Navigation

Setup > Asset System

## Define Asset Book for Multi-GAAP Reporting

Required for multi-GAAP reporting

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

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

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

For more information on defining books and asset categories, see Define Books and Asset Categories, page 4-5

### Prerequisites

None

### Responsibility

Asset Manager

### Module

Oracle Assets

### Navigation

Setup > Asset System >

### Guidelines

You must define a combination of corporate asset book and associated tax asset book for each Multi-GAAP enabled operating unit for the purpose of Oracle Lease and Finance Management (OLFM). The Multi-GAAP enabled operating unit is one where the Secondary Representation Method is set to either Report or Automated in the Accounting Systems Options on OLFM. This tax asset book shall be selected as Reporting Product Asset Book in the Accounting Systems Options on OLFM.

The following restrictions apply when you define a tax asset book:

- The tax asset book is associated with the corporate asset book defined for the specific operating unit.
- The tax asset book is associated with the secondary ledger that is associated with the primary ledger of the above corporate asset book. The tax asset book cannot be associated with the corporate asset book for it to be selected as the Reporting Product Asset Book in OLFM.

## Set Up General Ledger

In order for Oracle Lease and Finance Management to function properly with Oracle General Ledger, you must complete all necessary setup steps in General Ledger. For information on implementing General Ledger, see *Oracle General Ledger Implementation Guide*.

## Define Inventory

Oracle Inventory provides these features and facilities for Oracle Lease and Finance

Management:

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

Oracle Inventory has these implementation tasks for Oracle Lease and Finance Management:

- Define Item Flexfield
- Define Item Categories Flexfield
- Define Item Catalog Groups
- Define Inventory Organizations
- Change Organizations
- Define Unit of Measure Classes
- Define Subinventories
- Define Categories
- Define Category Set
- Define Default Category Set
- Define Statuses
- Define Item Type for Insurance Products
- Define Items
- Define Remarketing Items with Web Attributes

## Define Item Flexfield

Required

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

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

### Prerequisites

None

### Responsibility

Oracle Inventory Administrator

### Module

Oracle Inventory

### Navigation

Setup > Flexfields > Key > Segments

## Define Item Categories Flexfield

Required

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

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

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

### Prerequisites

None

### Responsibility

Oracle Inventory Administrator

**Module**

Oracle Inventory

**Navigation**

Setup > Flexfields > Key > Segments

## Define Item Catalog Groups

Required

If you make entries for your items in a standard industry catalog or if you want to group your items according to certain descriptive elements, you need to define item catalog groups. An item catalog group consists of descriptive elements to which you assign certain sets of values. When you assign an item to an item catalog group, you can choose descriptive elements from the group and define values for each descriptive element.

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

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

**Prerequisites**

Define item catalog group flexfield.

**Responsibility**

Oracle Inventory Administrator

**Module**

Oracle Inventory

**Navigation**

Setup > Items > Catalog Groups

## Define Inventory Organizations

Required

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

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

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

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

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

## Prerequisites

None

## Responsibility

Oracle Inventory Administrator

## Module

Oracle Inventory

## Navigation

Setup > Organizations > Organizations

## Change Organizations

Required

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

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

**Note:** An Oracle Lease Management user profile option is OKL: Contract Items Inventory Organization.

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

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

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

### Prerequisites

Define Inventory Organizations, page 4-12

### Responsibility

Oracle Inventory Administrator

### Module

Oracle Inventory

### Navigation

Change Organization

## Define Unit of Measure Classes

Required

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

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

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

### Prerequisites

Change Organizations, page 4-13

### Responsibility

Oracle Inventory Administrator

### Module

Oracle Inventory

### Navigation

Setup > Units of Measure > Classes

## Define Subinventories

Required

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

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

You must define at least one subinventory for each organization.

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

### Prerequisites

Change Organizations, page 4-13

### Responsibility

Oracle Inventory Administrator

### Module

Oracle Inventory

### Navigation

Setup > Organizations > Subinventories

## Define Categories

Required

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

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

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

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

### Prerequisites

Define Item Categories Flexfield

Change Organizations

#### **Responsibility**

Oracle Inventory Administrator

#### **Module**

Oracle Inventory

#### **Navigation**

Setup > Items > Categories

### **Define Category Set**

Required

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

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

#### **Prerequisites**

Change Organizations

Define Categories

#### **Responsibility**

Oracle Inventory Administrator

#### **Module**

Oracle Inventory

#### **Navigation**

Setup > Items > Categories > Category Sets

### **Define Default Category Set**

Required

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

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

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

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

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

## Prerequisites

Change Organizations

Define Category Set

## Responsibility

Oracle Inventory Administrator

## Module

Oracle Inventory

## Navigation

Setup > Items > Categories > Default Category Sets

## Define Statuses

Required

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

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

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

**Prerequisites**

Change Organizations

**Responsibility**

Oracle Inventory Administrator

**Module**

Oracle Inventory

**Navigation**

Setup > Items > Status Codes

**Guidelines**

Create a status of Lease. All the attributes associated with it must be set to No. To change this, deselect the box to the left of the attribute.

## Define Item Type for Insurance Products

Required

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

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

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

**Responsibility**

Oracle Inventory Administrator

**Module**

Oracle Inventory

**Navigation**

Setup > Items > Item Types

**Guidelines**

This item type, which you created for your insurance items, must be associated with a

profile option called **OKL: Insurance Item Type**.

See Define Insurance.

## Define Items

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

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

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

### Prerequisites

- Define Item Flexfield
- Define Item Categories Flexfield
- Define Inventory Organizations
- Change Organizations
- Define Unit of Measure Classes
- Define Subinventories
- Define Categories
- Define Category Set
- Define Default Category Set
- Define Statuses
- Define Item Type for Insurance Products

### Responsibility

Oracle Inventory Administrator

### Module

Oracle Inventory

### Navigation

Items > Master Items

### Guidelines

To enable Oracle Lease and Finance Management's full functionality, set up these items,

if applicable:

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

## Item for Lease

For inventory items to be leased, the basis for Serial Number Generation should be the same in the Inventory Master Organization and the Leasing Organization.

### Responsibility

(Forms) -> Inventory

### Navigation

Inventory > Item > Organization Items > <*find your leasing item in the Find window*> > Organization Item (form) > Inventory Tab > Field > Serial

The Generation field should have same value for leasing inventory Organization and Master Inventory Organization.

## Item for Service

### Responsibility

(Forms) > Inventory

### Navigation

Inventory > Items > Master Items >

1. Select an item.
2. Select the Service tab.
3. Select the Serviceable Product check box.

## Item for Insurance

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

On the Main tab, perform:

- For the Primary Unit of Measure, select Each.

- For the User Item Type, select the insurance item type that you created in Define Item Type for Insurance Products, page 4-18.

On the Purchasing tab, perform:

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

On the General Planning tab, perform:

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

### Usage Based Billing Items for Leases

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

### Usage Items

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

For Usage Items:

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

### Associating Asset Categories with Items

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

### Define Remarketing Items with Web Attributes

Required

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

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

## Prerequisites

Define Items

## Responsibility

Oracle Inventory Administrator

## Module

Oracle Inventory

## Navigation

Items > Master Items

# Set Up Order Management

Required

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

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

Order Management setup involves several phases, including setting up other integrated applications, that include Oracle General Ledger, Oracle Receivables, and Oracle Inventory. Oracle Lease Management uses Order Management during the remarketing of an asset. When an asset is sold through Oracle iStore, a sale is created in Order Management. Oracle Lease Management has modified some Order Management workflows so that Lease Management automatically updates transactions with asset sales and appropriately retires assets.

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

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

# Set Up Transaction Types

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

## Prerequisite

An Oracle Lease and Finance Management custom workflow must be set up.

**Responsibility**

Order Management Super Menu

**Module**

Oracle Applications (Log in as SYSADMIN User)

**Navigation**

Setup > Transaction Types > Define

**Steps**

Perform the following steps:

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

Return to the main Transaction Types window and create an Order Header Transaction type with the following values:

5. In the Transaction Type field enter "OKL\_Standard."
6. In the Descriptions field, enter "OKL Standard Order Type."
7. In the Transaction Type Code field, choose Order from the list of values.
8. In the Order Category field, choose Mixed from the list of values.
9. In the Order Workflow field, choose the customized Order Management Order Header Workflow process called "OKL Order Flow - Generic" from the list of values.
10. On the Main tab, in the Agreement Type field, choose Standard Terms and Conditions from the list of values.
11. In the Default Order Line Type field, choose "Standard (Line Invoicing)" from the list of values.
12. In the Price List field, choose Corporate from the list of values.

13. In the Ordering field, choose Booking from the list of values.
14. In the Shipping field, choose Picking from the list of values.
15. Click the Shipping tab and in the Warehouse field, choose the name of the warehouse from the list of values.
16. Click the Assign Line Flows button.

This opens the Line Workflow Assignments window. Enter the following:

  17. In the Order Type field choose "OKL\_Standard" just as you did in the Transaction Type field.
  18. In the Line Type field, choose "Standard (Line Invoicing)."
  19. In the Item Type field, choose "Standard Item."
  20. In the Process Name field, choose "Line Flow - Generic."
  21. Enter a Start Date.
  22. Save your work.

## Set Up Oracle Receivables

Oracle Receivables is a required module for Oracle Lease and Finance Management. You must implement Oracle Receivables as required by the *Oracle Receivables User Guide*. There are multiple setup steps that require configurations specific to Lease and Finance Management.

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

- Define Payment Terms
- Open Accounting Periods
- Define AutoAccounting
- Define Remittance Banks
- Define Receipt Classes
- Define Payment Methods
- Create LockBox

- Define Transmission Formats
- Define Aging Buckets
- Billing Adjustments for Lease Management
- Billing Approval Limits for Adjustments for Lease Management
- Define Receivables Lookups

The following information applies to other Oracle Receivables set up steps in Lease and Finance Management.

- **Set Up Grouping Rules for Invoices** - the default invoice grouping rule OKL INVOICE is seeded in Oracle Receivables and may be updated if required. The invoice grouping rule in Lease and Finance Management may be configured if the grouping rule in Receivables does not meet your requirements.
- **Define Line Transaction Flexfield Structure** - the default Line Transaction Flexfield is seeded.
- **Define Transaction Types** - the default Transaction Types for contract, investor billing, and credit memos are seeded.
- **Define Transaction Sources** - the default Batch Sources for contract and investor billing are seeded.

## Define Payment Terms

Required

Define payment terms to determine the payment schedule and discount information for customer invoices, debit memos, and deposits. You can also define proximo payment terms to pay regular expenses such as telephone bills and credit card bills that occur on the same day each month, and create split payment terms for invoice installments that have different due dates.

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

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

## Prerequisites

None

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Transactions > Payment Terms

## Open Accounting Periods

Required

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

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

## Prerequisites

None

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Financials > Calendars > Period Types

## Define AutoAccounting

Required

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

(suspense) accounts.

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

Lease Management does not send an accounting flexfield for any tax lines created with an invoice. You must set up AutoAccounting for tax lines to ensure successful import of invoices using AutoInvoice and accounting of tax amounts.

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

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Transactions > AutoAccounting

## Define Remittance Banks

Required

Define all of the banks and bank accounts you use to remit your payments. You can define as many banks and bank accounts as you need. As bank accounts are associated to a legal entity as an owner, Oracle Receivables and Oracle Lease Management identify the legal entity for a receipt based on the remittance bank account entered on the receipt. Though each bank account has one primary currency, you can remit the payment from different currencies if it is a multi-currency account. To indicate that a bank account can accept receipt in a different currency, set the multi-currency flag to Yes while defining the bank accounts.

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

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

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## Prerequisites

You must install Oracle Payments.

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Receipts > Banks

## Define Receipt Classes

Required

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

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

.

## Prerequisites

None

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Receipts > Receipt Classes

## Define Payment Methods

Required

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

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

## Prerequisites

You must define receipt classes and your banks.

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Receipts > Receipt Classes

## Create LockBox

Same as Oracle Receivables. For Lease, set the field Line Level Cash application to Oracle Lease Management.

See: Lockboxes, *Oracle Receivables Implementation Guide*

## Define Transmission Formats

Same as Oracle Receivables. No specific setup for Lease.

See: Define Transmission Formats, *Oracle Receivables Implementation Guide*

## Define Aging Buckets

Required (Prerequisite for general loss provision functionality. See Define Loss Provision Rules, page 6-89.

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

For Oracle Lease Management, you must define aging buckets that you use to create loss provisions.

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

## Prerequisites

None

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > Collections > Aging Buckets

## Integration with Oracle E-Business Tax

Oracle Lease Management integrates with Oracle E-Business Tax to provide a single point solution for transaction-based tax service needs. Before tax can be processed in Lease Management, you must complete all relevant Oracle E-Business Tax set up steps.

To complete Oracle E-Business Tax set up steps, see *Oracle E-Business Tax Implementation Guide*.

For more information on E-Business Tax and Lease Management, see Sales Tax, *Oracle Lease Management User's Guide*.

## Billing Adjustments for Lease Management

### Navigation

Setup > Receipts > Receivable Activities

### Steps

Lease Management includes a seeded receivable activity record, Adjustment.

Create another record with identical attributes and name it OKL Adjustment. This is required before you run the concurrent program Create AR Adjustment.

## Billing Approval Limits for Adjustments for Lease Management

### Navigation

Setup > Transactions > Approval Limits.

### Steps

Set up approval limits for the appropriate users according to their usernames in Oracle Lease Management. Make sure that the Document Type is Adjustment.

## **Set Up Install\_At and Ship\_To Addresses For Customers and Assets**

### **Navigation**

#### Oracle Forms

Set up Install\_At sites and ensure that they have corresponding Ship\_To addresses, required for billing processing and for display as possible installed locations when creating an asset. (If an address is later found to be invalid, the Bill\_To address for the contract is used as the Ship\_To address in Receivables.)

### **Steps**

1. Log onto Oracle Forms with responsibility Telesales Manager.
  - In the eBusiness Center, in the Party Type list, select Organization and select the customer name.
  - Enter the address that you want to set up as the Install\_At address.
  - On the Address/Phone tab, in the Address Type list, select Install\_At.
2. Log onto Oracle Forms with responsibility Receivables Manager.
  - In the Customers, Standard form, select the customer. On the Addresses tab, select New.
  - In the Customer Addresses form, in the Site Number field, select the address entered as the Install\_At address for the customer.
  - On the Business Purpose tab, in the Usage field, select Ship\_To and select or enter the site.
3. Repeat for each possible Install\_At site for each customer.

## **Define Receivables Lookups**

#### Required

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

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

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

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

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

## Prerequisites

None

## Responsibility

Oracle Receivables Administrator

## Module

Oracle Receivables

## Navigation

Setup > System > QuickCodes > Receivables

## Guideline

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

The following table shows two codes with descriptions and meanings.

### *Lookups for Oracle Lease Management*

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

## Set Up Payables

Required

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

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

- Define Payment Terms
- Define Payables Lookups

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

## Define Payment Terms

Required

You need to define payment terms that you can assign to an invoice to automatically create scheduled payments when you submit an approval for an invoice. You can define payment terms to create multiple scheduled payment lines and multiple levels of discounts, and you can create an unlimited number of payment terms. Payment terms have one or more payment term lines, each of which creates one scheduled payment.

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

### Prerequisites

None

### Responsibility

Accounts Payable Super User

### Module

Oracle Payables

### Navigation

Setup > Invoice > Payment Terms

## Define Payables Lookups

Required

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

use in Payables.

When you define your payables lookups, you can:

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

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

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

Code = OKL

Meaning = Oracle Lease Management

Description = Create Payables Invoices from Oracle Lease Management

## Prerequisites

None

## Responsibility

Accounts Payable Super User

## Module

Oracle Payables

## Navigation

Setup > Lookups > Payables

## Set Up Purchasing

Required

Oracle Lease Management links with Oracle Purchasing.

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

- Define Purchasing Lookups
- Define Suppliers
- Define Insurance Providers
- Set Up Document Sequencing of Payables Invoices

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

## Define Purchasing Lookups

Required

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

When you define your purchasing lookups, you can:

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

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

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

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

Code = ORACLE LEASE MANAGEMENT

Meaning = Oracle Lease Management

Description = Create Invoices from Oracle Lease Management

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

Code = Insurer

Meaning = Insurance Provider

Description = Insurance Provider

## Prerequisites

None

## Responsibility

Accounts Payable Super User

## Module

Oracle Payables

## Navigation

Setup > Lookups > Purchasing

## Define Suppliers

Required

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

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

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

## Prerequisites

None

## Responsibility

Accounts Payable Super User

## Module

Oracle Payables

## Navigation

Suppliers > Entry

## Define Insurance Providers

Required

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

You must set up at least one vendor site per organization unit for all insurance providers. This vendor site is used in sending credits and payments to insurance providers of Lease Management insurance product policies.

You must also set up, or verify that users set up, third-party insurance providers as customers or as Trading Community Architecture (TCA) organization parties. The lookup for third-party providers draws from the TCA model, while the Lease Management setup for providers of insurance products draws from (po\_vendor) Purchasing tables.

See Define Insurance and the *Oracle Payables User Guide* for further information.

## Prerequisites

None

## Responsibility

Accounts Payables Super User

## Module

Oracle Payables

## Navigation

Suppliers > Entry

## Guidelines

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

- For the Type, select **Insurer** for the insurance category.
- You can optionally enter the SIC code.

## Set Up Document Sequencing of Payables Invoices

Required

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

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

- Create Document Sequence
- Define Category
- Assign Category and Sequence

## Create Document Sequence

Required

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

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

## Prerequisites

None

## Responsibility

System Administrator

## Module

Oracle Applications--forms

## Navigation

Application > Document > Define, Open

## Steps

Perform the following steps:

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

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

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

**Note:** If you are using multiple sets of books, then each book will use the same initial invoice number.
6. Click the Save button.

### Define Category

Required

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

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

### Prerequisites

Create Document Sequence

### Responsibility

System Administrator

### Module

Oracle Applications--forms

### Navigation

Application > Document > Categories, Open

### Steps

Perform the following steps:

1. In the Document Categories window on the first blank row under the Application column, click the Ellipses button, and choose the product name for Oracle Lease Management.
2. Under the Code, Name, and Description columns, enter **OKL Lease Pay Invoices**. The Code name must be unique, and you must use this name.
3. In the Table Name column, click the Ellipses button and choose **OKL\_TRX\_AP\_INVOICES\_B**.
4. Click the Save button.

## Assign Category and Sequence

Required

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

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

## Prerequisites

Create Document Sequence

Define Category

## Responsibility

System Administrator

## Module

Oracle Applications--forms

## Navigation

Application > Document > Assign, Open

## Steps

Perform the following steps:

1. In the Sequence Assignments window on the Document tab in the Application column, click the Ellipses button and choose Contracts for Lease or Oracle Lease Management.
2. In the Category column, click the Ellipses button and choose the category that you

set up previously.

3. In the ledger column, click the Ellipses button and choose the ledger's name to which you want to assign the category.
4. In the Method column, choose Automatic.
5. Click the Save button.

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

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

## Set Up Subledger Accounting for Lease and Finance Management

### Setup for Contract Trial Balance and Account Balance

Oracle Subledger Accounting provides the Supporting Reference Balance feature to store and report account balances on one or more transaction parameter such as Contract Number, Financial Product, and Customer. You can use this feature to report balance on one or a combination of parameters to maintain and view account balances.

Oracle Lease Management leverages this feature to provide Contract Trial Balance at the contract level. The Trial balance view at the contract level displays contract balance for each account for a specified period.

To use the Contract Trial Balance view at the contract level, you must complete the following steps in Oracle Subledger Accounting:

1. Set Up Supporting Reference
2. Assign Supporting Reference with Journal Line Types
3. Upload Initial Balance

#### 1. Set Up Supporting Reference

For detailed setup steps, see Supporting References, *Oracle Subledger Accounting Implementation Guide*.

To set up the Contract Trial Balance at the contract level for Lease and Finance Management, follow these steps:

- Select both Enabled and Maintain Balances on the Create Supporting Reference page.
- Select Always from the Year End Carry Forward list.
- Enter only one supporting reference detail.
- On the Assign Source page, select a combination of Application, Event, and Source and assign it to the supporting reference detail. Note that you must select Contract Number as the accounting source for each combination of event and application. The following applications have events that uses Contract Number as an accounting source.
  - Assets
  - Payables
  - Purchasing
  - Receivables
  - Lease Management

**Tip:** To quickly assign the combination, search Contract Number in the Source field on the Assign Sources page. The application displays all the combination of application and event having source name as Contract Number. Select all the combination and click apply to assign the source to the supporting reference detail.

- Assign the supporting reference to the 'OKL: Supporting Reference for Trial Balance' profile option.

**Note:** Only supporting reference with Owner as user is available for selection.

## 2. Assign Supporting Reference with Journal Line Type

You must perform this step for each Accounting Method used by ledgers for which you need to maintain trial balance at the contract level. If more than one ledger uses the same accounting method, then you need to perform this step only once.

### Assign Supporting Reference to each Journal Line Type

To assign Supporting Reference to each Journal Line Type, you must select Application>Event>Journal Line Definition>Journal Line Type and then assign the supporting reference for each Journal Line Type.

### 3. Initial Balance Upload

Oracle Subledger Accounting starts maintaining the balance for supporting reference from the date it is enabled and does not maintain balances prior to that. So if you are upgrading from an earlier version or migrating from a legacy system then, you need to specify the initial balance for a period prior to which SLA started maintaining the supporting reference balance. This ensures that SLA displays the correct balance for a supporting reference.

The initial balance is the starting balance in ledger currency for a supporting reference (Analytical criteria) and a combination of supporting reference values, in the context of an application, ledger, CCID, and a period. You can specify the initial balance either as debit balance or credit balance.

**Note:** There is no journal entry in SLA to support initial balances.

To specify the initial balance for supporting references, SLA provides an interface table and a concurrent program to upload the data to the SLA table. Using these you can do the following:

#### Define Initial Balance

You can specify the initial balance for a period prior to which SLA started maintaining the balance. You can define initial balances as Net of Debit and Credit balance. You can define initial balance for a closed period and also after SLA created balances and entries for the supporting reference value.

When you define an initial balance for a supporting reference source value, SLA synchronizes the balance for all the periods that fall after the period for which you are defining the initial balance.

If there is a balance record for a combination for which you are defining initial balance, SLA updates the balance record for subsequent periods for which the balance exist to synchronize the balance. The subsequent periods for which balance needs to be updated depends on the Carry Forward Balance and Account Type for which initial balance record is created. The following table describes the Carry Forward Balance and Account Type combination.

#### ***Carry Forward Balance and Account Type Combination***

<b>Carry Forward Balance</b>	<b>Account Type</b>	<b>Result</b>
Always	Any	Balance record is updated for all the subsequent period for which balance record exists.

Carry Forward Balance	Account Type	Result
Never	Any	Balance record is updated for all the subsequent periods of the financial year in which the initial balance record falls.
Based on Account	Asset or Liability or Owner's Equity or Null	Balance record is updated for all the subsequent period for which balance record exists.
Based on Account	Income or Expense or Budget-DR or Budget-CR	Balance record is updated for all the subsequent periods of the financial year in which the initial balance record falls.

### Update Initial Balances

Once the initial balance is entered, you can modify the initial balance if required. You can either change the initial balance amount or change the period or both. SLA synchronizes the balances for the periods following the initial balance due to change in the initial balance. The period up to which SLA synchronizes the balance depends on the same conditions as mentioned in the Define Initial balance section.

To change the initial balance, upload a record for the same period, ledger, and CCID for the supporting reference detail value combination for which the initial balance is uploaded.

**Note:** You cannot update the period of an initial balance prior to a period for which the initial balance is already defined

### Delete Initial Balances

To delete the initial balance, upload a record with zero amount for the same period, ledger, and CCID for the supporting reference detail value combination for which the initial balance is already uploaded. When you delete the initial balance record, SLA re-synchronizes the balances for the subsequent period.

### Steps to Upload Initial Balances

To define, update, or delete initial balances for supporting references, follow these steps:

- Upload data into the XLA\_AC\_BALANCES\_INT interface table.
- Run the Import Supporting Reference Initial Balances concurrent program. This program does the following:

- Imports the data from the XLA\_AC\_BALANCES\_INT interface table.
- Validates the record in the interface table.
- Uploads all the records to the SLA table that passes the validation check.
- Generates an error report for records that fails the validation check.
- Purges the interface table based on the purge mode selected.

See: XLA\_AC\_BALANCES\_INT interface table.

### Error Conditions

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Error Message	Description
Invalid or Not an SLA Application	Application should be a subledger application defined in the Subledger Accounting architecture.
Invalid Ledger	Ledger Identifier should correspond to a valid ledger defined in General Ledger application.
Missing Account or Segment Values	Account information is missing. Either the Accounting Code combination or the Accounting Segments should be provided to identify the account.
Invalid Account	Invalid Account. The Account does not represent a valid account for the ledger.
Invalid Period Name for Ledger	Invalid Period. The period name is not valid for the ledger OR
	An initial balance record for the supporting reference detail value combination already exists for a period that is earlier than the period for which the initial balance is attempted to be loaded.
Journal Entries exists previous to this period	The supporting reference balance already exists for a period prior to the period for which the initial balance is uploaded for the Account and combination of supporting reference values due to existing journal entries in SLA.
Initial Balance Amount is NULL	Initial Balances provided for both the Debit and Credit side are NULL.

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<b>Error Message</b>	<b>Description</b>
Either Invalid Amount or Negative Amount	Initial Balance provided for either the Debit or Credit side is negative or non-numeric.
Invalid Supporting Reference	Interface table contains a supporting reference that has not been enabled.

OR

Supporting reference for which the maintain balance flag is set to No.

OR

Invalid Supporting Reference Code.

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## CRM Implementation Tasks

This chapter covers the following topics:

- Set Up Contracts
- Set Up Service Contracts Counters
- Set Up iStore
- Set Up Order Capture
- Set Up Marketing Online
- Set Up CRM Foundation
- Set Up Telephony
- Set Up Work Queues

### Set Up Contracts

Required

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

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

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

- Add Articles
- Add Additional Quality Assurance Checks

- Set Up New User-Defined Parties For Lease Contracts and Agreements

## Add Articles

Required

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

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

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

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

## Add Additional Quality Assurance Checks

Optional

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

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

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

### Prerequisites

None

### Responsibility

Contracts Manager

### Navigation

Setup > Contract > Quality Assurance

## Guidelines

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

## Set Up New User-Defined Parties For Lease Contracts and Agreements

For lease contracts, vendor program agreements, and operating agreements, create new user-defined party roles by contract category in Oracle Contracts.

### Responsibility

Lease Contracts Manager

### Navigation

Forms > Application Object Library > Lookups, then  
Setup > Contract > Categories & Sources > Define Party Roles  
(then > Define Party Sources, then > Define Categories)

### Steps

Perform the following steps:

1. In Lookups, query for the Lookup Type: OKC\_Party.
2. Associate a party role code by adding a new party role code.
  1. In the Code field, enter the name of the new party role code.
  2. In the Meaning field, enter the meaning of the new party role code.
  3. In the Description field, enter a description.
  4. In the From field, enter the start date.
  5. Click Save.
3. Navigate to Setup > Contract > Categories & Sources > Define Party Sources. The Role Sources page is displayed.
  1. Select the party role you created in step 2.
  2. On the Party Sources Tab, in the Source field, select the source; for example, Vendor, Trading Community Architecture (TCA), or Human Resources (HR), and click OK.

The other fields, Description, Intent, and Start Date, are displayed according to the source you selected.

3. Select the Access Level: User or System.
4. Click Save.

4. Navigate to Setup > Contract > Categories & Sources > Define Categories.

The Category page is displayed.

1. Query for Category Code: LEASE (use PROGRAM or OPERATING)  
The other fields are populated based on your selection:  
Category, Start Date, Access Level, Class = Lease Contract, Description
2. In the Role field, enter the party role you created in step 2.  
The Description and Start Date you entered in step 2 are displayed.
3. Click Save to save your work.

See Define Party Contact Roles, page 6-83.

## Set Up Service Contracts Counters

Set up Oracle Service Contracts so that usage-based billing created in Service Contracts can be processed and billed through Lease Management.

### Prerequisites

Set up Usage Items in Oracle Inventory. See Define Inventory.

### Responsibility

Service Contracts Manager

### Navigation

Setup > Others > System > Service > Counter

### Steps

Set up counters in Oracle Service Contracts.

1. Define a Counter Group.

2. Associate Inventory Items for this counter group.
3. Create one or more counters for the counter group.
4. Specify a Usage Item for each counter.

## Set Up iStore

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

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

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

- Set Up Speciality Stores, page 5-5

You then associate inventory items with Speciality Stores.

## Set Up Speciality Stores

Required for iStore, only

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

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

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

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

See the Creating Speciality Stores section of the *Oracle iStore Implementation Guide*.

## Prerequisites

Set up pricing lists in Oracle Pricing.

Set up an Inventory organization. See [Define Inventory, page 4-9](#).

## Responsibility

Oracle iStore Administrator

## Module

Oracle iStore

## Navigation

Setup > Speciality Store

## Guidelines

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

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

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

See [Define Profile Options, page 6-111](#).

## Set Up Order Capture

Required for iStore, only

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

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

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

## Set Up Marketing Online

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

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

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

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

## Set Up CRM Foundation

Required

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

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

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

- Set Up and Configure Interaction History
- Set Up Notes
- Set Up Territories
- Set Up Resources
- Define Sales Representatives
- Define Remarketers
- Define Assignment Group

## Set Up and Configure Interaction History

Required

Interaction History is a collection of tables and business logic that records touch points between customers and resources for Oracle Applications, including Oracle Lease Management. Interaction History tracks all customer-agent interactions and serves as a

repository for the interaction data. Whether the touch point occurs between two computers, a face-to-face conversation, or over various media channels (such as telephony), these patterns are true:

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

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

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

## Prerequisites

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

## Responsibility

CRM Administrator

## Module

Oracle Foundation

## Navigation

Functions > Interaction History Administration

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

## Set Up Notes

Optional

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

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

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

### Prerequisites

None

### Responsibility

CRM Administrator

### Module

Oracle Foundation

### Navigation

Functions > Notes Setup

#### Steps

Perform the following steps:

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

**Note:** Mapping a note type to a source object limits the visible note types for that source to the defined subset of note types.

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

See the Implementing Notes section of the *Oracle CRM Foundation Implementation Guide*.

## Set Up Territories

Required

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

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

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

### Prerequisites

Set up and enable Resource Manager.

### Responsibility

CRM Administrator

### Module

Oracle Foundation

## Navigation

Functions > Territory Manager > Territory Administration > Administration

**Note:** After defining territories using Territory Management, you must run the Generate Territory Package concurrent program to compile the territories and activate your changes.

## Set Up Resources

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

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

**Note:** Employees are resources, which are set up in Oracle Human Resources and can be imported to the Foundation Module. See *Managing People Using Oracle HRMS Release 11i*.

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

## Prerequisites

Enable Resource Manager.

## Responsibility

CRM Administrator

## Module

Oracle CRM Foundation

## Navigation

Functions > Resource Manager > Maintain Resources

## Define Sales Representatives

Optional

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

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

## Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. For more information, see Define Employees.

## Responsibility

CRM Administrator

## Module

Oracle CRM Foundation

## Navigation

Resource Manager > Maintain Resources > Resources

## Define Remarketers

Required

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

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

To define the marketing team, the team must have:

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

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

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

## Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. For information, see Define Employees.

## Responsibility

CRM Administrator

## Module

Oracle Foundation

## Navigation

Resource Manager > Maintain Resources > Teams

(Optionally) Resource Manager > Maintain Resources > Groups

## Define Assignment Group

Required

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

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

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

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

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

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

## Prerequisites

Configure Resource Manager.

Set up employees in Oracle HRMS. See Define Employees.

## Responsibility

CRM Administrator

## Module

Oracle Foundation

## Navigation

Resource Manager > Maintain Resources > Teams

(Optionally) Resource Manager > Maintain Resources > Groups

## Set Up Telephony

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

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

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

## Set Up Work Queues

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

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

Oracle Universal Work Queue:

- Provides a desktop interface that displays a unified view of agent work.
- Facilitates agents' interactions across multiple contact channels.

- Provides a framework that enables CRM business applications to integrate with media work.
- Balances agents between media types based on the service levels for the interaction center.

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



# 6

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## Lease Management Application Implementation Tasks

This chapter covers the following topics:

- Define Streams and Pricing
- Define Formulas
- Accounting Options
- Define Operational Options
- Define Lease Quoting Options
- Associate XML Layout Templates to Lease Management Report Templates
- Define Account Generator
- Define Financial Products
- Define Invoice Group Parameters
- Define Invoice Messages
- Set Up Interest Rates
- Set Up Usage Based Billing
- Define Late Charges Parameters
- Define Cash Search and Cash Application Rules
- Define Customer Service Setups
- Define Party Contact Roles
- Set Up Termination Quotes for Repossession
- Define Remarketing Functionality
- Define Lease Income Accrual Rules
- Define Loss Provision Rules

- Define Off-Lease Asset Amortization Rules
- Set Up Subsidiies
- Set Up Sales Tax
- Set Up Property Tax
- Define Insurance
- Set Up Pricing Engine Integration for Stream Generation
- Define Workflow
- Set Up Credit Checklists
- Customizing Users' Lease Management Home Pages
- Set Up Vendor Residual Sharing
- Set Up Reconciliation Report Templates

## Define Streams and Pricing

This section contains the following topics:

- Define Stream Types
- Associate Financial Products to Lease Price Modeling Software Templates
- Set Up Parameter Conversions For Third-Party Lease Price Modeling Software
- Set Up Book Type Mapping For Third-Party Lease Price Modeling Software
- Define Setups for Pricing Tools
- Set Up For Revenue Recognition on Receipt of Cash

## Define Stream Types

This section includes the following topics:

- Overview
- Stream Purposes
- Set Up Stream Types
- Define Stream Generation Template
- Stream Generation

## Overview

Lease Management allows you to set up and create stream types to meet your unique business accounting requirements. When creating a new stream type, you must provide a stream type name and a stream type purpose. Appropriate values for the stream type attributes can then be selected. User-defined streams allow you to perform the following functions:

- Create new stream types by stream purpose
- Define stream generation templates
- Associate stream generation templates to accounting template sets and financial products
- Define accrual streams
- Validate financial products
- Add additional pricing parameters to the external stream generation process

For more information on streams, see Streams, Oracle Lease Management User's Guide.

## Stream Purposes

During stream type setup, you must select a purpose for each new stream type. Lease Management processes streams based on their purpose.

For more information on Lease Management stream purposes, see Stream Purposes, page B-1.

## Set Up Stream Types

This section includes the following topics:

- Create or Update Stream Types
- Search for Stream Types

### Create or Update Stream Types

Use the Stream Types page to create or update stream types. You can create as many stream types as you need. Lease Management also provides seeded stream types organized by Purpose Name. For information on seeded stream types, see Stream Purposes, page B-1.

To create stream types, perform the following tasks:

- Click Create in the Stream Types page. The create Stream Types page opens.

- Provide a name for the stream type
- Specify the stream type purpose
- Enter the stream type attributes

**Note:** You can update the stream type subclass for stream types that are already added to an active stream generation template.

Some attributes are validated based on Purpose. The following table describes field references used when creating or updating stream types.

***Field References: Creating or Updating Stream Types***

Field	Description
Billable	Specifies whether a stream type is billable or not. Only billable stream types can be used to create payments for a contract.
Taxable	Specifies whether a stream type is taxable. Taxes are calculated at the time of billing.
Capitalized	Capitalizing a stream adds the fee amount into the financed cost of the asset. For example, you can add a stream type representing sales tax, which at the time of booking is added to the asset cost.
Effective Dates	Stream Types cannot be used after the Effective To date. If an Effective To date is not entered, the stream type will not expire. Stream types can be deactivated by entering an Effective To date at a later time.
Description	Optionally, enter a description.
Revenue Recognition Basis	Determines whether Accrual Rules can be ignored.
	<b>Note:</b> Updatable. See Update Accrual Streams, page 6-56.

Field	Description
Contingency Rules	The list of values contains the revenue contingency seeded in Receivables for recognition of revenue on receipt of cash for certain Lease Management invoices. Select Contingency only if the Revenue Recognition basis is Cash Receipt for the stream type.

### Search for Stream Types

Use the Stream Types page to search for a stream type. You can search using the parameters of Name, Purpose, Effective Dates and the attributes of Billable, Taxable, and Capitalize.

### Define Stream Generation Template

Before Lease Management can generate streams, you must define a stream generation template. You must complete the following tasks before using the stream generation template:

- Create Stream Generation Template
- Select Primary stream types and purposes
- Enter Dependent stream types and purposes
- Enter pricing parameter details
- Associate the stream generation template to an accounting template set and financial product

### Create Stream Generation Template

The stream generation template contains all possible streams to be used for contracts with the financial product associated to the template. Each stream generation template must include at least one of each type of the mandatory seeded stream purposes. To determine which seeded stream types are mandatory, see Stream Purposes, page B-1.

The following table describes template attributes from the Create Stream Generation Template page.

Field	Description
Operating Unit	<p>The operating unit assigned to the record.</p> <p><b>Note:</b> The list of values includes operating units assigned to the MO: Security profile.</p> <p><b>Note:</b> The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.</p> <p>The selected operating unit restricts the valid list of values in applicable fields.</p>
Effective Dates	Only contracts with start dates falling between Effective Dates of the stream generation template will be able to use financial products associated with the template.
Product Type	Indicates if the stream generation template is for use in an Investor Product or a Financial Product.
Book Classification	Indicates the book classification of any financial product that the template may be associated to by the accounting template set.
Booking Pricing Engine	<p>Indicates whether the stream generation template will use the internal or external pricing engines to calculate yields and generate streams. All contracts using a financial product associated to a stream generation template will use the pricing engine defined here.</p> <p><b>Note:</b> The pricing engine does not apply to templates used with Investor Products.</p>
Tax Owner	Defines the tax owner: lessee or lessor. The tax owner affects the composition of the template by requiring certain mandatory purposes.

Field	Description
Interest Calculation Basis	Determines what interest calculation basis will be used to calculate interest. This field is not applicable to investor agreements.
Revenue Recognition Method	Determines what revenue recognition method will be used. This field is not applicable to investor agreements.
Days in a Year	Select 360, 365, or Actual.
Days in a Month	Select 30 or Actual.
Internal Arrears Payments	Select either Last Day of Period or First Day of Next Period to set the date of payments in arrears generated by the internal stream engine.

**Note:** You can update the stream generation template until you activate it. Once the stream generation template is Active, you cannot make updates to the fields. If you later change the template status, then you cannot update the template details. Only the Effective To date can be updated in that situation.

### Select Primary Stream Types and Purposes

After entering stream generation templates, select the primary stream types and purposes in the Primary Stream region of the Create Stream Generation Template page. Some stream purposes may only be defined once, and others may be defined multiple times. Purposes that are defined only once are usually values looked up by an internal program. Purposes that can be defined multiple times on the same template are usually purposes for stream types that you select for the contract or process.

Primary stream purposes are selected when executing actual transactions in the life cycle of a contract. Dependent stream purposes are created to support accounting processes around the primary purposes. Dependent streams exist only as an extension of primary streams.

**Note:** In Stream Generation Templates with a Loan Book Classification and an External Booking Pricing Engine, the following Dependent Streams of the Primary Stream Purpose Rent require that a valid Pricing Name be associated to each of them:

- Principal Payment
- Interest Payment
- Loan Payment

Not associating a valid Pricing Name may lead to pricing errors or the failure of the pricing program.

### **Enter Dependent Stream Types and Purposes**

For a given stream purpose, certain dependent stream types are mandatory. You may set up additional streams to be generated whenever the primary stream is used. To determine which dependent streams are mandatory for a primary purpose, see Stream Purposes, page B-1.

Select the stream type name for each dependent stream that will be generated whenever the primary stream is used.

### **Enter Pricing Names**

Pricing names are used in external stream generation only and are codes from external pricing engines that you must associate to the stream type in order to retrieve streams from the external pricing engine.

### **Enter Pricing Parameter Details**

Entering pricing parameter details is an option when using an external pricing engine. Pricing parameters are defined for each financial product and must be associated to a pricing engine name. Lease Management generates streams based on the pricing engine name. Pricing parameters send additional data to the pricing engine during stream generation.

In the Pricing Parameters region of the Create Stream Generation Template page, you can add the pricing parameters for the template, including the Pricing Engine Identifier and Default Value. The Pricing Engine Identifier determines how your parameters are recognized by the external pricing engine. Default pricing parameters can be used during stream generation and modified later.

The Display and Update check boxes provide the ability to view and update pricing parameters during contract booking.

The following table shows pricing engine names for the SuperTRUMP pricing engine for stream purposes based on the primary and dependent stream purposes you select for your template. Pricing names are not required if you are creating a template for use with the internal pricing engine. For additional pricing names, contact your external pricing engine provider.

**Pricing Engine Names**

<b>Purpose</b>	<b>Pricing Name</b>
Accrued Fee Expense	Single Periodic Expense Accrual
Accrued Fee Income	Single Periodic Income Accrual
Amortized Fee Expense	Single Fee Accrual
Amortized Fee Income	Single Fee Accrual
Book Depreciation	Book Depreciation
Capital Reduction	Capital Reduction
Down Payment	Down Payments, Rent
Down Payment	Down Payments, Loans
Federal Depreciation	Federal Depreciation
Fee Payment (Normal)	Periodic Income
Fee Payment (Single payment income fees that require amortization streams)	Fee
Interest Income	Single Lending Loan Accrual
Interest Payment	Lending Loans Interest
Lease Income	Single Asset Income Accrual
Loan Payment	Lending Loans Debt Service
Principal Balance	Lending Loans Balance
Principal Payment	Lending Loans Principal
Rent	Rent
Rent	Rent without Down Payments

Purpose	Pricing Name
Rent Accrual	Single Rent Accrual
Security Deposit	Security Deposits
State Depreciation	State Depreciation
Stip Loss Value	Stip Loss Value
Subsidy Income	Single Subsidy Accrual
Termination Value	Termination Value
Unscheduled Principal Payment	Principal Paydowns
Estimated Property Tax	Periodic Income

### Associate Stream Generation Template to an Accounting Template Set and Financial Product

Once a stream generation template set has been completed, it must be associated to an accounting template set and financial product. An accounting template set can have only one stream generation template.

When the accounting template set is associated to a financial or investor product, the stream generation template becomes associated to the product. This association allows Lease Management to find the correct stream template to use for a contract based on the effective date.

To associate a stream generation template to an accounting template set, see *Associate Financial Products to Lease Price Modeling Software Templates*.

### Stream Generation

The streams generated for a contract depend on the stream generation method and the contract's financial product. For more information on stream generation, see *Stream Generation and Management, Oracle Lease Management User's Guide*.

### Associate Financial Products to Lease Price Modeling Software Templates

During contract authoring, you have to determine accounting rules and other terms and conditions that drive the financial aspects of your contract. Once you've defined these, you can generate streams. Generating streams produces schedules of dates and amounts used for billing and accounting and produces yields for the contract. In complex pricing scenarios, you can use lease price modeling software to generate

streams, which evaluate thousands of pricing parameters. In these cases, the pricing structure might involve a myriad of possibilities, including uneven rents, skipped payments, and multiple interest rates for periods within the term of the contract.

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

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

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

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

## Prerequisites

Setup Oracle Lease Management financial products. See Define Financial Products, page 6-49.

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

## Steps

Perform the following steps:

1. Click Create in the Product Pricing Templates page.
2. In the Name field, type the exact name (case sensitive) of the template to associate with the financial product.

Oracle Lease Management uses Oracle XML Gateway technology to transfer information into and out of the lease price modeling software. You **must** type the name of the template **exactly** as it appears in the lease price modeling software, including the file extension, such as **.tem**.
3. In the Product field, enter a partial search string or click Go and select the name of the financial product to associate with a pricing template.
4. In the Template Path, enter the exact path to where the template file is located on

the server for your lease price modeling software.

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

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

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

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

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

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

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

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

### Prerequisites

The third-party lease pricing modeling software you are using must be defined in your lookups. See Define Lookups, page 3-5.

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

### Steps

Perform the following steps:

1. Click Create in the Conversions page. The Create Conversions page opens.
2. Select the parameter for which to map values.
3. In the Oracle Value field, click the Flashlight icon and choose the depreciation method value from Oracle Assets to map.
4. In the Pricing Engine Value, enter the value of the parameter that you are mapping the Oracle Value to.

The pricing engine value is case sensitive and MUST be entered exactly as it appears in the third-party lease price modeling software.

5. Repeat steps 3 and 4 for all the values to map for the selected parameter.
6. Click Apply.
7. After saving your mapping, you can go back and choose a new parameter (for example, pro rate convention) and repeat the process.

## Guidelines

You can remove any value mapping by selecting the check box for the applicable Parameter Name and clicking the Remove button.

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

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

### Optional

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

You must map the appropriate Oracle Assets tax book to the appropriate taxing body--such as federal or state--for all tax books your business uses. See Define Books and Asset Categories, page 4-5.

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

## Prerequisites

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

You also must define the name of your third-party lease price modeling software in lookups during general implementation. See Define Lookups, page 3-5.

## Steps

Perform the following steps:

1. On the Book Type Mappings page, if you have mapped any tax books, those mappings appear in the table at the bottom of the page.
2. Click Create in the Book Type Mappings page. The Create Book Type Mappings

page opens.

3. In the Tax Book field, click the Flashlight icon and choose the tax book from Oracle Assets to map from the list of values.
4. In the Depreciation field, choose whether the tax book should be referenced for Federal or State calculations.
5. Repeat steps 3 and 4 for all tax books you are using in your business.
6. Click Apply.

## Guidelines

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

You can remove any tax book mapping by selecting the applicable tax book and clicking the Remove button.

## Define Setups for Pricing Tools

### Create Item Residuals

You can create item residuals as specific number or as a percentage of the asset cost. The values are entered for an item, item category, or a residual category set. The residual category set is a group of items or item categories that you create for the purpose of setting common residual values. The values you set up can be used to determine end of term values for the items you select on sales quotes in the quoting process. To create item residuals, enter item residual details in the Create Item Residual page. Click Apply.

For more information on item residuals, see Pricing Overview, *Oracle Lease Management User's Guide*.

The following table describes item residual details.

### Create Item Residual Fields

Field	Description
Operating Unit	Operating unit assigned to the record.  <b>Note:</b> The list of values includes operating units assigned to the MO: Security profile.
Source Type	<b>Note:</b> The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.  The selected operating unit restricts the valid list of values in applicable fields.
Item	Select the inventory item or item category for which an item residual value is to be assigned.
Residual Type	Indicates whether an item residual is an Amount or a Percentage.
Currency	Determines the currency used.
Status	Indicates whether an item residual is New, Active, or Inactive.
Term	Term of the residual value.
Residual Value	Enter the value, as an Amount or Percentage, for the item or item category selected.

### Create Residual Category Sets

Residual Category Sets allow you to group together inventory items with similar residual values. You create residual category sets, and assign inventory categories to the sets.

For more information on residual category sets, see Pricing Overview, *Oracle Lease Management User's Guide*.

To create a residual category set, enter residual category set details in the Create Residual Category Set page. Click Apply when done. The following table describes residual category set fields.

Field	Description
Name	Name of the residual category set
Description	Optional description of the residual category set
Source Type	From the inventory setup: Item, Item Category, Residual Category Set
Status	Items or item categories can be removed from a residual category set if the status is Inactive
Item	Item to be associated to the residual category set

## Create Criteria Categories

Eligibility criteria can be assigned to financial products, lease rate sets, standard rate templates, and program agreements business objects. You can enter criteria values when you create new versions of each object that will control how the version can be used on a sales quote or lease application. To add criteria values to these business objects, you must first create criteria categories and associate the category to the business object class, also known as the source type. Categories are also created for use in defining adjustment types for adjustment matrices.

For more information on eligibility criteria and criteria categories, see Pricing Overview, *Oracle Lease Management User's Guide*.

To create criteria categories, enter criteria category details in the Create Criteria Category page. To create a new eligibility criteria, select Eligibility Criteria Category from the menu and click Go. Click Apply when done. The following table describes eligibility criteria category fields.

#### ***Eligibility Criteria Category Fields***

<b>Field</b>	<b>Description</b>
Name	Name of the eligibility criteria category
Description	Optional description
Value Type	Multiple, Range, or Single
Data Type	Number, Date, or Varchar2
Sourced	Yes or No
Enabled	Yes or No
Evaluation Function	Provides evaluation of the eligibility criteria category in the context of an object.

To create an adjustment category, select Create Adjustment Category in the Criteria Categories page and click Go. Enter adjustment category details and click Apply. The following table describes Create Adjustment Category page fields.

#### ***Create Adjustment Category Fields***

<b>Field</b>	<b>Description</b>
Name	Name of the adjustment category
Description	Optional description of the adjustment category
Value Type	Range, Single, or Multiple
Data Type	Number, Date, or Varchar2
Sourced	Yes or No
Enabled	Yes or No

Field	Description
Evaluation Function	Provides evaluation of the criteria category in the context of an object.

## Set Up For Revenue Recognition on Receipt of Cash

To create a Stream Type for cash basis receipts:

In the Create Stream Type page, name a stream type and select the seeded purpose, for example, Fee Payment.

In **Revenue Recognition Basis** (formerly **Accrual Rules**) the values include:

Accrual – With Rule: Income is accrued after evaluating the accrual rules.

Accrual – Without Rule: Income is accrued without evaluating the accrual rules. Cash Receipt: Income is not accrued.

Select **Cash Receipt**.

In the Contingency field, select the default: **Collectible**. Lease Management uses the collectibility contingency functionality in Oracle Receivables to defer revenue.

Select appropriate values for other stream type attributes.

Create the stream generation template and accounting template using the cash basis stream type. Associate the accounting template set to a product, create a contract, and run billing transactions using standard procedures.

These setups will generate cash basis accounting in Oracle Receivables processing. When you run the concurrent programs to calculate the general loss provision, the program will exclude open invoices generated from stream types with Cash Receipts revenue recognition basis.

## Define Formulas

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

- Define Formula Functions
- Define Non-Standard Function Parameters
- Define Contexts
- Define Formula Operands
- Define Formula

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

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

The components of a formula are **operands**, **functions**, and **function parameters**. Formulas execute within **contexts**. For more information on these terms and the concepts underlying formulas, see *Formula Engine*, page D-1.

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

**Note:** To perform any task relating to formulas, it is essential that you understand how the Formula Engine works. See *Formula Engine*, page D-1.

## Define Formula Functions

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

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

To include a new function, either as part of the process of creating a new formula or to add the function to an existing formula, create the source PL/SQL function and store it in the database. For more information, see *Formula Engine*, page D-1.

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

### Prerequisites

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

### Steps

Perform the following steps:

1. Click Create on the Functions page. The Create Function page opens.
2. Enter the function name, and optionally, the description.
3. Enter the Effective From Date, and optionally, the Effective To date.

The optional Effective To date determines when to stop using the function. If you

do not specify an Effective To, the function is available for use indefinitely.

4. Enter the source function that you are registering.

**Note:** The name of the source function must include the package name, that is OKL\_SEEDED\_FUNCTIONS\_PVT.<Function Name>.

5. Click Apply.

## See Also

[Formula Engine, page D-1](#)

## Define Non-Standard Function Parameters

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

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

## Prerequisites

Create the source PL/SQL function in the database package OKL\_SEEDED\_FUNCTIONS\_PVT.

[Define Formula Functions, page 6-19](#).

## Steps

Perform the following steps:

1. Use the Functions page to search for the function.
2. In the Results panel, click the function name hypertext link.
3. Click Update in the Function details page. The Update Function page for the applicable function opens.
4. In the Function Parameters area, click Add Another Row to add the function parameters.
5. Enter the Sequence of the function parameter.
6. Select the Parameter.
7. If the function parameter has a static value in the source function, enter this value in the Static Value field.

8. Optionally, enter instructions.
9. Click Apply.

## See Also

Formula Engine, page D-1.

## Define Contexts

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

You must associate each formula that you create with a context. If you do not have a context that you can associate with your formula, then you must create the context. You can associate a formula with only one context, but you can associate many formulas to the same context.

For more information, see Formula Engine, page D-1.

## Steps

Perform the following steps:

1. Click Create in the Contexts page. The Create Context page opens.
2. Enter the context Name, and optionally the Description.
3. Click Apply.

**Note:** If you have to create context parameters, see Create the Context Parameters and Formula Engine, page D-1, and perform the procedures in both sections.

## Define Formula Operands

A formula is an arithmetic expression consisting of operands and arithmetic symbols.

For example, the formula:

```
Commission := Delta Amount * 0.05 + Group Bonus
```

consists of three formula operands:

- - Delta Amount
- 0.05

- Group Bonus

**Note:** The terms **operand** and **formula operand** are interchangeable.

An operand has one of three types:

- **Formula**
- **Constant**--which can be the result of an expression
- **Function**

Before you create or alter a formula, you must define the operands that appear in the formula. For more information, see Formula Engine, page D-1.

## Prerequisites

Create the source PL/SQL function in the database.

If you are creating an operand of the type formula, you must have defined the formula in Oracle Lease Management.

If you are creating an operand of the type function, you must have defined the formula function in Oracle Lease Management. For more information, see Define Formula Functions.

## Steps

Perform the following steps:

1. Click Create in the Operands page. The Create Operand page opens.
2. Enter the Name for the operand, and optionally, the Description.
3. Enter the Effective From date, and optionally, the Effective To date.

The optional Effective To date determines when to stop using the operand. If you do not specify an Effective To, the operand is available for use indefinitely.

4. In the Operand Type field, select the type of operand: Function, Constant, or Formula.
5. If, for your Operand Type, you chose
  - **Function:** Select the Function Name.
  - **Formula:** Select the Formula Name.

- **Constant:** Enter the constant or expression in the Constant Value field.

6. Click Apply.

## Define Formula

Each formula must be created within a context. As you create the formula, you must specify the context name for the formula.

You must enter the formula string, which is an arithmetic expression consisting of labels of operands and the symbols + - \* / ( ).

Once you have created an operand it is available for use in a formula string. However you do not enter the operand name itself into the formula string; instead, you must create a label for the operand, and use the label in the formula string. An operand label is a shortcut or alias for an operand.

The procedure for creating the formula is a two-stage process:

- Define Formula and Formula String: Create the formula, including the formula string containing operand labels and symbols. You create a formula string before creating the actual operand labels.
- Define Formula Operand Label: Create the operand labels for the formula.

For more information, see [Formula Engine](#), page D-1.

## Define Formula and Formula String

### Prerequisites

Create the source PL/SQL function in the database.

If you are creating a formula type operand of the type formula, you must have defined the formula in Oracle Lease Management. For more information, see [Define Formula](#).

If you are creating a function type operand, you must have defined the formula function in Oracle Lease Management. For more information, see [Define Formula Functions](#) and [Define Formula Operands](#).

### Steps

Perform the following steps:

1. Click Create on the Formula page. The Create Formula page opens.
2. Enter the formula Name, and optionally, the Description.
3. Enter the Effective To date, and optionally, the Effective From date.

The optional Effective To date determines when to stop using the formula. If you do not specify an Effective To, the formula is available for use indefinitely.

4. Choose the Context for this formula.
5. In the formula String field, enter your formula.

The string must consist of formula operand labels that you define in Define Formula Operand Label and one or more of the symbols: + - \* / ( ).

6. Click Apply.

### Define Formula Operand Label

Once you have created the formula and formula string, you must create the operand labels. To create operand labels, you must:

1. Search for the formula.
2. Select the formula.
3. Choose to create or edit formula operands. This final step is where you actually create or edit the operand labels that the formula string uses.

### Prerequisites

Define Formula and Formula String

### Steps

Perform the following steps:

1. Search for the formula in the Formulas page.
2. In the Results area, click the formula name's hypertext link. The Formula details page opens.
3. Click Update. The Update Formula page for the applicable formula opens.
4. Click Add Another Row in the Formula Operands area.
5. Enter the Label for the operand name.
6. Select the operand to associate with the label into the Name field.
7. Click Apply.

**Note:** To define each formula operand label, you must repeat steps

1 through 7 as described previously in this section.

## Accounting Options

### Define Accounting Options

Lease Management accounting options consist of the following setup tasks:

- Rounding Options
- Financial Options

To define your Accounting Options, navigate to **Setup > System Options > Accounting Options** and select the Operating Unit and Ledger from the list of values. The list of values shows which ledger is associated with an operating unit in the Accounting Setup Manager in General Ledger.

In the initial setup, the Operating Unit must be associated with the Set of Books once and cannot be changed later. In following setups, you select the Operating Unit, but not the Set of Books.

## Account Derivation Options

### Set Up for Account Codes Derivation

Lease Management provides two methods to derive an account code for transactions in Lease Management. The method to derive the account code is determined by selecting the Account Derivation accounting system option. You can select one of the following values as the account derivation option for your accounting scenario.

- **Accounting Template Sets (ATS):** Uses Accounting Template Sets in Lease Management to generate default account codes (CCID) for Lease Management transactions. The account codes are derived from the associated template lines setup.
- **Accounting Methods Builder (AMB):** Uses Subledger Accounting's Accounting Methods Builder (AMB) to generate the account codes (CCID) at the time of the creation of the accounting for Lease Management transactions. Lease Management does not generate the default account codes for Lease Management transactions in this case.

You can change the system option value once from Accounting Template Set to Accounting Methods Builder to stop using Lease Management to generate default accounts and instead switch over to Subledger Accounting. However, once the system option value is set to Accounting Methods Builder, it cannot be changed back to

Accounting Template Sets.

## Account Derivation Option is ATS

If the Account Derivation Option is ATS, you must define the following:

- Accounting Template Set
- Accounting Template
- Accounting Template Lines

Lease Management uses the above setups to derive the default account codes for Lease Management, Oracle Receivables, and Oracle Payables accounting transactions, but not for transactions accounted in Oracle Assets. The account codes for Lease Management transactions accounted in Oracle Assets are derived based on the setup data in Oracle Assets.

Lease Management has predefined setups in Oracle Subledger Accounting in the form of the seeded Lease Default application accounting definition for transactions accounted in Lease Management. The Lease Default application accounting definition is designed to accept the default accounts without change for transactions accounted in Lease Management.

Optionally, you can define your own accounting rules in Subledger Accounting to create accounting that meets your business requirements. In Subledger Accounting, you use the Accounting Methods Builder (AMB) to define the way subledger transactions are accounted. To do this, you create and modify subledger journal line setups and application accounting definitions. These definitions define the journal entries that enable an organization to meet specific fiscal, regulatory, and analytical requirements. These definitions are then grouped into subledger accounting methods and assigned collectively to a ledger. For more information, see Accounting Methods Builder (AMB) Overview, *Oracle Subledger Accounting Implementation Guide*.

**Note:** If you create user-defined application accounting definitions in place of the seeded application accounting definitions in any of the applications, such as Lease Management, Receivables, Payables, or Assets, to use as your accounting, then Subledger Accounting overwrites the default accounts generated for the transactions in those applications.

For transactions like receivables invoices, credit memos, and invoice adjustments generated in Lease Management and accounted in Receivables, or for payable invoices and debit memos generated in Lease Management and accounted in Payables, the default account generated by the setups in Lease Management are sent to the respective applications when those transactions are interfaced to those applications.

## Accounting Template Set

### Accounting Template Set Overview

Accounting transactions, such as booking a contract, billing, and funding will generate one or more accounting entries. The main components controlling which accounting entries are generated are the following:

- Product
- Transaction Type

Each Lease Management product is always associated with one, and only one, accounting template set. You can associate the same accounting template set to multiple products.

An accounting template set is a group of accounting templates. Each accounting template and its associated template lines specify the accounts. A stream generation template must be added to each accounting template set.

### Create Accounting Template Set

To create an accounting template set, navigate to **Accounting Template Set**. From the Accounting Template Set page, click **Create**.

Enter the accounting template set details and associate a stream generation template with it. One stream generation can be selected for each accounting template set.

## Accounting Templates

### Accounting Templates Overview

Each accounting template defines the accounts and accounting entries that are generated for an accounting transaction. Before creating an accounting template, you must have created an accounting template set.

### Create Accounting Template

To create an accounting template, perform the following steps.

1. Navigate to **Setup > Accounting > Accounting Template Set**.
2. In the Accounting Template Set details page, click **Accounting Templates**.
3. Enter the Accounting Template details. Refer to the parameter table below.
4. Click **Apply**.

### ***Accounting Template Parameters***

<b>Parameter</b>	<b>Description</b>
Name	The Name of the accounting template is a mandatory field.
Effective From	The start date of the accounting template cannot be used for a transaction with a transaction date before the start date.
Effective To	The end date of the accounting template.
Stream Type	Stream Type of the transaction, such as rent, security deposit, or interest income.
Transaction Type	Defines an accounting event, such as funding, booking, billing, or disbursement. The list of values shows only those transaction types that are enabled for accounting.
Formula	If the amount to be accounted is to be evaluated rather than provided by the transaction. A formula is required if the transaction type is one of the following: Asset Disposition, certain Accrual transactions, Booking, Evergreen, Rebook, Release, Split Asset, Investor, Termination, or Principal Adjustment.
Factor or Investor	Select Investor if the accounting template is used for a contract that is associated with an Investor Agreement with an Investor code. The default value is Null.
Investor Code	Select an Investor Code defined on the Investor Agreement to which the contract is associated.

Parameter	Description
Memo	<p>Indicates if there is alternative accounting for the same transaction. For example, in the case of accrual of income for delinquent accounts, you can transfer the income to alternate accounts.</p> <p>To account for accruals, you must create two accounting templates, each with the transaction type Accruals, within the same accounting template set. One of the accounting templates must have the Memo field set to No, for an income account, and the other must be set to Yes, for a non-income account.</p>

### Accounting Template Default Rules

The accounting engine uses defaulting rules to identify the accounting template. The defaulting rules apply to Memo, Investor Flag, and Investor Code parameters.

The hierarchy of the combination of parameter values which determine the accounting template is given below. For example, an accounting transaction makes an accounting call specifying **Memo = Yes**, for a contract that is associated with an active investor agreement and the investor special accounting code.

1. The accounting engine tries to match all three parameters, as described in combination 1 below.
2. If no template is available, the match is attempted excluding Investor code, as described in combination 2 below.
3. If no template is available, the match is attempted excluding the investor flag and code, as described in combination 3 below.
4. If no template is available, combinations 4 to 6 are attempted in sequence.
5. If all combinations 1 to 6 fail, the accounting engine returns Error.

#### Hierarchy Memo Investor Flag Investor Code

1. Yes Yes Yes
2. Yes Yes Null
3. Yes Null Null
4. No/Null Yes Yes

5. No/Null Yes Null
6. No/Null Null Null

## Accounting Template Lines

### Accounting Template Lines Overview

For each accounting template, you must define only two accounting template lines, one for debit account and one for credit account. For each accounting template line, you must define either an account code or an account generator rule to build an account code using the data available from the transaction and account generator setup, or both.

### Define Accounting Template Lines

To define an accounting template line, navigate to the accounting template and enter all values for the accounting template, then enter all values for the accounting template line. Enter credits and debits on the appropriate lines.

You must specify one of the following methods:

- Account Code
- Select the Account Generator checkbox and specify the Account Generator Rule that determines the account code, or
- Both of the above

## Account Derivation Option is AMB

If the Account Derivation Option is AMB, then perform the following setups:

1. **Accounting Template Set** – as described in the previous section
2. **Accounting Template** – only for the transactions for which amounts are derived by formula on the accounting templates. See the previous section.
3. All components of AMB

You cannot define accounting template lines and the account generator.

The following table describes setup tasks in Subledger Accounting.

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Setup Task	Description
Define Custom Sources	<p>Sources are pieces of information that Subledger Accounting uses to determine how to create accounting for an accounting event. You use sources to provide transaction information to Subledger Accounting. Lease Management predefines a comprehensive set of sources, but you can optionally define custom sources to extend the list of sources available to application accounting definitions.</p>
	<p>See: Custom Sources, <i>Oracle Subledger Accounting Implementation Guide</i>.</p>
Define Journal Line Types	<p>Journal line types determine the characteristics of subledger journal entry lines. These characteristics include whether the line is used to create actual, budget, or encumbrance entries, whether the line is a debit or a credit, whether matching lines are merged, and whether data is transferred to the general ledger in summary or detail form.</p>
	<p>See: Journal Line Types, <i>Oracle Subledger Accounting Implementation Guide</i>.</p>
Define Journal Entry Descriptions	<p>Journal entry descriptions determine both the content and sequence in which the elements of a description appear on a subledger journal header and line. Lease Management has seeded default journal entry descriptions. You can optionally define your own journal entry descriptions. You can build descriptions using any of the sources for Lease Management.</p>
	<p>Assign journal entry descriptions headers and lines in the Applications Accounting Definition window. See: Defining Journal Entry Descriptions, <i>Oracle Subledger Accounting Implementation Guide</i>.</p>

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Setup Task	Description
Define Mapping Sets	<p>Mapping sets associate a specific output value for an account or account segment. Based on the input value, a specific value can be assigned to a single segment or to the entire account. You use mapping sets when you set up account derivation rules.</p> <p>See: <i>Mapping Sets, Oracle Subledger Accounting Implementation Guide</i>.</p>
Define Account Derivation Rules	<p>Account derivation rules determine the accounting for subledger journal entries.</p> <p>See: <i>Account Derivation Rules, Oracle Subledger Accounting Implementation Guide</i>.</p>
Define Journal Lines Definitions	<p>Journal lines definitions let you create sets of line assignments (journal line types, journal entry descriptions, and account derivation rules) for an event class or event type. These sets can be shared across application accounting definitions. You can assign multiple journal lines definitions to an event class or event type.</p> <p>See: <i>Journal Lines Definitions, Oracle Subledger Accounting Implementation Guide</i>.</p>
Define Application Accounting Definitions	<p>An application accounting definition is a collection of components or rules that determine how Subledger Accounting processes accounting events to create subledger and general ledger journal entries. You can also indicate whether to create accounting for a particular event class or event type.</p> <p>Each event class and event type assignment consists of a header assignment and one or more journal lines definition assignments. A header assignment includes a journal entry description and journal lines definition.</p> <p>See: <i>Application Accounting Definitions, Oracle Subledger Accounting Implementation Guide</i>.</p>

Setup Task	Description
Define Subledger Accounting Methods	<p>A subledger accounting method is a grouping of application accounting definitions that comply with a common set of accounting requirements. Assign newly defined application accounting definitions to a subledger accounting method in the Subledger Accounting Methods window.</p>
Assign Subledger Accounting Methods	<p>Assign each subledger accounting method to a ledger using the Accounting Setup Manager.</p> <p>See: <i>Subledger Accounting Methods, Oracle Subledger Accounting Implementation Guide</i>.</p>

## Representation Options

Representation Options setup determines how and where the transactions originating in Lease and Finance Management will be accounted. It also determines if and how the secondary representation of a transaction shall be generated. Before setting up the representation options, you must complete ledger setups in Oracle General Ledger and asset book setups in Oracle Assets.

To set up Representation Options, you must complete the following steps.

- You must define the primary ledger in Accounting Setup Manager in General Ledger. Associate the operating units with the ledger either in Accounting Setup Manager or in Oracle HRMS. Lease and Finance Management defaults to the primary ledger to which your operating unit is associated.
- Lease and Finance Management creates and displays primary representation associated with the primary ledger. Representation is a Lease and Finance Management object for identifying the transaction for a ledger.
- After you have defined the corporate asset book in Oracle Assets, you must select the asset addition corporate book. All corporate asset books associated with the primary ledger are available for selection. You cannot change the asset addition corporate book after any contract is booked in the operating unit.
- Select the secondary representation method from the following three options.
  1. **Automated Accounting:** Lease and Finance Management automatically

generates transactions and accounting events for secondary representation for transactions accounted in Lease and Finance Management. It also generates transactions in corporate and reporting product asset books.

2. **Multi-GAAP Adjustment Report:** The Multi-GAAP Adjustment Report is enabled for contracts with products having a reporting product. No secondary representation transaction is generated.
3. **Not Applicable:** No Multi-GAAP feature is available. You cannot book a contract with a product having a reporting product.

- After you define the tax asset book in Oracle Assets, you must choose a Reporting Product Asset Book if the secondary representation method is either Automated Accounting or Report. You cannot change the Reporting product asset book after any contract is booked in the operating unit. The following asset books are available for selection:
  1. Tax asset books that are associated with the above corporate asset.
  2. Tax asset books that are not associated with any primary ledger.
- Lease and Finance Management defaults to the secondary ledger that is associated with the reporting product asset book selected above.

## Rounding Options

Rounding options address those situations where general accounting practices or currency conversion leads to split, or non-whole number, monetary amounts. Typically, the situation occurs in leasing whenever a percentage is figured into the calculation, such as a calculating interest. Another scenario occurs when a leasing transaction is made in a currency other than your functional currency and a conversion must be made. Rounding options can be set to specify how an amount should be rounded.

### Accounting Line Rounding Options

Accounting Line Rounding Options are called Transaction Rounding Options if the Account Derivation Option is set to AMB. In this case, the option does not apply to the accounting template line amounts.

When setting the rounding rule, you can choose one of the following:

- **Round Up** – Rounds the number up to the nearest acceptable number
- **Round Down** – Rounds down to the nearest acceptable number
- **Round Nearest** – Rounds to the nearest acceptable number

## Cross Currency and Stream Rounding Options

This rule is applied to any difference arising on account of currency conversion between the contract currency and functional currency, or between the functional currency and the contract currency. Typically, the rounded difference is added to the highest amount line. For Apply Rounding Difference, you can select:

- **Add to High** – adds to the highest amount line
- **Add to Low** – adds to the lowest amount line
- **Add New Line** – adds a new rounding line

## Financial Options

Financial options for an operating unit are described in the following table.

### *Financial Options for Operating Units*

Field	Description
Accrual Reversal Days	Determines how many days of prior income should be reversed in the event that a contract fails accrual rules. For example, by entering 90 you would be reversing accrual transactions dated in the past 90 days before the accrual processing date.
Like Kind Match Limit Days	Determines how many days a terminated asset is available for matching with a like kind asset.
Generate Accrual Master Program	Select Validate Contract Start Date or Do Not Validate Contract Start Date.  <b>Validate Contract Start Date</b> - Generate Accrual Concurrent Program processes accrual stream elements with dates on or after the contract start date.  <b>Do Not Validate Contract Start Date</b> - Generate Accrual Master Program processes accrual stream elements with any dates.

## Define Operational Options

Required

You must set up the applicable operational options for authoring, terminations, remarketing, and billing at the operating unit level.

### Steps

In the Operational Options page, search the operating unit for which you want to set the options and click Update.

Specify the following authoring options:

- Select the inventory organization used as the source for looking up inventory item master codes during asset line creation.
- Select the payment method on the AR receipt record for credit card remittance.

Select the applicable termination options. To start income accruals from the previous month of the termination date when computing future income, select Check Accruals Till Previous Month option.

Select the applicable remarketing options.

Confirm if you want to use the lease inventory organization for billing.

## Define Lease Quoting Options

Required

Set up the lease quote options to specify the category set for the contract item categories.

Click Update in the Lease Quoting Options page. The Update Lease Quoting Options page opens. Enter the applicable details and click Apply.

## Associate XML Layout Templates to Lease Management Report Templates

Required

After you create or modify and register the layout template and data templates in XML Publisher, you must associate the template to a Lease Management report templates. The association enables Oracle Lease Management to use the applicable template while generating the document or report. Additionally, you must specify the type of recipient of the documents and reports.

### Steps

Perform the following:

1. Click Create in the Report Templates page. The Create Report Templates page opens.
2. Enter applicable details and click Apply.

## Define Account Generator

### Optional

In Oracle Lease Management, you can employ the Account Generator to dynamically create accounting code combinations for transactions at run-time. Accounting code combinations are your debit and credit accounts that are part of each accounting transaction.

In an accounting template, you can use exact account codes or you can choose to build the account codes dynamically for each line. The Account Generator builds the account codes dynamically based on parameters provided by the transaction.

If you choose to build an account code dynamically for an accounting template line, you must specify an account generator rule for the accounting template line. Each account generator rule is one of the seeded Oracle Lease Management accounting line types; examples are accrual clearing, advanced rent, lease rent, pre funding, revenue clearing.

The object of the Account Generator is, for each account generator rule, to set each segment of the account code to either a constant value or the value from the flexfield column in a source table.

The setup sequence for the account generator sources and rules is as follows:

- Associate the account generator rule with a source table and flexfield column
- Specify for each segment whether the value is constant or taken from a source table column flexfield

Once you have set up the account generator sources and rules, you use them when you create an accounting template line; all you have to do is to select the account generator rule that you want for the accounting template line. For more information, see Define Accounting Template Lines.

To enable the Account Generator, you **must**:

- Define Account Generator Sources
- Define Account Generator Rules

Account generator functionality is not available if the Account Derivation Option is set to Accounting Method Builder (AMB).

## Define Account Generator Rules

Optional

After you define account generator sources, you can set Account Generator Rules, whereby you designate which segments in a flexfield contain a constant value and which derive their value from a flexfield in a source table.

### Navigation

Setup > Accounting > Account Generator Rules

### Steps

Perform the following steps:

1. Select the Account Generator Rule.

In the Results area, all the defined segments appear.

2. For each segment, choose a source or a constant.

If you choose a constant, that value you input never changes for this account type. Choosing a source enables the Account Generator to dynamically update the value from the column specified when you defined the account generator source. For more information, see Define Account Generator Sources.

3. Click Apply.

## Define Account Generator Sources

Optional

If you plan to have accounting templates that incorporate dynamic generation of all or some account code flexfield values, you must define your account generator sources, by mapping each account generator rule with a source.

An account generator rule is a seeded list which is user extensible. Some examples are accrual clearing, advanced rent, lease rent, pre funding, and revenue clearing.

Sources are seeded table and column names defined in various Oracle applications, such as Oracle Receivables or Oracle Assets. An example of a source is the column Asset Clearing in the Asset Categories table in Oracle Assets.

When defining the Account Generator Sources, you associate each account generator rule with a source.

### Navigation

Setup > Accounting > Account Generator Sources

## Steps

Perform the following steps:

1. On the Account Generator Sources page, click the Create Account Generator Source button.

The Create Account Generator Source page appears.

2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. From the list of values, choose the Account Generator Rule.

4. From the list of values, choose the Source Table value.

This is the table containing the source flexfield that you are mapping to the account type corresponding to the account generator rule.

Depending on which source table you choose, the possible values in the Select Column list of values change accordingly.

5. Choose the flexfield column you want from the Select Column list of values.

This is a defined instance of the source flexfield.

A source table can have multiple columns. For example, the source table Asset Categories has the flexfield columns Accumulated Depreciation, Asset Clearing, Asset Cost, and Bonus Reserve.

6. Click Apply.

## See Also

[Account Codes Derivation](#)

[Oracle Applications Flexfields Guide](#)

## Account Generator Sources

The following table lists Account Generator Sources.

### Account Generator Sources

Application Name	Page Name	Input Parameter	Labels
Oracle Assets	Asset Categories	Asset Category + Asset Book	Asset Cost
			Asset Clearing
			Accumulated Depreciation
			Accumulated Depreciation
			Bonus Reserve
Oracle Payables	Financial Options -- Accounting	Operating Unit	Liability
			Prepayment
			Discount Taken
			PO Rate Variance Gain
			PO Rate Variance Loss
Oracle Payables	Supplier Site -- Accounting	Supplier Site	Liability
			Prepayment
			Future Dated Payment
Oracle Receivables	Customer Site - Accounts	Customer Bill To Site	Receivable

Application Name	Page Name	Input Parameter	Labels
			Revenue
			Tax
			Freight
			Clearing
			Unbilled Receivable
			Unearned Revenue
Oracle Receivables	Transaction Types	Transaction Type	Receivable
			Revenue
			Tax
			Freight
			Clearing
			Unbilled Receivable
			Unearned Revenue
Oracle Foundation	Resource	Employee	Freight
			Revenue
			Receivable
Oracle Inventory	Master Item - Purchasing	Item	Expense Account

## Account Generator Transaction Types

The following table lists Account Generator Transaction Types.

**Account Generator Transaction Types**

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
Funding	Receivables	Customer Site-Accounts	Receivable	Customer Bill-to-site	Contract
			Revenue		
			Tax		
			Freight		
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Funding	Payables	Financial Option-Accounting	Liability	Operating Unit	Contract
			Prepayment		
			Discount Taken		
			PO Rate Variance Gain		
			PO Rate Variance Loss		
Funding	Foundation	Sales Representative	Freight	Sales Person	Contract

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
			Revenue		
			Receivable		
Funding	Receivables	Transaction Type	Receivable	Transaction Type	Contract
			Revenue		
			Tax		
			Freight		
			Clearing		
			Unbilled Receivable		
Booking	Receivables	Customer Site - Accounts	Receivable	Customer Bill-to-site	Contract
			Revenue		
			Tax		
			Freight		
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Booking	Payables	Financial Option- Accounting	Liability	Operating Unit	Contract

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
				Prepayment	
				Discount Taken	
				PO Rate Variance Gain	
				PO Rate Variance Loss	
Booking	Foundation	Sales Representative	Freight	Sales Person	Contract
				Revenue	
				Receivable	
Booking	Receivables	Transaction Type	Receivable	Transaction Type	Contract
				Revenue	
				Tax	
				Freight	
				Clearing	
Rebook	Receivables	Customer Site - Accounts	Receivable	Customer Bill-to-site	Contract
				Revenue	
				Tax	

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
			Freight		
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Rebook	Payables	Financial Option- Accounting	Liability	Operating Unit	Contract
			Prepayment		
			Discount Taken		
			PO Rate Variance Gain		
Rebook	Foundation	Sales Representative	Freight	Sales Person	Contract
			Revenue		
			Receivable		
Rebook	Receivables	Transaction Type	Receivable	Transaction Type	Contract
			Revenue		
			Tax		
			Freight		

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Miscellaneous	Receivables	Customer Site - Accounts	Receivable	Customer Bill-to Site	Contract
			Revenue		
			Tax		
			Freight		
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Miscellaneous	Payables	Financial Option- Accounting	Liability	Operating Unit	Contract
			Prepayment		
			Discount Taken		
			PO Rate Variance Gain		

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
				PO Rate Variance Loss	
Miscellaneous	Foundation	Sales Representative	Freight	Sales Person	Contract
				Revenue	
				Receivable	
Miscellaneous	Receivables	Transaction Type	Receivable	Transaction Type	Contract
				Revenue	
				Tax	
				Freight	
				Clearing	
				Unbilled Receivable	
				Unearned Revenue	
Billing/ Credit Memo / Debit Memo/ Disbursement	Receivables	Customer Site - Accounts	Receivable	Customer Bill-to-site	Contract
				Revenue	
				Tax	
				Freight	

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
			Clearing		
			Unbilled Receivable		
Billing/ Credit Memo / Debit Memo/ Disbursement	Payables	Financial Option- Accounting	Liability	Operating Unit	Contract
			Prepayment		
			Discount Taken		
			PO Rate Variance Gain		
			PO Rate Variance Loss		
Billing/ Credit Memo / Debit Memo/ Disbursement	Foundation	Sales Representativ e	Freight	Sales Person	Contract
			Revenue		
			Receivable		
Billing/ Credit Memo / Debit Memo/ Disbursement	Receivables	Transaction Type	Receivable	Transaction Type	Contract
			Revenue		

Transaction Type	Application Name	Page Name	Field	Input Parameter from Transaction	Contract Asset level Parameter
			Tax		
			Freight		
			Clearing		
			Unbilled Receivable		
			Unearned Revenue		
Billing/ Credit Memo / Debit Memo/ Disbursement	Inventory	Master Item	Expense Account	Item	Asset
Billing/ Credit Memo / Debit Memo/ Disbursement	Assets	Asset category	Asset Cost	Asset Category + Asset Book	Asset
			Asset Clearing		
			Accumulated Depreciation		
			Bonus Reserve		

## Define Financial Products

These implementation tasks affect the setup of Oracle Lease Management financial products:

- Define Template Quality Name and Value

- Define Qualities Name and Values
- Define a Product Template
- Define a Product

A product in Oracle Lease Management groups together a set of attributes and rules upon which contracts are created. It is mandatory for every contract to be associated with a single product.

The attributes are called qualities and are used for grouping and identifying the product. There are several pre-seeded qualities, and together with their pre-seeded quality values, these are used to classify contracts (see Seeded Contract Classification Parameters, page E-1). You can also create your own qualities and quality values. There is no processing functionality behind the user-defined qualities and quality values.

Business rules are grouped under options. The values set for each of the business rules are used by the processes during the life-cycle of the contract.

The rules and structuring of the contract determine its classification. The accounting norms define accounting for each classification. The accounting is defined under an accounting template set, which is associated with the product at the time you are setting up your products.

For example, operating leases are accounted for differently than direct finance leases. Therefore, it is highly likely that the deal type would be pre-set as an option for a product.

**Note:** To facilitate workflow and logical product creation, you should map and define the various attributes, as well as the business rules to apply to each of the products you are creating. Decisions such as which attributes to define on the template level, which to define on the product level, and which options to make editable at the contract level should be made prior to implementation.

It is possible for you to override some of the option values, which default from the product while authoring the contract.

You can also associate stream types to a financial product, which you can also set to accrue (Accrual Rules). For more information on stream types, see Define Streams and Pricing.

There is no limit to the amount of financial products that you can configure for your enterprise. For more information on lease authoring, see the *Oracle Lease Management User Guide*.

## Definitions

**Quality:** Qualities defined on a product cannot be modified on the contract. These are used for grouping and identification and, except for the pre-seeded qualities and quality values, have no processing functionality associated with them. You can define as many qualities as you need for your enterprise. You can separately define qualities for templates and products.

**Value:** The result set that you can use for a quality.

## Procedural Steps for Defining a Product

The following points detail the general steps required to define a financial product that Oracle Lease Management uses during contract authoring.

- **Define Template Qualities and Values:** These are qualities and values that can be defined against a template. The quality values defined in the template cannot be modified on a product.
- **Define Qualities and Values:** These are qualities and values that can be defined against a product. The quality values can only be defined while setting up the product and cannot be defined against a template.
- **Define Product Template:** To facilitate the process of defining products, it is possible to setup product templates which can be used to set up multiple products. You must associate all template and product qualities with a template to use them to categorize a product.
- **Define Products:** Products are set up to facilitate the authoring of contracts and drive accounting. If all the business rules and their associated values are defined in the product, the user activity at the time of authoring is minimized.

Lessors who write large deals can require that the product be defined with few business rules as these can differ substantially between contracts. The accounting template set containing the accounting pairs for the entire life cycle of the lease are also associated to the product.

The following table provides the eight steps and the order in which you define a product:

### **Steps for Setting up Financial Products**

Task	Required
Define Template Quality Names	Optional

Task	Required
Define Template Quality Values	Optional
Define Product Qualities	Optional
Define Product Quality Values	Optional
Set up Product Templates	Yes
Set up Product	Yes

## Seeded Qualities and Quality Values

Each Oracle Lease Management contract must have a product, and each product must have a product template.

In order to classify contracts, first you must add one or more of the seeded qualities to a product template (see Seeded Contract Classification Parameters, page E-1).

Within a single product template, you can have the quality Investor, or the four qualities: Lease, Taxowner, Interest Calculation Basis, and Revenue Recognition Method.

Subsequently, when you create a product using the product template, you must assign one of the seeded quality values for each seeded quality in the associated product template.

## Define Template Quality Name and Value

Optional

You must define Template Quality names first and then define and associate values with the names. Template qualities are used when you define product templates and the values associated with the template qualities are mandatory and become fixed at the time you define your product template.

The purpose of these qualities is to allow you to define a host of product templates that share a common set of qualities. For example, if you have several products that originate out of specific geographical areas, such as USA and UK, you can define a template quality named "location" with two values of USA and UK. When you subsequently define product templates, you can define separate templates, one using the USA as the contract origination location and the other using the UK.

This is important because different accounting laws can apply to different contracts.

You can also use template qualities to group the types of items you offer according to

categories. If your enterprise leases both heavy equipment and computer equipment, for example, set up a template quality called "asset category" with two values: "heavy equipment" and "office equipment."

**Note:** Because they are not linked to any processing functionality, you can set up as many template qualities as you want.

## Prerequisites

**None**

## Steps

Perform the following steps:

1. Click Create in the Template Qualities page.  
The Create Template Quality page appears.
2. Enter the Name and Description of the template quality.
3. Set the Effective From and, optionally, set the Effective To dates for the quality.
4. Enter the template quality value name to associate a value with the quality.
5. Optionally, enter the description of the template quality value.
6. Set the mandatory Effective From and, optionally, the Effective To dates.
7. Click Apply.

You can add as many values as necessary. You can view all the quality values associated with the template value by clicking List of Template Quality Values.

It is important to remember that every template quality you configure must have at least one value associated with it. Also, the values of a template quality are assigned when setting up the product template and not when setting up a product. For more information, see Define a Product Template.

## Define Qualities Name and Values

**Optional**

You can define Quality names and then define and associate values with those quality names. These differ from the template qualities in that the valid values are determined at the time you define the product.

Whereas with template qualities you define some qualities for your product template--such as location, asset category, and so on--which are unchangeable at the

time you define products, you can also define some qualities that allow the values to be set at the time the product itself is being defined.

Just as you defined "asset category" as a template quality -- meaning that either "heavy equipment" or "office equipment" is always a fixed pre-defined value prior to creating a product -- you can set up a "sub-asset category" quality at the product level so you could further define the type of heavy equipment or office equipment to be leased at the time you create the product. This is simply a further classification of the product.

If you set up a product quality called "sub-asset category," for example, you might create values such as trailer, tractor, copier, computer, or fax machine.

Product qualities must be associated to a product template, but the value of the product quality can not be chosen until you are creating the product.

## Prerequisites

None

## Steps

Perform the following steps:

1. Click Create in the Qualities page.  
The Create Quality page appears.
2. Enter the Name and Description of the quality in the appropriate fields.
3. Set the Effective From and, optionally, the Effective To dates for the quality.
4. Enter the quality value name and optionally, the description to associate the value with the quality.
5. Set the mandatory Effective From and, optionally, the Effective To dates for the quality value.
6. Click Apply.

Create as many qualities with associated values as you need to define your products.

## Define a Product Template

Once you have defined your template and product qualities, you must define product templates, which are required when defining a product.

Product templates can include template qualities and product qualities. The differences between template qualities and product qualities are:

- You define the value of a template quality in this step and you cannot change it

when you define a product.

- You determine the value of the product quality at the time you set up your products.

**Note:** To classify contracts that use products associated with the product template, you must add the seeded quality Investor to your product template or the four qualities of Lease, Taxowner, Interest Calculation Basis, and Revenue Recognition Method. For more information, see Seeded Contract Classification Parameters, page E-1.

## Prerequisites

Define template and product qualities prior to setting up a product template.

## Steps

Perform the following steps:

1. Click Create in the Product Templates page.  
The Create Product Template page appears.
2. Enter the Name and Description of the product template to create.
3. Set the Effective From and, optionally, Effective To dates for the template.
4. Select a template quality to associate the applicable template quality and value combination to a particular product template.

**Note:** There is a separate template quality for each value that you associated with it. Choose the template quality based upon the value to be associated with the template.

Add as many template qualities as you want from the list. To delete one or more of these, select the quality and click Remove.

5. In the Qualities region, select the quality to associate with the product template. This association enables the value of the quality to be determined at the time of product creation.
6. Click Apply.

Add as many product qualities as you want from the list. To delete one or more of these, select the quality and click Remove.

When you define a product, you are required to enter a product template name.

## Define a Product

After defining product templates, product qualities, and options, you can define your financial products. Financial products are required for all contracts. At the time of contract origination, you must select a product. The options and their defined values, which are associated with the product, populate the terms and conditions page during contract origination. You also can assign stream types to a product for accrual. Additionally, you can define non-financial considerations such as location.

- You determine the value of the product quality at the time you set up your products.

**Note:** You must add a seeded quality value to the seeded quality or qualities in the product template associated with the product. For more information, see Seeded Contract Classification Parameters, page E-1.

## Prerequisites

All product templates, qualities, and options you intend to use must be pre-defined. You also must define your accounting template set prior to defining a product because you are required to select an accounting template set when you set up your products.

## Steps

Perform the following steps:

1. Click Create in the Products page.

The Create Product page appears.

2. Complete these fields:

- Name: Type the name of the financial product.

You may want to search for and select the Product Template and Accounting Template Set first, then name this product similarly, as a subset of its parent categories.

- Description (optional): Type a brief description of the product.
- Product Template: Search the existing product templates and, from the list, choose the product template to associate with the product. (Only ONE product template can be associated with a product.)
- Accounting Template Set: Search the existing accounting template sets and, from the list, choose the template set to associate with the product.

In this field, you determine what kind of accounting entries are needed for this product.

**Important:** It is extremely important that all the possible accounting entries that might be used during the life of the contract be included in the accounting template set. For more information, see Define Accounting Template Sets.

- Select a financial product as the reporting product. The reporting product is the basis for both accounting in the secondary ledger for the contract/asset/investor agreement transactions, and for generating the Multi-GAAP Adjustment Report.
- Effective From/Effective To: Set the valid dates for the life of the product. The Effective From date is mandatory, while the Effective To date is optional.

**Important:** Note the following conditions on defining a financial product:

- The primary product and associated accounting template set and stream generation template are the basis of downstream transaction processing and accounting in the primary ledger.
- The reporting product and associated accounting template set and stream generation template are the basis of downstream transaction processing and accounting in the secondary ledger.
- The following conditions apply to the selection of a reporting product that is used for Multi-GAAP accounting:
  - The revenue recognition method of the primary and the reporting product must be the same.
  - The interest calculation basis of the primary and the reporting product must be the same.
  - If the book classification of the primary product is Lease (Direct Finance, Operating Lease, or Sales Type Lease), the book classification of the reporting product must be the same.
  - If the book classification of the primary product is Loan, then the book classification of the reporting product must also be Loan.

- If the book classification of the primary product is Revolving Loan, then the book classification of reporting product must also be Revolving Loan.
- The pricing engine of the stream generation templates associated with the primary and reporting products must be the same.

3. Click Save and Add Details to enter quality values. Otherwise, click Apply to add details later.
4. To add quality values to the product, click the Quality Values subtab in the Product details page and click Update.

**Note:** You defined qualities at the time you configured your product templates. At this time you must associate a value with each associated quality.

5. Choose the value to associate with the product quality.
6. Click Apply.
7. Click the Accrual Streams subtab in the Product details page to associate stream types with the product for accrual.

The Accrual Streams subtab lists the stream types that you have already associated with the product for accrual. The table shows the hypertext-linked stream type name, and whether the stream type is set to accrue.

**Note:** If you chose the Depreciation stream type, you should *not* mark it for accrual while defining a product because **Oracle Assets**, not Oracle Lease Management, creates the depreciation accounting entries.

8. Click Update to add new stream types for accrual and modify the accrual for existing stream types.

For Lease financial products, after streams have been set to accrue, you can subsequently change the accrual.

9. Click the name of a stream for which you want to change the accrual flag.

The Accrual Stream Details page appears, displaying a selection box labeled Accrue, for setting the accrual flag. Available values are Yes, accrue, or No, do not

accrue. Then click **Apply**.

After you receive a successful update confirmation, you may choose List of Accrual Streams. The stream that you changed now displays the updated accrual flag (Yes or No) in the Accrue field.

10. Repeat the steps for each stream type accrual flag setting you want to change.

## Validate Product Changes

You can validate changes made to a financial product by selecting **Validate Product**. Lease Management generates a validation report on the following parameters:

1. That book classification of the stream template and the product match.
2. Accounting template has defined all accrual streams on a product.
3. If an accounting template has been defined for a primary stream purpose, the template has also been defined for a dependent stream purpose
4. All streams on the stream generation template with the attribute **Billing** have an accounting template with a transaction type of **Billing** and **Credit Memo**.

## Define Invoice Group Parameters

The following topics describe how to setup an Oracle Lease Management invoice group and its objects:

- Create an Invoice Group
- Create an Invoice Type
- Create an Invoice Line Type
- Specify a Default Invoice Line Type

## About Invoice Groups

An invoice group is a grouping of the parameters which determine exactly what appears on an Oracle Lease Management invoice. Every invoice in Oracle Lease Management uses a particular invoice group, which impacts the invoice's appearance.

Each invoice group consists of one or more invoice types. Each invoice type consists of one or more invoice line types. Within each invoice line type, you can associate one or more billing types.

After creating an invoice group, with its component invoice types and invoice line types, you must update the invoice group to define a default invoice line type for billing

types that are not specifically assigned to an invoice line type.

## About Modifying Invoice Features

Invoice features that you can modify include:

- Specifying which billing types to include in an invoice.
- Specifying which billing types to include within a line; this feature enables combining of billing types.
- Specifying which order the billing types are to appear on the invoice.
- Consolidating multiple contracts for a customer into one invoice or providing separate invoices for each contract.
- Combining all assets into one line or making each asset appear on separate lines.

## About Creating and Adding Invoice Objects

Each Create page lets you create one object at each level. Starting from the Create Invoice Group page, as you complete and submit the parameters on each page, you proceed automatically to the Create page at the next level down.

This fast-track approach lets you create one invoice group, consisting of one invoice type and one invoice line type.

To add extra objects after a fast-track creation, you must navigate to the appropriate level of your invoice group, and use one of the following areas.

- **Update Invoice Group:** Before you update an invoice group, you must search for the invoice group, then click the Update Invoice Group button.
- **Update Invoice Type:** Before you update an invoice type, you must search for the invoice group, then the invoice type, then click the Update Invoice Type button.
- **Update Invoice Line Type:** Before you update an invoice line type, you must search for the invoice group, then the invoice type, then the invoice line type, then click the Update Invoice Line Type button.

## About Updating Invoice Groups and Objects

The top of each Update page consists of the same fields as its corresponding Create page. If you have to use any Update page to add to your invoice group, type or line type, you can refer to the steps in the corresponding Create page. The main difference is that you complete each Update page processing by clicking the Update button, rather than a Create button.

The sections that follow describe the steps for the Create pages only.

## Create an Invoice Group

Required

### Prerequisites

None

### Steps

Perform the following steps:

1. Click Create in the Invoice Group page.  
The Create Invoice Group page appears.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Enter the Name, and optionally, the Description.
4. Use the Multi-Contract Invoices box to determine either:
  - To have one contract per invoice.
  - To have a multiple contracts per invoice.To combine contracts on an invoice, check the Multi-Contract Invoices box, otherwise leave it blank.
5. Optionally, enter the effective dates for the invoice group.
6. Click Continue to add invoice types and invoice line types.

### Creating Invoice Types

Perform the following steps:

1. In the Create Invoice Type page, enter the Name and optional Description.
2. Check the Provide Contract Detail box to specify the contract number on the invoice line, otherwise leave it blank. The effect of leaving this box blank is to combine the same billing type from multiple contracts into one invoice line.

For example, *without* contract detail, rents for contracts 001,002 and 003 are grouped together and displayed as one rent amount.

3. Check the Combine Assets box to combine the same billing type per contract into one invoice line, otherwise leave it blank.

For example, if contract 001 has two assets, both of billing type Rent, checking the Combine Assets box results in one invoice line for contract 001 with billing type Rent.

**Note:** If you combine contracts into a single line for every billing type, then you must group all assets together. In other words, if you have not selected the Provide Contract Detail box, then you must select the Combine Assets box.

The following table shows allowable box combinations for Provide Contract Detail and Combine Assets.

#### ***Allowable Combinations of Selections***

<b>Provide Contract Detail</b>	<b>Combine Assets</b>
Unchecked	Checked
Checked	Checked
Unchecked	Unchecked

## **Creating Invoice Line Types**

To associate your own billing types to invoice lines, you must have created billable streams: streams with the attribute Billable set to **Y**. For more information, see Set Up Stream Types.

Perform the following steps:

1. In the Invoice Line Type region of the Create Invoice Type page, enter a Sequence Number for the invoice line.

2. Enter a Line Name for the line.

The line name appears on the invoice and identify the invoice line.

Additionally, the Streams panel appears, where you associate one or more billing type streams to an invoice line.

For example, you could create an invoice line with the line name Lease Payment, and associate it with the two billing type streams Rent and Service & Maintenance.

3. For each stream that you want associate to an invoice line, click Streams beside the next empty Stream Name entry, and select your billing type stream from the list that appears.
4. If you have to associate more than one billing type per invoice line, click the button to **Add Another Row**, and repeat step 3.
5. If required, repeat step 4 until there are no more billing type streams to associate with the invoice line.
6. Click Finish.

## Specify a Default Invoice Line Type

Required

Each invoice group must have an default invoice line type for the billing types not specifically assigned to an invoice line type.

You cannot specify the default invoice line type for an invoice group as you are creating the invoice group. You must first create the invoice group, together with its constituent invoice types and invoice line types - only after you have created the complete invoice group can you specify which invoice line type should be the default for the invoice group.

### Prerequisites

You must have created an invoice group, with at least one invoice type and invoice line type.

### Steps

Perform the following steps:

1. On the Invoice Group page, search for the invoice group to specify a default invoice line type.
2. In the Results area, click the hypertext-linked Name of your selected invoice group.

The Update Invoice Group page appears.

3. Select the Default Line Type.
4. Click Apply.

## Define Invoice Messages

### Steps

Perform the following steps:

- Click Create in the Invoice Messages page. The Create Invoice Message page opens.
- Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

- Enter the message name.
- Optionally, enter a description.
- Specify the period when the message is effective.
- Enter the name of the procedure for which you are creating the invoice message.
- Indicate the message priority.
- Enter the message text.
- Click Apply.

## Set Up Interest Rates

Required

Oracle Lease Management supports various kinds of interest calculations for lease contracts, such as those for disbursements made prior to contract activation, or loan

contracts.

You can define your own interest rates, which you can then use in many Oracle Lease Management transactions.

The parameters for the interest rate are:

- An interest rate name.
- A category, such as Daily, Weekly, Monthly.
- A percentage rate.
- The effective date of the interest rate.

## Prerequisites

None

## Steps

Perform the following steps:

1. Click Create in the Interest Rates page. The Create Interest Rate page opens.
2. Enter the Interest Rate Name.
3. Choose the Index Frequency (daily, weekly, monthly, quarterly, yearly, and so on).
4. Optionally, enter a description.
5. In the Interest Rate Values region, specify the effective dates.

You can optionally leave the Effective To field blank if you do not want an ending effective date.

6. In the Percentage field, enter the rate.
7. Click Apply.

## Set Up Usage Based Billing

The following table describes set up steps that must be completed before Usage Based Billing (UBB) used in Lease Management.

### ***Usage Based Billing Set Up***

<b>Set Up Step</b>	<b>Description</b>	<b>Application</b>
Set Up Usage Item	Usage items are created in Oracle Inventory. Setups for usage items are the same as for a standard Lease Management inventory item.	Oracle Inventory
Set Up Price List	Price lists are required for usage billing on a contract. Price lists are defined in Oracle Advanced Pricing, but can also be defined in Oracle Service Contracts Manager as the Service Contract interface inherits Advanced Pricing pages.	Oracle Advanced Pricing Oracle Service Contracts Manager
Set Up Counters and Counter Groups	For UBB items, you can derive each billing amount directly from a single usage counter. However, if you want to calculate billing by leveling the counter readings across individual counters, you must set up one or more consolidated counter groups.	Oracle Service Contracts Manager
Set Up Consolidated Counters	Counters are required to be defined because they record usage. Counters across multiple assets or contracts are grouped together to determine the excess charges across the group of counters for usage billing.	Oracle Service Contracts Manager
Set Up Accounting Template	You must create an accounting template for the product with a stream type of Usage.	Lease Management

## Define Late Charges Parameters

Required

These topics describe the setup of Oracle Lease Management late charge parameters:

- Create Late Policies
- Create Late Interest Policy
- Create Late Charge Policy

## About Late Charge Parameters

When a lessee or borrower does not pay an invoice on or prior to the due date, Oracle Lease Management can assess a penalty. There are two ways to calculate the penalty. The first is a one-time fee charged after a grace period, and the second is an interest charge on the payment. You can choose to use one or the other, or both.

After Oracle Lease Management assesses the late charge or late interest charge, it sends the amount to Oracle Receivables, which then sends an invoice to the lessee/borrower.

The setup process uses these terms:

**Late Charge Policy:** Grouping of terms and conditions for late charges and late interest charges.

**Late Charge:** One-time fee assessed to a lessee/borrower for not paying an invoice. This can be a flat-fee or a percentage of total open invoices past due.

**Late Interest Charge:** An interest charge on a late payment.

**Adder:** The amount charged over the index rate. For example, if the index rate is prime, and you are charging prime plus 1%, then 1% is the adder.

**Interest Type:** This is either Fixed or Variable.

## Create Late Policies

Required

You can create a late interest policy, a late charge policy, or a late interest and late charge policy. These sections outline the steps:

- Create Late Interest Policy
- Create Late Charge Policy

## Prerequisites

Your interest rates must be set up. See Set up Interest Rates.

## Create Late Interest Policy

Required

Late interest is calculated for past due invoices when the payment is received. This rule assesses late interest to the payment that can be either fixed or variable.

Late interest computation uses this formula:

```
Late interest = ((Invoice Amount * Rate) / Number of days in the year) *  
Days Late
```

**Where:**

```
Days Late = Date Invoice Paid - Due Date of the Invoice
```

**Or**

```
Days Late = Date Item Paid - (Due Date of Invoice + Grace Period)
```

If the late interest is less than the minimum late interest, no interest is assessed. If the late interest is more than the maximum, then the maximum amount is used.

Interest is assessed using the "rate type" associated with the policy. If the rate type is fixed, use the defined rate. If the rate is variable, use the index code associated with the late charge product to look up the rates from the rate table. The rate is then equal to the rate from the index plus an adder.

The following steps describe how to set up late interest rules by defining the parameters on the setup pages.

### Steps

Perform the following steps:

1. Click Create in the Late Policies page. The Create Late Policy page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Enter the late policy name.
4. Select the location.

For example, Germany. (This could be a state or a country.)

5. Enter the description.

For example, Late Charges.

6. Select a Late Policy Type from the list.

Choices include Late Charge, Late Interest, and Late Charge and Late Interest.

If you choose Late Charge, then complete only that section. If you choose Late Interest, then complete only that section. If you choose both, then complete both sections.

7. In the Late Interest section, enter the Maximum Interest.

This is the maximum amount assessed as a late interest charge.

8. Enter the Minimum Interest.

This is the minimum amount assessed as a late interest charge.

9. Select the Rate Type from the list.

Choices include Fixed Rate or Variable Rate. If you selected Fixed Rate, then enter the Late Interest Rate (%). For example, 11%.

If you selected Variable Rate, then select the Index Code from a list of values (these are the Interest Rates you set up earlier). Then enter an Adder Rate, for example, 1.0.

10. Enter the Grace Period. For example, 10 days.

11. Enter the Minimum Balance. For example, \$10.

12. In the Billing Types section, select any exempt billing types.

13. Click Apply.

## Create Late Charge Policy

Required

Late charges can be a flat fee or a percentage of the total invoices past due. For a contract, if the late charge is a flat fee, no computation is needed. If, however, the late charge is a percentage of the total due, then you must compute the charge. Compare the computed charge with the minimum and maximum charge. If it is less than minimum, use the minimum, or if it is more than the maximum, use the maximum.

These steps describe how to set up late charge rules and define the parameters on the setup pages.

### Steps

Perform the following steps:

1. In the Late Charges section, select the Late Charge Type.  
Choices include Fixed Amount or Percentage.
2. If you choose percentage, enter the Late Charge Rate (%).  
For example, 10%.
3. If you choose fixed, enter the Late Charge Amount.  
For example, \$25.
4. Enter the Grace Period.  
The Grace Period is the period during which a late charge is not assessed. For example, 10 days.
5. Enter the Maximum Late Charge.  
This is the maximum amount that can be assessed as a late charge.
6. Enter the Minimum Late Charge.  
This is the minimum amount that can be assessed as a late charge.
7. Enter the Minimum Balance.  
If the amount due is less than the minimum amount, no late charge is assessed.
8. In the Billing Types section, select any exempt billing types.
9. Click Apply.

**Note:** To create both late interest and late charge policies, select that option in the Late Policy Type field, fill in the information appropriate to each section, then click the Apply button. Continue with the preceding steps.

## Define Cash Search and Cash Application Rules

These implementation topics describe the setup of Oracle Lease Management cash search and application rules:

- Define Invoice Search Rules
- Define Cash Application Rules

## About Cash Search and Application Rules

Oracle Lease Management includes an automated means of applying receipts to invoices. To use automated application of receipts, you must define rules to handle situations where there are:

- Receipts that you cannot automatically identify against a contract or invoice. In this situation, you define rules to attempt to find a matching invoice.
- Receipts that you can identify against an invoice, but the amount is different from the invoice. In this situation, you must define rules on how to apply cash receipts for these types:
  - **Receipt mismatches:** You can match the receipt against an customer ID, but you cannot match the receipt against an invoice.
  - **Overpayments:** You have matched the receipt against an invoice but the amount exceeds the billed amount.
  - **Underpayments:** You have identified the receipt against an invoice but the amount is less than the billed amount.
- Differences in the amount received versus the invoice amount. You indicate the amount of tolerance—expressed as a percentage—against which you apply a cash recipient against an invoice.
- Cash receipts for termination quotes. You specify the number of days beyond the termination quote date to apply cash receipts.

The two main parts of defining rules for handling cash receipts are to:

- Define Invoice Search Rules
- Define Cash Application Rules

### Define Invoice Search Rules

Required

Search rules for invoices apply to lockbox processing and manual receipt of payments to help you automate the matching of receipts with invoices. For example, search rules can help you handle receipts that you cannot automatically apply to invoices, customers, or contracts.

In addition to search rules, cash rules help you apply a cash receipt to a customer's account or outstanding invoices. For more information, see Define Cash Application Rules.

Search rules for invoices in Oracle Lease Management comprise mainly of user-defined

rules. Search rules make use of billing types that you can combine to form addition or subtraction statements—also known as **combinations**. Billing types are the same as stream types. Examples of billing types include: rent, tax, insurance, late charges, bank fees. Oracle Lease Management includes many seeded billing types from which you can define search rules. You can also define your own billing types and include them in your invoice search rules. For more information, see Define Streams and Pricing.

To define your own rules, include one or more billing types to form a combination. When including multiple billing types to form a combination, you are adding or subtracting billing type values to attempt to find possible matching values with a receipt. For example, rent and late charges are two examples of billing types that you can combine to use in a rule. Upon execution of that rule's combinations, the resulting value might match or explain why a cash receipt is different from the original invoiced amount which might not have included the late charges. You can have multiple search rules and you can prioritize the sequence in which each rule is evaluated.

## Prerequisites

Set up your custom billing types, if any.

## Steps

Perform the following steps:

1. Click Create in the Search Rules page. The Create Search Rule page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Enter the name and description for the search rule.
4. In the Search Type field, choose either:
  - **Billing Type Combination:** Use only stream types in the statement.
  - **Total Minus Combination:** Use the total invoice amount less the combination of billing types.

5. In the Sequence field, enter the priority number in which this rule applies.
6. In the Combinations region, select the applicable billing type for the search rule.
7. In the Plus/Minus column in the first row, select either Plus or Minus to add or subtract the billing type that you selected.
8. To add or subtract additional billing types for this rule, click the Add Another Row button and repeat steps 6-7 on the additional rows.
9. Click Apply.

## Guidelines

Before creating search rules, verify that you have set up any custom stream types to include in your rules.

## See Also

[Define Streams and Pricing](#)

## Edit Search Rules

Optional

You can change your invoice search rules from time to time. For example, you might have added some new billing types to accommodate different or new taxes, fees, or insurance. You can locate rules by specifying either the rule name or the search type.

## Prerequisites

None

## Steps

Perform the following steps:

1. On the Search Rule page, perform a search to locate the rule to edit by doing either:
  - In the Name field, enter full or partial search criteria and click the flashlight icon.
  - In the Search Type field, choose either Billing Type Combination or Total Minus Combination.
 

Billing Type Combination displays rules that use only billing types in the statement.

Total Minus Combination displays rules that use the total Invoice amount less the combination of billing types.

2. Click Go.

In the Results area, matching rules appear.

3. To edit a rule, click the rule name in the Name column.

The Update Search Rule page appears.

4. To remove a billing type from your combination:

1. In the Remove column, select the box next to the billing type.

2. Click Submit.

5. To change the addition or subtraction of a billing type value, choose either Plus or Minus in the Plus/Minus column.

6. To add a billing type combination that follows the existing rule's combination:

1. Click the Create Combinations button.

The Create Combination page opens.

2. In the first row of the Plus/Minus column, choose either Plus or Minus to add or subtract the billing type that you specify in the following step.

3. On the first row in the Billing type column, click the Search icon.

4. Search for and select a billing type.

5. Click OK.

The selected billing type appears in the Billing Type column.

6. To add or subtract additional billing types for this rule, repeat steps b through e on the additional rows.

7. Click Apply.

The additional billing type combinations appear after the existing ones.

## Define Cash Application Rules

Required

The topics in the Define Cash Application Rules section include:

- Define Main Cash Application Rule Components
- Define Billing Type Payment Order for Underpayments

- Define Streams to Prorate for Underpayments

Cash application rules define how to apply a receipt to an invoice where:

- You know who the customer is but you have not identified the customer number or invoice number.
- You know who the customer is and you have identified the customer number/invoice number but the payment amount is less than the balance amount for invoice/contract.
- You know who the customer is and you have identified the customer number/invoice number but the payment amount is more than the balance amount for invoice/contract

Use cash application rules to apply cash receipts in the following situations:

- **Receipt Mismatch:** define whether to apply cash receipt to the customer's account, oldest invoices, or newest invoices in case of receipt mismatch. This rule is used during processing lockbox receipt. If the reference number mentioned in the lockbox, does not match to any open invoice or contract number for customer, then receipt mismatch rule defined here is used to apply the receipt.
- **Underpayments:** define whether to apply cash receipt based on transaction type, prorate to each line of invoice, or move to unapply if the receipt amount is less than outstanding amount.
- **Overpayments:** define whether to apply cash to unapplied, to on account (customer's balance) if the receipt amount is more than outstanding amount.
- **Tolerances:** specify by a percentage of the amount. When the receipt is against invoice or contract, tolerance % defined here is used to identify whether payment is underpayment or not. If the receipt amount is less the balance and the difference % is more than the tolerance defined, then it is considered underpayment otherwise not. When the receipt is against termination quote, the termination quote needs to be processed only if the receipt amount is within tolerance from quote amount.
- **Termination Quotes:** specify the number of days past the deadline of the quoted termination date during which you still accept cash receipts Cash through lockbox and process the termination quote acceptance.

## About Cash Application Terms in Receivables

Various terms refer to the flow of cash receipts in Receivables. These terms include:

- **Unidentified:** A cash receipt for which you do not know who the customer is.
- **Unapplied:** A cash receipt for which you do know who the customer is but you

have not run the cash application process. For example, the cash receipt has not been applied to any invoices or On Account. In any case, this type of cash receipt is associated with the customer.

- **On Account:** A cash receipt for which you do know who the customer is and you apply it to their balance but you are not applying it against any invoices. This type of cash receipt is associated with the customer.
- **Applied:** A cash receipt for which you do know who the customer is and you apply it against any invoices. This type of cash receipt is associated with the customer.

## Setting Up Cash Application Rules

You can set up cash application rules at either the organization or the contract level. You can define more than one cash application rule for each operating unit. During the implementation of Oracle Lease Management, the first cash application rule that you create becomes the default cash application rule. You can update but not delete this rule.

You can create as many cash application rules as you want. The objective in doing this is to be able to apply different cash application rules for different contracts.

When you author a contract, you can associate any cash application rule, even the default cash application rule, with the contract. If you do not explicitly associate a cash application rule with the contract, the default rule is implicitly associated with the contract, then Lease Management uses the default cash application rule associated to the operating unit to apply cash.

## Applying Cash Application Rules

Cash application rule is used to auto apply receipt to invoice lines when you create and/or apply a receipt through:

- AutoLockbox
- Manual receipt creation with application criteria as invoice or contract.
- Manual receipt creation in the batch mode.
- During Advance Billing process.
- Receipt Reapplication.

## Define Main Cash Application Rule Components

Required

**Note:** The first cash application rule that you create becomes the default

cash application rule. You can update but you cannot delete this rule.

## Prerequisites

Set up streams.

## Steps

Perform the following steps:

1. In the Cash Application Rules page:
  - If you want to create a cash application rule, click Create.
  - If you want to edit an existing cash application rule, then search for the rule using one or more of the following search parameters: Rule Name, a range of dates for the Start Date, a range of dates for the End Date.
  - In the Default Rule field, you may also specify that you want all rules (ALL), just the default rule (YES), or all rules except the default rule (NO).
  - Click Go.

### Rule Header

Whether you are creating or editing a cash application rule, the fields to define are almost identical, whether they appear on the Create Cash Application Rule page or the Update Cash Application Rule page.

1. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

2. Enter a name and description for the rule.
3. Enter a Start Date for the rule.
4. Optionally, enter an End Date for the rule.

## Receipt Mismatch Rules

Receipt mismatches occur when you identify the customer but cannot locate an invoice against which you can apply a payment.

1. Select one of the three choices for receipt mismatches:

- **Move Receipt to On Account**

Apply receipt to a customer without applying to any invoices.

- **Apply to Oldest Invoices**

Apply receipt to the customer's oldest outstanding invoices first.

- **Apply to Newest Invoices**

Apply receipt to the customer's newest outstanding invoices first.

## Underpayment Rules

1. In the Cash Application Rules section, in the Underpayment area, select one of the three methods for applying underpayments against a customer's account:

- **Apply based on billing type**

Decide the sequence or priority in which to apply cash to billing types. You can specify sequence to one or more billing types. Cash receipts are fully applied to each billing type in the order you specify until the cash receipt is fully applied.

**Note:** If you choose **Apply based on billing type** as your underpayment rule, then, after you click Create or Update, the Payment Order page appears, and you must create or edit the payment sequence of billing types.

**Note:** For more information, see Define Billing Type Payment Order for Underpayments.

- **Prorate for specific lines on invoice**

Decide which billing types to prorate.

**Note:** If you choose **Prorate for specific lines on invoice** as your underpayment rule, then, after you click Create or Update, the Prorate Transactions page appears, and you must specify the streams to prorate.

**Note:** For more information, see Define Streams to Prorate for Underpayments.

- **Move cash to unapplied**

Do not apply receipt to invoice or on account; place receipt in unapplied.

### Overpayment Rules

1. In the Cash Application Rules section, in the Overpayment area, select one of the three methods for applying overpayments:

- **Apply to customer balance**

Apply cash receipt to customer's on account balance rather than to an invoice.

- **Move cash to Unapplied**

Assign the cash receipt to the customer without applying it to an invoice or putting it on account. Use this option when you know who the customer is but you have not decided whether to apply it to an invoice or On Account.

### Tolerance Rule

When you define your cash application rules, you also must indicate how to handle differences between the invoiced amount and the amount received. If this difference in amount is within the amount of **tolerance** that you specify, then the cash receipt applies to the invoice. The tolerance is expressed as a percentage of the invoice amount. The amount of tolerance that you specify applies to *all* cash receipts and invoices for all customers.

For example, suppose your invoice amount is \$1000 and you set your tolerance percentage to 2 percent. This would mean you would accept a cash receipt that varies as much as 2 percent of \$1000; that would include a range from \$980 to \$1020.

**Note:** To apply cash receipts, the amount that you received must be within the tolerance.

1. In the Cash Application Rules section, in the Tolerances area, specify the **Percentage of tolerance allowed for amount**- the percentage of deviation from the agreed-upon termination price that you are willing to accept to terminate the contract.

### Termination Quote Tolerance Rule

When you define your cash application rules, you also must indicate how to handle termination quotation tolerances. When a lease terminates for the balance due, you would typically agree upon a final balance due and a deadline. In the event that the

final payment or date varies from the agreement, you can indicate the number of days past the **deadline** or **Quote Valid Date** during which you accept the final agreed-upon amount. This rule applies only to termination quotes.

For example, if you set the number of days past the deadline to 5, you accept payment past the deadline date for 5 days.

1. In the Cash Application Rules section, in the Tolerances area, specify the **Allowable days past the termination quote date**—the number of days past the agreed-upon deadline date for which you accept cash receipts.
2. Define Number of Days to Hold Advance Payments: this number defines the number of days until which the advance receipt shall not be applied to already open invoices.

### Define Billing Type Payment Order for Underpayments

During the creation or updating of a cash application rule, if **your Underpayment rule is Apply based on billing type**, then, after you click **Apply**, the **Payment Order** page opens and shows a grid with stream names and fields to enable you to enter a sequence number next to each stream name.

1. Enter values as follows:
  1. Next to each stream name in the Sequence Number column, enter the priority or sequence in which to apply underpayments.  
The smaller the sequence number is a higher priority; 1 is the highest priority, for example.
  2. Leave the Sequence Number field blank next to those stream names to which you do not want to apply receipts.
  3. If you have multiple pages of stream names, then navigate to each page by clicking the **Next** and **Last** links.
  4. Click **Apply**.

### Define Streams to Prorate for Underpayments

During the creation or updating of a cash application rule, if **your Underpayment rule is Prorate for specific lines on invoice**, then, after you click **Apply**, the **Prorate Transactions** page opens and shows a grid with stream names and fields to enable you to prorate each stream name.

1. Enter values as follows:
  1. Next to each stream name in the Prorate column, select whether to prorate the stream in underpayments.

2. Leave the Prorate box empty next to those stream names for which you do not want to prorate receipts.
3. If you have multiple pages of stream names, then navigate to each page by clicking the Next and Last links.
4. Click Apply.

## Define Default Receipt Method

In Lease Management, you need to associate a default receipt method to payment method credit card, and bank account to process payments made through self service and Customer service (Lease Center). You can associate one receipt method to each payment method.

To associate receipt method to payment method, perform the following tasks:

1. In the Search region of the Default Receipt Methods page, enter the applicable operating unit and click Go. The results display the available payment methods and existing default receipt methods.
2. Click Update and select default receipt methods for each payment method.

## Define Customer Service Setups

The following implementation task affects the setup of Oracle Lease Management customer service rules:

- Define Service Fees

## Define Service Fees

Optional

In the process of servicing contracts in Oracle Lease Management, a multitude of events can occur between the customer service representative and the lessee. Oracle Lease Management enables you the ability to charge service fees for these events, in accordance with your business rules.

These event types are seeded in Oracle Lease Management as service fee types and, during implementation, you can choose to enable any or all of these fees. For example, you might want to charge a fee for events such as a transfer of fees, invoice content change fees, audit letter request, and so on. To charge a fee for events, you must define your charges, the effective dates, and so on.

**Note:** In Oracle Lease Management, all available service fee types are

seeded.

## Steps

Perform the following steps:

1. From the Service Fees page, click Create.

The Create Service Fee page opens.

**Note:** All the service fees you have created, along with the pertinent details, appear on the Service Fees page.

2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. From the list of values, choose the Name of the service fee to enable.

This seeded list includes values such as Service Fee, Document Request Fee, and Restructure Request Fee.

4. Add a description of the service fee.

This is optional, but serves to further identify the service for which you are charging a fee.

5. Enter the amount to charge for the service.

6. Enter the Effective From date and, optionally, enter the Effective To date.

7. Click Apply.

## Guidelines

You can filter your search for already created service fees by selecting either Active or All in the View field and clicking the Search icon. Selecting Active relegates your search to only those service fees containing Effective To dates that have not expired.

## Define Party Contact Roles

Required

Vendor program agreements make use of party contact roles. You must define all party contact roles your company uses for vendor organizations since there are no seeded party contract roles. The party contact roles that you define become available on the list of values on the Create Party Contact page in the vendor agreements area of Oracle Lease Management.

Examples of party contact roles include: Billing Contact, Lease Vendor, Contract Administrator, Contract Manager, Contract Officer, Credit Analyst, Customer Contact, Customer Service Representative, Dealer, Inspector, License Sales Representative, Salesperson, Shipping, and Signatory.

To set up new user-defined parties, see Set Up New User-Defined Parties For Lease Contracts and Agreements, page 5-3.

### Steps

Perform the following steps:

1. Log on as system administrator.
2. Select the Contracts Manager role.
3. Navigate to Setup > Contract > Categories and Sources and select Define Role Sources.
4. Click the right arrow icon, and click the Open button.
5. On the Party Sources form, perform a query on Lease Vendor.
6. Click the Contact Sources tab.
7. Specify the Contact Role, Source, Constrained, Intent, Start Date, End Date, and Access Level.
8. Click the Save icon.

## Set Up Termination Quotes for Repossession

### Set Up Termination Quotes for Repossession Overview

Before Termination Quotes for Repossession can be processed, you must complete the following setup tasks:

- Review Termination Quotes for Repossession Prerequisites
- Set Up System Options for Termination Quotes for Repossession
- Set Up Accounting for Termination Quotes for Repossession

## Termination Quotes for Repossession Prerequisites

Before you can perform setup tasks for Termination Quotes for Repossession, you must have completed the following:

- Subledger Accounting Setups
- Set Profile Option

### Set Profile Option for Repossession

To enable the creation of a Termination Quote for Repossession for a loan in Lease Management, the OKL: Allow Manual Termination Quote Create and Update profile option must be overridden.

### Set Up System Options for Termination Quotes for Repossession

To set up system options for Termination Quotes for Repossession, navigate to **Setup > System Options > Operational Options > Asset Return Options > Termination Quotes for Repossession**.

The Asset Return Options region is read only. Values in this region default from Authoring Options. Enter the options for your loan repossession.

The following table describes system option setup details for Termination Quotes for Repossession.

Field	Description	Required or Optional
Asset Addition Corporate Book	Corporate book setup; defaults from Authoring Options region. This is read only.	Required
Reporting Product Asset Book	Defaults from Authoring Options region. This is read only.	Optional
Tax Asset Book 1	Primary tax book for the repossessed asset	Required

Field	Description	Required or Optional
Tax Asset Book 2	Secondary tax book for the reposessed asset	Optional
Asset Key	Fixed Assets asset key for the reposessed asset	Optional
Depreciate on Asset Return	Determines whether the asset should be depreciated in Fixed Assets after repossession. Select the checkbox to enable this feature.	Required
Fixed Asset Location	The location of the asset recorded in Fixed Assets.	Required
Asset Cost Formula	Evaluates the return value of the reposessed asset. The seeded formula, ASSET_RETURN_AMOUNT, calculates the outstanding principal balance of the asset.	Optional

## Set Up Accounting for Termination Quotes for Repossession

Before the loan repossession process is enabled in Lease Management, you must complete all accounting set. For more information on setting up accounting for termination quotes for repossession, see Accounting Integration, *Oracle Lease Management User's Guide*.

To set up accounting for termination quotes for repossession, see Accounting Options and Account Codes Derivation.

## Define Remarketing Functionality

When setting up your remarketer functionality in Oracle Lease Management, you must do the following:

- Create Remarketer Assignments
- Define Repair Costs

## Create Remarketer Assignments

Required

When the asset comes off-lease, it is recorded in the Asset Return Process. Within this process, the system assigns a Remarketer to the asset. This person is eventually responsible for the disposal of the asset. When setting up Oracle Lease Management, ensure that the remarketer is set up in Oracle Human Resources and has been associated with a remarketing team in Oracle Foundation, as you won't see the remarketer's name in the list of values until that time.

### Prerequisites

Define item catalogs in Oracle Inventory. For more information, see *Oracle Inventory User's Guide*.

Define your remarketer information in Oracle Foundation. For more information, see *Oracle Foundation User Guide*.

### Steps

Perform the following steps:

1. Click Create in the Remarketer Assignments page. The Create Remarketer Assignments page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Select a remarketer from the list of values.
4. Select an Item Category to associate with the remarketer from the list of values.
5. Enter the Effective From and, optionally, the Effective To dates.

This is the period of time during which the remarketer is responsible for this item category.

6. Click Apply.

## Define Repair Costs

Required

To choose the repairs and associated estimated costs for your assets, you must:

- Enter the repairs and costs into Oracle Lease Management.
- Perform the setup for repairs and costs separately for each operating unit.

After the information is in the table, you can use it during the asset disposition process. You can update this table.

**Note:** Repair costs are defined in the ledger currency of the ledger.

## Prerequisites

None

## Steps

Perform the following steps:

1. Click Create in the Repair Costs page. The Create Repair Costs page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Enter the Repair Type. For example, Windshield Replacement.
4. Enter the Description. For example, "Replace broken windshield."
5. Enter the cost associated with the repair. For example, \$325.00.
6. Select the Repair Type and click Remove to remove the repair type.

7. Click Apply.

## Define Lease Income Accrual Rules

By default, every active contract accrues income and expenses throughout its life. As part of the Oracle Lease Management setup process, you must define the rules around which the accrual of income and expenses against a contract is placed on hold.

The rule parameters are:

- **Limit days:** The number of days an invoice is overdue.
- **Bills unpaid:** Number of bills that are unpaid.

You can use one or both when setting up your parameters.

## Prerequisites

None

## Steps

Perform the following steps:

1. Click Create New Version in the Accrual Rules page.
2. Enter your accrual rule by choosing the following from the lists:
  - **Logical Operator** (and, or)  
If you use "and," accrual stops when both conditions are met.  
If you use "or," accrual stops when either of the conditions are met.
  - **Left Parenthesis**  
Use the parenthesis to set up the rule as a formula.
  - **Operand**  
Limit Days: Accrual stops after a specified number of days elapses past the payment due date. For example, you can set up the rule to stop accrual for an outstanding bill of 90 days.  
Bills Unpaid: Accrual stops after a specified number of bills are left unpaid. For example, you can set up the rule to stop accrual after five bills are unpaid.
  - **Operator**  
Use the operators to define the formula ( $>$ ,  $<$ ,  $=$ ,  $\geq$ ,  $\leq$ ).

- **Literal**

Specify the limit of days or the number of bills outstanding that the system should accept before stopping accrual, for example, 90 days or five billing periods.
- **Right Parenthesis**

Use the parenthesis to set up the rule as a formula.
- **Effective From date**

Specify a date from which the accrual rule is effective.

3. Click Apply.

## Define Loss Provision Rules

Loss provisions let you apply estimated or tentative losses against contracts.

Loss provisions make use of aging buckets, which you should have set up in Oracle Receivables. You must set loss provision rates, which associate aging buckets with loss provision amounts.

For information on creating loss provisions and applying loss provisions to products, see the *Oracle Lease Management User's Guide*.

## Set up Loss Provision Rates

Required

Loss provision rates are the percentages that you associate with aging buckets to calculate loss provision amounts.

### Prerequisites

Set up Loss Provision aging buckets. See Define Aging Buckets, page 4-29.

### Steps

Perform the following steps:

1. Use the Loss Rates page to search for and select the aging bucket with which to associate a set of loss provision rates.
2. Click Update.
3. On each bucket line, enter a value in the Loss Rate column.

**Note:** Enter the percentage as a whole number: Enter **5** for five percent. You can enter any number decimal places.

4. Click **Apply**.

## Define Off-Lease Asset Amortization Rules

When an asset comes off-lease and is retained, the remaining book value continues to be written off in the corporate books as per business rules. In some instances, a holding period could be associated with certain categories of assets. These holding periods are the periods used to determine when to stop and then restart the depreciation process of an asset. Depreciation can be deferred based on business rules. If the holding period is not defined for an asset, depreciation continues as it had prior to coming off lease.

## Define Off-Lease Asset Hold Periods

Required

In Oracle Lease Management, you must define the hold period days for your off-lease assets.

### Prerequisites

Define asset key flexfield.

Define asset category flexfield.

Define asset categories.

For more information, refer to the *Oracle Assets User Guide*.

### Steps

Perform the following steps:

1. On the Off-Lease Amortization Hold Periods page for the initial setup, click the **Load Asset Combinations** button to view all of the asset category/asset book combinations as entered into Oracle Assets. This populates the Oracle Lease Management page with all of the categories currently set up in Oracle Assets with a book classification of **corporate**.
2. Check the **Remove** box to delete any unwanted asset combinations. They are removed from Oracle Lease Management only, not from Oracle Assets.
3. In the Load Asset Combination page, select the applicable corporate book for the asset category/asset book combination.

4. Click Apply.

## Guidelines

If you have to make additional entries into your off-lease asset hold periods after you have entered all the hold and depreciate methods information, click the Create button. This lets you add individual records to the table without affecting the entries you have already defined. See the following section for details.

Do not click Load Asset Combinations again, unless you want to import all the combinations again from Fixed Assets, which overwrites the information you have already input.

Note that you must update the asset category description for the asset category that appears on the Off-Lease Asset Hold Periods page. For more information, see Define Off-Lease Asset Hold Periods, page 6-90.

## Create Asset Category/Asset Book Combinations

You can create your own asset combinations within Oracle Lease Management.

### Steps

Perform the following steps:

1. Click Create in the Off Lease Amortization Hold Periods page. The Create Off Lease Amortization Hold Periods page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Select an Asset Category from the list of values.
4. Select the Asset Book from the list of values.
5. To override the Depreciation Method for the hold period, choose an alternative method from the list of values.

6. Enter the number of Hold Period Days.
7. Click Apply to add the Combination to Oracle Lease Management.

The combination is now set up in Oracle Lease Management, allowing you to define a hold period or depreciation method within Oracle Lease Management.

## Set Up Subsidies

Before subsidies can be used in contract authoring or lease quoting, they must be created and defined. The following procedures show how to set up a subsidy.

- Create Subsidy
- Define Subsidy Criteria

For more information on subsidies, see Subsidies, *Oracle Lease Management User's Guide*.

### Create Subsidy

#### Steps

Perform the following steps:

1. In the Subsidies page, click Create.
2. Enter subsidy data in the Create Subsidy page.
3. When the terms of the subsidy are defined, click Apply.

The following table describes selected fields on the Subsidies pages.

### Create Subsidy Field References

Field	Description
Operating Unit	<p>Operating Unit assigned to the record.</p> <p><b>Note:</b> The list of values includes operating units assigned to the MO: Security profile.</p> <p><b>Note:</b> The application displays the selected operating unit as the default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.</p> <p>The selected operating unit restricts the valid list of values in applicable fields.</p>
Exclusive	Determines whether subsidy can be used with other subsidies.
Available on Release	Determines whether subsidy is available when equipment comes off lease and is subsequently re-leased.
Basis	Determines the basis on which the subsidy will be calculated. After selecting the basis, enter the required parameters to calculate the subsidy.
Stream Type	Determines accounting for payment streams.
Accounting Method	Select Amortize to amortize a subsidy over the life of a lease. Select Net to recognize subsidies in one period.
Net on Funding	Select Bill to generate a Receivables invoice. Select Fund to deduct subsidy from the funding disbursement.
Visible to Customers	Determines whether subsidy will be visible to customers or not.

Field	Description
Recourse	Determines whether subsidy is subject to recourse and must be refunded to the vendor if the lease is terminated early.
Refund Basis	If a subsidy is subject to recourse, select the refund basis and define the formula to calculate the refund amount.
Maximum Financed Amount	Limits the basis amount that is applied to a subsidy.
Maximum Subsidy Amount	Limits the amount of subsidy to be applied to the contract.

## Define Subsidy Criteria

### Prerequisites

Must have created a subsidy.

Must have set up Oracle Inventory, Receivables, Financial Products, TCA, and Standard Industry Code (SIC) to generate a list of values in the Criteria Categories pages.

### Steps

Perform the following steps:

1. In the Subsidies page, search the subsidy for which you want to create criteria.
2. Click the Criteria icon for the applicable subsidy in the search results. The Subsidy Criteria page for the subsidy opens.
3. Click Create. The Create Subsidy Criterion page opens.
4. Provide the details and click Apply.

The following table describes selected fields in the Create Subsidy Criterion page.

#### **Field References for Subsidy Criteria**

<b>Field</b>	<b>Description</b>
Industry Organization	Oracle Inventory Organization name.
Item	Oracle Inventory master item.
Customer Credit Class	The credit class of customer found in TCA. LOV: query is from okl_cus_credit_classes_uv (AR_LOOKUPS CCC WHERE ccc.lookup_type=AR_CMGT_TRADE_RATING GS) (Oracle Receivables)
Sales Territory	Territory of sales. LOV: query from okl_ra_territories_uv (RA_TERRITORIES) (Oracle Receivables)
Product	Financial product name.
Industry Code Type	The Standard Industry Code (SIC) type. LOV: query is from okl_industry_code_types_uv (AR_LOOKUPS and idty.lookup_type=3) SIC_CODE_TYPE (Oracle Receivables)
Industry Code	The Standard Industry Code (SIC) reference. LOV: query is from okl_industry_codes_uv (AR_LOOKUPS) (Oracle Receivables)

## **Set Up Sales Tax**

### **Set Up Sales Tax in Oracle Lease Management**

To set up sales tax in Lease Management, you must complete the following tasks:

- Enable Tax Calls
- Set Up Transaction Business Categories
- Set Up Business Tax Override

For information on sales tax, see Sales Tax., *Oracle Lease Management User's Guide*

## Enable Tax Calls

To enable tax calls, navigate to **Setup > System Options > Transaction Tax Options**

You can enable the generation of upfront tax calls and tax schedule calls for an operating unit by checking the respective checkboxes. If the upfront tax is enabled, you must select a billable stream type, for billing upfront tax on upgraded contracts, that does not have a billable stream type defined in the tax terms and conditions. Once you have selected the Tax Upfront checkbox it cannot be updated.

## Set Up Tax Transaction Business Categories

To associate Tax Transaction Business Categories with the lease contract details, navigate to **Setup > Transaction Tax > Tax Transaction Business Categories**.

First, you need to define details in the Tax Transaction Business Category Association page, click Create to associate a Transaction Business Category code to your specific lease details. Click Apply when done.

The list of values for the Tax Transaction Business Category field on the Tax Transaction Business Category Association Search page displays all codes that have previously been associated to your specific lease details. The list of values for the Tax Transaction Business Category field on the Create Tax Transaction Business Category Association page displays all active codes that have not previously been associated to your specific lease details.

Lease details for Transaction Business Category codes can be updated. Transaction Business Category codes are available across operating units.

The following table shows valid values for Transaction Business Category fields:

### ***Transaction Business Category Fields***

<b>Lease Fields</b>	<b>Valid Values</b>	<b>TBC Defaulting Logic</b>
Transaction Type	All sales tax enabled transaction types Null	Search for TBC with transaction-specific transaction type value. If not found, use TBC with transaction type of Null
Stream Type	All stream types Null	Search for TBC with transaction-specific stream type value. If not found, use TBC with stream type of Null

Lease Fields	Valid Values	TBC Defaulting Logic
Purchase Option	\$1 Buyout	Search for TBC with transaction-specific purchase option value. If not found, use TBC with purchase option of Null.
	Fair Market Value	
	Fixed Amount	
	None	
	Null	
Usage of Equipment	All user-defined values	Search for TBC with transaction-specific usage of equipment value. If not found, use TBC with usage of equipment value of Null.
	Null	
Vendor Location	All user-defined values	Search for TBC with transaction-specific Vendor Location value. If not found, use TBC with Vendor Location of Null.
	Null	
Age of Equipment From	Any positive number	Search for TBC where the age of an asset on the transaction falls between the Age of Equipment From and the Age of Equipment To, or Null.
	Null	
Age of Equipment To	Any positive number	Search for TBC where the age of an asset on the transaction falls between the Age of Equipment From and the Age of Equipment To, or Null.
	Null	
Financial Product	All products defined by user	Search for TBC with transaction-specific Financial Product value. If not found, use TBC with Financial Product = Null
	Null	
Interest Disclosed	Yes	Search for TBC with transaction-specific Interest Disclosed value. If not found, use TBC with Interest Disclosed of No.
	No	

Lease Fields	Valid Values	TBC Defaulting Logic
Transfer of Title	Yes	Search for TBC with transaction-specific Transfer of Title value. If not found, use TBC with Transfer of Title of No.
	No	
Sale/Lease Back	Yes	Search for TBC with transaction-specific Sale/Lease Back value. If not found, use TBC with Sale/Lease back of No.
	No	
Purchase of Lease	Yes	Search for TBC with transaction-specific Purchase of Lease value. If not found, use TBC with Purchase of Lease of No.
	No	

## Set Up Tax Product Categories

To set up tax product categories, navigate to **Setup > Transaction Tax > Tax Product Categories**. In the Tax Product Category Association page, click Create to associate product categories to your specific lease details. Click Apply when done.

## Set Up Tax User-Defined Fiscal Classifications

To set up tax user-defined fiscal classifications, navigate to **Setup > Transaction Tax > Tax User Defined Fiscal Classifications**. In the Tax User Defined Fiscal Classification Association page, click Create to define fiscal classifications for your specific lease business scenario. Click Apply when done.

## Set Up Business Tax Override

To set up a business tax override, navigate to **Setup > Transaction Tax > Tax Basis Override**. Enter the Operating Unit and Transaction Type combination and click Go.

In the Tax Basis Override page, associate a formula with each transaction type. If a formula is defined for the transaction type of a transaction, Lease Management evaluates the formula and replaces the default taxable basis amount with the amount returned by the formula. In this case, the tax is calculated by applying the tax rate to the amount determined by the formula.

All parameters available for tax call are available to the formula for determining the tax basis amount. Tax basis override is applicable to upfront tax and invoice tax calculation only.

## Set Up Property Tax

Property tax set up in Lease Management consists of the following tasks:

1. Set Up Property Tax Options
2. Set Up Property Tax Stream Types and Accounting Templates
3. Set Up Tax Authorities in Oracle Payables
4. Set Up Property Tax Import

For more information on property tax, see *Property Tax, Oracle Lease Management User's Guide*.

### Set Up Property Tax Options

You can set up property tax details at the operating unit level, and override these details when authoring a contract. Property tax details are entered in the Property Tax Options page, under the Setup tab and System Options subtab. All property tax details set up default onto your contracts. The following table explains property tax options:

Field	Description
Property Tax Applicable	When set to Yes, determines the property tax functionality is applicable for an asset.

Field	Description
Bill Property Tax	<p>Property tax can be billed to lessee by selecting Estimated, Actual, or Estimated and Actual.</p>
	<ol style="list-style-type: none"> <li>1. <b>Estimated</b> - lessee billed for estimated property tax only</li> <li>2. <b>Actual</b> - lessee billed for actual property tax only. Actual property tax is imported from external applications only.</li> <li>3. <b>Estimated and Actual</b> - lessee is billed for the estimated property tax and the adjustment resulting from the property tax reconciliation. If you bill estimated property tax, you can bill the difference between actual and estimated tax as an adjustment. If the actual property tax is greater than estimated tax billed, you can create an invoice for the difference. If the actual property tax is less than estimated tax billed, you can create a credit memo.</li> <li>4. <b>None</b> - lessee is not billed any property tax. This is the default value.</li> </ol>
Define Property Tax on Sales Quote	<p>Set to Yes, applies property tax details and payment options on sales quotes. The default value is Yes.</p>
Create Property Tax Payable Invoice	<p>Set to Yes, enables the creation of payable invoices to the tax authorities after tax details have been imported into Lease Management. The default value is No.</p>

## Set Up Property Tax Stream Types and Accounting Templates

You can define stream types with the purposes of Estimated Property Tax and Actual Property tax. Stream types will not be considered in the yield calculation. For information on setting up stream types, see

Set up accounting templates to account for both the billing and payment of tax. For information on setting up accounting templates, see Define Lease Accounting Templates., page 6-27

## Set Up Tax Authorities in Oracle Payables

If you want to pay tax authorities for the actual property tax amount, set them up as tax vendors in Oracle Payables. To set up tax vendors, see the *Oracle Payables User Guide*.

## Set Up Property Tax Import

To import third party application property tax files, you must complete the following tasks:

1. In the Property Tax Options page, Property Tax Applicable must be set to Yes.
2. The tax authority must be defined as a tax vendor in Oracle Payables.

## Define Insurance

### About Oracle Lease Management Insurance Products

The main goal of insurance functionality within Oracle Lease Management is to ensure that assets within contract agreements have adequate insurance coverage. This can be provided in one of the following ways:

- The lessor sells an insurance product to the lessee.  
The insurance product is provided indirectly via an intermediary insurance provider.
- The lessee can provide proof of third party insurance coverage to the lessor.

Lessors can also sell optional insurance products that reduce lessee business risk, such as life, property and casualty insurance.

These implementation tasks affect the setup of Oracle Lease Management insurance products. Also see Define Insurance Providers, page 4-37.

- Set up Insurance Item Type Profile Option
- Define Insurance Factor Lookups
- Define Insurance Factor Lookups
- Define Insurer Ranking
- Define Insurance Products
- Define Insurance Asset Classes

- Define Insurance Rates
- Define Insurance Exclusions
- Define Parameters for Automatic Placement Business Rules

## Set up Insurance Item Type Profile Option

Required

To work with insurance products in Oracle Lease Management, you must set up the profile option **OKL: Insurance Item Type** in System Administration to point to your insurance item type.

You can set up the profile option **OKL: Insurance Item Type** at the Site or Responsibility level.

For more information, see Setting Profile Options, *Oracle Applications System Administrator's Guide - Maintenance*.

### Prerequisites

Define the insurance item type in Oracle Inventory.

## Define Insurance Class Lookups

Required

To define your insurance asset classes, you must first define an Insurance Class Lookup of **OKL\_INSURANCE\_ASSET\_CLASS**.

One or more asset categories are assigned to insurance classes. These groupings of asset categories to insurance classes create logical classes for determining insurance premium rates for products. For more information, see Define Insurance Asset Classes".

To create or modify any lookup types and lookup names which relate to Oracle Lease Management, you must have the Application Developer responsibility within Oracle Applications. Use the Application Object Library Lookups window (Application > Lookups > Application Object Library).

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

### Prerequisites

None

## Define Insurance Factor Lookups

Required

To define your insurance products, you must first define an Insurance Factor Lookup of

OKL\_INSURANCE\_FACTOR.

For lease insurance products, set up the insurance factor lookup Equipment Cost.

An optional insurance product could be a life insurance policy, with an insurance factor of age. For this situation, you must set up an insurance factor lookup of Age.

To create or modify any lookup types and lookup names which relate to Oracle Lease Management, you must have the Application Developer responsibility within Oracle Applications. Use the Application Object Library Lookups window (Application > Lookups > Application Object Library).

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

## Prerequisites

None

## Define Insurer Ranking

Required

If a lessee does not provide third party insurance information within a certain time frame after contract activation, the lessor can add insurance to the contract.

To decide which insurance provider is selected, if more than one provider offers coverage for the same range of asset costs, you must rank your insurance providers. This ranking is then used in the determination of the insurance placement.

## Prerequisites

Define the insurance provider as an insurance supplier in Oracle Payables.

## Steps

Perform the following steps:

1. Click Create in the Insurer Rankings page. The Create Insurer Rankings page opens.
2. Select the Country.
3. Select the insurance Provider.
4. Select the Ranking number.
5. Enter the Effective From date, and optionally the Effective To date, if known.
6. Click Apply.

## Define Insurance Products

Required

All insurance products provided by the lessor must be defined in Oracle Lease Management.

Each insurance product must reference an item code in Oracle Inventory.

You must choose whether the product is an lease insurance product or an optional insurance product.

For optional insurance products, you must select the insurance factor, such as age, upon which the insurance product coverage is based. For lease insurance products, the insurance factor is always the original equipment cost.

The insurance factor must have a minimum and a maximum value associated with it, such as minimum and maximum age allowed by the product, or lowest and highest asset cost.

You must also specify

- The minimum and maximum coverage.
- The minimum and maximum period for the deal.
- The start and end dates for the product.

## Prerequisites

Define Items, page 4-19

Define Insurance Providers, page 4-37

Set up Insurance Item Type Profile Option

## Steps

Perform the following steps:

1. Click Create in the Insurance Products page. The Create Insurance product page opens.
2. Select the operating unit.

**Note:** The list of values includes operating units assigned to the MO: Security profile.

**Note:** The application displays the selected operating unit as the

default in the subsequent pages irrespective of the value that you set for the MO: Default Operating Unit profile option.

The selected operating unit restricts the valid list of values in applicable fields.

3. Enter the name of a product that references an item code in Oracle Inventory.
4. Select a Provider, as registered in Oracle Payables.
5. Enter the Policy Symbol. This serves as the prefix for all policy numbers derived from this product.
6. Select the Insurance Type (Lease Product or Optional Product).
7. Select the Factor Name if the insurance type is Optional Product.  
If the insurance type is Lease Product, select Equipment Cost for the Factor Name.
8. Enter the minimum and maximum values to be allowed for the insurance factor for all rate ranges.
9. Enter the minimum and maximum values for the Coverage of Optional Products.
10. Enter the minimum and maximum values for the Deal Length in months.
11. Enter the Effective From date, and optionally the Effective To date, if known.
12. Click Apply.

## Define Insurance Asset Classes

Required

Each asset category to be covered by lease insurance must match an insurance class set up in Oracle Lease Management. An insurance class can be used for multiple asset categories. The mapping of an asset category to an insurance class creates an insurance asset class, which is a required parameter for the creation of an insurance rate.

### Prerequisites

Define Insurance Factor Lookups

### Steps

Perform the following steps:

1. Click Create in the Insurance Asset Classes page. The Create Insurance Asset

Classes page opens.

2. Select the Insurance Class.
3. Select the Asset Category.
4. Enter the Effective From date and optionally the Effective To date, if known.
5. Click Apply.

## Define Insurance Rates

Required

For calculating premiums, the insurance factor which has been assigned to a product can be broken down into ranges, which must not overlap.

You associate a separate insurance rate for each factor range. For example, for a life insurance product with a factor of applicant's age, the range of 18-35 can carry one rate and 36-65 can carry a different rate. Each rate for the specified range applies to only one country.

For each insurance rate, you must specify the rate paid to the insurer (also known as the provider), and the rate to be charged to the policy holder (the lessee).

The rate multiplied against the OEC factor for lease products or the coverage amount for optional products determines the premium.

For lease insurance products only, you must also specify the insurance asset class for the insurance rate.

## Prerequisites

Define Insurance Products

Define Insurance Asset Classes

## Steps

Perform the following steps:

1. In the Insurance Products page, search the insurance product for which you want to specify the insurance rates.
2. Click the Rates icon for the applicable insurance product in the results area. The Insurance Product Rates page opens.
3. Click Create. The Create Insurance Rate page opens.
4. Select the Country.

5. Select the Product Name.  
As you select the product name, the factor for the product is displayed.
6. For a lease insurance product, select the Insurance Asset Class.  
This is the insurance asset class to be associated with this insurance rate.
7. Enter a minimum and maximum values for the factor range for this insurance rate.
8. Enter the Insurer rate as a percentage, that is, the rate paid to the provider.
9. Enter the Lessee rate as a percentage, that is, the rate charged to the policy holder (the lessee).
10. Enter the Effective From date, and optionally the Effective To date, if known.
11. Click Apply.
12. If your insurance product has different rates for different factor ranges, repeat steps 4 through 10 for each new rate for the insurance product within each country.

## Define Insurance Restrictions

Optional

You can identify industries and asset categories within a country that are not insurable, by creating insurance exclusions (also known as insurance restrictions).

### Prerequisites

None

### Steps

Perform the following steps:

1. Click Create in the Insurance Restrictions page. The Create Insurance Restriction page opens.
2. Select the Country.
3. Select the Asset Category, as registered in Oracle Assets.
4. Enter the Industry Type.

Industry Type means the appropriate SIC (Standard Industry Code).

The industries that you want to exclude must match the type value entered on the customer record. This entry differs depending on the country. In the USA, Industry

Type means the appropriate SIC (Standard Industry Code).

5. Optionally enter some Comments.
6. Enter the Effective From date and the Effective To date, if known.
7. Click Apply.

## Define Insurance Tasks

Use the Task Setup for Automatic Insurance page to auto-create a CRM Task upon failure of automatic insurance program.

### Steps

Perform the following:

1. Click Update in the Task Setup for Automatic Insurance page. The Update Task Setup for Automatic Insurance opens.
2. Select applicable values to auto-create a CRM Task.
3. Click Apply.

## Define Parameters for Automatic Placement of Insurance Business Rules

Required

If a lessee does not provide third party insurance information within a certain time frame after contract activation, the lessor can add insurance to the contract.

The auto-placement of insurance program is subject to various conditions, several of which are set up as seeded system profile values, which you can alter to suit your particular business requirements.

The system profile conditions which you can change each contain a parameter, or are subject to a flag which enables or disables a feature.

The following table shows the full list of automatic insurance placement conditions and the seeded parameter values released with Oracle Lease Management.

### ***Insurance Placement Conditions and Seeded Values***

Condition	Seeded Parameter Value
Notify customer X days prior to insurance expiration	X = 60

Condition	Seeded Parameter Value
Inform customer of expiration?	Yes
If proof of insurance not provided X days after contract activation, trigger automatic placement	X = 30
If deal size is greater than X, do not quote insurance	X = US \$1,000,000
If term is less than X months, do not quote insurance	X = 6
If term is greater than X months, do not quote insurance	X = 120
Activate insurance policy after X days	X = 90
Activate insurance after X% of premium is paid	X = 50%
Premium paid at X% of total	X = 80%
Cancellation upon receipt of third party details?	Yes
Maximum number of months to refund	X = 6
Number of months after first premium paid to receive a refund	X = 6

For more information about system profiles, and how to change them, see the *Oracle Application System Administrator's Guide - Maintenance*.

## Prerequisites

None

## Set Up Pricing Engine Integration for Stream Generation

This section outlines the process for setting up the integration of the pricing engine through the XML Gateway between Oracle Lease Management and a third-party lease price modeling software program. This setup enables pricing, stream generation, and

yield calculation with your third-party lease price modeling software.

Synchronize the pricing setups for the external pricing engine software with your current Oracle Lease Management operations. For example, do not allow the external pricing software setup to return streams for state tax depreciation if you are not updating state tax depreciation on lease contracts.

To enable this functionality, you must set up the XML Gateway in such a way that the configuration includes both inbound and outbound operations. Stream generation is a two-way process, whereby lease and/or loan contract details are sent out of Oracle Lease Management into a pricing engine, which then returns relevant information, including stream schedules and yield calculations.

**Note:** Prior to setting up the XML Gateway, you must have the Oracle XML Gateway software, the Oracle Transport Agent (OTA) and Oracle Advanced Queues properly installed.

You must perform these tasks to properly set up the XML Gateway:

- Define the Pricing Engine as a Customer in Oracle Receivables
- Define Profile Options
- Define Trading Partner and Transaction Types
- Schedule Pricing Time Out Concurrent Program

For security reasons it is recommended that implementations use SSL/HTTPS for the communication between Oracle Lease and Finance Management and the Third Party lease pricing software program. To implement this, the Trading Partner setup needs to be configured with the protocol type as HTTPS. Additionally, Oracle Wallet needs to be configured. For additional information, see the *Oracle XML Gateway User's Guide*.

## Define the Pricing Engine as a Customer in Oracle Receivables

Required

You must define the third-party lease price modeling software that you are using for stream generation as a standard customer in Oracle Receivables. At a minimum, you must enter the name and address of the fields.

**Important:** The Name you use when setting up the third-party lease price modeling software as a customer in Oracle Receivables is the exact name that you enter when you configure the OKL: Stream Generation Pricing Engine Name profile option.

Use the Customers page in Oracle Receivables to define customers. (Responsibility: Receivables Manager; Customers > Standard)

For more details on defining customers, see the *Oracle Receivables User Guide*.

## Prerequisites

None

## Define Profile Options

You must define some specific profile options at the site level with specific values to enable the XML Gateway and Oracle Lease Management stream generation. The following table describes stream generation profile options.

### ***Profile Options and Associated Values for Stream Generation***

Profile Option	Required Value
ECX: Log File Path	The value of the environment variable APPLPTMP  (Example: For UNIX, find the value using this command: \$echo\$APPLPTMP)
OKL: Stream Generation Log Directory	The value of the environment variable APPLPTMP
OKL: Stream Generation Pricing Engine Name	<third-party lease price modeling software name>  This must be the same as the customer name defined in Oracle Receivables.
OKL: Stream Generation Pricing Engine URL	<URL of the pricing engine where it accepts inbound XML messages.>  Note: This URL must contain the port number.
OKL: Stream Generation Time Out	The time in minutes after which a pending request for Streams Generation is marked as TIMED_OUT.

For more information, see Setting Profile Options, *Oracle Applications System Administrator's Guide - Maintenance*.

## Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

## Define Trading Partner and Transaction Types

Required

To enable inbound and outbound messages through the XML Gateway, you must define the third-party lease price modeling software as a Trading Partner in the XML Gateway, and then configure all the possible transactions that occur between the trading partner and Oracle Lease Management.

The four seeded transaction types are: Outbound/In Bound Lease and Outbound/In Bound Loan.

These topics cover how to create a trading partner and set up inbound and outbound transaction types:

[Create a Trading Partner](#)

[Set up Outbound Transaction Types](#)

[Set up Inbound Transaction Types](#)

### Create a Trading Partner

The following steps describe how to create a trading partner. Following these procedures are steps on setting up outbound and inbound transaction types.

#### Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

#### Steps

Perform the following steps using the Trading Partner Setup window:

1. In the Trading Partner Type field, select Customer from the list of values.

2. In the Trading Partner Name field, select the name from the list of values.

This must be the name that you set up in Oracle Receivables for your third-party lease price modeling software.

3. Choose the Trading Partner Site from the list of values.

4. In the Company Admin Email field, enter the e-mail address for the company contact in case of error notification.

5. Save your work.

When SSL is enabled in Oracle Applications, the following set up steps are required to enable external stream generation:

1. Complete the set up for the XML Gateway Trading Partner.
2. **Responsibility:** XML Gateway
3. **Form:** Define Trading Partners
4. For the Trading Partner: SuperTrump, update the Protocol Type from **HTTP** to **HTTPS**, and update the Protocol Address from **http://** to **https://**.
5. Download and install the public server certificate in your browser.
6. Bounce the middle tier.

## Set Up Outbound Transaction Types

In the Trading Partner Details section, you must enter the details of the transactions to enable. The following steps outline the process of setting up a Lease Booking Outbound Transaction, one of the two outbound transactions used in Oracle Lease Management.

### Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

You have created a trading partner and have placed the trading partner in context. For more information, see Create a Trading Partner.

### Steps

Perform the following steps using the Trading Partner Setup window:

1. In the Transaction Type field, choose the transaction type OKL\_ST, with a Transaction Sub type of LSBO and a direction of OUT.  
These transaction types are seeded. Selecting the one with the above values populates some other related fields.
2. In the Map field, choose OKL\_STLEASEBOOKING\_W3C10\_OUT.
3. In the Connection/Hub field, choose DIRECT.
4. In the Protocol Type field, choose HTTP.
5. In the User name field, enter your database user name.
6. In the Password field, enter your database password.

**Note:** The password needs to be a minimum of five characters. If your password is less than five characters, then append it with

colons (:) to make it five characters. If the setup for does not accept colons then you can use a lowercase **z** in its place. This is the database user name and password combination for the applications schema that has execute privileges on the **plsql** procedures.

7. In the protocol address field enter:

<Your application's URL>oklLpSTProxySrvr.jsp.

Example:

[http://xyz.us.oracle.com:5800/OA\\_HTML/oklLpSTProxySrvr.jsp](http://xyz.us.oracle.com:5800/OA_HTML/oklLpSTProxySrvr.jsp).

Specify the port number for the apache application server in the protocol address.

**Note:** Even if the apache application is running on port 80, specify the port number explicitly as 80.

8. In the Source Trading Partner Location code field, enter the name of your third-party lease price modeling software vendor.

9. Repeat steps 1-8 for the Loan Booking Outbound transaction type, using these values:

- **Transaction Type:** OKL\_ST
- **Transaction Sub Type:** LNBO
- **Direction:** OUT
- **Map:** OKL\_STLOANBOOKING\_W3C10\_OUT
- **Connection/Hug:** DIRECT
- **Protocol Type:** HTTP
- **Username:** <your database user name>
- **Password:** <your database password>
- **Protocol Address:** <Your application's apache URL>oklLpSTProxySrvr.jsp  
For example: [http://xyz.us.oracle.com:5800/OA\\_HTML/oklLpSTProxySrvr.jsp](http://xyz.us.oracle.com:5800/OA_HTML/oklLpSTProxySrvr.jsp).
- **Source Trading Partner Location:** <third-party lease price modeling software name>

10. For the Lease Restructure and Lease Renewals transaction types, repeat Step 9 with

these changes:

- **Transaction Sub Type:** LSRO
- **Map:** OKL\_STLEASERESTRUCT\_W3C10\_OUT

(All other values remain the same as those used in Step 9.)

11. For the Lease Quotes transaction type, repeat Step 9 with these changes:

- **Transaction Sub Type:** LSQO
- **Map:** OKL\_STLEASEQUOTE\_W3C10\_OUT

(All other values remain the same as those used in Step 9.)

12. For the Variable Interest Rate Loans and Loan Quotes transaction types, repeat Step 9 with these changes:

- **Transaction Sub Type:** LNQO
- **Map:** OKL\_STLOANQUOTE\_W3C10\_OUT

(All other values remain the same as those used in Step 9.)

13. For the Loan Restructure and Loan Renewals transaction types, repeat Step 9 with these changes:

- **Transaction Sub Type:** LNRO
- **Map:** OKL\_STLOANRESTRUCT\_W3C10\_OUT

14. Save the records.

## Set Up Inbound Transaction Types

The following steps outline the process of setting up a Lease Booking In Bound Transaction, one of the two in bound transactions that Oracle Lease Management uses.

### Prerequisites

Define the third-party lease price modeling software as a customer in Oracle Receivables.

You have created a trading partner and have placed the trading partner in context. For more information, see Create a Trading Partner.

### Steps

Perform the following steps using the Trading Partner Setup window:

1. In the Transaction Type field, choose the transaction type OKL\_ST, with a Transaction Sub type of LSBI and a direction of IN.  
These transaction types are seeded. Selecting the one with the above values populates some other related fields.
2. In the Map field, choose OKL\_STLEASEBOOKING\_W3C10\_IN.
3. In the Source Trading Partner Location code field, enter the name of your third-party lease price modeling software vendor.
4. Repeat steps 1-3 for the Loan Booking In Bound transaction type, using these values:
  - **Transaction Type:** OKL\_ST
  - **Transaction Sub Type:** LNBI
  - **Direction:** IN
  - **Map:** OKL\_STLOANBOOKING\_W3C10\_IN
  - **Source Trading Partner Location:** <third-party lease price modeling software name>
5. Repeat step 4 for Lease Restructure and Lease Renewals In Bound transaction types, with these value changes:
  - **Transaction Sub Type:** LSRI
  - **Map:** OKL\_STLOANRESTRUCT\_W3C10\_IN

(All other values remain the same as those used in Step 4.)
6. Repeat step 4 for Lease Quotes In Bound transaction type, with these value changes:
  - **Transaction Sub Type:** LSQI
  - **Map:** OKL\_STLEASERESTRUCT\_W3C10\_IN

(All other values remain the same as those used in Step 4.)
7. Repeat step 4 for Loan Quotes and Variable Interest Rate Loans In Bound transaction types, with these value changes:
  - **Transaction Sub Type:** LNQI
  - **Map:** OKL\_STLOANRESTRUCT\_W3C10\_IN

(All other values remain the same as those used in Step 4.)

8. Repeat step 4 for Loan Restructure and Loan Renewals Inbound transaction types, with these value changes:
  - **Transaction Sub Type:** LNRI
  - **Map:** OKL\_STLOANRESTRUCT\_W3C10\_IN
9. Save your work.

**Note:** The Source Trading Partner Location, the Customer name in Oracle Receivables, and the **OKL: Stream Generation Pricing Engine Name** profile option all MUST contain the exact same name.

## Schedule Pricing Time Out Concurrent Program

In the course of generating streams, requests are periodically sent back and forth through the XML Gateway. In the event that a request does not get returned in the system, you must enable a facility to clear out these requests. In Oracle Lease Management, you run the **OKL Pricing Time Out** concurrent program.

This concurrent program should be scheduled to run periodically, depending upon the needs of your system. You can reschedule this concurrent program --such as run more often, less often, and so on--as your needs change.

For more information on setting up and running concurrent programs, see the *Oracle Applications System Administrator's Guides*.

### Prerequisites

None

## Define Workflow

Oracle Workflow automates and improves business processes. With Workflow, you can route information of any type to both people inside and outside your enterprise. The routing of information follows business rules that you can modify.

With Oracle Workflow, you can:

- Create, view, or modify a business process by dragging and dropping components.
- Use the Workflow Engine to monitor workflow states and coordinate a process's routing of activities.
- Send e-mail to contacts to notify them of events or pending activities that can optionally require a response.

- View, monitor, and track the progress of a workflow and its history.

For example, you can use Workflow to start a contract approval process that requires multiple levels of approval by both internal and external approval parties.

There is a specific modification that you must make to an Oracle Order Management workflow to sell inventory items through Oracle iStore. This modification adds Oracle Lease Management processes to the Order Management workflow and is required for the standard remarketing process. For more information, see [Modify Order Management Workflow to Enable Standard Remarketing](#).

For more information on setting up workflows, see the *Oracle Workflow Guide*.

## Seeded Business Events For Lease Contract Authoring

Lease Management includes seeded business events that can automate lease authoring business processes. Authoring events include clicking on Create, Update, or other action-type buttons and hyperlinks. Enabled events are triggered after the record is written to the database, when a confirmation message such as "Successfully created / updated / deleted" is displayed. See [Seeded Business Events For Lease Contract Authoring](#), page F-1 for a list of the seeded Lease Management business events.

Use these Lease Management business events to connect to Oracle Workflow business events to create tasks, record notes, send notifications, and route contracts to colleagues.

To implement the seeded business events in Lease Management:

1. Enable seeded business events. You may also modify or subsequently disable business events.
2. Associate lease authoring business events to Oracle Workflow business events, including registering appropriate deferred (asynchronous) subscriptions. See Oracle Workflow documentation.

Additionally, use these business events to facilitate extensibility to existing APIs. A list of APIs can be viewed in the Oracle Integration Repository.

## Synchronous Subscription Workflows Require Customization

You may use the Lease Management business events to create custom workflows. Customized workflows using Lease Management business events may include synchronous subscriptions. Synchronous subscriptions, however, not usually recommended, require customized workflows.

## Modify Order Management Workflow to Enable Standard Remarketing

Required

To sell remarketed inventory items through Oracle iStore, you must complete several setup steps, including modifying the Order Management workflow OM Order Header.

Use the Oracle Workflow Builder and Database Administrator responsibility with appropriate database access to modify the existing workflows. These modifications enable Oracle Lease Management's system to:

- Create remarket invoice
- Dispose of asset
- Reduce the item quantity in Order Management
- Update the asset return status

**Note:** Make sure that you are fully trained in Oracle Workflow Builder and database manipulation before you make any modifications to workflows.

## Prerequisites

Oracle Workflow Builder must be installed.

Oracle Lease Management's Customized Order Management Order Header Workflow must exist.

## Steps

Perform the following steps:

1. Within the Workflow Builder, find and open the item type OM Order Header from within the database.  
This item type is Order Management's default order header workflow
2. Find and open the item type OKL - AM : OM Order Header from within the database.  
This item type is Oracle Lease Management's modified Order Management workflow.
3. From the workflow builder navigator tree, expand the Functions branch and drag and drop the following function nodes from OKL -AM : OM Order Header item type into the OM Order Header item type:
  - Create Remarket Invoice
  - Dispose Asset
  - Reduce Item Quantity
  - Update Asset Return Status

4. Expand the Processes branch and drag and drop the OKL Order Flow - Generic process diagram from the OKL - AM : OM Order Header item type into the OM Order Header item type.

5. Validate OM Order Header item type and save it in the database.

In the error message dialogue box, search for any errors that directly relate to the modification you just made. Ignore all others.

If there are no related errors, you have successfully added Oracle Lease Management's modified Order Management process flow to the item type OM Order Header.

## Guidelines

During the Oracle Order Management implementation, you must set up Oracle Lease Management transaction types for Order Header and Order Line. You must also set up document sequencing for this transaction type.

# Set Up Credit Checklists

## Prerequisites

You must have set up and defined item codes for the potential actions to be entered on checklists. Use the Application Object Library Lookups window (Application > Lookups > Application Object Library) For more information, see the *Oracle Applications User's Guide*.

## Steps

Perform the following steps:

1. If you want to use credit checklists, click Create in the Checklists page. The Create Checklist page opens.
2. Enter the name of the checklist.
3. In the Type field, select Credit Line checklist template (or Funding Request checklist template) from the list of values.
4. You may enter a short or longer description (or both) for the checklist.
5. Enter the Effective Date range of the checklist template.
6. Navigate to Setup > Checklist > Checklist Contents.
7. The Checklist Contents Page appears, allowing you to enter the checklist items.

8. If you want to delete one or more items from the checklist, select the Remove check box next to each item, and click Update.
9. For the items that you want to be on the checklist, in the Item Code field, click the flashlight icon and select the item code from the list of item codes.
10. The remaining fields for the item are displayed: Item, Description, and Effective From date.
11. Repeat step 9 for each separate item that you want to include on the checklist.
12. Click Apply.

## Customizing Users' Lease Management Home Pages

See the *Oracle Self-Service Web Applications Implementation* manual.

## Set Up Vendor Residual Sharing

### Overview

To set up vendor residual sharing, complete the following tasks.

- Set Up Vendors in Oracle Purchasing
- Optionally, Set Up Vendor Residual Sharing Formula
- Add Vendor Residual Sharing Stream to Stream Generation Template

### Set Up Vendors in Oracle Purchasing

To set up vendors in Oracle Purchasing, see the *Oracle Purchasing User's Guide*.

### Set Up Vendor Residual Sharing Formula

To enable different vendor residual sharing calculations under different program agreements, Lease Management enables you to create formulas to be used in calculating residual sharing. To create your own formula, see Define Formulas, page 6-18.

If you choose not to create a custom formula, you can use the seeded Lease Management formula, Vendor Residual Share, which has the following calculation:

**Vendor Residual Share = (Proceeds minus Cost Basis) \* Residual Sharing %**

In this formula, Proceeds are the sales proceeds in Fixed Assets: the amount received from the sale to the lessee, the amount received from remarketing to a third party, or the amount received from scrapping the asset. The Cost Basis is the residual value

stated in future value terms.

## Add Vendor Residual Sharing Stream

Before vendor residual sharing can be processed, you must complete the following set up tasks in Lease Management.

- **Vendor Residual Sharing Stream Purpose** - Add the Vendor Residual Sharing Stream Purpose to the Stream Generation Template. See Define Streams and Pricing.
- **Vendor Residual Sharing Accounting Template** - Define the Accounting Template with the following values:
  - Transaction Type = Disbursement
  - Stream Type = Vendor Residual Share
  - Formula = Contract Residual Share

Define the Accounting Template lines with the appropriate account numbers. See Define Lease Accounting Templates.

## Set Up Reconciliation Report Templates

To set up the Reconciliation Report Template for balances and activity, perform the following:

1. Navigate to the Reports Summary page.
2. Click Create and enter the details as described in the following table.

Report	Parameters
Name	Template Name
Type	Template Type: Balances or Activity
Description	A short description for the template.
Chart of Accounts	Chart of Accounts for which you want to perform the reconciliation process.

Report	Parameters
Ledger	Select the ledger if you are defining the template. The ledger defined here is defaulted on the request parameter, which you can change while submitting the request.
<b>Natural Accounts</b>	Select the natural account range for which balance or activity needs to be reconciled. The reconciliation report sums up the closing balance or activity of all the accounts as on a given period within the natural account range.
Segment From, Segment To	
<b>Book Classifications</b>	Select one or more book classifications for reconciliation. The stream element balance as on a given date and transactions of all the contracts related to the selected book classification in a given period range, is used for reconciliation.
<b>Financial Products</b>	Select one or more for reconciliation. The stream element balance as on a given date and transactions of all the contracts related to the selected book classification in a period range, is used for reconciliation.
	<b>Note:</b> If you need to reconcile the contracts related to specific financial products then do not select the book classification, select only the financial products. Use book classification only when you want to reconcile all the contracts related to that book classification, irrespective of the financial product.
<b>Streams</b>	
Balance Type	<p><b>Unbilled:</b> To generate reconciliation report for unbilled receivables.</p> <p><b>Unaccrued:</b> To generate reconciliation report for unearned income.</p> <p><b>Blank:</b> To generate reconciliation report for residual value.</p> <p><b>Accrual:</b> If template type is Activity, then the balance type is defaulted to Accrual.</p>

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Report	Parameters
Stream Type	<p><b>For Unbilled Receivable Reconciliation:</b></p> <p>Select a stream type, sum of which is accounted as an unbilled receivable while booking the contract in the account, selected in the natural accounts range. The billing of the selected stream should credit the unbilled receivable account.</p> <p><b>Note:</b> The reconciliation report reconciles the sum of yet to be billed streams selected in this field with the balance of natural accounts selected in the segment range.</p> <p><b>For Unearned Income Reconciliation:</b></p> <p>Select an accrual stream type, sum of which is accounted as an unearned receivable while booking the contract in the account, selected in the natural accounts range. The accrual of the selected stream should credit the unearned income account.</p> <p><b>Note:</b> The reconciliation report reconciles the sum of yet to be accrued streams selected in this field with the balance of natural accounts selected in the segment range.</p> <p><b>For Residual Value Reconciliation:</b></p> <p>Select a residual value stream type, which is accounted as a residual value while booking the contract in the account, selected in the natural accounts range. The selected stream should credit the residual value account.</p> <p><b>Note:</b> The reconciliation report reconciles the sum of selected streams in this field with the balance of natural accounts selected in the segment range.</p> <p><b>For Accrual Reconciliation:</b></p> <p>Select an activity stream type such as rent for which accruals can be run. Make sure to select only the accrual streams with balance type set to Accrual.</p> <p><b>Note:</b> Accrual reconciliation reconciles accrual streams with transactions created and posted in GL against them for a period.</p>

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Report	Parameters
Transactions	
Transaction	Select the transaction type and stream:
Type	1. which should be accounted in the natural account that you selected in the natural account range.
Stream Type	<p>2. • <b>For Unbilled Receivable:</b> select the combination, which should either change the sum of yet to be billed stream (for the stream type selected in Streams) for a contract or generated based on the sum of yet to be billed stream. For example, in case of Direct finance lease, while booking the transaction, the unbilled receivable stream can be generated based on the sum of all unbilled stream with the purpose rent. At the time of billing transaction for rent, the stream elements which are yet to be billed will get reduced for a contract.</p> <p>• <b>For Unearned Income:</b> select the combination, which should either change the sum of yet to be accrued stream (for the stream type selected in Streams) for a contract or generated based on the sum of yet to be accrued stream. For example, in case of direct finance lease, while booking the transaction, the unearned income stream can be generated based on the sum of all unaccrued streams with the purpose per tax income. At the time of accrual transaction for per tax income, the stream elements, which are yet to be accrued, will get reduced for a contract.</p> <p>• <b>For Residual Value:</b> select the combination, which should either add, remove, or change the amount of residual value streams. For example, for the direct finance lease, while booking the transaction, the stream with the purpose residual value will be added and while termination, the residual value stream will be historized. While booking, if the residual value is changed for an asset, then re-booking can also result in a change of the residual value for a contract.</p> <p>• <b>For Accrual Value:</b> All stream types that track accrual activity like rent income, interest income, or expenses are included in the selection. You should select the transaction type as accrual when balance type is accrual.</p>

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Report	Parameters
Add or Subtract	<p><b>For Unbilled Receivable:</b>  Select Add for the transaction type and stream combination, which will generate the debit entry for the account in the selected account range and which will increase or generate the yet to be billed stream for a contract.</p> <p>Select Subtract for transaction type and stream combination, which will generate the credit entry for the account in the selected account range and which will decrease or remove (histories) the yet to be billed stream for a contract.</p> <p><b>For Unearned Revenue:</b>  Select Add for the transaction type and stream combination, which will generate the debit entry for the account in the selected account range and which will increase or generate the yet to be accrued stream for a contract.</p> <p>Select Subtract for the transaction type and stream combination, which will generate the credit entry for the account in the selected account range and which will decrease or remove (histories) the yet to be accrued stream for a contract.</p> <p><b>For Residual Value:</b>  Select Add for the transaction type and stream combination, which will generate the debit entry for the account in the selected account range and which will increase/generate the residual value stream for a contract.</p> <p>Select Subtract for the transaction type and stream combination, which will generate the credit entry for the account in the selected account range and which will decrease or remove (histories) the residual value stream for a contract.</p> <p><b>For Accrual Value:</b>  Select Subtract for the transaction type and stream combination. The selected stream type should credit the relevant accrual account each time accruals are run, so select the Subtract option.</p>

## Balances Report Example

To derive the reconciliation report for Balances for Unbilled receivables, set up the reconciliation template as follows:

**Name:** Unbilled Receivables <xxx>

**Type:** Balances

**Chart of Accounts:** Lease Account Flex <xxx>

**Ledger Name:** Ledger <xxx>

**Segment From:** 1232 (Unbilled Receivables) **Segment To:** 1232(Unbilled Receivables)

**Book Classification:** Direct Finance

**Balance Type:** Unbilled

**Stream Type:** Unbilled Receivables **Purpose:** Accounting

**Transaction Type:** Booking **Stream Type:** Unbilled Receivables **Add or Subtract:** Add

**Transaction Type:** Billing **Stream Type:** Rent **Add or Subtract:** Subtract

**Transaction Type:** Termination **Stream Type:** Unbilled Receivables **Add or Subtract:** Subtract

**Transaction Type:** Rebook **Stream Type:** Unbilled Receivables **Add or Subtract:** Subtract

Once reconciliation report is set up as mentioned above, use it as parameters to generate reconciliation reports for unbilled receivables for a period or ranges of periods.

## Activity Report Example

To derive the reconciliation report for Activity for Unbilled receivables, set up the reconciliation template as follows:

**Name:** Accruals Rent<xxx>

**Type:** Activity

**Chart of Accounts:** Lease Account Flex <xxx>

**Ledger Name:** Ledger <xxx>

**Segment From:** 4504 (Lease Rent Revenue) **Segment To:** 4504 (Lease Rent Revenue)

**Book Classification:** Operating Lease

**Balance Type:** Accrual

**Stream Type:** Rent Accrual **Purpose:** Rent Accrual

**Transaction Type:** Booking **Stream Type:** Unbilled Receivables **Add or Subtract:** Add

Once reconciliation report is set up as mentioned above, use it as parameters to generate reconciliation reports for unbilled receivables for a period or ranges of periods.



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# Oracle iSetup for Lease and Finance Management

## Oracle iSetup for Lease and Finance Management

Oracle iSetup lets you duplicate or migrate setup components from one Oracle E-Business Suite instance to another. This helps you speed up your implementation task. In Lease and Finance Management, you can migrate the following setup components from one operating unit or instance to another.

- Stream Types
- Stream Generation Templates
- Accounting Template Sets with Template Lines
- Products with Product Template, Values, and Accrual Streams

### Process Overview

To migrate from one instance to another, follow these steps:

- Create a selection set for the setup components using extract filters for the desired components.
- Create an extract file from a specified instance using the selection set.
- Save the extract file on your desktop, CD, or any storage media.
- Upload the extract file to the target instance.
- Load the extract file to the target instance.

For detailed information on creating selection sets, creating extracts, loading extracts, and dependent reports, see Migrations, page 7- .

**Caution:** The migration fails if dependent setup components are not present or partly migrated.

**Note:** Lease and Finance Management does not support transforms.

## Migrating Setups from an Operating Unit to Another

To migrate setups from one operating unit to another, perform the following:

1. Create a selection set based on the setup requirements.
2. Use the selection set and create an extract file from the source operating unit.
3. Download the extract file (a zip file) to your desktop or any other storage media and unzip the file.
4. Open the files in an Editor, find and replace all the source operating units to the target operating units.
5. Create a zip file of all the files.
6. Upload the zip file to the target instance.
7. Create a Load using the upload file.

# A

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## Profile Options and Profile Option Categories

This appendix covers the following topics:

- Profile Options and Profile Option Categories Overview
- Profile Option Category and Profile Options Descriptions

### Profile Options and Profile Option Categories Overview

During implementation, set a value for each Oracle Lease and Finance Management profile option to specify how Lease and Finance Management controls access to and processes data.

See: Setting User Profile Options, *Oracle Applications System Administrator's Guide - Maintenance*

Profile options are grouped into one or more profile option categories enabling you to view only the profile options that pertain to your application or function.

#### Lease and Finance Management Categories

- Accounting, page A-2
- Billing, page A-3
- Collections, page A-4
- Credit, page A-4
- Customer Service, page A-6
- Fulfillment, page A-9
- Insurance, page A-12

- Interaction History, page A-16
- Origination, page A-19
- Remarketing, page A-22
- Sales, page A-24
- Streams, page A-25
- Subledger Accounting, page A-29
- Technical, page A-27
- Vendor, page A-28

## Profile Option Category and Profile Options Descriptions

This section describes profile options by category.

The tables in this section provide profile option information as follows:

- The Default column displays either the default profile option value in italics, or No Default if none exists.
- The User Access column indicates whether you can view or update the profile option.
- The System Administration: Site, Application, Responsibility, and User columns indicate at which levels the system administrator can update these profile options.

The key for each table is:

- **+** - You can update the profile option.
- **V** - You can view the profile option but cannot change it.
- **0** - You cannot view or change the profile option.

## Accounting Category

The table below lists the profile options that control the accounting feature.

### **Accounting Category**

<b>Profile Option Name and Level</b>	<b>User</b>	<b>Sys Admin: User</b>	<b>Sys Admin: Resp.</b>	<b>Sys Admin: Application</b>	<b>Sys Admin: Site</b>	<b>Required?</b>	<b>Default Value</b>
OKL: Update Sales Tax Calculation Rules		+	+	+	+	No	No default
OKL: Use Account Generator Workflow	+	+	+	+	+	No	No

#### **OKL: Update Sales Tax Calculation Rules**

Enables users to control updates to the Sales Tax Calculation rules. The default value of Null prevents the user from updating these rules.

#### **OKL: Use Account Generator Workflow**

Yes / No list of values. Default set to No which uses the program logic to derive account codes for the account generator. Set value to Yes to derive the account codes through the OKL Account Generator workflow. You can modify this workflow to evaluate user-defined sources for account code derivation.

### **Billing Category**

The table below lists the profile options that controls the default summary view for the Receipt Application.

#### **Billing Category**

<b>Profile Option Name and Level</b>	<b>User</b>	<b>Sys Admin: User</b>	<b>Sys Admin: Resp.</b>	<b>Sys Admin: Application</b>	<b>Sys Admin: Site</b>	<b>Required?</b>	<b>Default Value</b>
OKL: Number of Receipt Applications to Default Summary View	+	+	+	+	+	No	No Default

## OKL: Number of Receipt Applications to Default Summary View

Used to set the default number for the receipt applications in the summary view. If the number of receipt application line is equal to or more than the value set for this option, the default view mode is Summary otherwise it is Detail.

## Collections Category

The table below lists the profile options that control the collections feature.

### Collections Category

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Collections Approver	+	+	+	+	+	No	No Default
OKL: Collections Specific Loss Provision Name	0	+	0	+	+	No	No Default
OKL: Small Balance Write-Off Tolerance	V	+	+	+	+	No	No Default

### OKL: Collections Approver

Used to identify the approver for collections.

### OKL: Collections Specific Loss Provision Name

Used while writing off a contract.

### OKL: Small Balance Write-Off Tolerance

The contract termination process checks the value of this profile option and generates a small balance write-off if the amount not received from the lessee is less than or equal to the value in the profile option. If the balance amount due exceeds the value in the profile option, the contract is terminated without any write-off.

## Credit Category

The table below lists the profile options that control the credit feature.

### Credit Category

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Credit Analyst	+	+	+	+	+	Yes	
OKL: Credit Approver		+	+	+	+	No	No Default
OKL: Credit Line Approval Process		+	+	+	+	No	No Default
OKL: Credit Line Approver	+	+	+	+	+	No	
OKL: Cure Approval User		+	0	0	0	No	<i>System Administrator</i>
OKL: Funding Request Approver	+	+	+	+	+	No	
OKL: Lease Funding Approval Process	+	0	+	0	+	No	No Default

#### OKL: Credit Analyst

Determines the user who receives credit recommendation notifications. Assign value to set workflow notification for credit management.

#### OKL: Credit Approver

Used to identify the approver for credit line requests.

#### OKL: Credit Line Approval Process

Determines which application process to use for credit line approval requests. Available options include None, Oracle Workflow and Oracle Approvals Management (AME).

#### OKL: Credit Line Approver

Used to enable credit line approver role for the user.

### OKL: Cure Approval User

Identifies the user to receive notifications to approve cure requests sent by the Request Cure Approvals program.

### OKL: Funding Request Approver

Used to enable funding request approver role for the user.

### OKL: Lease Funding Approval Process

Determines which application process to use for lease funding approvals.

## Customer Service Category

The table below lists the profile options that control the customer service feature.

### *Customer Service Category*

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Allow Renewal Quote	+	+	+	+	+	No	
OKL: Asset Update Enabled for a Contract	+	+	+	+	+	No	
OKL: iPayment Account ID	0	+	0	+		No	No Default
OKL: Lease Center Default Tab	+	+	+	+	+	No	
OKL: Recent Number of Days	V	+	+	+	+	No	
OKL: Update Asset Return Rules	+	+	+	+	+	Yes for non-financial update, otherwise No	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Update Billing Structure	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Update Descriptive Flexfields from Lease Center		+	+	+	+	No	No Default
OKL: Update Evergreen Eligibility	+	+	+	+	+	No	
OKL: Update Late Charges Rules	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Update Misc Non Financial Information	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Update Party Information	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Update Renewal Options	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Update Termination Option Rules	+	+	+	+	+	Yes for non-financial update, otherwise No	
OKL: Waive Service Fee	V	+	+	+	+	Yes	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Waive Service Fee Limit	V	+	+	+	+	Yes	

### **OKL: Allow Renewal Quote**

Used to check whether a renewal quote can be requested from the Lease Center.

### **OKL: Asset Update Enabled for a Contract**

Determines tax status updates from the Lease Center. If set to Yes, the user can update the tax status and exempt number on the Asset Details page in the Lease Center.

### **OKL: iPayment Account ID**

Specifies the bank account to post payments received through the iPayment integration service when using the Make Payment function in Lease and Finance Management.

### **OKL: Lease Center Default Tab**

Determines which tab is automatically opened when the Lease Center is launched.

### **OKL: Recent Number of Days**

Used to query billing transactions on specific transaction dates. Sets the number of recent days of billing transactions that you want to appear.

### **OKL: Update Asset Return Rules**

Determines whether the user is allowed to update asset return rules on the Structure tab of the Lease Center.

### **OKL: Update Billing Structure**

Determines whether the user is allowed to update billing information on the Structure tab of the Lease Center.

### **OKL: Update Descriptive Flexfields from Lease Center**

Enables updates to descriptive flexfields for contract header and lines in the Lease Center.

**OKL: Update Evergreen Eligibility**

Used to check whether Evergreen eligibility rules can be updated from the Lease Center.

**OKL: Update Late Charges Rules**

Determines whether the user is allowed to update late charge rules on the Structure tab of the Lease Center.

**OKL: Update Misc Non Financial Information**

Determines whether the user is allowed to update other information on the Structure tab of the Lease Center not covered by the other "OKL: Update" profile options.

**OKL: Update Party Information**

Determines whether the user is allowed to add, update, or delete guarantor, or add or update vendor on the Parties tab of the Lease Center.

**OKL: Update Renewal Options**

Determines whether the user is allowed to update renewal option rules on the Structure tab of the Lease Center.

**OKL: Update Termination Option Rules**

Determines whether the user is allowed to update termination option rules on the Structure tab of the Lease Center.

**OKL: Waive Service Fee**

Determines whether leasing agent has authority to waive service fee charges generated in the Lease Center.

**OKL: Waive Service Fee Limit**

Determines the maximum amount (in user's organization unit ledger currency) of a service fee charge that a leasing agent can waive.

**Fulfillment Category**

The table below lists the profile options that control the fulfillment feature.

**Fulfillment Category**

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Agent for Receiving Customer Response		+	+	+	+	No	No Default
OKL: Agent for Receiving Vendor Response		+	+	+	+	No	No Default
OKL: Default Note Type	+	+	+	+	+	Yes	
OKL: Email Identity	V	+	+	+	+	Yes	
OKL: Manual Termination Quote Representative	+	+	+	+	+	Yes	
OKL: Transportation Department Notification	+	+	+	+	+	Yes	
OKL: Vendor Approval Email From		+	+	+	+	No	No Default
OKL: Vendor Approval Email Subject		+	+	+	+	No	No Default
OKL: Vendor Approval Template		+	+	+	+	No	No Default
OKL: Vendor Contact Email		+	+	+	+	No	No Default
OKL: Vendor Notification Email From		+	+	+	+	No	No Default

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Vendor Notification Email Subject	+	+	+	+	+	No	No Default
OKL: Vendor Notification Template	+	+	+	+	+	No	No Default
OKL: Write Customer Template	+	+	+	+	+	Yes	

### **OKL: Agent for Receiving Customer Response**

Determines the agent to receive customer responses for fulfillment documents.

### **OKL: Agent for Receiving Vendor Response**

Determines the agent to receive vendor responses for fulfillment documents.

### **OKL: Default Note Type**

Used by the Lease Center to determine the type of interaction history note to create as a default when initiating a new note.

### **OKL: Email Identity**

Sets the FROM e-mail address for the user when sending notices or other correspondence from the Lease Center. Stores e-mail address that will be used as default if email address is not explicitly set.

### **OKL: Manual Termination Quote Representative**

Determines who to send manual termination quote requests to.

### **OKL: Transportation Department Notification**

User / Responsibility . From the list of values, select the user, employee, or responsibility to whom the Transportation Department notification should be sent.

### **OKL: Vendor Approval Email From**

Used by Oracle Advanced Collections to get approval from vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party

Collection Agencies.

#### **OKL: Vendor Approval Email Subject**

Used by Oracle Advanced Collections to get approval from vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party Collection Agencies.

#### **OKL: Vendor Approval Template**

Used by Oracle Advanced Collections to get approval from vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party Collection Agencies.

#### **OKL: Vendor Contact Email**

Determines the vendor to contact through email while sending the fulfillment documents.

#### **OKL: Vendor Notification Email From**

Used by Oracle Advanced Collections to notify vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party Collection Agencies.

#### **OKL: Vendor Notification Email Subject**

Used by Oracle Advanced Collections to notify vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party Collection Agencies.

#### **OKL: Vendor Notification Template**

Used by Oracle Advanced Collections to notify vendors associated to Lease Contracts, before sending Collections cases to Credits Bureaus or Other Third Party Collection Agencies.

#### **OKL: Write Customer Template**

Template is used while sending fulfillment requests to the customer from custom workflows invoked from the strategy engine.

### **Insurance Category**

The table below lists the profile options that control the insurance feature.

**Insurance Category**

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Cancel policy with proof of third party insurance	V	0	+	0	+	Yes	
OKL: Days After Contract Booking Date to Activate Policy		0	+	0	+	No	No Default
OKL: Days After Contract Booking Date to Policy Creation		0	+	0	+	No	No Default
OKL: Insurance Item Type	V	0	+	0	+	Yes	
OKL: Insurance quote deal size limit	V	0	+	0	+	Yes	
OKL: Insurance quote deal term maximum months	V	0	+	0	+	Yes	
OKL: Insurance quote deal term minimum months	V	0	+	0	+	Yes	
OKL: Insurance quote duration in days	V	0	+	0	+	Yes	
OKL: Lead days to notify customer of insurance policy expiration	V	0	+	0	+	Yes	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Maximum Number of Months Allowed After Payment for Refund	V	0	+	0	+	Yes	
OKL: Maximum Number of Months to Refund	V	0	+	0	+	Yes	
OKL: Minimum Percent of Premium Paid for Policy Activation	V	0	+	0	+	Yes	
OKL: Notify Customer of Insurance Policy Expiration	V	0	+	0	+	Yes	
OKL: Payment Frequency for Automatic Insurance	V	0	+	0	+	Yes	
OKL: Percent of Total Premium to Pay	V	0	+	0	+	Yes	
OKL: Third Party Task Group ID	0	0	+	0	+	Yes	
OKL: Third Party Task Owner Group ID	V	0	+	0	+	Yes	

### OKL: Cancel Policy With Proof of Third Party Insurance

Allows the insurance program to cancel a lessor-provided insurance policy when proof of a third party policy is recorded for the contract.

### OKL: Days After Contract Booking Date to Activate Policy

Specifies the number of days after contract booking. The program that automatically

activates insurance policies for assets not covered by an active insurance policy or third party insurance policy to determine the activation date uses this profile option's value.

#### **OKL: Days After Contract Booking Date to Policy Creation**

Specifies the number of days after contract booking. The program that automatically creates insurance policies for assets not covered by an active insurance policy or third party insurance policy to determine the creation date uses this profile option's value.

#### **OKL: Insurance Item Type**

Determines the inventory item type used for identifying and searching for insurance products from the user's inventory organization. Select from a list of values.

#### **OKL: Insurance Quote Deal Size Limit**

Contract amount which can be covered by lessor insurance. Contracts with a total covered asset cost over this amount (in the organization's ledger currency) are excluded from the automatic insurance placement program.

#### **OKL: Insurance Quote Deal Term Maximum Months**

Maximum contract term for which lessor can sell insurance. Contracts with a term longer than this number of months are excluded from the automatic insurance placement program.

#### **OKL: Insurance Quote Deal Term Minimum Months**

Minimum contract term for which lessor can sell insurance. Contracts with a total covered asset cost less than this amount (in the organization's ledger currency) are excluded from the automatic insurance placement program.

#### **OKL: Insurance Quote Duration in Days**

Insurance quote duration in days.

#### **OKL: Lead days to notify customer of insurance policy expiration**

Number of days before insurance policy (including third party) expiration that a notification is sent to a user.

#### **OKL: Maximum Number of Months Allowed After Payment for Refund**

Determines the maximum number of months after policy activation during which a refund can be performed for a policy cancellation.

### **OKL: Maximum Number of Months to Refund**

Determines the maximum number of months of premium payments that can be refunded for a cancelled policy.

### **OKL: Minimum Percent of Premium Paid for Policy Activation**

Determines the minimum payment amount required against an insurance policy for it to be activated.

### **OKL: Notify Customer of Insurance Policy Expiration**

Determines whether the customer is to be notified of an expiring insurance policy.

### **OKL: Payment Frequency for Automatic Insurance**

Determines the default payment frequency for automatic insurance policy quotes.

### **OKL: Percent of Total Premium to Pay**

Determines the percent of the total lesser premium due to a provider that is paid annually as a lump sum.

### **OKL: Third Party Task Group ID**

Determines the task group ID used for sending tasks related to the insurance policy placement program.

### **OKL: Third Party Task Owner Group ID**

Determines the task owner group ID used for sending tasks related to the insurance policy placement program.

## **Interaction History Category**

The table below lists the profile options that control the interaction history feature.

### *Interaction History Category*

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Debug	+	+	+	+	+	No	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Hangup On End	+	+	+	+	+	No	
OKL: Interactions - Default Action	+	+	+	+	+	Note	
OKL: Interactions - Default Action Item	+	+	+	+	+	Note	
OKL: Interactions - Default Outcome	+	+	+	+	+	Note	
OKL: Interactions - Enable Auto Wrapup	+	+	+	+	+	No	
OKL: Interactions - Enable Automatic Start	+	+	+	+	+	No	
OKL: Interactions - Enable Change Activity	+	+	+	-	+	No	
OKL: Interactions - Generate Event Activity	+	+	+	+	+	No	
OKL: Interactions - Record Media Item ID	+	+	+	+	+	No	
OKL: Interactions - Start On Query	+	+	+	+	+	No	
OKL: Script Launch on Interaction	+	+	+	+	+	No	
OKL: Script Launch on UWQ Delivery	+	+	+	+	+	No	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Scripting Installation	+	+	+	+	+	No	

### OKL: Debug

Determines whether Lease and Finance Management is running in debug mode or not. Profile used to display diagnostic information related to interaction history and UWQ drill down from the Lease Center.

### OKL: Hangup On End

Determines whether the call management program used in the Lease Center automatically hangs up the call after an interaction is closed.

### OKL: Interactions - Default Action

Sets the user's default action type when creating new interaction records for a contract using the Lease Center.

### OKL: Interactions - Default Action Item

Sets the user's default action item when creating new interaction records for a contract using the Lease Center.

### OKL: Interactions - Default Outcome

Sets the user's default outcome when creating new interaction records for a contract using the Lease Center.

### OKL: Interactions - Enable Auto Wrapup

Determines whether an interaction record is automatically closed in the Lease Center when the user selects a new contract. If set to Yes, interaction is wrapped up automatically without appearing in the wrap-up window.

### OKL: Interactions - Enable Automatic Start

Enables Lease Center logic to automatically open a new interaction record when the user accesses the Lease Center.

### **OKL: Interactions - Enable Change Activity**

Enables user to change action and action item of system generated interaction activities. If set to No, user cannot change the system generated action or action item on the Interaction window.

### **OKL: Interactions - Generate Event Activity**

Determines whether or not interaction activity should be logged. If a profile is set to Yes, then the system logs the interaction; if the profile is set to No, the system logs no actions, and the user cannot close the interaction.

### **OKL: Interactions - Record Media Item ID**

Required for media integration with Universal Work Queue. Setting this profile records which means of communication (e-mail, phone, and so on) was used in the interaction.

### **OKL: Interactions - Start On Query**

Determines whether the Lease Center program opens the automatic interaction record (if enabled) upon contract query or some other event.

### **OKL: Script Launch on Interaction**

Script launch on interaction.

### **OKL: Script Launch on UWQ Delivery**

Script launch on UWQ delivery.

### **OKL: Scripting Installation**

Determines whether Oracle Scripting is installed.

## **Origination Category**

The table below lists the profile options that control the origination feature.

### Origination Category

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Allow Lease Contract Template Creation	V	+	+	+	+	Yes	No
OKL: Allow Manual Termination Quote Create and Updates		+	V	V	V	No	No Default
OKL: Apply Billing Adjustment	+	+	+	+	+	No	
OKL: Book the Contract without IRR	0	+	0	0	0	No	Yes
OKL: Contract Administrator		+	+	+	+	No	No Default
OKL: Contract Total Asset Lines	0	+	0	+	0	No	10
OKL: Display Contract Additional Information in Customer Self Service		+	+	+	+	No	No Default
OKL: Display Contract Additional Information in Vendor Self Service		+	+	+	+	No	No Default
OKL : Enable Business Events for Batch Processes		+	+	+	+	No	No Default
OKL: Funding Approver	+	+	+	+	+	No	

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Split Asset Retirement Type	V	0	+	0	+	Yes	
OKL: Subsidy Pool Approval Process						No	No Default
OKL: Subsidy Pool Global Access		+	+	+	+	No	No Default

### OKL: Allow Lease Contract Template Creation

Allows user to create lease contract template.

### OKL: Allow Manual Termination Quote Create and Updates

Allows users to create and update with purchase and without purchase manual termination quotes.

### OKL: Apply Billing Adjustment

Used with contract revisions and rebookings that change financial information. If set to Null, credit memos are not automatically applied to invoices in Receivables. Users must do this manually. If set to Seeded, credit memos are automatically applied to invoices by applying to the invoices from the original contract version first, in date order. If set to Custom, users can customize the way that credit memos are applied. Users must create a custom package with the rules.

### OKL: Book the Contract without IRR

Enables the user to book a contract without the IRR. The Internal Stream Generator API uses this profile value. When the profile option is set to Y, if the API cannot calculate the yields or there are errors in calculations, then the program does not error out and the process continues to update the okc\_K\_headers\_tl.comments with an error message. When the profile option is set to N, if the API cannot calculate the yields or there are errors in calculations, then the program errors out and the process comes to a halt.

### OKL: Contract Administrator

Determines the contract administrator to approve the Transfer and Assumption requests.

**OKL: Contract Total Asset Lines**

Determines the minimum number of asset lines for initiating batch mode processing. If the number of asset lines is less than this threshold, then the system initiates normal online activation. For example, if the profile value is zero, then the system initiates batch mode to book all contracts.

**OKL: Display Contract Additional Information in Customer Self Service**

Enables display of descriptive flexfields for additional contract data in Customer Self Service.

**OKL: Display Contract Additional Information in Vendor Self Service**

Enables display of descriptive flexfields for additional contract data in Vendor Self Service.

**OKL : Enable Business Events for Batch Processes**

Enables business events for batch processes.

**OKL: Funding Approver**

Workflow role name for funding approval performer.

**OKL: Split Asset Retirement Type**

From the list of values, select the value to assign for retirement of split assets, for example, theft, casualty, or split.

**OKL: Subsidy Pool Approval Process**

Enables subsidy pool approval process.

**OKL: Subsidy Pool Global Access**

If set to Yes, allows user to search for subsidy pools across operating units.

**Remarketing Category**

The table below lists the profile options that control the remarketing feature.

### **Remarketing Category**

<b>Profile Option Name and Level</b>	<b>User</b>	<b>Sys Admin: User</b>	<b>Sys Admin: Resp.</b>	<b>Sys Admin: Application</b>	<b>Sys Admin: Site</b>	<b>Required?</b>	<b>Default Value</b>
OKL: Contract Renewal Representative		+	+	+	+	Yes	No Default
OKL: Contract Restructure Representative		+	+	+	+	Yes	No Default
OKL: Default Price List	V	V	+	+	+	Yes	
OKL: Default Remarketer Team for Asset Returns	V	+	+	+	+	Yes	
OKL: Default Subinventory	V	V	+	+	+	Yes	
OKL: Remarketing Inventory Organization	V	V	V	+	+	Yes	

### **OKL: Contract Renewal Representative**

Identifies the user to receive notifications for processing contract renewal requests originating in the Lease Center.

### **OKL: Contract Restructure Representative**

Identifies the user to receive notifications for processing contract restructure requests for Non-Like-for-Like Equipment Exchanges originating in the Lease Center.

### **OKL: Default Price List**

Price list, list of values. Select the default price list for remarketing. Set up the same price list for iStore.

## OKL: Default Remarketer Team for Asset Returns

Remarketer list of values. Select the default remarketer team for asset returns.

## OKL: Default Subinventory

Subinventory list of values. Select the default subinventory for remarketing.

## OKL: Remarketing Inventory Organization

Inventory organization list of values. Select the inventory organization for remarketing items.

## Sales Category

The table below lists the profile options that control the sales feature.

### Sales Category

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Allow Manual Interest Rates	V	+	+			No	Yes
OKL: End of Term Values Access Level	V	+	+			No	Update
OKL: Front End Approval Process	V	+	0	+		No	No Default
OKL: Lease Rate Access Level	V	+	+			No	Update
OKL: Number of days a sales quote remains valid	+	V	+	+	+	No	
OKL: Vendor Access Sales Additional Info		+	+	+	+	No	No Default
OKL: Vendor Access Sales Objects		+	+	+	+	No	No Default

### **OKL: Allow Manual Interest Rates**

Determines whether or not the user can manually enter interest rates, as an alternative to selecting a Standard Rate Template.

### **OKL: End of Term Values Access Level**

Determines the user's access level to the assets' End of Term.

### **OKL: Front End Approval Process**

Determines which application process to use when submitting approval requests for Sales Quotes and Lease Applications. Available options include None, Oracle Workflow and Oracle Approvals Management (AME).

### **OKL: Lease Rate Access Level**

Determines the user's access level to Lease Rate Factors used to determine the rent payments.

### **OKL: Number of days a sales quote remains valid**

The system adds this option's value to the Effective From date of a new sales quote to determine the Effective To date.

### **OKL: Vendor Access Sales Additional Info**

Enables users to control vendor access to the additional information for sales objects.

### **OKL: Vendor Access Sales Objects**

Enables users to control vendor access to the vendor sales objects created by lessor.

## **Streams Category**

The table below lists the profile options that control the streams feature.

### ***Streams Category***

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Pre-tax IIR Percentage Limit	+	+	+	+		No	No Default

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Pre-tax IRR Percentage Limit	+	+	+	+	+	Yes	
OKL: Pricing Enhancements Approval Process		V	+	0	+	No	No Default
OKL: Stream Generation Log Directory	V	+	+	+	+	Yes	
OKL: Stream Generation Pricing Engine Name	V	0	0	0	+	Yes	
OKL: Stream Generation Time Out	+	+	+	+	+	Yes	10
OKL: Stream Generation URL for Pricing Engine	0	+	+	+	+	Yes	
OKL: Streams for Booking Path	V	0	+	0	+	Yes	

### OKL: Pre-tax IIR Percentage Limit

Used by the pre-tax IIR program within the Internal Stream Generator API. Determines the maximum rate that can be calculated.

### OKL: Pre-tax IRR Percentage Limit

Used by the pre-tax IRR program within the Internal Stream Generator API. Determines the maximum rate that can be calculated.

### OKL: Pricing Enhancements Approval Process

Used for approval of the following entities: End of Term Options, Lease Rate Sets, Standard Rate Template, Pricing Adjustment Matrix, and Item Residuals.

### **OKL: Stream Generation Log Directory**

Specifies the directory location where the log is located for storing details about the XML calls to the external stream generation software server.

### **OKL: Stream Generation Pricing Engine Name**

Specifies the name of the pricing engine used for external stream generation software.

### **OKL: Stream Generation Time Out**

Determines how long the stream generation program waits for the request to the external stream generation software to process before timing out the request.

### **OKL: Stream Generation URL for Pricing Engine**

Specifies the URL of the pricing engine used for external stream generation software.

### **OKL: Streams for Booking Path**

Determines the program used by the contract booking process for stream generation.

## **Technical Category**

The table below lists the profile options that control the technical features.

### ***Technical Category***

<b>Profile Option Name and Level</b>	<b>User</b>	<b>Sys Admin: User</b>	<b>Sys Admin: Resp.</b>	<b>Sys Admin: Application</b>	<b>Sys Admin: Site</b>	<b>Required?</b>	<b>Default Value</b>
OKL: Debug Level	+	+	+	+	+	No	No Default
OKL: Generate Accruals Concurrent Workers	V	+	V	+	+	No	No Default
OKL: Maximum Lines Per Worker	0	0	0	+	+	No	25,000

### **OKL: Debug Level**

Determines the level of debug messages printed in the log files.

## OKL: Generate Accruals Concurrent Workers

Used by system administrators to control the child workers spawned by the parent Generate Accruals Master program.

## OKL: Maximum Lines Per Worker

Determines the maximum number of lines that a worker can process. The Contract Import process uses this profile value to improve its performance.

## Vendor Category

The table below lists the profile options that control the vendor feature.

### *Vendor Category*

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Agreement Change Request Approval Process	0	+	0	+		No	No Default
OKL: Operating Agreement Approval Process	0	+	0	+		No	No Default
OKL: Program Agreement Approval Process	V	+	0	+		No	No Default

## OKL: Agreement Change Request Approval Process

Enables users to configure the approval process for agreement change requests using Oracle Approvals Manager (AME). If the user does not define this option, then the system approves the agreement change requests automatically.

## OKL: Operating Agreement Approval Process

Enables users to configure the approval process for operating agreements using Oracle Approvals Manager (AME). If the user does not define this option, then the system approves the agreement change requests automatically.

## OKL: Program Agreement Approval Process

Determines the approval process to approve a (vendor) Operating or Program Agreement.

## Subledger Accounting Category

The table below lists the profile options that control the subledger feature.

### *Subledger Category*

Profile Option Name and Level	User	Sys Admin: User	Sys Admin: Resp.	Sys Admin: Application	Sys Admin: Site	Required?	Default Value
OKL: Supporting Reference for Trial Balance	0	0	0	+	No	No Default	

## OKL: Supporting Reference for Trial Balance

Defines the supporting reference used by Lease and Finance Management to generate Contract Trial Balance at contract level.



# B

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## Seed Data

This appendix covers the following topics:

- Stream Purposes
- Formulas
- Workflows

### Stream Purposes

The following table shows seeded Lease Management stream purposes and contains columns for:

- **Type** - indicates the types of templates in which the Purpose can be used by book class.
  1. **ALL** means the Purpose can be used in all stream generation templates with a product type of Financial Product.
  2. **LS** means the Purpose can be used in stream generation templates with a product type of Financial Product and Book Class of Operating Lease, Direct Financial Lease, or Sales Type Lease.
  3. **LN** means the Purpose can be used in stream generation templates with a product type of Financial Product and Book Class of Loan or Loan-Revolving.
  4. **INV** means the Purpose can be used in stream generation templates with a product type of Investor Product.
- **Used By- User** indicates the stream purpose is selected by the user during booking or other processes. **System** indicates the stream purpose is used by the system without being selected by the user.
- **Single or Multiple - Single** means only one stream type with this purpose can be

added to the stream generation template. **Multiple** means one or more stream types with this purpose can be added to the stream generation template.

- **Mandatory**- indicates if the stream Purpose is mandatory on the type of stream generation template used.
- **Attributes**- indicates whether a stream Purpose is Taxable, Billable, and can Capitalize.
- **Primary or Dependent**- indicates whether a stream purpose is primary or dependent.
- **Depends On** - for dependent stream purposes only, indicates the primary stream purpose to which the stream is dependent.

#### ***Lease Management Seeded Stream Type Purposes***

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Accounting	ALL, INV	User	Multiple	No	Taxable = No Billable = No Capitalize = No	Primary	
Accrued Fee Expense	ALL	System	Single for each expense	No	Taxable = No Billable = No Capitalize = No	Dependent	Expense
Accrued Fee Income	ALL	System	Single for each fee payment type	No	Taxable = No Billable = No Capitalize = No	Dependent	Fee Payment - All Types except Income Fee Payment
Actual Income Accrual	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Actual Property Tax	ALL	System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Adjusted Property Tax	ALL	System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Dependent	Actual Property Tax
Advance Rent	ALL	System	Single for each rent	Yes	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Rent
Amortized Fee Expense	ALL	System	Single for each expense	No	Taxable = No Billable = No Capitalize = No	Dependent	Expense
Amortized Fee Income	ALL	System	Single for each fee payment type	No	Taxable = No Billable = No Capitalize = No	Dependent	Income Fee Payment
Billing Adjustment	ALL	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Book Depreciation	LS	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Cure	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Daily Interest - Interest	LN	System	Single	Yes	Taxable = Both Billable = No Capitalize = No	Dependent	Rent
Daily Interest - Principal	LN	System	Single	Yes	Taxable = Both Billable = No Capitalize = No	Dependent	Rent
Down Payment	ALL	User	Multiple	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Estimated Property Tax	ALL	User	Multiple	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Excess Interest Paid	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Excess Loan Payment Paid	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Excess Principal Paid	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Expense	ALL	User	Multiple	No	Taxable = Yes Billable = No Capitalize = Yes, No, or Null	Primary	
Federal Depreciation	LS	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Fee Payment	ALL	User	Multiple	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Fee Renewal	LS	System	Single for each fee payment type	No	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Fee Payments - All Types
Float Factor Adjustment	LS	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Funding	ALL	User	Multiple	Yes	Taxable = Yes Billable = No Capitalize = No	Primary	
General Loss Provision	ALL, INV	User	Multiple	No	Taxable = No Billable = No Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Insurance Accrual Adjustment	ALL	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Insurance Adjustment	ALL	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Insurance Expense Accrual	ALL	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Insurance Income Accrual	ALL	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Insurance Payable	ALL	System	Single	No	Taxable = Yes Billable = No Capitalize = No	Primary	
Insurance Receivable	ALL	System	Single	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Insurance Refund	ALL	System	Single	No	Taxable = Yes Billable = No Capitalize = No	Primary	
Interest Catchup	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Interest Income	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent, Fee Payment
Interest Payment	LN	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Rent, Fee Payment
Investor Contract Obligation Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Disbursement Adjustment	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Evergreen Rent Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Interest Income	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Interest Payable	INV	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Investor Late Fee Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Investor Late Interest Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Pre-tax Income	LS	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Principal Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Receivable	INV	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Primary	
Investor Rent Buyback	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Rent Disbursement Basis	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Rent Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Investor Rental Accrual	LS	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Residual Buyback	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Residual Disbursement Basis	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Residual Payable	INV	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Investor Variable Interest	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Primary	
Late Fee	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Late Interest	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Lease Income	DF, ST	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Loan Payment	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent, Fee Payment
Pass-Through Expense Accrual	ALL	System	Single for each Pass-Through Fee Type	No	Taxable = No Billable = No Capitalize = No	Dependent	Pass-Through Fee
Pass-Through Fee	ALL	User		No	Taxable = Yes Billable = No Capitalize = No	Primary	
Pass-Through Fee Renewal	LS	System	Single for each Pass-Through Fee Type	No	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Pass-Through Fee
Pass-Through Rent	LS	System	Single for each Rent	Yes	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Rent
Pass-Through Revenue Accrual	ALL	System	Single for each Pass-Through Fee Type	No	Taxable = No Billable = No Capitalize = No	Dependent	Pass-Through Fee
Pass-Through Service	ALL	System		No	Taxable = Yes Billable = No Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Pass-Through Service Expense Accrual	ALL	System	Single for each Pass-Through Service Payment	No	Taxable = No Billable = No Capitalize = No	Dependent	Service Pass-Through
Pass-Through Service Renewal	LS	System	Single for each Pass-Through Service Payment	No	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Pass-Through Service
Pass-Through Service Revenue Accrual	ALL	System	Single for each Pass-Through Service Payment	No	Taxable = No Billable = No Capitalize = No	Dependent	Pass-Through Service
Pre-funding	ALL	User	Multiple	No	Taxable = Yes Billable = No Capitalize = No	Primary	
Pre-funding Interest Payment	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Principal Balance	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent, Fee Payment
Principal Catchup	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Principal Payment	LN	System	Single	Yes	Taxable = Both Billable = Yes  Capitalize = No	Dependent	Rent, Fee Payment
PV Rent	LS	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Dependent	Rent
PV Rent Securitized	INV	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Primary	
PV RV	LS	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Dependent	Residual Value
PV RV Guaranteed	LS	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Dependent	Residual Value
PV RV Insured	LS	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Dependent	Residual Value
PV RV Securitized	INV	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Primary	
PV RV Unguaranteed	LS	System	Single	Yes	Taxable = No Billable = No  Capitalize = No	Dependent	Residual Value

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
PV RV Uninsured	LS	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Residual Value
Quote Absorbed Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Contract Obligation		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Contractual Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Discount		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Estimated Billing Adjustment		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Estimated Property Tax		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Expense Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Quote Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Financed Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote General Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Income Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Miscellaneous		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Miscellaneous Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Pass-Through Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Per Diem	LN, LS	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Quote Principal Balance		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Purchase Amount		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Repurchase Sale Price	ALL	System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Return Fee		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Rollover Incentive		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Service and Maintenance		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Termination Penalty		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	
Quote Unbilled Receivables		System	Single	No	Taxable = Both Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Renewal Property Tax	LS	System	Single for each Estimated Property Tax	No	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Estimated Property Tax
Renewal Rent	LS	System	Single for each Rent	Yes	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Rent
Rent	ALL	User	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Rent Accrual	OP	System	Single for each Rent	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Rent
Repair Charge	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Residual Guaranteed	LS	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Residual Value
Residual Value	LS	System	Single	Yes	Taxable = No Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Residual Value Insurance Premium	LS	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Residual Value
Security Deposit	ALL	User	Multiple	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Expense	ALL	System	Multiple	No	Taxable = No Billable = No Capitalize = No	Primary	
Service Fee - Amortization Schedule	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Audit Letter	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Document Request	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Exchange Request	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - General	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Service Fee - Interest Conversion	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Invoice On Demand	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Invoice Reprint	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Payment Change	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Restructure Request	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Termination Request	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Transfer Request	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Fee - Variable Rate Statement	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Service Fee - VAT Schedule	ALL	System	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Income	ALL	System	Single for each Service Payment	No	Taxable = No Billable = No Capitalize = No	Dependent	Service Payment
Service Payment	ALL	User	Multiple	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Service Renewal	ALL	System	Single for each Service Payment	No	Taxable = Yes Billable = Yes Capitalize = No	Dependent	Service Payment
Specific Loss Provision	ALL, INV	User	Multiple	No	Taxable = No Billable = No Capitalize = No	Primary	
State Depreciation	LS	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Stip Loss Value	LS	System	Single	No	Taxable = No Billable = No Capitalize = No	Dependent	Rent
Subsidy	ALL	User	Multiple	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Subsidy Income	ALL	System	Single for each Subsidy	No	Taxable = No Billable = No Capitalize = No	Dependent	Subsidy
Termination Value	LS	System	Single	No	Taxable = No Billable = No Capitalize = No	Dependent	Rent
Unscheduled Loan Payment	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Unscheduled Principal Payment	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Usage Payment	ALL	System	Single	No	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Variable Income Non-Accrual	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Variable Interest
Variable Interest	LN	User	Single	Yes	Taxable = Yes Billable = Yes Capitalize = No	Primary	
Variable Interest Income	LN	System	Single	Yes	Taxable = No Billable = No Capitalize = No	Dependent	Variable Interest

Purpose Name	Type	Used By	Single or Multiple	Mandatory	Attributes	Primary or Dependent	Depends On
Variable Interest Schedule	LN	System	Single	No	Taxable = No Billable = No Capitalize = No	Primary	
Variable Loan Payment	LN	System	Single	Yes	Taxable = Both Billable = Yes Capitalize = No	Dependent	Rent
Vendor Residual Sharing	LS	User	Single	No	Taxable = Yes Billable = No Capitalize = No	Primary	

## Formulas

The following table lists formulas that are part of the Oracle Lease Management seed data:

### *Seeded Formulas in Oracle Lease Management*

Formula Name	Description	Calculation	Parameters
LINE_OEC	Calculates the OEC	Price per unit * no of units	Contract id (mandatory) + Line id (optional)
CONTRACT_SUMOF_RENTS	Sum of rents	Sum of amounts on stream type - Rent. Use this formula on the booking transaction type template.	?

Formula Name	Description	Calculation	Parameters
CONT_RBK_UNBILL_RECEIVABLES	Sum of unbilled rents for all active assets on a lease contract. Use this formula on the rebook transaction type. The amount calculation for this formula and the CONTRACT_SUMOF_RENTS formula together gives the correct accounting amounts for the rebook transactions.	Sum of rent not billed for all active assets on a lease contract. Use this formula on the rebook transaction type. The amount calculation for this formula and the CONTRACT_SUMOF_RENTS formula together gives the correct accounting amounts for the rebook transactions.	?
LINE_RESIDUAL_VALUE	Calculates the RV	Residual Value per unit	Contract id (mandatory) + Line id (mandatory)
CONTRACT_RESIDUAL_VALUE	Calculates the RV	Residual Value for the contract	Contract id (mandatory)
CONTRACT_OEC	Contract Capitalized Amount	Sum of capitalized amount of all asset lines	Contract id (mandatory)
CONTRACT_TRADEIN	Sum of Trade Ins	Sum of all trade ins from financial asset lines	Contract id (mandatory)
LINE_TRADEIN	Trade in amount for a line	Trade in amount for the asset line	Contract id (mandatory) + Line id (mandatory)
CONTRACT_CAPREDUCTION	Sum of Capital Reduction	Sum of capital reduction of all asset lines	Contract id (mandatory)
LINE_CAPREDUCTION	Capital Reduction of a line	Capital reduction amount for the asset line	Contract id (mandatory) + Line id (mandatory)
CONTRACT_FEESCAPITALIZED	Sum of Capitalized Fees	Sum of capitalized fees lines	Contract id (mandatory)

Formula Name	Description	Calculation	Parameters
LINE_FEESCAPITALIZED	Capitalized Fees for line	Capitalized fees for the asset line	Contract id (mandatory) + Line id (mandatory)
CONTRACT_CAP_AMNT	Total financed amount	OEC-Trade in - Cap Reduction + Cap Fees	Contract id (mandatory)
LINE_CAP_AMNT	Financed amount for line	OEC-Trade in - Cap Reduction + Cap Fees	Contract id (mandatory) + Line id (mandatory)
CONTRACT_AMNT_PREFNDED	Amount pre-funded	Sum of all approved requests for specific contract where type = prefunding	Contract id (mandatory)
CONTRACT_TOT_FNDDED	Total funded amount	Sum of all approved requests for specific contract	Contract id (mandatory)
CONTRACT_TOT_DEBITS	Total negative fundings	Sum of all approved requests for specific contract where amount is negative (A/P debits)	Contract id (mandatory)
CONTRACT_TOT_CREDIT_LMT	Total credit limit	Sum of all credit limit (contract line) for specific contract entity scs_code = 'CREDITLINE_CONTACT'	'Contract id (mandatory)
CONTRACT_CREDIT_RMNG	Balance credit limit	Sum of all credit limit (contract line) for specific contract cs_code = 'CREDITLINE_CONTACT' and subtract from Funding total	Contract id (mandatory)

Formula Name	Description	Calculation	Parameters
CONTRACT_TOT_C RDT_NEW_LMT	New credit limit	Sum of all credit new limit (contract line) for specific contract scs_code = 'CREDITLINE_CONT RACT	Contract id (mandatory)
CONTRACT_TOT_C RDT_ADDN	Additional credit limit	Sum of all credit addition (contract line) for specific contract scs_code = 'CREDITLINE_CONT RACT	Contract id (mandatory)
CONTRACT_TOT_C RDT_REDN	Reduction in credit limit	Sum of all credit addition (contract line) for specific contract scs_code = 'CREDITLINE_CONT RACT	Contract id (mandatory)
AM_UNBILLED_RE CEIVABLES	Future Dues for a lease	Sum of unbilled rents (at present value) - advance rent	Contract id (mandatory)
AMCTOC	Principal Balance for a loan	Principal Balance	Contract id (mandatory)
AM_DISCOUNT_RA TE	Discount Rate	Original Capitalized Cost * (-0.1)	Contract id (mandatory)
AM_QUOTE_FEE	Quote Fee	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_RETURN_FEE	Return Fee	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_ROLLOVER_IN CENTIVE	Rollover Incentive	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_SECURITY_DEP OSIT	Security Deposit refundable	Balance Security Deposit Amount	Contract id (mandatory)

Formula Name	Description	Calculation	Parameters
AM_TERMINATION_PENALTY	Termination Penalty	Original Capitalized Cost * 0.1	Contract id (mandatory)
AM_ESTIMATED_PROPERTY_TAX	Estimated Property Tax	Estimated Property Tax	Contract id (mandatory)
VARIABLE_INCOME_ACCRUAL	Variable Income Amount	Principal * Interest Rate * No of days to accrue / No of days in a year	Contract id (mandatory)
LP_NET_INVESTMENT_VALUE	Balance investment on contract	Operating Lease - Net Book Value, DF Lease - Net Investment Value and Loan - Principal Balance	Contract id (mandatory)
CS_ADVANCE_RENT	Advance Rent	Advance Rent	Contract id (mandatory)
CS_SECURITY_DEPOSIT	Security Deposit	Security Deposit	Contract id (mandatory)
CS_NET_INVESTMENT	Net Investment	Rent + Residual Value - Unearned Income	Contract id (mandatory)
NET_GAIN_LOSS_QUOTE	Net Gain/Loss	The net gain loss resulting from a termination quote	N/A

## Workflows

The following table lists workflows that are part of the Oracle Lease Management seed data:

**Seeded Workflows in Oracle Lease Management**

Workflow Name	File Name	Functional Area	Description
OKL CS Equipment Exchange.	OKLCSEQU.wft	Lease Center	This work flow is used in equipment exchange to exchange the equipment in the background after getting the necessary approvals.
OKL CS Transfer Assumption Request	OKLCSTRQ.wft	Lease Center	This work flow is used to carry out a Transfer and Assumption Request after receiving the appropriate approvals.
OKL CS Billing Correction Request.	OKLCSCBW.wft	Lease Center	This work flow is used for Billing Correction Request to notify an Administrator about any corrections.
OKL CS Billing Refund Request.	OKLCSBRW.wft	Lease Center	This work flow is used for Billing Refund Request to notify an Administrator about any Refunds.
OKL CS Convert Interest Type	OKLCSCIT.wft	Lease Center	This work flow is used to notify an Administrator about any changes in the interest types.
OKL CS Contract Lease Renewal.	OKLCSKLR.wft	Lease Center	This work flow is used for lease renewals.

Workflow Name	File Name	Functional Area	Description
OKL Stream Generation - Outbound	OKLSTOUT.wft	Authoring	Workflow to start an out-bound transaction with Pricing Engine for Streams Generation. Steps: 1. Receive raised Business Event to send out bound xml message. 2. Call ECX api to check for validity of the generated document. 3. Report Error if applicable. 4. Call ECX API to send the document.
OKL Stream Generation - Inbound	OKLSTIN.wft	Authoring	Workflow to start an in-bound transaction coming from Pricing Engine for Streams Generation. Steps: 1. Capture the business event for Inbound xml message. 2. Process Stream Results.
OKL - IN Gather Third Party Insurance Information	OKLININF.wft	Authoring	To gather third-party information when customer fails to provide insurance proof, and the lessor cannot sell insurance.
Lease Account Generator	OKLFLXWF.wft	Accounting	You can use this workflow to generate account combinations instead of the seeded sources.
Approve Contract Portfolio	OKLAMATK.wft	Asset Management	This workflow routes the contract portfolio for approval.

Workflow Name	File Name	Functional Area	Description
Notify Contract Portfolio Execution	OKLAMCPE.wft	Asset Management	This workflow notifies the remarketer for the contract portfolio execution.
Approve Restructure	OKLAMRQT.wft	Asset Management	This workflow routes the restructure for approval.
Approve Gain / Loss	OKLAMGAL.wft	Asset Management	This workflow routes the gain / loss on termination for approval.
Approve Partial Quote	OKLAMPAR.wft	Asset Management	This workflow routes partial quotes for approval.
Shipping Instructions	OKLAMNSI.wft	Asset Management	This workflow is used to inform the shipping details for an asset.
Notify Internal Transport Department	OKLAMNTD.wft	Asset Management	This workflow is used to inform the internal transport department the shipping details for an asset.
Send Quote	OKLAMNQT.wft	Asset Management	This workflow is used to send a quote.
Repurchase Acceptance	OKLAMRAC.wft	Asset Management	This workflow informs user(s) of the acceptance of a repurchase quote.
Termination Quote Acceptance	OKLAMPPT.wft	Asset Management	This workflow informs user(s) of the acceptance of a termination quote.

<b>Workflow Name</b>	<b>File Name</b>	<b>Functional Area</b>	<b>Description</b>
Restructure Quote Acceptance	OKLAMRQT.wft	Asset Management	This workflow informs user(s) of the acceptance of a restructure quote.
Notify Remarketer	OKLAMNRM.wft	Asset Management	This workflow informs the remarketing team of a new asset assignment
Notify Collections	OKLAMNCO.wft	Asset Management	This workflow informs the collections agent of updates on returns in the case of a repossession.
Notify Repossession Agent	OKLAMNRA.wft	Asset Management	This workflow informs the external repossession agent of a new repossession request.
Notify Provider	OKLAMNPR.wft	Asset Management	This workflow informs the provider of service and/or maintenance of the asset return.
Asset Repair	OKLAMAAR.wft	Asset Management	This workflow routes asset repair requests for approval.
Request Title Return	OKLAMRTR.wft	Asset Management	This workflow requests the 3rd party title holder to return the title on the expiration of the contract.

Workflow Name	File Name	Functional Area	Description
Remarketing Order Cycle	OKLAMROM.wft	Asset Management	This workflow defines the order cycle in Order Management for remarketed assets.
Credit Application Request	OKLSOCAR.wft	Sales and Origination	Notifies the Lease Credit Analyst of credit request recommendations from Oracle Credit Management.

# C

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## FND Lookup Types

This appendix covers the following topics:

- About the Lookup Tables
- OKL Lookup Types—A
- OKL Lookup Types—B through C
- OKL Lookup Types—D through H
- OKL Lookup Types—I through K
- OKL Lookup Types—L through P
- OKL Lookup Types—Q through R
- OKL Lookup Types—S
- OKL Lookup Types—T through Z

### About the Lookup Tables

Depending on the access level, you can change, add, or delete values for some fields in Oracle Lease Management. The following tables show you:

- **Lookup Type:** Name of the lookup type
- **Access Level:** Three access levels are:
  - **User:** Field values that you can add or delete.
  - **Extensible:** Field values that you can add.
  - **System:** Field values that you cannot add or delete.
- **Navigation Path:** Location of field in the Oracle Lease Management client.
- **Page or Window Name:** Title of browser's page or window where you can find the

field.

- **UI Field Label:** The name of the field in the Oracle Lease Management client application.

For specific information on how to access, add, or delete lookup fields, see:

- *Oracle CRM Application Foundation User Guide*
- *Oracle CRM Application Foundation Implementation Guide*

## OKL Lookup Types—A

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letter A, such as *OKL\_ACCEPTANCE\_METHOD*.

*OKL Lookup Types—A*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ACCEP TANCE_MET HOD	User	Origination > Contracts > Contract > Contract Detail	Contract Detail	Acceptance Method	Meaning
OKL_ACCO UNTING_EV ENT_STATU S	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ACCO UNTING_EV ENT_TYPE	System	Processing > Correct Accounting Entries	Accounting Entries	Event Type	Meaning
OKL_ACCR UAL_RULE_ LOGICAL_O P	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Logical Operator	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_ACCR_UAL_RULE_OPERAND	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Operands	Meaning
OKL_ACCR_UAL_RULE_OPERATOR	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Relational Operator	Meaning
OKL_ACCT_BAL_FORM_AT	System	Processing > Account Balances	Account Balances	Format	Meaning
OKL_ACC_DIST_POSTED	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_ACC_GEN_SOURCE_TABLE	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Source Table	Meaning
OKL_ADJ_FREQUENCY	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Adjustment Frequency	Meaning
OKL_ADVANCE_ARREARS	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_AE_LINE_TYPE	Extensible	Setup > Accounting > Accounting Template	Accounting Template Lines Details	Account Generator Rule	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
		Setup > Accounting > Account Generator Rules	Account Generator Rules Details	Account Generator Rule	Meaning
		Setup > Accounting > Account Generator Sources	Create Account Generator Sources	Account Generator Rule	Meaning
		Setup > Accounting > Account Generator Sources	Account Generator Sources	Account Generator Rule	Meaning
OKL_APPLY_ROUNDING_DIFF	System	Setup > Accounting > Accounting Options	Accounting Options Detail	Apply Rounding Difference	Meaning
OKL_AP_DIS_TR_LINE_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_AP_INVOICE_CATEGORY	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_AP_PAYMENT_METHOD	Extensible	Origination > Funding > Funding Request	Create Funding Request	Payment Method	Meaning
OKL_AP_VENDER_SITES_V	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_AR_SIT_EUSES_V	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_ASSET_CNDN_LINE_STATUS	System	Asset Management > Asset Returns > Asset Condition > Asset Conditions Lines	Asset Condition Line Details	Status	Meaning
OKL_ASSET_CONDITION	Extensible	Asset Management > Asset Returns > Asset Condition	Asset Condition Details	Asset Condition	Description
OKL_ASSET_RETURN_STATUS	Extensible	Asset Management > Asset Returns	Asset Return Details	Status	Meaning
OKL_ASSET_RETURN_TYPE	System	Asset Management > Asset Returns	Asset Return Details	Type	Meaning
OKL_ASSET_TRACK_STATEGIES	Extensible	Asset Management > Contract Portfolios	Contract Portfolios	Strategy	Meaning

## OKL Lookup Types—B through C

The following table contains the OKL\_ lookup types with names that follow OKL\_ that

start with the letters **B** through **C**, such as **OKL\_BATCH\_RULES\_SEARCH\_TYPE**.

***OKL Lookup Types—B through C***

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_BATCH_RULES_SEA RCH_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_BOOK_CLASS	System	Origination > Contracts > Contract > Contract Detail	Contract Detail	Book Classification	Meaning
OKL_BOOK_CLASS	System	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Book Class	Meaning
OKL_BOOK_CLASS	System	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Book Class	Meaning
OKL_CALC_METHOD	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Method of Calculation	Meaning
OKL_CHECK_LIST_TYPE	System	Setup > Checklist > Create Checklist	Create Checklist	Type	Meaning
OKL_CHKLS_T_SRCH_OP TIONS	System	Setup > Checklist	Checklists	Checklist	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_CLAIM_STATUS	User	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Status	Meaning
OKL_CLAIM_TYPE	System	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Type	Meaning
OKL_CONV_ERSION_ME THOD	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Conversion Method	Meaning
OKL_CONV_ERT_TYPE	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Convert Type	Meaning
OKL_COST_TYPE	Extensible	Asset Management > Asset Returns > Fees	Fees	Type	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_CREDIT_NATURE	System	Origination > Credit > Credit Lines > Credit Line Details > Credit Limit	Credit Limit	Nature	Meaning
OKL_CREDITION_DATA_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CSH_RLS_SEARCH_TYPE	Extensible	Setup > Cash > Search Rules	Search Rules	Search Type	Meaning
OKL_CSH_RLS_SEARCH_TYPE_DB	Extensible	Setup > Cash > Search Rules > Create Search Rule	Create Search Rules	Search Type	Meaning
OKL_CSH_RLS_SETUP	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CS_DEFault_TAB	System	Not applicable	Not applicable	Not applicable	Meaning
OKL_CURE_ACTIONS	User	Receivables > Refund > Vendor Cures > Refund > Details	History	Action	Meaning
OKL_CURE_RECON_SCR_OPTIONS	User	Receivables > Vendor Cure > Requests > Reconcile	Vendor Cures - Requests > Reconcile	Request Type	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_CURE_REFUND_OPTIONS	User	Receivables > Refund > Vendor Cure Summary > Refund	Vendor Cures - Refund	Select	Meaning
OKL_CURE_REFUND_STATUS	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_CURE_REQUEST_APPROVE_STATUS	User	Receivables > Cure	Vendor Cures	Status	Meaning
OKL_CURE_REQUEST_TYPE	User	Receivables > Create Request > Contract Search	Vendor Cures - Add Contracts	Request Type	Meaning
OKL_CURE_TYPE	User	Internal Status used by Concurrent Process	Not applicable	Not applicable	Not applicable
OKL_CUSTOMER_STATUS	Extensible	VSS > Customers > Customers	Customers	Status	Meaning

## OKL Lookup Types—D through H

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letters **D** through **H**, such as **OKL\_DAMAGE\_TYPE**.

**OKL Lookup Types—D through H**

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_DAMA GE_TYPE	Extensible	Asset Management > Asset Returns > Asset Condition	Create Asset Condition Line	Damage Type	Meaning
OKL_DATA_TYPE	Extensible	Setup > Operational > Contexts > Context Parameters > Create Context Parameter	Create Context Parameter	Data Type	Meaning
		Setup > Operational > Functions > Function Parameters > Create Function Parameter	Create Function Parameter	Data Type	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_DISBURSEMENT_BASIS	System	1. Origination > Contracts > Contract > Contract Detail; then Lines > Service > Create Service > Passthrough  2. Origination Contracts > Contract > Contract Detail; then Lines > Fees > Create Fee > Passthrough	Passthrough	Passthrough Basis Code	Meaning
OKL_EOT_OPTION	Extensible	Origination > Contracts > Terms and Conditions Terms and Conditions > Purchase Option	Terms and Conditions	Purchase Option Type	Meaning
OKL_EOT_RENEW	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Renewal Options	Terms and Conditions	Renewal Option	Meaning
OKL_FACTO_RING_CODE	Extensible	Setup > Accounting > Accounting Template	Create Accounting Template	Factoring Code	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_FACTO RING_SYND ICATION	System	Setup > Accounting > Accounting Template	Create Accounting Template	Factoring or Syndication	Meaning
OKL_FA_CATEGORY_BO OKS	User	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_FEE_TY PES	System	Origination > Contracts > Contract Lines > Fees > Create Fee	Create Fee	Fee Type	Meaning
OKL_FILING _STATUS	User	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Filing	Filing	Status	Meaning
OKL_FILING _TYPE	User	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Filing	Filing	Lien Type, Title Type	Meaning
OKL_FINAN CIALS_SYST EM_PARAM ETE	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_FORM_UA_TYPE	Extensible	Not applicable	Not applicable	Not applicable	Not applicable
OKL_FREQUENCY	Extensible	Sales Quote > Details	Frequency	Meaning	Meaning
OKL_FUNCTION_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_FUNCTION_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_FUNDING_CATEGORY	Not used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_FUNDING_TYPE	System	Origination > Funding > Funding Request	Create Funding Request	Funding Type	Meaning
OKL_GUARANTEE_TYPE	System	Origination > Contracts > Contract > Contract Detail; then Parties > Create Party > Party Details	Party Details	Guarantee Type	Meaning
OKL_GUARANTOR_TYPE	System	Origination > Contracts > Contract > Contract Detail; then Parties > Create Party > Party Details	Party Details	Guarantor Type	Meaning

## OKL Lookup Types—I through K

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letters **I** through **K**, such as **OKL\_IDX\_FREQUENCY**.

*OKL Lookup Types—I through K*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_IDX_FREQUENCY	Extensible	Setup > Financials > Interest Rates	Create Interest Rate	Index Frequency	Meaning
OKL_IDX_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_INS_ACITIVE_ALL	Extensible	Setup > Insurance Asset Classes	Insurance Asset Classes	View	Meaning
OKL_INS_ACITIVE_ALL	Extensible	Setup > Insurance Rankings	Insurance Rankings	View	Meaning
OKL_INS_ACITIVE_ALL	Extensible	Setup > Insurance Rates	Insurance Rates	View	Meaning
OKL_INS_ACITIVE_ALL	Extensible	Setup > Insurance Restrictions	Insurance Restrictions	View	Meaning
OKL_INS_CANCEL_REASON	User	Insurance	Insurance Tab	Cancellation Reason	Meaning
OKL_INS_PAYMENT_FREQUENCY	System	Insurance > Create Insurance Lease Quote	Create Insurance Lease Quote	Payment Frequency	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_INS_PA YMENT_FRE QUENCY	System	Insurance > Create Insurance Optional Optional Quote	Create Insurance Optional Quote	Payment Frequency	Meaning
OKL_INS_PA YMENT_FRE QUENCY	System	Origination > Contracts > Lines > Insurance > Create Lease Quote	Create Lease Quote	Payment Frequency	Meaning
OKL_INS_PA YMENT_FRE QUENCY	System	Origination > Contracts > Lines > Insurance > Create Optional Quote	Create Optional Quote	Payment Frequency	Meaning
OKL_INS_Q UOTE_STAT US	Extensible	Origination > Contracts > Lines > Insurance	Insurance Quotes	View	Meaning
OKL_INSUR ANCE_ASSE T_CLASS	User	Setup > Insurance Asset Classes Asset Classes	Insurance Asset Classes	Insurance Class	Meaning
OKL_INSUR ANCE_ASSE T_CLASS	User	Setup > Insurance Asset Classes > Create Insurance Asset Class	Create Insurance Asset Class	Insurance Class	Meaning
OKL_INSUR ANCE_ASSE T_CLASS	User	Setup > Insurance Rate > Create Insurance Rate	Create Insurance Rate	Insurance Asset Class	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_INSURANCE_POLICY_TYPE	User	Not Used	Not Used	Not Used	Not Used
OKL_INSURANCE_PRODUCT_TYPE	System	Setup > Insurance Products	Insurance Products	Insurance Type	Meaning
OKL_INSURANCE_PRODUCT_TYPE	System	Setup > Insurance Products > Create Insurance Product	Create Insurance Product	Insurance Type	Meaning
OKL_INSURANCE_STATUS	System	Used in all Insurance Policies page (Display Only)	Not applicable	Status	Meaning
OKL_INSURANCE_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_INTENT_TYPE	System	Setup > Products > Options > Option Values > Option Value Rules	Option Value Rules	Action	Meaning
OKL_INTPM_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_INV_RECEIVABLES_LINE_TYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_JTF_RS _SALESREPS _MO_V	User	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning

## OKL Lookup Types—L through P

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letters L through P, such as **OKL\_LATE\_CHRG\_FIXED\_YN**.

### *OKL Lookup Types—L through P*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_LATE_ CHRG_FIXE D_YN	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Late Charge Type	Meaning
OKL_LATE_I NT_FIXED_Y N	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Rate Type	Meaning
OKL_LATE_ POLICY_EXE MPT_YN	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Exempt Late Policy	Exempt YN	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_LATE_POLICY_TYP_E_CODE	Extensible	Setup > Receivables > Late Policies > Create Late Policy	Create Late Policy	Late Policy Type	Meaning
OKL_LOSS_TYPE	User	Insurance > Claim Summary > Create Insurance Claim	Create Lease, Optional Insurance Claim	Claim Loss Type	Meaning
OKL_MASS_RBK_CRITERIA_IA	System	Processing > Mass Rebook > New Request	Mass Rebook	Criteria	Meaning
OKL_MTL_SYSTEM_TYPE_MS_VL	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_OPERAND_TYPE	System	Setup > Operational > Operands > Create Operand	Create Operand	Operand Type	Meaning
OKL_OPTION_VALUE_RULE	System	Setup > Products > Options > Option Values > Option Value Rules > Create Option Value Rule	Create Option Value Rule	Intent	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_PAREN THESIS	System	Setup > Financials > Accrual Rules	Create Accrual Rules	Left parenthesis and right parenthesis	Meaning
OKL_PAYAB LES_INVOIC E_TYPE	Extensible	Receivables > Disbursement s > Manual Disbursement s > Create Manual Disbursement s	Create Manual Disbursement	Invoice Type	Meaning
OKL_PAYM ENT_METH ODS	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_PAYM ENT_PLAN_ STATUS	Extensible	Sales > Quotes > Payment Plans	Payment Plan	Status	Meaning
OKL_PAYM ENT_PLAN_ STATUS	Extensible	Sales > Quotes > Payment Plans > Details	Payment Plan	Status	Meaning
OKL_PAYM ENT_STRUC TURES	Extensible	Sales > Quotes > Payment Plans > Create Plan	Create Payment Plan	Payment Structure	Meaning
OKL_PAYM ENT_STRUC TURES	Extensible	Sales > Quotes > Payment Plans > Details	Payment Plan	Payment Structure	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_PERIOD_STATUS	System	Setup > Accounting > Accounting Periods	Accounting Period Status	Status	Meaning
OKL_POOL_TRANSACTION_REASON	System	Investor > Pools > Pool Transactions	Pool Transactions	Transaction Reason	Meaning
OKL_POOL_TRANSACTION_TYPE	System	Investor > Pools > Pool Transactions	Pool Transactions	Transaction Type	Meaning
OKL_POSTING_DETAIL	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_PRICE_PARAMS_DETAIL	Extensible	Setup > Pricing > Pricing Parameters > Create Pricing Parameter	Create Pricing Parameter	Data Type	Meaning
OKL_PRICE_PARAMS_SP_CODE	Extensible	Setup > Pricing > Pricing Parameters > Create Pricing Parameter	Create Pricing Parameter	Level	Meaning
OKL_PRICING_METHOD	Extensible	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Pricing Method	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_PRICING_METHOD	Extensible	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Pricing Method	Meaning
OKL_PRINCIPAL_INTEREST	Not Used		Not applicable	Not applicable	Not applicable
OKL_PROCESSSES	Extensible		Not applicable	Not applicable	Not applicable
OKL_PROPERTY_CLASS_OPTIONS	User	Contract > Lines > Assets > Real Estate button	Real Estate	Property Class	Meaning

## OKL Lookup Types—Q through R

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letters **Q** through **R**, such as **OKL\_QUOTE\_PARTY\_TYPE**.

### *OKL Lookup Types—Q through R*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_QUOTE_PARTY_TYPE	System	Contracts > Terms and Conditions > Termination Quote Process	Terms and Conditions	Recipient	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_QUOTE_PRORATE_OPTION_TY PE	System	Contracts > Terms and Conditions > Early Termination Quote Calculation	Terms and Conditions	Prorate	Meaning
OKL_QUOTE_REASON	Extensible	Asset Management > Quotes > Create Quote	Create Termination Quote	Quote Reason	Description
OKL_QUOTE_RULE_OPTI ON_TYPE	System	Contracts > Terms and Conditions > Early Termination Quote Process	Terms and Conditions	Net Quote Option	Meaning
OKL_QUOTE_STATUS	System	Asset Management > Quotes	Termination Quote Details	Status	Meaning
OKL_QUOTE_TYPE	Extensible	Asset Management > Quotes	Create Termination Quote	Quote Type	Meaning
OKL_RA_CUST_TRX_TY ES	Extensible	Setup > Accounting > Account Generator Sources	Create Account Generator Source	Select Column	Meaning
OKL_RE_DE_ALTYPE	Not Used	Not applicable	Not applicable	Not applicable	Not applicable

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_REBOO K_REASON	System	Origination > Contracts > Contract > Contract Detail; then Revisions	Revisions	Reason	Meaning
OKL_REFUN D_REASON	User	Lease Center > Account tab > Billing refund Request > Refund Reason	Billing Refund Request	Refund Reason	Meaning
OKL_REJECT ION_REASON	Extensible	Lease Center > Transfer & Assumption > Assumption > Cancel request	Transfer & Assumption	Rejection Reason	Meaning
OKL_REMIT _BASIS	System	Investor > Investor Agreement > Investors	Investor	Remittance Occurs After	Meaning
OKL_REQUEST _STATUS	System	Lease Center > Equipment Exchange, Transfer & Assumption page, Lease Renewals > Request Status	Equipment Exchange, Transfer & Assumption page, Lease Renewals	Request Status	Meaning
OKL_REQUEST _TYPE	System	Lease Center > Request Tab > Request Type	Request Tab	Request Type	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_RESID UAL_CODE	System	Origination > Contracts > Contract > Contract Detail; then Lines > Assets > Create Asset	Asset	Guarantor	Meaning
OKL_ROUNDING_RULE	System	Setup > Accounting > Accounting Options Detail Options	Accounting Options	Rounding Rule	Meaning

## OKL Lookup Types—S

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letter S, such as **OKL\_SERVICE\_BY**.

### *OKL Lookup Types—S*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SEC_PAYMENT_BY ASIS	System	Investor > Investor Agreements > Terms and Conditions > Disbursement Setup	Terms and Conditions	Payment Basis	Meaning
OKL_SERVICE_BY	System	Investor > Investor Agreement > Investors	Investor	Service By	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SERVIC_E_FEES	System	Lease Center > Send Document button > Service fees page > Charge Service Fee Name	Charge Service Fee	Name	Meaning
OKL_SFE_TY	Extensible PE	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SIF_ST	Extensible ATUS	Origination > Contracts > Booking > Streams > Generate Streams	Streams	Request Status	Meaning
OKL_SIL_TY	Extensible PE	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SIY_TY	Extensible PE	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SOURCE_PK_COLU	Not Used MN	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SOURCE_SELECT_C	Not Used COLUMN	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SOURCE_TABLE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_SRCH_STRM_TYPS_ADDYN	Not Used	Not applicable	Not applicable	Not applicable	Not applicable

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SRCH_STRM_TYPSS	Extensible	Setup > Cash > Search	Create Combination	Plus, Minus	Meaning
ADDYN_FL		Rules >			
AG		Create Search Rule > Create			
OKL_STREAM_ACTIVITY	Extensible	Financials > Inquiry > Streams	Streams	Status	Meaning
OKL_STREAM_GENERATOR	Extensible	Not applicable	Not applicable	Not applicable	Not applicable
OKL_STREAM_TYPE_CLASS	System	Setup > Pricing > Stream Types > Create	Create Stream Type	Class	Meaning
OKL_STREAM_TYPE_SUFFIX	System	Setup > Pricing > Stream Types > Create	Create Stream Type	Subclass	Meaning
OKL_STREAM_TYPE_SPECIFIC	System	Setup > Pricing > Stream Types > Create	Create Stream Type	Scope	Meaning
OKL_STRM_G_ORIGINATION_PROCESS	Extensible	Origination > Contracts > Booking > Streams > Generate Streams	Streams	Contract Process	Meaning
OKL_STRMGEN_PATHS	System	Not applicable	Not applicable	Not applicable	Not applicable

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_STY_A LLOCATION _BASIS	System	Setup > Pricing > Stream Types > Create Stream Type	Create Stream Type	Allocation Basis	Meaning
OKL_STY_C USTOMIZAT ION_LEVEL	System	Setup > Pricing > Stream Types > Create Stream Type	Create Stream Type	Access Level	Meaning
OKL_SUB_C RITERIA_SR CH	System	Setup > Pricing > Subsidy > Subsidy Application	Subsidy Criteria	Subsidy Criteria	Meaning
OKL_SUBAC CT_METHO D	System	Setup > Pricing > Subsidy > Subsidy > Create Subsidy	Create Subsidy	Accounting Method	Meaning
OKL_SUBCA LC_BASIS	System	Setup > Pricing > Subsidy > Subsidy > Create Subsidy	Create Subsidy	Basis	Meaning
OKL_SUBRC PT_METHO D	System	Setup > Pricing > Subsidy > Subsidy > Create Subsidy	Create Subsidy	Net on Funding	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_SUBRF ND_BASIS	System	Setup > Pricing > Subsidy > Subsidy > Create Subsidy	Create Subsidy	Refund Basis	Meaning
OKL_SUBSID Y_SRCH_OP TNS	System	Setup > Pricing > Subsidy > Subsidy	Subsidies	Subsidies	Meaning
OKL_SYNDICATION_CO DE	Extensible	Setup > Accounting > Accounting Template	Create Accounting Template	Syndication Code	Meaning

## OKL Lookup Types—T through Z

The following table contains the OKL\_ lookup types with names that follow OKL\_ that start with the letters T through Z, such as **OKL\_TAX\_OWNER**.

### *OKL Lookup Types—T through Z*

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TAX_O WNER	System	Origination > Contracts > Contract > Contract Detail	Contract Detail	Tax Owner	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TAX_O_WNER	System	Sales > Quotes > Payments Plan > Create Plan	Create Payment Plan	Tax Owner	Meaning
OKL_TAX_O_WNER	System	Sales > Quotes > Payments Plan > Details	Payment Plan Details	Tax Owner	Meaning
OKL_TAX_R_EPORTING	Not Used	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TC_LI_NKS	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TCL_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TCN_TYPE	System	Not applicable	Not applicable	Not applicable	Not applicable
OKL_TODO_CREDIT_CHECKLIST	Extensible	Setup > Checklist > Checklist Contents	Checklist Contents	Item Code	Meaning
OKL_TODO_FUNDING_CHECKLIST	Extensible	Setup > Checklist > Checklist Contents	Checklist Contents	Item Code	Meaning
OKL_TRANS_HEADER_TYPE	System	For Internal Use Only	For Internal Use Only	For Internal Use Only	Meaning
OKL_TRANS_LINE_TYPE	System	For Internal Use Only	For Internal Use Only	For Internal Use Only	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_TRANS ACTION_ST ATUS	Extensible	Various areas use this lookup for creating transactions. Accounting area has seeded the lookup type, but respective transaction areas include seeded values.	Various	Not applicable	Meaning
		Possible values for this lookup type are: Accrued, Approved, Canceled, Closed, Entered.			
OKL_TRANS ACTION_TY PE_CATEGOR Y	System	Setup > Accounting > Transaction Types	Create Transaction Types	Transaction Category	Meaning
OKL_TRANS ACTION_TY PE_CLASS	System	Setup > Accounting > Transaction Types	Create Transaction Types	Transaction Class	Meaning
OKL_UNIVE RSAL_SEAR CH	User	Lease Center Search > Advanced Search > Item (LOV)	Lease Center Search	Search Criteria	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_VAR_I_NTCALC	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Interest Method	Meaning
OKL_VARIA_BLE METHO_D	System	Origination > Contracts > Contract > Contract Detail; then Terms and Conditions > Interest Rate	Terms and Conditions	Variable Method	Meaning
OKL_VIEW_ACC_SOURCES	System	Financials > Inquiry > Transactions	View Transactions	Source	Meaning
OKL_VP_TERMINATION_REASON	System	For Internal Use Only	Not Applicable	Not Applicable	Not applicable
OKL_VSS_CONTRACT_STATUS	Extensible	VSS > Contracts > Contracts	Contracts	Status	Meaning
OKL_VSS_OBJECT_TYPE	Extensible	VSS > Home > My List	My List	Filter By	Meaning
OKL_VSS_QUOTE_TYPE	User	VSS > Contracts > Quotes	Quotes	Quote Type	Meaning

Lookup Type	Access Level: User, Extensible, System	OKL Client Navigation Path	Page or Window Name	UI Field Label	Label Uses Meaning or Description
OKL_WARR ANT_SHARE _TYPE	Extensible	Origination > Credit > Credit Lines > Credit Line Details > Warrants	Warrants	Type	Meaning
OKL_WARR ANT_TYPE	Not Used	Not Used	Not Used	Not Used	Not applicable
OKL_YES_N O	User	Setup > Products > Products > Product Option	Product Option	Required	Meaning
OKL_YES_N O	User	Setup > Products > Products > Product Stream Type	Product Stream Type	Accrue	Meaning

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## Formula Engine

This appendix covers the following topics:

- About the Formula Engine
- Terminology
- Examples of Formulas
- Commission Formula Example
- Net Investment Value Formula Example
- General Setup Steps for a Formula with Operand Functions
- Write the Source PL/SQL Function To Use in a Formula

### About the Formula Engine

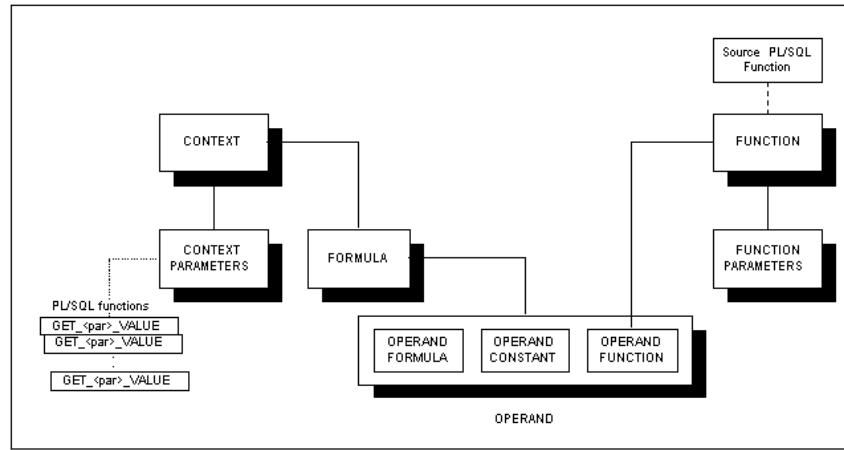
The Formula Engine is a tool that lets you define custom formulas and execute them.

Many different parts of Oracle Lease Management use formulas. Formulas are always relevant to either a particular contract or an individual line on a contract.

Examples of formulas that Oracle Lease Management uses include asset residual, contract original equipment cost, and contract capitalized fees.

**Note:** All formulas return values in the ledger currency associated with the ledger.

**Simplified Formula Engine Architecture**



## Terminology

The main parts of the Formula Engine are:

- **PL/SQL:** PL/SQL is Oracle's Procedural Language extension to SQL. The PL/SQL language includes object oriented programming techniques such as encapsulation, function overloading, and information hiding. PL/SQL is commonly used to write data centric programs to manipulate data in an Oracle database.
- **PARAMETER:** A seeded variable whose value is calculated and passed to a function. Used by functions and context groups.
- **FORMULA:** A combination of arithmetic symbols and operands that evaluates to a numeric value.

The symbols you can use in a formula are: + - \* / ( )

- **OPERAND:** An object that can take part in arithmetic operations. An operand derives its value either from another formula, an expression or a function.
- **FUNCTION:** The registration of a source PL/SQL function, which returns a numeric value. The source PL/SQL function must have been previously created in the database. A function can accept parameters.
- **FUNCTION PARAMETER:** An object that passes a value to the function.
- **CONTEXT:** A grouping mechanism that allows for the efficient evaluation and passing of parameters to functions in formulas. Every formula executes within a context.

- **CONTEXT PARAMETER:** A variable of a context whose value is calculated and passed to a function when a formula is executed that contains the function.

## Examples of Formulas

The following sections show examples of formulas:

- Commission Formula Example
- Net Investment Value Formula Example
- Write the Source PL/SQL Function To Use in a Formula

## Commission Formula Example

The main topics in this section are:

- Functions and Parameters for the Commission Formula
- Context and Context Parameters
- Context Parameters for the Commission Formula
- How a Formula Executes

You can configure Context Groups and Function parameters as described in the next section when seeded parameters are available. Currently no seeded parameters are available.

To understand how the Formula Engine works, consider a sample formula to calculate sales commissions.

**Note:** This example is not oriented to specific lease or loan transactions, but illustrates some of the features of the Formula Engine, especially the concepts of context and context parameters.

The Commission formula is:

```
Commission := (Delta Amount) * 0.05 + Group Bonus
```

This formula calculates a sales agent's commission as 5% of the difference between bookings and cancellations plus some group bonus.

The Commission formula consists of three operands:

- **Delta Amount**, which is another formula:

```
Delta Amount := Ordered Amount - Canceled Amount
```

This formula consists of two operands: **Ordered Amount** and **Canceled Amount**. Both of these operands are functions.

- The **constant value** 0.05.
- **Group Bonus**, which is a function.

The essential concepts that this illustrates are:

- **Formulas** consist of **operands + symbols**.
- **Operands** derive their values from **formulas, constants or functions**.

## Functions and Parameters for the Commission Formula

Functions accept input parameters, which can either be constants or variables.

There can be any number of function parameters.

Assume that the variable parameters for the Commission example functions are:

- **EMPLOYEE\_ID**
- **GROUP\_ID**
- **START\_DATE**
- **END\_DATE**

The Commission example functions and the parameters that they use appear in the following table.

***Commission Example Functions and Parameters***

Functions	Parameters
Ordered Amount	EMPLOYEE_ID
Ordered Amount	START_DATE
Ordered Amount	END_DATE
Canceled Amount	EMPLOYEE_ID
Canceled Amount	START_DATE

Functions	Parameters
Canceled Amount	END_DATE
Group Bonus	START_DATE
Group Bonus	END_DATE
Group Bonus	GROUP_ID

The essential concepts that this illustrates are:

- **Functions** can accept **parameters**.
- The same parameters can be used in many functions.

## Context and Context Parameters

A context is basically a grouping mechanism, whose main task is to provide an efficient way of passing parameters to functions.

Each formula is defined as belonging to a context.

If the formula calls any functions with parameters, how does the function receive values for those parameters? The formula execution passes values to the function parameters via **context parameters**.

Context parameters form a pool of all the parameters that are needed for all functions to be executed by all the formulas belonging to that context. The name of each context parameter must be the same as the name of the corresponding function parameter. You can use a validation procedure to verify that the formula parameters and context parameters match.

**Note:** All contexts and formulas for lease and loan transactions are associated with either a contract or a line in the contract. If the source PL/SQL functions contain the parameters **P\_CONTRACT\_ID** and **P\_LINE\_ID**, you do not need to have context parameters corresponding to these two parameters.

For each context parameter, there must be a special internal PL/SQL function, **GET\_<par>\_VALUE** (where **<par>** is the actual parameter name). At formula execution time, the internal PL/SQL function calculates a value for the context parameter and passes it to the formula function.

The advantage of this mechanism is that, when a formula is executed, each context parameter is evaluated once and is then passed to possibly many functions being

executed by the formula.

## Context Parameters for the Commission Formula

The context parameters for the Commission Formula are the parameters needed for all of the functions—**Ordered Amount**, **Canceled Amount**, and **Group Bonus**—namely:

- **EMPLOYEE\_ID**
- **GROUP\_ID**
- **START\_DATE**
- **END\_DATE**

As you can see from the table Commission Example Functions and Parameters, three of the parameters are used more than once during the execution of the Commission Formula. However, because the formula executes within a context, and each of the parameters is also a context parameter, the parameters are only evaluated once.

## How a Formula Executes

The following example shows the sequence of how a formula executes.

1. If the formula contains a **function** (for clarity, this also refers to the **formula function**), the formula engine looks at each parameter of the function.
2. For each function parameter, the formula engine looks for the corresponding **CONTEXT PARAMETER**.
3. For each context parameter, the formula engine executes the internal PL/SQL **GET\_<par>\_VALUE** function and passes the value returned from this internal function to the formula function parameter.
4. This continues until the formula produces a result.

## Net Investment Value Formula Example

The Net Investment Value formula is:

```
Net Investment Value := Receivables + Residuals - Unearned Income
```

Each of the three operands—Receivables, Residuals and Unearned Income—derives its value from a similarly-named function.

## FUNCTION GETLEASERECEIVABLE

The following example shows the source function for the Receivables operand.

```
( p_contract_id IN NUMBER, p_line_id IN NUMBER )

RETURN NUMBER

IS

v_lease_rec NUMBER;

CURSOR get_lease_rec IS

SELECT NVL(SUM(c.amount),0)

FROM    okl_streams_v  a,  okl_strm_type_v  b,  okl_strm_elements_v  c

WHERE  c.stm_id = a.id  AND b.id = a.sty_id

AND  b.name = 'Rent' AND c.stream_element_date >= SYSDATE

AND a.khr_id = p_contract_id;

BEGIN

OPEN  get_lease_rec;

FETCH get_lease_rec INTO v_lease_rec;

CLOSE get_lease_rec;

RETURN v_lease_rec;

END GETLEASERECEIVABLE;
```

## General Setup Steps for a Formula with Operand Functions

The general steps for setting up a formula with at least one operand function, which contains parameters in addition to P\_CONTRACT\_ID and P\_LINE\_ID, are:

1. Write the Source PL/SQL Function To Use in a Formula.
2. Register the Source PL/SQL Function.
3. Register the Function Parameters (register them in Oracle Lease Management).

4. Create the Context (first-time only for a particular context).
5. Create the Context Parameters.
6. Write the Internal Functions for the Context Parameters.
7. Create the (Formula Function type) Operand.
8. Create the Formula.
9. Validate the Formula. (strongly recommended)

You can follow the sequence exactly as shown in the preceding list.

Alternatively, you can first perform steps 4 through 6, then steps 1 to 3, then step 7. Step 8 must be the last mandatory step that you perform. Step 9—formula validation—is optional, but it is strongly recommended to perform this step.

**Important:** If your source function contains only the standard **contract** and **line id** parameters, you do not need to perform all the steps.

Specifically, in this simpler case, you can omit steps 3, 5, and 6, that is, the steps which relate to function parameters and context parameters.

The example formula in the following pages uses two parameters **PMR1** and **PARAMETER2**, both of which are numeric, in addition to the standard **contract** and **line id** parameters.

## Write the Source PL/SQL Function To Use in a Formula

The topics in this section include:

- Code Example of a Sample Source
- Register the Source PL/SQL Function
- Register the Function Parameters
- Create the Context
- Create the Context Parameters
- Write the Internal Functions for the Context Parameters
- Create the (Formula Function type) Operand
- Create the Formula

- Create or Edit Operand Labels
- Validate the Formula

## Code Example of a Sample Source

Here is the coding for a sample source PL/SQL function **SFNC1**, which has both the standard lease-oriented parameters **P\_CONTRACT\_ID** and **P\_LINE\_ID** as input parameters, as well as the special parameters **PMR1** and **PARAMETER2**.

### FUNCTION SFNC1(

```

P_CONTRACT_ID IN NUMBER,
P_LINE_ID IN NUMBER,
PMR1 IN NUMBER,
PARAMETER2 IN NUMBER

) return number

IS

v_pre_tax_yield number;

BEGIN

select nvl(pre_tax_yield,0)

into v_pre_tax_yield

from okl_k_headers_v

where id=p_contract_id ;

RETURN (20 * (PMR1 + PARAMETER2) + v_pre_tax_yield) ;

END ;

```

## Register the Source PL/SQL Function

### Navigation

Setup > Formulas > Functions

### Steps

Perform the following steps:

1. Click Create.
2. Enter the Name for the function, and optionally, the Description.
3. Enter the Effective From date, and optionally the Effective To date.
4. Select the Source Function you are registering.
5. Click Create.

## Register the Function Parameters

After the function is created, if it contains parameters other than the standard **contract** and **line id** parameters, then you must register the non-standard parameters with Oracle Lease Management.

To do this, you must:

1. Search for the function.
2. Select the function.
3. Choose to create or edit function parameters.

You must perform all of the following steps for each non-standard function parameter.

### Prerequisites

You have created the function and it contains parameters other than the standard **contract** and **line id** parameters.

### Navigation

Setup > Formulas > Functions

### Steps

Perform the following steps:

1. Search for the function.
2. In the Results panel, click the function name hypertext link.
3. Click the Function Parameters button.
4. In the Function Parameters area, enter the Sequence of the function parameter.
5. Enter the parameter name.
6. If the function parameter has a static value in the source function, enter this value in

the Static Value field.

7. Click Create.

## Create the Context

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

If the formula that you want to create does not have a context to be associated with, you must create the context.

### Navigation

Setup > Formulas > Contexts

### Steps

Perform the following steps:

1. Click Create.
2. Enter the context Name, and optionally the Description.
3. Click Create.

## Create the Context Parameters

For each non-standard function parameter that you register with Oracle Lease Management, you must create a context parameter with exactly the same name as the function parameter. For more information on registering non-standard function parameters, see Create the Context.

To do this, you must:

1. Search for the context,
2. Select the context,
3. Choose to create or edit context parameters.

You must perform all of the following steps for each context parameter.

### Navigation

Setup > Formulas > Contexts

### Steps

Perform the following steps:

1. Search for the context.

2. In the Results panel, click the context name hypertext link.
3. Click the Context Parameters button.
4. In the Context Parameters area, enter the Parameter name.
5. Click Create.

## Write the Internal Functions for the Context Parameters

Now we need to define the internal PL/SQL function that returns the context parameter's run-time value.

**Note:** If function requires any parameters other than **contract\_id** and **line\_id**, then you must create a context with the required additional parameters from the seeded parameters.

The function must have the name **GET\_[PARAMETER]\_VALUE**, where **[PARAMETER]** is the parameter name.

The function must be in the package **OKL\_FORMULAFUNCTION\_PVT**.

The internal functions must have **p\_contract\_id** and **p\_line\_id** as input parameters.

The following two code samples show the internal functions related to the parameters **PMR1** and **PARAMETER2**, which in both examples, returns the number 1:

### FUNCTION GET\_PMR1\_VALUE

```
( p_contract_id IN number,  p_line_id      IN number )

return number

IS

BEGIN

RETURN 1;

END GET_PMR1_VALUE;
```

### FUNCTION GET\_PARAMETER2\_VALUE

```
( p_contract_id  IN number,  p_line_id  IN number )

return number
```

```
IS  
BEGIN  
RETURN 1;  
END GET_PARAMETER2_VALUE;
```

## Create the (Formula Function type) Operand

Here you define an operand **OKLOPRND** of type Formula Function, which uses the function **OKLFUNC** registered in step 2 of Register the Function Parameters.

### Navigation

Setup > Formulas > Operands

### Steps

Perform the following steps:

1. Click Create.
2. Enter the Name for the operand, and optionally, the Description.
3. Enter the Effective From date, and optionally, the Effective To date.
4. In the Operand Type field, select Formula Function.
5. In the Function Name field, select the name of the function you registered.
6. Click Create.

## Create the Formula

Each formula must be created within a context. As you create the formula, you must specify the context name for the formula.

You must enter the formula string, which is an arithmetic expression consisting of labels of operands and the symbols + - \* / ( ).

Once you have created an operand it is available to be used in a formula string. However you do not enter the operand name itself into the formula string, instead you must create a *label* for the operand, and use the label in the formula string. Basically, an operand label is a shortcut or alias for an operand.

The procedure for creating the formula consists of a two-stage process:

- Create the formula, including the formula string containing operand labels and symbols. You might or might not have created the operand labels at this point.

- If the operand labels have not been created, create the operand labels.

The following description of creating a formula assumes that operand labels have not been created.

### Navigation

Setup > Formulas > Formulas

### Steps

Perform the following steps:

1. Click Create.
2. Enter the formula Name, and optionally, the Description.
3. Enter the Effective To date, and optionally, the Effective From date.
4. Select the Context for this formula.
5. Enter your formula in the String field, consisting of labels of operands and the symbols + - \* / ( ).

**Note:** You can enter operand label names that you have not yet created.

6. Click Create.

## Create or Edit Operand Labels

After you have created the formula and formula string, you create the operand labels. The following steps show you how to create operand labels.

### Steps

Perform the following steps:

1. Search for the formula.
2. Select the formula.
3. Choose to create or edit formula operands (this final step is where you actually create or edit the operand labels used in the formula string).

### Prerequisites

You have created the formula and formula string.

### Navigation

Setup > Formulas > Formulas

### Steps

You must perform all of the following steps for each formula operand.

1. Search for the formula.
2. In the Results panel, click the formula name hypertext link.
3. Click the Formula Operands button.
4. In the Formula Operands area, enter the Label for the operand name.
5. Select the operand to associate with the label.
6. Click Create.

## Validate the Formula

Validation of the formula is optional, but recommended to verify its correctness. The validation procedures checks:

- Recursion—whether any one of the functions calls itself.
- Whether there is a correct context parameter for each of the function parameters used by all the formulas of the context, that is, the name and type of the parameters must match.

The full validation procedure also lets you see the values of your context parameters and operands, as well as the evaluated formula result.

For completeness, the following set of steps shows the full validation procedure.

### Navigation

Setup > Formulas > Formulas

### Steps

Perform the following steps:

1. Search and select the formula to be validated..
2. Click the Validate button.
3. Click Next to go to the next page.

The Formula Context Parameters Value page appears. This shows the run-time context parameter values.

4. Click Next to go to the next page.

The Evaluate Formula page shows the formula result and operand value.

In the example, the context parameters **PMR1** and **PARAMETER2** both return a value of 1.

The coding for the function OKLOPRND appears in Write the Source PL/SQL Function To Use in a Formula.....).

Assuming that the pre\_tax\_yield for the contract is null, the function **OKLOPRND** returns **(20\*(1+1) + 0)**, that is, **40**.

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## Seeded Contract Classification Parameters

This appendix covers the following topics:

- Seeded Contract Classification Parameters

### Seeded Contract Classification Parameters

The following table shows the seeded qualities and quality values, which must be added to a product template and product, so that contracts that are associated with the product are correctly classified.

#### *Seeded Qualities and Quality Values*

Contract Type	Quality (to be added to the product template)	Quality Description	Quality Value (to be added to the product)	Quality Value Description
Investor Agreement	INVESTOR	Investor Agreement Classification	SECURITIZATION	Securitization
-	-	-	SYNDICATION	Syndication
Lease or Loan Contract	LEASE	Lease Book Classification	LEASEDF	Direct Finance Lease
-	-	-	LEASEOP	Operating Lease
-	-	-	LEASEST	Sales Type Lease
-	-	-	LOAN	Loan

Contract Type	Quality (to be added to the product template)	Quality Description	Quality Value (to be added to the product)	Quality Value Description
-	-	-	LOAN-REVOLVING	Loan-Revolving
-	TAXOWNER	Tax Owner	LESSOR	Lessor
-	-	-	LESSEE	Lessee
INTEREST CALCULATION BASIS	Interest Calculation Basis		FIXED	
-	-	-	FLOAT	
-	-	-	REAMORT	
-	-	-	FLOAT FACTORS	
-	-	-	CATCHUP/CLEANUP	
REVENUE RECOGNITION METHOD	Revenue Recognition Method		STREAMS	
-	-	-	ESTIMATED AND BILLED	
-	-	-	ACTUAL	

Each Oracle Lease Management contract must have a product, and each product must have a product template.

In order to classify contracts, first you must add one or more of the seeded qualities to a product template.

Within a single product template, you can have:

- the quality Investor for investor agreements
- the four qualities of Lease, Taxowner, Interest Calculation Basis, and Revenue

Recognition Method, for lease or loan contracts.

Subsequently, when you create a product using the product template, you must assign one of the seeded quality values for each seeded quality in the associated product template.

**Note:** The only way to assign a lease book classification, tax owner, interest calculation basis, or revenue recognition method, to a contract is through the *product*. To change one of these values on a contract, you must select a different *product* for the contract, with different values.

For lease and loan contracts, the following table shows the valid tax owner options allowed for each lease book classification.

***Valid Lease Book Classification/Tax Owner Combinations***

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<b>Lease Book Classification</b>	<b>Tax Owner Options</b>
Direct Finance Lease	Lessor, Lessee
Operating Lease	Lessor
Sales Type Lease	Lessor, Lessee
Loan	Lessee
Loan-Revolving	Lessee

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## Seeded Business Events For Lease Contract Authoring

This appendix covers the following topics:

- Seeded Business Events For Authoring Lease Contracts

### Seeded Business Events For Authoring Lease Contracts

By default these business events are not active. You must enable them to make use of them.

Number	Name	Data Passed
1.	Create Contract	Contract ID, User ID, User ID, Date of event
2.	Update Contract	Contract ID, User ID, Date of event
3.	Create Party	Contract ID, User ID, Party ID, Date of event
5.	Remove Party	Contract ID, User ID, Party ID, Date of event
6.	Create Asset	Contract ID, User ID, Asset ID, Date of event
7.	Remove Asset	Contract ID, User ID, Asset ID, Date of event
8.	Update Asset	Contract ID, User ID, Asset ID, Date of event
9.	Create Asset Book Depreciation	Contract ID, User ID, Asset ID, Date of event, Book Code

<b>Number</b>	<b>Name</b>	<b>Data Passed</b>
10.	Update Asset Book Depreciation	Contract ID, User ID, Asset ID, Date of event, Book Code
11.	Create Asset Tax Depreciation	Contract ID, User ID, Asset ID, Date of event
12.	Update Asset Tax Depreciation	Contract ID, User ID, Asset ID, Date of event
13.	Remove Asset Tax Depreciation	Contract ID, User ID, Asset ID, Date of event
14.	Update Taxes, Property Tax	Contract ID, User ID, Asset ID, Date of event
15.	Create Serial Numbers	Contract ID, User ID, Asset ID, Date of event, Serial Number
16.	Update Serial Numbers	Contract ID, User ID, Asset ID, Date of event, Serial Number
17.	Remove Serial Numbers	Contract ID, User ID, Asset ID, Date of event, Serial Number
18.	Create Supplier Invoice	Contract ID, User ID, Asset ID, Date of event, Party ID
19.	Update Supplier Invoice	Contract ID, User ID, Asset ID, Date of event, Party ID
20.	Update Filing for Liens, Title, & Registration	Contract ID, User ID, Asset ID, Date of event
21.	Create Subsidies	Contract ID, User ID, Asset ID, Date of event, Subsidy ID
22.	Update Subsidies	Contract ID, User ID, Asset ID, Date of event, Subsidy ID
23.	Remove Subsidies	Contract ID, User ID, Asset ID, Date of event, Subsidy ID

<b>Number</b>	<b>Name</b>	<b>Data Passed</b>
24.	Create Fee	Contract ID, User ID, Fee Line ID, Date of event
25.	Remove Fee	Contract ID, User ID, Fee Line ID, Date of event
26.	Update Fee	Contract ID, User ID, Fee Line ID, Date of event
27.	Create Fee by Asset	Contract ID, User ID, Fee Line ID, Date of event, Asset ID
28.	Update Fee by Asset	Contract ID, User ID, Fee Line ID, Date of event, Asset ID
29.	Remove Fee by Asset	Contract ID, User ID, Fee Line ID, Date of event, Asset ID
30.	Update Expense	Contract ID, User ID, Fee Line ID, Date of event
31.	Update Passthrough	Contract ID, User ID, Fee Line ID, Date of event
32.	Create Service	Contract ID, User ID, Service Line ID, Date of event
33.	Remove Service	Contract ID, User ID, Service Line ID, Date of event
34.	Update Fee	Contract ID, User ID, Service Line ID, Date of event
35.	Update Passthrough	Contract ID, User ID, Service Line ID, Date of event
36.	Update Expense	Contract ID, User ID, Service Line ID, Date of event
37.	Create Serviced Asset	Contract ID, User ID, Service Line ID, Date of event, Asset ID
38.	Update Serviced Asset	Contract ID, User ID, Service Line ID, Date of event, Asset ID
39.	Remove Serviced Asset	Contract ID, User ID, Service Line ID, Date of event, Asset ID
40.	Create from Service Contract	Contract ID, User ID, Service Line ID, Date of event, Service Contract ID, Service Contract Line ID
41.	Create Usage	Contract ID, User ID, UBB ID, Date of event

<b>Number</b>	<b>Name</b>	<b>Data Passed</b>
42.	Remove Usage	Contract ID, User ID, UBB ID, Date of event
43.	Update Usage	Contract ID, User ID, UBB ID, Date of event
44.	Add Asset	Contract ID, User ID, UBB ID, Date of event, Asset ID
45.	Update Asset	Contract ID, User ID, UBB ID, Date of event, Asset ID
46.	Validate Contract	Contract ID, User ID, Date of event
47.	Streams Launched (Launch Request)	Contract ID, User ID, Date of event
48.	Streams Completed (Request Completed)	Contract ID, User ID, Date of event
49.	Generate Journal Entries	Contract ID, User ID, Date of event
50.	Submit for Approval	Contract ID, User ID, Date of event
51.	Activate Contract	Contract ID, User ID, Date of event
52.	Rebook Launched (Launch Request)	Contract ID, User ID, Revision Date, Date of event
53.	Rebook Completed (Request Completed)	Contract ID, User ID, Revision Date, Date of event
56.	Split Contract Launched (Launch Request)	Contract ID, User ID, Revision Date, Date of event
57.	Split Contract Completed (Request Completed)	Contract ID, User ID, Revision Date, Date of event
58.	Reverse Contract Launched (Launch Request)	Contract ID, User ID, Revision Date, Date of event

<b>Number</b>	<b>Name</b>	<b>Data Passed</b>
59.	Reverse Contract Completed (Request Completed)	Contract ID, User ID, Revision Date, Date of event
60.	Split Assets by Units Launched (Launch Request)	Contract ID, User ID, Revision Date, Date of event, Asset ID
61.	Split Assets by Units Completed (Request Completed)	Contract ID, User ID, Revision Date, Date of event, Asset ID
62.	Split Assets by Components Launched (Launch Request)	Contract ID, User ID, Revision Date, Date of event, Asset ID
63.	Split Assets by Components Completed (Request Completed)	Contract ID, User ID, Revision Date, Date of event, Asset ID
64.	Create Credit Line	Credit Line ID, Date of event
65.	Update Credit Line	Credit Line ID, Date of event
66.	Create Credit Limit	Credit Line ID, Date of event, CreditLimit ID
67.	Remove Credit Limit	Credit Line ID, Date of event, CreditLimit ID
68.	Update Credit Limit	Credit Line ID, Date of event, CreditLimit ID
69.	Activate Credit Line	Credit Line ID, Date of event
70.	Create Funding Request	Contract ID, User ID, Funding Request ID, Date of event
71.	Update Funding Request	Contract ID, User ID, Funding Request ID, Date of event
72.	Cancel Funding Request	Contract ID, User ID, Funding Request ID, Date of event

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<b>Number</b>	<b>Name</b>	<b>Data Passed</b>
73.	Submit Funding Request	Contract ID, User ID, Funding Request ID, Date of event
74.	Update Filing	Contract ID, User ID, Terms ID, Date of event

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## Interface Tables

### Interface Table for Uploading the Initial Balance

The following table describes the interface table to upload Initial Balances.

*Table description to Upload Initial Balances*

Column	Data Type	Null	Description
BATCH_CODE	VARCHAR2(100)	Not Null	The Import program will accept a parameter "Batch Code". This parameter can be used to restrict the concurrent job to process only those records corresponding to the Batch Code.
APPLICATION_ID	NUMBER	Not Null	Application Identifier
LEDGER_ID	NUMBER	Not Null	Ledger Identifier
CODE_COMBI NATION_ID	NUMBER		If this is provided then this is used to import the initial balances. If Not provided then code combination segment values are used to derive account.
ANALYTICAL_CODE CRITERION_CODE	VARCHAR2(30)	Not Null	Analytical criterion code

Column	Data Type	Null	Description
ANALYTICAL_CRITERION_TYPE_CODE	VARCHAR2(1)	Not Null	Analytical criterion type code
AMB_CONTEXT_CODE	VARCHAR2(30)	Not Null	AMB context code+D39
AC1	VARCHAR2(30)	Not Null	Analytical criterion detail value 1
AC2	VARCHAR2(30)	Not Null	Analytical criterion detail value 2
AC3	VARCHAR2(30)	Not Null	Analytical criterion detail value 3
AC4	VARCHAR2(30)	Not Null	Analytical criterion detail value 4
AC5	VARCHAR2(30)	Not Null	Analytical criterion detail value 5
PERIOD_NAME	VARCHAR2(30)	Not Null	Period Name
INIT_BALANCE_DR	NUMBER		Initial Balance Debit amount
INIT_BALANCE_CR	NUMBER		Initial Balance Credit amount
SEGMENT1	VARCHAR2(25)		Code Combination Segment value
SEGMENT2	VARCHAR2(25)		Code Combination Segment value
SEGMENT3	VARCHAR2(25)		Code Combination Segment value
SEGMENT4	VARCHAR2(25)		Code Combination Segment value
SEGMENT5	VARCHAR2(25)		Code Combination Segment value

<b>Column</b>	<b>Data Type</b>	<b>Null</b>	<b>Description</b>
SEGMENT6	VARCHAR2(25)		Code Combination Segment value
SEGMENT7	VARCHAR2(25)		Code Combination Segment value
SEGMENT8	VARCHAR2(25)		Code Combination Segment value
SEGMENT9	VARCHAR2(25)		Code Combination Segment value
SEGMENT10	VARCHAR2(25)		Code Combination Segment value
SEGMENT11	VARCHAR2(25)		Code Combination Segment value
SEGMENT12	VARCHAR2(25)		Code Combination Segment value
SEGMENT13	VARCHAR2(25)		Code Combination Segment value
SEGMENT14	VARCHAR2(25)		Code Combination Segment value
SEGMENT15	VARCHAR2(25)		Code Combination Segment value
SEGMENT16	VARCHAR2(25)		Code Combination Segment value
SEGMENT17	VARCHAR2(25)		Code Combination Segment value
SEGMENT18	VARCHAR2(25)		Code Combination Segment value
SEGMENT19	VARCHAR2(25)		Code Combination Segment value

Column	Data Type	Null	Description
SEGMENT20	VARCHAR2(25)		Code Combination Segment value
SEGMENT21	VARCHAR2(25)		Code Combination Segment value
SEGMENT22	VARCHAR2(25)		Code Combination Segment value
SEGMENT23	VARCHAR2(25)		Code Combination Segment value
SEGMENT24	VARCHAR2(25)		Code Combination Segment value
SEGMENT25	VARCHAR2(25)		Code Combination Segment value
SEGMENT26	VARCHAR2(25)		Code Combination Segment value
SEGMENT27	VARCHAR2(25)		Code Combination Segment value
SEGMENT28	VARCHAR2(25)		Code Combination Segment value
SEGMENT29	VARCHAR2(25)		Code Combination Segment value
SEGMENT30	VARCHAR2(25)		Code Combination Segment value
STATUS	VARCHAR2 (30)	Not Null	Status of the row. The value is NULL if the row is successfully imported. Other possible values are: IMPORTED – For the rows that got imported. ERROR – For the rows that encountered error and could not be imported.

Column	Data Type	Null	Description
MESSAGE_COD ES	VARCHAR2 (1000)		This stores message codes for the errors. This will be reported on the report and will be used by users to see the error message for the erred rows.
LAST_UPDATE _LOGIN	NUMBER		Standard Who column
LAST_UPDATE _DATE	DATE		Standard Who column
LAST_UPDATE D_BY	NUMBER		Standard Who column
CREATION_DA TE	DATE		Standard Who column
CREATED_BY	NUMBER		Standard Who column



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# Glossary

**\$1 buyout**

The end of term purchase option given to the lessee where the fixed purchase option is at a value of \$1. A \$1 buyout is used in conjunction with a \$1 purchase option.

**accrual accounting**

Recognizes economic events regardless of when actual cash transactions occur. The opposite of cash basis accounting.

**advance rent**

Rent received at the start of the lease that will be adjusted against the last rents.

**advance/arrears indicator**

Shows if the rents are billed in advance or in arrears of the rental period.

**amortization**

The systematic method for recording financial elements to income or expense over a defined period, typically the lease or loan term.

**approver**

The person who is authorized to approve the document before the next activity may be carried out.

**asset item**

Anything you make, purchase, or sell including components, subassemblies, finished products, or supplies that carries a cost and is valued in your asset subinventories.

**articles**

Textual sections of contract terms and conditions.

**as-due basis**

An event initiated based on when the invoice is due.

**asset disposition**

Sale or disposal of assets.

**authoring**

A process of creating a contract.

**auto-invoice**

The process of automatically invoicing the lessee for a payment due. This process can be automated by running a concurrent program.

**auto-terminate**

The process of automatically terminating a lease contract when it reaches its end of term. This process is automated by running a concurrent program.

**billed basis**

An event initiated based on when the item is billed.

**billing**

The process of notifying the responsibility party of amounts due.

**billing frequency**

The frequency with which bills are presented to a customer.

**booking**

The process of preparing and recording accounting records associated with a contract.

**broker**

A person or organization acting as an agent to vendor, dealer, or lessor in negotiating a transaction.

**buck-out lease**

Full payout, net leases structured with a bargain purchase option for the lessee to purchase the equipment for one dollar at the expiration of the lease. These leases are often referred to as dollar buyout or buck-out leases.

**business unit**

A business unit is an entity created by a company to manage a certain segment or segments of its business. The business unit can span multiple product lines and geographies.

**buyout**

customer buys equipment from lessor at the end of the contract's full life.

**buyout amount**

This is the amount necessary for the customer to pay in order to consider the contract paid in full.

**cancellation**

When a customer has the contractual right to end an agreement (that is, the customer is at the end of term in month-to-month status, non-appropriation clause, or rental agreement).

**capital lease**

A type of lease classified and accounted for by a lessee as a purchase and by the lessor as a sale or financing. It must meet at least one of the criteria outlined in paragraph 7 of FASB 13. It is treated as debt and an offsetting depreciable asset for book accounting purposes.

**capitalized cost**

The cost of equipment to be leased plus various fees, charges, or interest that may be added to the equipment cost. The total capitalized cost--or basis--is the amount upon which the tax benefits or depreciation on the equipment are based.

**cash basis**

An event initiated based on when cash is received. A related pass-through disbursement is created when cash is applied against an invoice.

**catch-all**

A placeholder used at the top of a territory hierarchy when no other is defined in Territory Management.

**closed item**

An invoiced item that was paid.

**collateral**

The additional security provided by the borrower for availing the credit facility provided by the lender. The additional security is normally in the form of assets which are, in addition to the asset, financed by the loan or lease.

From a customer service perspective, collateral also is a static fulfillment document that doesn't contain merged data. It is usually some sort of marketing brochure or some other document. It is sent in an email as an attachment. It is often called a deliverable in the marketing applications.

**concurrent program**

An instance of an execution file, along with parameter definitions and incompatibilities. Concurrent programs use concurrent program executables to locate the correct execution file. Several concurrent programs may use the same execution file to perform their specific tasks, each having different parameter defaults and incompatibilities.

**consolidated billing**

One or more billing items combined into one group for invoicing purposes.

**consolidated counter**

A logical counter that groups the counters belonging to more than one contract. These counters need to be consolidated into one consolidated record as per customer requirement.

**context**

A context is a pool of global variables that are passed as parameters to functions. An instance of context should exist to execute Formulae.

**context assembler**

A Context Assembler is a PL/SQL procedure that creates a new instance of a context and populates values of context parameters. Each external entity which wants to use the Contracts Formula Engine must have its Context Assembler and Context.

**context parameter**

A context parameter is a variable of a context that is be passed as a parameter to functions. An instance of context parameter is created whenever a new instance of context object is required.

**contract**

A written, signed, Legal Agreement between/among trading partners that has financial, legal, and industry-specific operational consequences.

**contract activation**

A series of steps performed on an authored contract that culminates with a booked contract that is ready to be billed.

**contract ID**

Unique identifier of a contract.

**contract status**

The state of the contract. Possible values: new, passed, complete, incomplete, pending approval, booked, under revision, evergreen, litigation hold, expired, terminated,

reversed, amended, abandoned

**contract validation**

The application of various QA logic and business rules to a contract to insure it meets business requirements.

**contracts formula engine thread**

A formula is executed within an instance of a context. Operands of the formula can call other formulae and functions that are executed within the same instance of the context. This process is referred to as the contract formula engine thread.

**contract shell**

A contract in inactive state with minimal data contained in it. The minimal data is customer information and product category.

**coterminous**

All assets on a contract terminate at the same time, regardless of their start dates.

**cure amount**

The amount due to satisfy a customer's past due rents. The payment may be required from a vendor or other third party.

**customization**

Customizations are enhancements to an Oracle applications system made to fit the needs of a specific user community.

**DBA**

Name company is Doing Business As.

**dealer**

The dealer, or supplier, supplies equipment or some kind of services for a transaction. Either one of them may be a party to the vendor program agreement. See Supplier.

**direct debit**

Direct Debit is a feature offered by banks to enable their customers, the lessors, to collect payments due to them directly from the lessee's bank. The lessee must authorize the lessor to withdraw the funds

**due date**

The date on which payment is due from the customer.

**direct finance lease**

Direct finance lease is a non-leveraged lease by a lessor (not a manufacturer or dealer) in which the lease meets any of the definitional criteria of a capital lease, plus certain additional criteria.

**disposition**

Sale or disposal of assets.

**disbursement**

Disbursements are payments to suppliers or other third parties for the cost of equipment, a prepayment facility with lessor, maintenance, insurance and other services. Some disbursements such as pass-through and investor payments are linked to billing events.

**distribution**

Defined group of accounting codes that determine debit and credit accounts that is affected in the General Ledger. A distribution may define percentage-wise allocation of funds between accounts.

**distribution group**

Distribution group is a logical grouping of distributions.

**effective dates**

Effective dates are the dates a record is effective or to be in use.

**employee**

A resource type that represents a person who is hired to work for a company. Employee resources can be input as resources in various pages available without installing the Human Resources Management System (HRMS).

**end-of-term (EOT)**

The end of the primary or renewal term. Unless specified otherwise, end-of-term refers to the end of the primary term.

**end-of-term option**

An option used to derive the future value component of the leasing pricing equations. It can be based on either the expected residual value or a purchase option. The value is assigned for specific combinations of contract term and items or item categories. The option is not used for termination quote calculation.

**escalation**

Actions in a process that increase in extent or intensity.

**evergreen**

Evergreen refers to a lease contract period past the initial term end date, when rents are still collected. Evergreen is the default contingent continuation of a lease after its contractual end-of-term, where a lessee continues to pay indefinitely.

The contract language includes an Evergreen Eligibility Clause, indicating the customer will be billed a rental amount indefinitely unless they provide the Equipment Return Notice by a certain date.

**execution date**

The strategy performance date. At the execution date a member of the assignment group executes the strategy and notes the action taken.

Also refers to the date a lease contract is signed.

**exposure**

The total amount of credit risk the lessor has with the customer. This amount is normally the amounts due, plus net investment value (NIV), plus approved credit not drawn down.

**fair market value lease**

A lease that includes an option for the lessee to either renew the lease at a fair market value, or purchase the equipment for its fair market value at the end of the lease term.

**FASB**

An acronym for Financial Accounting Standards Board.

**FASB 13**

The FASB's statement of Financial Accounting Standards No. 13 is recognized as the accounting guideline for financial statement reporting of lease investments and/or liabilities.

**FASB 109**

The FASB's statement of Financial Accounting Standards No. 109 supersedes FASB statement 96, Accounting for Income Taxes. This includes a basic principle that *the measurement of deferred tax assets is reduced, if necessary.*

**financial product**

A financial product in Oracle Lease and Finance Management groups together a set of attributes and rules based on which contracts are created. It is mandatory for every contract to be associated with a single product.

**fixed rate**

A contract with an interest rate factor that does not change during its life.

**fixed purchase option**

a pre-defined fixed price that is agreed to by the lessor/lessee while writing a contract.

**flexfield**

A flexible data field format that your organization can customize to your business needs without programming.

**floor price**

The targeted minimum amount acceptable for the sale of an asset.

**FMV**

An acronym for Fair Market Value. The price for which property is sold in an arms-length transaction between two unrelated parties. (See Fair Market Value Lease.)

**form**

Forms are a logical collection of fields, regions, and graphical components that appears on a single page. Oracle applications forms resemble paper forms used to run a business. You enter data by typing information into the form.

**forms server**

A Forms server is a type of application server that hosts the Forms server engine. It mediates between the desktop client and the database, providing input pages for the Forms-based products on the desktop client and creating or changing database records based on user actions.

**formula**

An arithmetic operation over operands.

**formula counter**

Formula type counters allow users to use simple math to derive the counter value. For example, you use a formula counter to track total number of copies made with photo copy machine, which provides both black and white copies and color copies.

**full payout lease**

A lease in which the full cost of the asset is recouped through the lease stream. The present value of the lease stream equals the initial product cost. The lessor assumes no residual value for the equipment at end of term. In essence, this is a loan to the lessor's customer, the lessee. However, by including a \$1 end of term buyout, the lessor and lessee treat the transaction as a lease.

**function**

A function is a register of a function that returns a scalar numeric value.

**function parameter**

A function parameter passes a value to function. The function parameter gets its value from the corresponding context parameter. The context parameter comes from an instance of context in which the function is executed.

**funding**

Generally, funding is the process of paying a supplier for leased equipment.

**general ledger**

The General Ledger (GL) is the book of final entry summarizing all of a company's financial transactions through offsetting debit and credit accounts.

**general loss provision**

Loss Provisions and reserves established based on contract types and aging categories to offset write-offs for bad debts.

**general reserve**

See *general loss provision*.

**gross remaining receivables**

The remaining unpaid billed and not billed gross receivable at a point in time.

**guaranteed residual**

That portion of the residual that becomes guaranteed from a third party through the purchase of residual value insurance and is to be accounted for as accounts receivable rather than residual receivable.

**guarantor**

The entity that guarantees payments in the event of lessee default.

**insurance premium**

The amount paid or payable by the lessee to the lessor, and by the lessor to the insurance provider, for the insurance policy. It can be paid either in installments or upfront in a lump sum.

**insurance provider**

The insurance company or underwriter who insures the asset(s) on a lease. The insurance policy may be funded by either the lessor or the lessee, but the insurance provider is the financial institution that sells the policy and covers the asset.

**interaction**

An interaction is a touch point that occurs between a customer, a customer system, a resource, or a resource system. An example of a touch point is a phone call between an agent and a customer. Interactions include activities, media, and media items.

**Interaction History**

Interaction History (IH) provides Oracle applications with a common framework for capturing and accessing all interaction data associated with customer contacts. IH acts as the central repository and provides a consistent API for tracking all automated or agent-based customer interactions.

**inventory item**

Items you stock in inventory. You control inventory for inventory items by quantity and value. Typically, the inventory item remains an asset until you consume it. You recognize the cost of an inventory item as an expense when you consume it or sell it. You generally value the inventory for an item by multiplying the item standard cost by the quantity on hand.

**investor**

Investors are parties to syndicated contracts. For the purpose of this document, **investor** and **syndicated party** are interchangeable terms.

**investor stake (%)**

The amount an investor pays to acquire an interest in an investor agreement.

**invoice**

A bill sent to a customer, or a notice for the lessor to pay a disbursement to an investor.

**invoice amount**

Total amount of charges on an invoice.

**invoice date**

The date of the Oracle Receivables invoice. The invoice creation date, invoice date, invoice printing date, and the due dates can be different in any receivables system. In Lease and Finance Management, the invoice date and payment term derive the due date.

**invoice format**

Invoice format is a group of invoice types that specify how data is to appear on the invoices.

**invoice generation**

The process of creating an open receivables invoice within Oracle Receivables.

**invoice parameters**

Invoice Parameters specify rules for grouping transactions within an Oracle Lease and Finance Management invoice.

**items**

Items can be master documents, collateral, or attachments in fulfillment. Items are inserted in the body of an email. Items are selected from the list of all possible documents and collateral material available to the user from fulfillment templates.

**IVR**

Acronym for Interactive Voice Recognition.

**journal entries**

A set of financial data that is of significance for recording ledger transactions in accounting.

**key flexfield**

A key flexfield is a field format you can customize to enter multi-segment values such as part numbers, account numbers, location, and so on. Key flexfields relate to specific uses in Oracle applications.

**late charge**

An amount assessed as a result of the payment due on a contract not being received within a certain pre-set number of days from the due date.

**late interest**

Refers to the interest rate factor applied to an outstanding invoice amount from the time it is due until it is paid.

**lease**

A lease is a contract in which one party conveys the use of an asset to another party for a specific period of time for a predetermined payment amount.

**lessee**

User of the equipment being leased.

**lessor**

Owner of the equipment which is being leased.

**lockbox**

A service offered by banks to companies in which the company receives payments by mail to a post box office, and the bank picks up the payments several times a day, deposits them into the company's account, and notifies the company of the deposit. Lockbox enables the company to put the money to work as soon as it is received.

**lookup codes**

Imbedded codes in Oracle Applications that enable you to define a feature prior to setup. These include defining article sets, contract roles, and so on.

**margin**

For variable interest rate, add margin to the base interest rate factor to determine the actual rate of interest. This is expressed as the number of basis points on top of the index rate.

**master lease contract**

A master lease contract is an (electronic) document, which contains leasing terms and conditions that, through reference to the master lease agreement number, can apply to contracts.

**media**

In Interaction History, media represents the communication channel through which an activity takes place. Examples can include: the phone, the fax machine, an ATM, or a cell phone.

**messages**

A message is an informative note maintained with the customer's invoice record. There are several types of messages, including the following: a permanent message, a one-time message, or a miscellaneous message.

**meter read**

Actual number of usage units from a counter at a point in time.

**mill rate**

The percentage tax rate in effect for property tax. (This applies to the USA only.)

**net book value (NBV)**

In terms of an operating lease, it is the original first cost, less accumulated book depreciation. The amount represents the lessor's investment in a lease.

**net investment**

The investment or equity, net of expected income, a lessor has in a transaction.

### **net present value (NPV)**

The net present value (NPV) is the valuation method based on discounted cash flows. NPV is calculated by discounting a series of future cash flows and summing the discounted amounts.

### **non-consolidated counter**

A non-consolidated counter is assigned to each asset on a specific contract.

### **non termination write down**

Creation of a loss provision on a contract without terminating the contract.

### **Notes**

Notes is a tool that provides locations where you can specify more text detail, if needed. You can add a note to a task in Task Manager.

### **note status**

There are three statuses available for notes in Oracle Applications:

- Private: Only the creator can view it.
- Public: The creator and others can read or write to it.
- Publish: Publishable over the Internet. Everyone can view it.

### **note text**

A large text note, such as a customer's letter or directions.

### **note type**

Note type is selected from a lookup table. You can add note types through the setup window. They provide a further categorization of notes based on a user's needs. Also, you can tie a note type to a source type and such note types are visible only to that mapped source. Therefore, you must choose between the entire list of note types that have been defined for your source and those which do not have any source type attached to them.

### **object**

An object is any identifiable individual or thing. It can be physical, such as a telephone or PBX, or an abstract concept, such as a market campaign in Interaction History.

### **OEC**

An acronym for Original Equipment Cost, which is the original cost of the leased equipment.

**OKL**

An acronym for the Oracle Lease and Finance Management product, as designated in the Oracle applications database.

**OLM**

A general reference acronym for Oracle Lease and Finance Management, not to be confused with Oracle Learning Management.

**open item**

A receivable item that has not been paid.

**operand**

An operand is a register of an object that can take part in arithmetic operations. Operand can use formula, function or a regular expression as the source for its value.

**operating agreement**

1. An operating agreement is a mutual agreement between a lessor and vendor to work together and administer certain financing programs which set specific terms and conditions for future transactions. 2. For more complex business models, Oracle Lease and Finance Management enables a two-tier vendor agreement structure. The operating agreement serves as a parent to a program agreement. Operating agreements are not operating unit-specific. Therefore, they may act as parents to program agreements from various operating units and may have different primary parties than the program agreement.

**operating lease**

A lease which does not satisfy any of the criteria of a "capital lease" under local accounting principles.

**partial termination**

The amount a customer must pay for a subset of assets and a contract to terminate them and pay off all future amounts due.

**payment in advance**

Periodic payments due in advance of the rental period.

**payment in arrears**

Periodic payments due before the last day of the rental period.

**payment level**

A payment level is the number, frequency, and due amount for a specific time period.

**payment method**

Method used to facilitate and process payment.

**PO Number**

Purchase Order number.

**principal balance**

A loan concept, which can also be used in leasing vernacular, designating remaining gross receivable, less unearned finance charges.

**private label**

Private label products or services are typically those manufactured or provided by one company for offer under another company's brand.

**product**

Usually, financial product (not an asset; for example, not a piece of equipment).

**product option**

A property of a financial product that defines a value or allows the user to select a value from a set of values at the time of the lease authoring. Options are typically associated with specific terms and conditions that govern the behavior of contract transactions. At the time of authoring a contract, you can render an option as **required** or as **optional**. A typical option with multiple values associated with it might be **Interest Method** or **End-of-term Purchase** option.

**product quality**

A property of a financial product that is mandatory and, once selected, cannot be changed. Qualities are used for the purpose of categorization of products.

**profile options**

In Oracle Applications, profile options enable you to turn on or off specific functionality, such as integrations and processes, and allows you to set specific parameters that govern a process or transaction such as number of days before a task is due that the user is notified.

**program agreement**

An agreement between a lessor and a vendor such that the lessor provides financing for the vendor to its customers. The terms and conditions of the program agreement may govern aspects of the leases created as a result of the program.

**property tax**

Tax assessed for owning property.

**pro-rate read**

An actual reading, but received either before or after the due date. To use pro ration, calculate a daily rate and then multiply that value to the number of days from the last meter read due date until the current meter read due date.

**purchase option**

An option given to the lessee to purchase the equipment from the lessor, usually as of a specified date. Options vary in type: Guaranteed Purchase Option (GPO), Bargain Purchase Option, Fair Market Value Option (FMV), Mid-Term Purchase Option.

**quote history**

This is the history of buyout quotes given to a customer.

**rebooking**

The process of altering an existing lease/loan transaction due to some financial change in the deal structure; rental payment change, credit extension, due date change, etc. New accounting entries or adjusting entries are made when the contract is reactivated.

**re-amortization**

Recalculation of rental payments on variable rate products as interest rates change.

**recourse**

The right of the lender/lessor to pursue payment from a third party if the lessee/borrower defaults.

**regular counter**

Physical counters found in tangible objects like automobiles, gas meters, photo copy machine, etc.

**re-lease**

Assets from previous leases that are placed onto a new lease.

**remit-to address**

Address where customers send in the payment for their invoices.

**repurchase**

Vendor or other third party agrees to purchase original asset when it comes off lease.

**repurchase amount**

The amount required from the vendor or third party to buy a transaction back. This amount is determined by pre-set calculation specified in the vendor agreement. This may vary from vendor to vendor.

**residual amount**

The estimated value of an asset at the end of a lease for which the lessee is not expected to pay.

**residual value insurance**

An insurance premium purchased from a third party so as to guarantee a portion of the residual value, which in turn is designated as a recovery of the capital cost and included in the FASB 13 test for classifying a leasing transaction.

**residual write-down**

Taken to reflect a drop in the expected market value of an asset at lease expiration.

**resource**

The basic element of the Resource Manager in Oracle Applications and is defined as people, places and things.

**resource category**

In Oracle Applications, any of five types of resources defined in Resource Manager: party, employee, partner, supplier contact, and other/to be hired (TBH).

**Resource Manager**

The Resource Manager is a tool used to define, access, and maintain all Oracle Applications resources.

**responsibility**

A responsibility is a level of authority in Oracle Applications that allows access only to those Oracle Applications functions and data appropriate to fulfill your role in the organization.

**restructure**

When an agreement is made with a customer to amend the current payment structure, usually to reduce regular payment amounts or extend the term.

**role**

Roles group various permissions at the page level and function level, are used to maintain application security.

**role type**

A role type is a group of related roles associated with a particular Oracle Applications module.

**sales tax**

Tax based on the sale of property by federal, state and local authorities.

**sales-type lease**

A lease in which the lessor is also the vendor (manufacturer or distributor) of the equipment.

**salvage value**

The accounting estimate of the asset value once it is depreciated over the term of the lease. This is typically based on an estimate of the future value, less a safety margin.

**securitization**

This is the process of selling the cash flows in a pool of assets to outside investors at a rate below the earning rate, enabling an accelerated gain to be recorded. The servicing and administration of the contracts for the pooled assets is normally retained by the lessor.

**service (1)**

- a) Customer Service, the Lease Center view of Oracle Lease and Finance Management provided to a lessor's Customer Service agents who login using the Lease Center Agent profile. Lessees, vendors, and other interested parties typically telephone into lessor's call center to ask questions regarding specific account details.
- b) Customer Self Service, web portal access to lessees so they can view their account and contract information. Set up by the lessor so that lessees can access their own account information, according to the lessor's information and security policies.
- c) Vendor Self Service, web portal access to both vendor and customer contract and account information. Set up by the lessor so that vendors and suppliers can access their own account information, and information on lessees of their equipment, according to the lessor's information and security policies. (May update and enter some transactions.)

**service (2)**

Service contracts on leased equipment assets. (Also, Oracle Service Contracts is a separate Oracle E-Business Suite application that integrates with Oracle Lease and Finance Management.)

**service and maintenance**

Fees charged to a customer for servicing or warranting assets, such as extended warranty contracts.

**specific provision or reserve**

A loss provision or reserve, established to recognize potential impairment of the

collection of a specific receivable.

**stipulated loss value table**

A table indicating the amount to be paid to the lessor in case a leased asset is lost or destroyed.

**straight-line depreciation**

A form of depreciation whereby the owner of the equipment takes an equal amount of depreciation in each full year of the equipment's useful life or recovery period.

**stream**

A stream is a schedule of amounts and associated dates.

**stream activity**

Stream activity types describe the state of the stream. A stream can be ACTIVE, CURRENT, HISTORY, or WORKING.

**stream element**

A single amount and its corresponding date (i.e., a cash flow). A stream element is the line level detail of a stream. A stream can have multiple stream elements.

**stream purpose**

A stream purpose is an important attribute of a stream type that determines how Lease and Finance Management processes the stream. Lease and Finance Management recognizes streams based on their stream purpose name.

**stream type**

The functional name for a stream which relates to the attributes used to process a stream.

**stream type subclass**

Rent or Residual.

**subledger**

A book in which the monetary transactions related to a specific financial function of a business are posted in the form of debits and credits before the financial transaction is posted in the General Ledger.

**supplier**

Oracle Payables uses the term "Supplier" for vendors, so "Vendor" and "Supplier" are used interchangeably for the purpose of this document, unless specified otherwise.

**syndicated contract**

Investors other than the lessor invest a stake in the contract in return for a portion of the rent and related receivables. Oracle Lease and Finance Management makes a disbursement to an investor in relationship to the billing. Information about the investment and disbursement method is setup when the investor agreement is authored.

**syndication**

The selling off of a deal, or portion of a deal, to outside investors. This arrangement reduces the lessor's risk and accelerates the return on the deal. See *Investor Agreements* in the *Oracle Lease and Finance Management User's Guide*.

**system administrator**

The system administrator is the person who manages administrative tasks in Oracle Applications, such as registering new users and defining system printers, using the system administrator responsibility.

**task**

A task is a discrete unit of work that is assigned to one or more individuals. Tasks are managed by the Task Manager. Tasks are often scheduled events and have defined expirations.

**task group templates**

A task group template is a grouping of different task templates defined during setup in Task Manager.

**Task Manager**

Task Manager is a tool used to manage tasks throughout other applications. Task Manager provides a mechanism for tasks to be created, assigned, managed, sorted, and prioritized to provide timely response to customer issues.

**task owner**

An owner is the person (resource) that creates and is responsible for the task.

**task type**

A task type defines the nature of the task such as a callback or a meeting.

**terminal rental adjustment clause (TRAC)**

A provision in a lease that permits or requires an adjustment of rentals according to the amount realized by a lessor upon a sale of the leased equipment. This allows the lessor to guarantee a terminal (residual) value while still claiming tax ownership on a lease. This benefit only applies to certain classes of vehicles.

**termination**

The process of ending a leasing transaction with the lessee.

**territory**

A territory is an organizational domain with boundaries defined by attributes of customers, products, services, and resources in Territory Management.

**territory administrator**

This person administers the specific and periodic duties of Territory Management.

**Territory Manager (TM)**

Territory Manager is a tool that helps manage territories.

**TCA**

An acronym for Trading Community Architecture. This is a standardized approach in Oracle Applications for handling customer and other party information.

**termination quote**

Termination quotes allow contracts or assets on a contract to terminate early or at the expiration of a contract. Termination quotes identify the financial impact of the termination. The various business rules specified in a contract's terms and conditions are the basis of calculating the financial impact of a termination quote.

**terms and conditions**

Financial and legal arrangements that are agreed to by parties of a contract.

**transaction business category (TBC)**

A business classification provided by Oracle E-Business Tax to identify and classify business transactions.

**transfer and assumption**

When a contract obligation and use of leased assets are transferred from one party to another party with the lessor's consent.

**transaction type**

An event in Oracle Lease and Finance Management relating to a contract or asset.

**UBB**

An acronym for Usage Based Billing. Rental payments are derived in part or in full, based on a specific rate per number of units used or counted.

**user**

A user is any person who needs access to any application, including various types of customers, partners, suppliers, and employees.

**user ID**

The User ID is a combination of a user name and its password.

**user profile**

User profiles, which are associated with responsibilities, are a set of user interfaces that give users access to their personal data and preferences.

**user type**

A user type is a category of users that caters to the specific needs of an application's business requirements in User Management. User types allow flexible and extensible ways for defining, categorizing and implementing behavior of users. A user type is associated to only one template, one responsibility, zero or one approval and zero or more roles.

**value added tax (VAT)**

An indirect tax on consumer expenditure that is collected on business transactions and imports. VAT is charged at each stage (e.g. production, distribution, retail, etc.) in the supply of products. If a customer is registered for VAT and uses the supplies for taxable business purposes, they will receive credit for this VAT paid. The broad effect is that VAT is actually borne by the final consumer of a product.

**vendor**

A supplier of equipment or services. A vendor can be a manufacturer, reseller, distributor, or dealer.

**vendor program**

An agreement between the lessor and a vendor to create a specific financing program for the vendor's customers who desire financing. The terms and conditions of the vendor program may govern aspects of the deals created as a result of the program.

**warrant**

A warrant is an option to purchase an equity instrument. Lessors may accept warrants as collateral on deals.

**workflow**

A complete workflow management system that supports business process definition and automation in Oracle Applications. Typically, workflow is used for contract approval, change requests, and notifications.

**workflow attributes**

Workflow attributes control the behavior of the workflow.

**workflow monitor**

The workflow monitor is a Java based tool used for administering and viewing workflow process.

**write off**

When a contract is deemed uncollectable, the loss is recognized for accounting purposes by charging off future receivables and/or investments.

**yield**

A measurement of profitability obtained from a series of cash flows. This may represent the lessor's return on invested funds.

**90% Test**

A Financial Accounting Standards Board (FASB) test, which indicates whether or not 90% or more of the cost of the leased equipment, at lease inception, will be recovered through the present valuation of minimum lease payments using the lessee's incremental borrowing rate.



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