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M W E R P MB, Revenue, & You

Matt Nazione

Team Lead - FM Support





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What's to Come?





Setup Security, maintenance menus, customer setup

Workflow

Billing invoice batches, imports, recurring, adjustments



Receipting

Payment codes, receipt entry methods, customer eMB experience



Enhancements

Newer enhancements to the date types you might not be aware of





Security – the Basics





User Permissions

| · · | enance | | | | | |
|-------|-------------|-------------|----------|---------------------------|---|--------------------------|
| new | world ERP 9 | Suite | <u> </u> | Security | Þ | Users |
| Fina | ncial Manag | ement | Þ | System | Þ | User-Based Security |
| Hum | an Resourc | es | Þ | Process Manager | | Roles |
| Utili | ty Managem | nent | Þ | Approval Manager | | Security Templates |
| Com | munity Dev | elopment | Þ | Notifications | Þ | User Defined Fields |
| Abo | ut new worl | d ERP | | Chart of Accounts | × | User Defined Mass Update |
| | | Security Co | | Procurement | × | Field-Level Security |
| | | | | Banks | | Change Request Type |
| < | | | _ | Revenue Collection | Þ | Reports I |
| | | Import Mis | sc | Miscellaneous Definitions | Þ | oice Audit 🗸 |
| | | Listing | | Arc GIS Server Setup | ► | |
| | | Import Mis | sc | Address Certification | | oice Edit 🗾 |

User Permissions

| | nent Human Resources Utility Management Community Development N | laintenance | |
|---|---|--|----------|
| ^{ser List} User Permissions - NWS | | | |
| | Filter | Permissions | |
| | Q Search Security Components × | Security Component Full Add Change Delete View Print Undo Checkou | |
| | | Import Miscellaneous Billing Invoices - Invoice Audit | |
| | Applications 🗸 🗙 | Import Miscellaneous Billing Invoices - Invoice Edit | |
| | Feature Groups | Import Miscellaneous Billing Invoices - New Customer | |
| - | Miscellaneous Billing • × | MB Customer Notes | |
| | Permissions 🔹 🗙 | MB Delinquent Notices Form Letter | |
| | Show All | MB Invoice Form Letter | |
| | Show Access Only Show No Access Only | MB Invoice Notes | |
| | | Miscellaneous Billing - Adjustment Process Manager - 🔽 🔽 | |
| | | Miscellaneous Billing - Adjustment Process Manager - Z | |
| | | Miscellaneous Billing - Adjustment Process Manager - V | |
| | | Miscellaneous Billing - Adjustment Process Manager - V | |
| | | Miscellaneous Billing - Adjustment Process Manager - V Print Edit & Post Listing | |
| | | SAVE USER SECURITY INHERIT Viser specific Viser spe | Template |



User-Based

| T | Mainte | enance | | | | | |
|----|-----------------------|---------------------|-----|---------------------------|---|--------------------------|--|
| | new | new world ERP Suite | | Security | ► | Users | |
| | Finan | cial Management | Þ | System | × | User-Based Security | |
| | Huma | an Resources | ۲ | Process Manager | | Roles | |
| | Utility Management | | Þ | Approval Manager | | Security Templates | |
| | Community Development | | ۲ | Notifications | ► | User Defined Fields | |
| | About new world ERP | | | Chart of Accounts | | User Defined Mass Update | |
| | | | | Procurement | | Field-Level Security | |
| | | | _ | Banks | | Change Request Type | |
| cu | rity | Payroll Override | S | Revenue Collection | ► | Reports • | |
| | ~ | Accrual Hours Balan | CE | Miscellaneous Definitions | × | ✓ | |
| | ~ | Maximum Premium | н | Arc GIS Server Setup | ► | | |
| | ~ | Employee G/L Distri | bı. | Address Certification | | | |





User-Based Sub Ledger Options

| | cial Manage | ment Human Resou | irces I | Utility Management | Cor | nmunity Development | L N |
|---|----------------|--------------------|---------|--------------------|------|--------------------------|-----|
| ingrationities [rindin | | | Tees 1 | 0 1117 110000 | 001 | interinty betterophicent | |
| User-Based Secu | rity - Sub |) Ledgers | | | | | |
| User NWS | ✓ Functi | on Sub Ledgers | | ✓ Lec | lger | Miscellaneous Billing 🗸 | 1 |
| General y G/L Or | rganizations | | | | | | |
| | guinzations | | | | | | |
| | Supervisor | r 🔽 | | | | | |
| G/L Budget Overr | ide Authority | / 🗹 | | | | | |
| Project Budget Overr | ide Authority | / | | | | | |
| Purchase Order Overr | ide Authority | / | | | | | |
| Sub Ledger De | tail Authority | r 🔽 | | | | | |
| Journal Entries | E | ncumbrance Adjustr | nents | Budget Adjustme | nts | Reclassification En | tr |
| Create | | Create | | Create | | Create | |
| Remove | ~ | Remove | | Remove | | Remove | |
| Post | | Post | | Post | | Post | |
| View | ~ | View | | View | | View | |
| | ~ | Add Transaction | | Add Transaction | | Add Transaction | |
| Add Transaction | | Change Transaction | | Change Transaction | | Change Transaction | |
| | | change hansaction | | Delete Transaction | | Delete Transaction | |
| Add Transaction Change Transaction Delete Transaction | | Delete Transaction | | | | | |



User-Based Invoice Types

CONN

| New World ER | | Aanagement I (| community Development Maintenance | |
|------------------------------------|---|----------------|---|--|
| myravontes rinanciai manaį | ement Human Resources Otinty N | nanagement t | | |
| Jser-Based Security - M | iscellaneous Billing Invoice 1 | Types | | |
| Jser NWS 🗸 Fund | tion Miscellaneous Billing Invoice Type | s 🗸 | | |
| Available Miscellaneous Billing In | voice Types: 0 | | Authorized Miscellaneous Billing Invoice Types: 1 | |
| | | | REC - Recreation | |
| | | | | |
| | | | | |
| | | • | | |
| | | | | |
| | | • | | |
| | | | | |
| | | | | |
| | | - | | |
| | | | | |
| Save Compare Two Users | | | | |

User-Based Customer Types

| myEav | orites Financial Manageme | nent Human Resources Utility Management Community Development Maintenance |
|--------|-----------------------------|---|
| ingrai | onces [manada managemen | |
| User-B | ased Security - Miscel | ellaneous Billing Customer Types |
| User N | IWS V Function | n Miscellaneous Billing Customer Types 🔹 |
| | | Image: Constraint of the second state of the second sta |
| | الطانعين | ble: 0 View: 0 Us |



Process Manager

| Maintenance | | | | |
|-----------------------|---|---------------------------|---|--|
| new world ERP Suite | ► | Security | € | |
| Financial Management | • | System | € | |
| Human Resources | Þ | Process Manager | | |
| Utility Management | → | Approval Manager | | |
| Community Development | ► | Notifications | ⊁ | |
| About new world ERP | | Chart of Accounts | ⊁ | |
| | | Procurement | ⊁ | |
| | - | Banks | | |
| | | Revenue Collection | € | |
| | | Miscellaneous Definitions | • | |
| | | Arc GIS Server Setup | • | |
| | | Address Certification | | |





Process Manager

CONNEC

4

| • | 6 | New World ERP | Search |
|-----|----------|---------------------------------------|--|
| I | myFavo | orites Financial Management | Human Resources Utility Management Community Development Maintenance |
| Pro | ocess | Manager | |
| Q | 1 | 🔀 🔕 📎 Process | |
| Eff | ective [| Date 04/29/2024 | |
| 4 | lcon | Description | |
| | - | ♡ miscellaneous billing | |
| + | 3 | Miscellaneous Billing - Adjustment | Processing |
| + | 3 | Miscellaneous Billing - Bad Debt Pr | ocessing |
| + | 3 | Miscellaneous Billing - Delinquent R | Fee Processing |
| + | • | Miscellaneous Billing - Inquiry | |
| + | • | Miscellaneous Billing - Invoice Proc | essing |
| + | 8 | Miscellaneous Billing - Late Fee Fina | ance Charge |
| | | | |
| | | | |





Maintenance





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Company FM Settings

nt | Maintenance

| new world ERP Suite | ► | | |
|-----------------------|---|-----------------------|---|
| Financial Management | ► | Company FM Settings | |
| Human Resources | ► | Grant Management | Þ |
| Utility Management | ► | Asset Management | Þ |
| Community Development | ► | Miscellaneous Billing | Þ |
| About new world ERP | | Inventory Control | Þ |
| | | Work Orders | Þ |





Company FM Settings – MB Tab

| Budget Validation ✓ | Annual Budget Settings ✓ | Annual Budget Levels 🗸 | Procurement ✓ | Accounts Payable ✓ | Miscellaneous B |
|-----------------------|--------------------------------|---------------------------------|---------------|--------------------|-----------------|
| Transaction Process | ing Options | | | | |
| | Centralized Department | ystem Gen - System Generated | • | • | |
| Increment Counter Nun | nbers Based on Fiscal Year 🛛 🚽 | 1 | | | |
| | Fax Invoices |] | | | |
| | Email Invoices |] | | | |
| Allow Char | iges to Approved Invoices |] | | | |
| Validatio | n and Approval Sequence R | equire Validation for Approvals | ~ | | |
| Customer Informati | on | | | | |
| | Next Customer Number | 4 | | | |
| eMiscellaneous Billi | ng Email Invoice Notificat | ion | | | |
| | Use Email Notification 🛛 🗸 | | | | |
| Require | Enrollment Confirmation |] | | | |
| eMiscel | laneous Billing eSuite URL htt | ps://nwerplab2.tylertech.com/ | | | |
| | | | | | |

ler

Customer Types

| | Maintenance | | | | | |
|---|-----------------------|---|-----------------------|---|-------------------|--|
| | new world ERP Suite | ► | | | | |
| | Financial Management | ► | Company FM Settings | | | |
| | Human Resources | ► | Grant Management | F | | |
| | Utility Management | ► | Asset Management | F | | |
| _ | Community Development | ► | Miscellaneous Billing | Þ | Customer Types | |
| | About new world ERP | | Inventory Control | Þ | Invoice Types | |
| | | | Work Orders | Þ | Adjustment Types | |
| | | | | | Standard Messages | |
| | | | | | Standard Messages | |





Customer Type Setup

Customer Type List Customer Type - STANDARD

General

| Code | STANDARD | |
|------------------------------------|--|-------|
| Description | STANDARD | |
| Statement Format | STD - Standard 🗙 | |
| Undesignated Cash G/L Account | 1010.0010.0000 - Cash And Cash Equivalents | 8 🗸 🔍 |
| Undesignated Liability G/L Account | 1010.0680.0050 - MB Customer Overpayment Liability | 8 🗸 🔍 |





Invoice Types

| new world ERP Suite Image: Company FM Settings Financial Management Company FM Settings Human Resources Grant Management | |
|--|-------------|
| | |
| Human Resources Grant Management | |
| | |
| Utility Management Asset Management | |
| Community Development Miscellaneous Billing Custor | ner Types — |
| About new world ERP Inventory Control Invoice | e Types |
| Work Orders Adjust | ment Types |
| Standa | rd Messages |





Invoice Type General

CONNECT2

Invoice Type List Invoice Type - REC General Code REC Recreation Description Active Charges - Charges ¥ Category Classification Template ¥ Sample MB Invoice Form Lett 🗸 Invoice Format Invoice Reprint Format Sample MB Invoice Reprint Fc 🗙 Print Barcode on Invoice Payment Code \sim Number of Days until Due Allow Associated Parcel Subledger Receivable Memo Invoices Allowed No \sim Generate G/L Entries Distributions Save Save/New Delete Reset Late Notices Counters



Invoice Type Distributions

CONNECT 2

| nvoice Type List > Invoice Type - REC Invoice Type Distributions | |
|---|--|
| Effective Dates | |
| Start Date | 01/01/2024 |
| Defaults | |
| Billing Account Method | Accrual 🗸 |
| Revenue G/L Account | 1010.B200.4400.1019 - Recreation Programs |
| Bad Debt Expense G/L Account | 1010.8200.4000.8100.9999 - Other Operating |
| Override Cash Account | v |
| Override Receivable Account | v |
| Doubtful Receivable Account | v |
| Default Project | • |
| Allow Partial Payments | |
| Partial Payment Method | Prorated 💙 |
| Invoice Payment Sequence Number | 1 🗸 |
| Late Fee Payment Sequence Number | 2 🗸 |
| Finance Charge Payment Sequence Number | 3 🗸 |
| Reclassification Credit Points | |
| Assignment Credit Points | |
| Write Off Credit Points | |
| Late Fees | |
| Apply Late Fees | |
| Finance Charges | |
| Apply Finance Charges | |
| Save Delete Reset Billing Cod | es Copy |



Invoice Type Billing Codes

| Invoice Type List > Invoice T Billing Code - RE | ype - REC > Invoice Type Distributions > Billing Code List NTAL |
|--|--|
| Code | RENTAL |
| Description | RENTAL |
| Sequence Number | 1 |
| Default Unit of Measure | EA - EA 🗸 🗸 |
| General | |
| Apply Late Fee | |
| Apply Finance Charge | |
| Memo Billing Charge | |
| Calculation Method | Single Amount per Unit 🗸 🗸 |
| Amount | \$10.0000 |
| Override G/L Account | ts |
| Revenue | v |
| Bad Debt Expense | Ψ. |
| | |
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Mail Merge

CONNECT 2

| N A | - 1 | 100 | *~ | 0.0 | P | ce |
|------------|------|-----|----|-----|----------|----|
| | - CI | | | на | | LP |
| | | | | | | |

| new world | ERP Suite |
|-------------|------------|
| Financial N | lanagement |

Human Resources

Utility Management

Community Development

About new world ERP

| _ | | | | |
|---|---------------------------|---|--------------------------|----|
| | Security | ► | | |
| | System | ► | System Settings | |
| | Process Manager | | new world ERP Settings | |
| | Approval Manager | | G/L Account Mask Setting | gs |
| | Notifications | ► | Company Suite Settings | |
| | Chart of Accounts | ► | Form Layout | |
| | Procurement | ► | Validation Sets | • |
| | Banks | | Reports | • |
| | Revenue Collection | ► | Record Locks | • |
| | Miscellaneous Definitions | ► | Master File Cache | • |
| | Arc GIS Server Setup | ► | Error Processing | • |
| | Address Certification | | Mail Merge Templates | |
| | | | Import/Export | • |
| | | | Counters | |
| | | | Email Templates | |
| | | | ePay Management | • |

►

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Sample Templates

Mail Merge Templates

| Mail Merge Types | Samp | e Templates 🔹 🗸 | | | | |
|------------------|------|---|---------------|------------------|--------------|---|
| Status | ٠ | File 🕇 🗘 | File Type 🛛 🔅 | Changed User 🔹 🔅 | Changed Date | ۰ |
| | | ∽ MB | ∇ Contains | ∽ Contains | ∇ On | - |
| a | | Sample MB Delinquent Notice Form Letter | rtf | | | |
| â | | Sample MB Invoice Form Letter | rtf | | | |
| â | | Sample MB Invoice Reprint Form Letter | rtf | | | |





| 日 シー で File Home | | Compati 🗟 • Saved 🗸 🔎 erences Mailings Review View | Nazione, Matthew 😴 🖻 – 🗆 🗙 Developer Help 🖵 🖉 Editing - 🖻 - | |
|---------------------|--|--|--|--|
| Mode Layout I | Web ayout Contine Web | h Vertical Side Show Zoom | Window Macros Properties | |
| | [[#start:letter]][[pagebreak]] Invoice Header Information Invoice Billing Date: Invoice Number: Due Date: Customer Number: Contact Name: Name: Prepayment Amount: Undesignated Available Amount Invoice ID: Invoice Total: Invoice Type: Invoice Type: | [[InvoiceBillingDate]] [[InvoiceNumber]] [[InvoiceDueDate]] [[CustomerNumber]] [[ContactName]] [[AddressLineOne]] [[AddressLineThree]] [[AddressLineThree]] [[City]], [[State]] [[Zip]] [[LastName]], [[FirstName]] [[MiddleN [[PrePayment]] | Name]] [[NameSuffix]] | |



| 日 ウ~ ひ | | - Compatibility Mode 🗟 • Saved 🎽 🔎 | Nazione, Matthew | |
|---------------------------------------|---|--|---|----------------------|
| File Home | Insert Draw Design Layout Refere | nces Mailings Review <mark>View</mark> Develo | per Help 🖓 Comm | ents 🖉 Editing 🔪 🖻 👻 |
| Read Print W Mode Layout La Vie | yout Reader Modes ws Immersive Dark Mode Page | al Side Show Zoom 100% Arra | Switch | Macros SharePoint |
| | [[#start.letter]][[pagebreak]] | INVOICE | | |
| | tyler technologies | Billing Date: Invoice Number: Customer Number: Due Date: Amount Due: Amount Paid: | [[CustomerNumber]] [[InvoiceDueDate]] | |
| | [[ContactName]] [[AddressLineOne]] [[AddressLineTwo]] [[City]], [[State]] [[Zip]] | Tyler 840 V Troy I | E PAYMENT TO: Connect MB V Long Lake Rd MI 48098 | |
| | DE | TACH AND ENCLOSE COUPON WITH YOUR PAYMENT RETAIN THIS PORTION FOR YOUR RECORDS | | |
| | Customer No.: [[CustomerNumber]] | Invoice No.: [[InvoiceNumber]] | Due Date: [[Invoic | eDueDate]] |
| | [[HeaderDesc]] | | | |
| | | Invoice Detail | | |
| | [[insert:printMBInvoiceDetail]] | | VOICE TOTAL: [[ln | voiceTotal]] |
| | [[Narrative]] | | | |
| | [[#end:letter]] [[#start:printMBInvoiceDetail]] [[Description:ltem:30:left]] [[Narrative:Description:75:left]] [[TotalAmountDue:Amount:20:right] [[#end:printMBInvoiceDetail]] |] | | |
| CONNECT 24 | : words - 12、 Text Predictions: On - 同 常Accessibility | : Unavailable | 5), Focus 💷 🔳 🐻 | + 120% |



Upload/Finalize a Template

| ail Merge Types | MB Invoice Form Letter | ~ | | | |
|--|----------------------------|-----------------|--------------|--------------|---|
| Status | 🔅 File | 🕈 🏚 🛛 File Type | Changed User | Changed Date | • |
| | ♥ Contains | ♥ Contains | 🛛 🖓 Contains | ∇ On | |
| Ô | Description D9V0005I | rtf | nws | | |
| Ô | Description D9V0005P | rtf | nws | | |
| Ô | Description D9V0005T | rtf | nws | | |
| â | Description D9V0005U | rtf | nws | | |
| Ô | Description D9V0005V | rtf | nws | | |
| Image: A start of the start | Description D9V00063 | rtf | nws | | |
| Ô | Sample MB Invoice Form Let | tter rtf | nws | 4/15/2024 | |







Customers





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Customer List

| myFavorites | Financial Management | Human Resources Utility Managen |
|---|---|---|
| Miscellanec | Journals Revenue Collections Payment Processing Annual Budget Processing | |
| V | 2 Year-End Processing 2 Receipt of Goods | n, Brenda |
| Image: A set of the set of the | 3 Accounts Payable | ▶ n, Cody |
| ~ | 1 Procurement Bank Reconciliation Project Accounting Grant Management Asset Management | ustomer 1 |
| | Miscellaneous Billing | Customers |
| | Inventory Control Government Reporting | Billing Invoice Batches Adjustments |
| | Work Orders | Period End Processing |
| | Special Assessments | Bad Debt |
| | Reports Inquiries | ► |





Customer Identification

| Miscellaneous Billing Custo Miscellaneous Bi | omer List Iling Customer - 1 MB Custor | | | | |
|---|---|-------------------|------------------------------|-----------------------|---|
| Attribute Identification | ~ | eSuite Access | | | |
| Active | | | Federal Tax ID | | |
| Last Name / Business | MB Customer 1 | | State Tax ID | | |
| First Name | | | Social Security Number | | |
| Middle Name | | | Driver's License Number | | |
| Suffix | ~ | | Phone Number | | |
| Primary Address | 840 W Long Lake Rd | | Туре | STANDARD - STANDARD 🗸 | |
| | | | Category | | ~ |
| | | | Internal Customer | | |
| Zip Code | 48098 😮 🔻 | | Inventory Customer | | |
| City | Troy | | Bill Inventory | Inventory 😽 | |
| State | MI - Michigan 🗸 🗸 | | Work Order Customer Category | ~ | |
| | | | Bill Work Orders | Standard Bill 🗸 | |
| | | | Exempt from Late Fees | | |
| | | | Exempt from Finance Charges | | |
| | | | | | |
| Save Save/New | Delete Reset | | | | |
| CONNECT 24 | | yler/Technologies | | | |



Customer Contacts

| iiscellaneous Billi Miscellaneo | ng Customer List Dus Billing Customer - 1 | MB Custome | | | | |
|------------------------------------|--|------------|-------------|---------------------------|-----------|-------------------------------|
| Attribute Cont | acts | ✓ eSi | uite Access | | | |
| Contact Name | MB Customer 1 - Prima | ary 🗸 🖡 | | Contact Information | | |
| | | | | | Active | |
| Name / Add | ress | | | | Primary | |
| Name | MB Customer 1 | | | Phone | Number | |
| Description | | | | 1 | xtension | |
| Address | 840 W Long Lake Rd | | | | Туре | * |
| | | | | Alternate Phone | Number | |
| | | | | 1 | xtension | |
| Zip Code | 48098 | | | | Туре | * |
| City | Troy | | | Fax | Number | |
| State | MI - Michi 🗙 | | | Emai | Address | matthew.nazione@tylertech.com |
| | | | | Email Notification En | ollment | |
| | | | | Email Invoices/Notices/St | itements | |
| | | | | Enrollme | nt Status | Fully Enrolled |
| | | | | Print Options | | |
| | | | | Print S | atement | |
| | | | | | | January 🕶 thru December 👻 |







Customer Email Enrollment

With this checked on the contact -

- Invoices/Notices/Statements will send email notifications whenever invoice batches post or the forms are generated
- eMB must be utilized to do this
- Enrollment Status must be Fully Enrolled

| Email Address | matthew.nazione@tylertech.com |
|-----------------------------------|-------------------------------|
| Email Notification Enrollment | |
| Email Invoices/Notices/Statements | |
| Enrollment Status | Fully Enrolled |
| | |





Recurring Invoices Setup

| Invoice REC - Recurring REC Invoice | | 0000 EA 🔟 🔰 | | | |
|--|--------------------------|-------------------------------|-------------------|----------------------------------|---|
| Invoice Invoice Type REC - Recreation Description Recurring REC Invoice Active Active Start Date 04/15/2024 End Date 12/31/2999 Billing Address Number of Times to Bill 9,999 Billing Frequency 305 - MB Billing Frequency Apply Late Fees Apply Finance Charges Save Save/New Delete Reset Billing Code Quantity Unit of Measure Detail Insert RENTAL | | | | | |
| Invoice I REC - Recurring REC Invoice Type REC - Recreation V Billing Address Billing Address Billing Address Active Active Active Active I 12/31/2999 Billing Frequency Apply Late Fees Apply Finance Charges Save Save/New Delete Reset Billing Code Quantity Unit of Measure Detail Insert | | 0000 EA 🔟 💟 | | | |
| Invoice REC - Recurring REC Invoice Comments End Date 12/31/2999 Recurring REC Invoice Comments Billing Frequency 305 - MB Billing Frequency Comments Billing Frequency 305 - MB Billing Frequency Apply Late Frees Comments Comments Standard Message/Comment Details S | RENTAL 1. | 0000 EA D 📐 | | | |
| Invoice Invoice Type REC - Recurring REC Invoice Description Recurring REC Invoice Active Image: Comparison of Comparison of Comparison of Times to Bill Stant Date 12/31/2999 Billing Frequency 305 - MB Billing Frequency Image: Comparison of | Billing Code Quantity | Unit of Measure Detail Insert | | | |
| Invoice REC - Recurring REC Invoice Type REC - Recreation Description Recurring REC Invoice Active Start Date 04/15/2024 End Date 12/31/2999 Number of Times to Bill 9,999 Billing Frequency Apply Late Fees Ket C - Recreation Recurring REC Invoice Comments Comments Standard Message/Comment Details | Save Save/New | Delete Reset | | | |
| Invoice REC - Recurring REC Invoice | Apply Finance Charges | | | | |
| Invoice REC - Recurring REC Invoice Type REC - Recreation Description Recurring REC Invoice Active Start Date 04/15/2024 End Date 12/31/2999 Number of Times to Bill 9,999 | Apply Late Fees | | | | |
| Invoice REC - Recurring REC Invoice Type REC - Recreation Recurring REC Invoice Active Start Date 04/15/2024 I 2/31/2999 Comments Comme | Billing Frequency | 305 - MB Billing Frequency 🗙 | | | |
| Invoice REC - Recurring REC Invoice Type REC - Recreation Description Recurring REC Invoice Active Start Date 04/15/2024 End Date 12/31/2999 REC - Recurring REC Invoice MB Customer 1 - Primary MB Customer 1 - Primary MB Customer 1 - Primary MB Customer 1 - Primary Start Date 04/15/2024 Comments | Number of Times to Bill | 9,999 | | Standard Message/Comment Details | |
| Invoice REC - Recurring REC Invoice Type REC - Recreation Description Recurring REC Invoice Active Active O4/15/2024 | End Date | 12/31/2999 | Comments | Standard Mersage/Comment Details | ~ |
| Invoice REC - Recurring REC Invoice | Start Date | 04/15/2024 | . . | | |
| Invoice REC - Recurring REC Invoice | Active | | | | |
| Invoice REC - Recurring REC Invoice Billing Address Billing Address MB Customer 1 - Primary | Description | Recurring REC Invoice | | | |
| Invoice II REC - Recurring REC Invoice V | Туре | REC - Recreation 💙 | Billing Address | MB Customer 1 - Primary V | |
| Attribute Kecurring Invoices eSuite Access | Invoice | REC - Recurring REC Invoice | | | |
| | Attribute Recurring Invo | ices 🗸 | eSuite Access 🗐 💋 | | |

er

Customer User-Defined Fields

| | Miscellaneous Billing Miscellaneous | Customer List Billing Customer | - 1 MB Custon | ner 1 | |
|--------|--|-----------------------------------|-----------------|-------------------|--|
| | Attribute User-Def | ined Fields | ~ | eSuite Access 🗐 💋 | |
| | UDF 1 - Text Field | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Save Reset | | | | |
| CONNEC | τ <u>2</u>) | @ Tular | abaelasies 2024 | | |



Billing Invoice Batches





Creation

| Financial Management | Human Resources Utility N |
|--------------------------|---------------------------------------|
| Journals | • |
| Revenue Collections | h List |
| Payment Processing | |
| Annual Budget Processing | • |
| Year-End Processing | • |
| Receipt of Goods | Department |
| Accounts Payable | • |
| Procurement | System Gen - System Gene |
| Bank Reconciliation | • • • • • • • • • • • • • • • • • • • |
| Project Accounting | System Gen - System Gene |
| Grant Management | System Gen - System Gene |
| Asset Management | • |
| Miscellaneous Billing | Customers |
| Inventory Control | Billing Invoice Batches |
| Government Reporting | Adjustments |
| Work Orders | Period End Processing |
| Special Assessments | Bad Debt |
| Reports | • |
| Inquiries | • |





| | Miscellaneous Billing In | woice Batch List Billing Invoice Batch | | | | | | | |
|-------|--------------------------|---|---------|--------------|---------------|------------|--------------|-----------|---|
| Crea | | | | | | | | | |
| CIEC | | | | Invoice Defa | | | | | |
| | Batch | | | | uits | | | | |
| | | System Gen - System Generated | ~ | Invoice Type | | * | | | |
| | Date 0 | 5/01/2024 | | Description | | | | | |
| | Number | | | Billing Date | 05/01/2024 | | | | |
| | | | | Due Date | | | | | |
| | | | | G/L Date | 05/01/2024 | | | | |
| | | | | Comments | | | | ~ | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | Save Save/New | v Delete Reset | | | | | | | |
| | Filter By Notification | n Method 🗸 🗸 | | | | | | | |
| | Customer | 🕇 🧔 Invoice Type | Invoice | Number | Dinvoice Date | 🔅 Due Date | Description | Amount | ۰ |
| | ♥ Contains | ♀ Contains | \ \Cor | ntains | \[∇ 0n | ▼ ∇ 0n | ▼ ∇ Contains | ♥ Equals | |
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w Delete Refresh Load Recurring



| Department System Gen - System Generated Date 05/01/2024 Date 05/01/2024 Number 2024-00000008 Billing Date 05/01/2024 Due Date Image: Comments Comments Image: Comments Save Save/New Delete Reset Filter By Notification Method VI Contains KI VI | Date 05/01/2024 Date 05/01/2024 Number 2024-00000008 Billing Date 05/01/2024 Due Date Image: Save And | Date 05/01/2024 Date 05/01/2024 Number 2024-00000008 Billing Date 05/01/2024 Due Date Image: Save Save/New Delete Reset Filter By Notification Method Customer Invoice Number Invoice Number Invoice Number Invoice Date Due Date Due Date Invoice Number Invoice Date Invoice Number Invoice Date | Batch | | Invoice Def | aults | | | |
|--|--|---|------------|--------------|----------------------------------|------------|---------|----------------|----------|
| Number 2024-00000008 Billing Date Obe Date G/L Date G/L Date O5/01/2024 Comments Save Save/New Delete Reset Filter By Notification Method Invoice Number Invoice Number Invoice Number Due Date Due Date Due Date Implication Method Invoice Number Invoice Number Invoice Date Due Date Due Date Due Date Implication Method Im | Number 2024-00000008 Billing Date Oue Date G/L Date Os/01/2024 G/L Date Os/01/2024 G/L Date Os/01/2024 Save Save Save Save/New Delete Reset Filter By Notification Method Customer Invoice Type Invoice Number Invoice Date Due Date | Number 2024-00000008 Billing Date Due Date G/L Date O5/01/2024 G/L Date O5/01/2024 Comments Save Save Save Delete Reset Filter By Notification Method Customer Invoice Number Invoice Number Invoice Number Invoice Date Due Date Due Date Reset Filter By Notification Method Impoice Number Invoice Date Due Date Due Date Due Date Due Date Due Date Impoint Date Impo | Department | | Invoice Type | ~ |] | | |
| Due Date G/L Date O5/01/2024 Comments Comments Save Save/New Delete Reset Filter By Notification Method Customer Invoice Number Invoice Date Due Date Description Description | Due Date G/L Date O5/01/2024 Comments Comments Save Save/New Delete Reset Filter By Notification Method v Invoice Number Invoice Date Due Date Due Date Delete Reset Filter By Notification Method v Invoice Number Invoice Date Due Date | Due Date G/L Date O5/01/2024 Comments Comments Save Save/New Delete Reset Filter By Notification Method Customer Invoice Type Invoice Number Invoice Date Due Date Due Date Due Date Due Date Due Date | Date | | | | | | |
| G/L Date 05/01/2024 Comments Save_New Delete Reset Filter By Notification Method Customer ↓ Invoice Type ↓ Invoice Number ↓ Invoice Date ↓ Due Date ↓ Description ↓ Amount | G/L Date 05/01/2024 Comments Save Save/New Delete Reset Filter By Notification Method Customer | G/L Date 05/01/2024 | Number | 2024-0000008 | | | | | |
| Comments Comments Save Save/New Delete Reset Filter By Notification Method Customer Invoice Type Invoice Number Invoice Date Due Date Description Amount | Comments Save Save/New Delete Reset Filter By Notification Method Customer Invoice Number Invoice Date Due Date Description Amount | Comments Image: Comments Save Save/New Delete Reset Filter By Notification Method Image: Customer Image: Due Date Due Date Description Amount | | | | | | | |
| Save Save/New Delete Reset Filter By Notification Method Customer | Save Save/New Delete Reset Filter By Notification Method Customer + Invoice Type Invoice Number Invoice Date Description Amount | Save Save/New Delete Reset Filter By Notification Method Customer Invoice Type Invoice Number Invoice Date Due Date Description Amount | | | | 05/01/2024 | | | |
| Filter By Notification Method Image: Customer to the total state tot | Filter By Notification Method Gustomer | Filter By Notification Method Customer | | | Comments | | | | ~ |
| Filter By Notification Method Image: Customer to the total state tot | Filter By Notification Method Customer | Filter By Notification Method Customer | | | | | | | |
| Filter By Notification Method Image: Customer to the total state tot | Filter By Notification Method Gustomer | Filter By Notification Method Customer | | | | | | | |
| Filter By Notification Method Image: Customer to the total state tot | Filter By Notification Method Gustomer | Filter By Notification Method Customer | | | | | | | |
| Filter By Notification Method Image: Customer to the total state tot | Filter By Notification Method Gustomer | Filter By Notification Method Customer | | | | | | | |
| Customer 🛧 🗙 Invoice Type 🧄 Invoice Number 🖕 Invoice Date 🖕 Due Date 🕁 Description 🕁 Amount | Customer 🛧 🗙 Invoice Type 🏠 Invoice Number 🏠 Invoice Date 🏠 Due Date 🏠 Description 🖕 Amount | Customer 🛧 🗴 Invoice Type 🔥 Invoice Number 🏠 Invoice Date 🏠 Due Date 🏠 Description 🖕 Amount | | | | | | | |
| | | | | | | | | | |
| Y Contains Y Contains Y Contains Y On Y On Y On Y Contains Y Equals | Vicontains Vicontains Vicontains Vicontains Vicontains Vicontains Vicontains | Vicontains Vicontains Vicontains Vicontains Vicontains Vicontains Vicontains Vicontains | | | | | | | |
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| | | ch List > Miscellaneous Billir J Invoice - 2024-00 | ng Invoice Batch - 2024-00000)000005 | 008 | | | |
|------------|----------------|---|--|-----------------|------------------------------|-----------------------|--------|
| nvoice 🗸 | Summary 🗸 | Documents | | | | | |
| 1 | Invoice Type | REC - Recreation | ~ | Billing Address | MB Customer 1 - Prin | mary 🗸 | |
| | Customer | I - MB Customer 1 | • | | 840 W Long Lake Rd | | |
| | Description I | New MB Invoice | | | Troy, MI 48098 | | |
| | Billing Date 0 | 5/01/2024 | | | | | |
| | Due Date (| 06/01/2024 | | Email Address | matthew.nazione@tylertech.co | m | |
| | G/L Date (| 05/01/2024 | | Comments | | | |
| Арр | oly Late Fees | | | | | | |
| Apply Fina | nce Charges | | | | | | |
| | | | | | | | |
| | | | | | | | |
| ave Sa | ve/New De | lete Reset Notes | Add Customer | | | | |
| ling Code | | | ▼ Search | | Invoi | ce Total: \$22.00 | |
| ling Code | | | Quantity | Unit of Measure | Override Price per Unit | Price per Unit Detail | Insert |
| NTAL | | | 1.0000 E | A | | \$10.0000 D | |
| UIPMENT | | | 1.0000 E | A | | \$10.0000 D | 2 |
| MIN | | | 1.0000 E | Δ | | \$2.0000 | |

Load Recurring

| | iscellaneous Billing Miscellaneous | Invoice Batch List s Billing Invoice Batch - 2024 | -00000008 | | | | | | |
|---------|---------------------------------------|--|-----------|----------------------|----------------|------------|---------------|---------------|---|
| c | General App | rovals Summary√ | | | | | | | |
| | Batch | | | Invoice Defa | ılts | | | | |
| | Department | System Gen - System Generated | ~ | Invoice Type | ~ | • | | | |
| | | 05/01/2024 | | Description | | | | | |
| | Number | 2024-0000008 | | Billing Date | 05/01/2024 | _ | | | |
| | | | | Due Date | | _ | | | |
| | | | | G/L Date Comments | 05/01/2024 | | | | |
| | | | | comments | | | | * | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | Save Save/Ne | w Delete Reset Validate | | | | | | | |
| | Filter By Notificatio | on Method 🗸 | | | | | | | |
| | istomer | 🕈 🏟 Invoice Type | Invoice I | | Invoice Date | 🔅 Due Date | Description | 🔅 Amount | ۰ |
| Y | Contains | ♥ Contains | \ ∇ Cont | tains | ⊽ On | ▼ ∇ On | ▼ ∇ Contains | \\$\\$ Equals | |
| | | | | | | | | | |
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| ONNECT2 | New Delete | Refresh Load Recurring | | | | | | | |
| | | | | © Tyler T | echnologies 20 | - | | | |



Load Recurring

Miscellaneous Billing Invoice Batch List > Miscellaneous Billing Invoice Batch - 2024-0000008 Recurring Invoice List

| Invoice Type | REC - Recreation | ~ |
|---------------|------------------------------|---|
| ing Frequency | 305 - MB Billing Frequency 💉 | |
| Billing Date | 05/01/2024 | |
| Due Date | 06/01/2024 | |
| G/L Date | 05/01/2024 | |
| h Reset | | |





Load Recurring

Miscellaneous Billing Invoice Batch List > Miscellaneous Billing Invoice Batch - 2024-00000008

| Recurring Inv | voice List | | | | | | | | |
|--------------------|---------------------------------------|-----------------------|----------------------|------------|----------------------|-------------------|---------------|-----------------|--------|
| Search Criteria | a | | | | Override Values | | | | |
| Invoice Type | REC - Recreation | ~ | | | Override Description | | | | |
| Billing Frequency | 305 - MB Billing Frequency ↔ | | | | | | | | |
| Billing Date | 05/01/2024 | | | | | | | | |
| Due Date | 06/01/2024 | | | | | | | | |
| G/L Date | 05/01/2024 | | | | | | | | |
| Search Reset | 3 | | | | | | | | |
| Selected 👩 Ci | Customer 🔹 🛊 | Description | Start Date 🔅 | End Date | Amount | Undesignated Amou | int 🚓 Apply 🚓 | Amount To Apply | ٠ |
| | ♥ Contains | ♥ Contains | | ′ ∇ On | ▼ ▼ Equals | \\$\] Equals | V | ♥ Equals | |
| M | /IB Customer 1, , | Recurring REC Invoice | 04/15/2024 | 12/31/2999 | | \$22.00 | \$0.00 | | \$0.00 |
| | | | | | | | | | |
| | | | | | | | | | |
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| 1 - 1 of 1 records | | | | | | | | | l I |
| Save Select | All Deselect All | | | | | | | | |
| | | | | | | | | •.••• | |
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| | · · · · · · · · · · · · · · · · · · · | | Tyler Technologies 2 | | | | | | tec |

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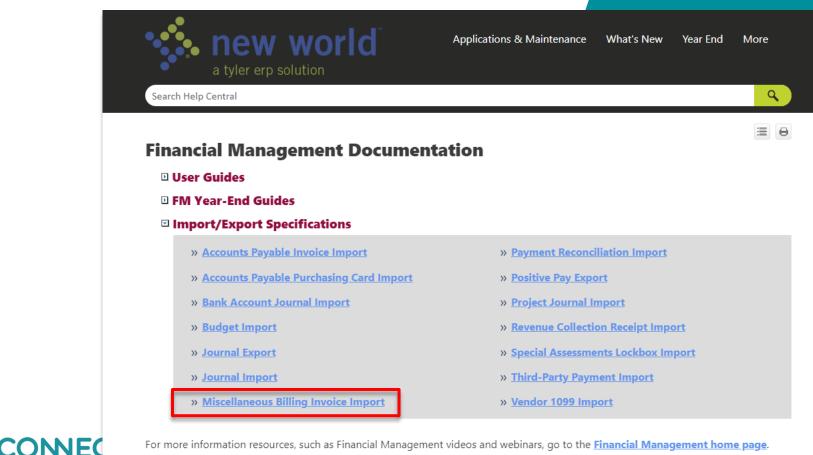
Imports





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Formats





Setting up Standard CSV

Maintenance > new world ERP Suite > System > Import/Export > Import Type List

| 追 😼 🕖 General | |
|---------------------------|--|
| Activ | e 🗹 |
| Import Type Usag | MB Invoice Import |
| Import Nam | MB Invoice Import CSV |
| Custom DL | NWS.Logos.ImportExport.MBImportInvoices.dll |
| Custom Clas | s NWS.Logos.ImportExport.MBInvoiceImport_CSV |
| Error Lim | t |
| Time Out (second | |
| Maximum Batches to Archiv | e |
| Save Save/New Delete | Reset |

er

Setting up Standard XML

Maintenance > new world ERP Suite > System > Import/Export > Import Type List

| Import Type List Import Type Entry - MB Ir | nvoice Import.MB Invoice Import XML |
|---|-------------------------------------|
| 🔒 🕑 🕖 General | |
| Active | |
| Import Type Usage | MB Invoice Import |
| Import Name | MB Invoice Import XML |
| Custom DLL | |
| Custom Class | |
| Error Limit | |
| Time Out (seconds) | |
| Maximum Batches to Archive | |
| Save Save/New Delete | Reset |
| NNEC I Z | © Tyler Technologies 2024 |

er

How to Import?

Miscellaneous Billing Invoice Batch List

😇 🌽 🥸 🙆 😼 List

| myTasks | ٠ | Validated | ٠ | Approvals | ٠ | Department | ¢ | Batch Number | • • | Batch Date | ٠ | Invoice Count | • | Invoice Gross 👩 |
|---------|---|-----------|---|-------------|---|-------------------------------|---|---------------|-----|------------|---|---------------|---|-----------------|
| 7 | | 7 | | ♥ Contains | | | • | ♥ Contains | | ⊽ On | • | ∑ Equals | | ♡ Equals |
| | | | | 0 of 1 at 1 | | System Gen - System Generated | | 2024-00000003 | | 04/23/2024 | | | | \$0.00 |
| | | | | 0 of 1 at 1 | | System Gen - System Generated | | 2024-00000006 | | 05/03/2024 | | | | \$0.00 |
| | | | | 0 of 1 at 1 | | System Gen - System Generated | | 2024-00000008 | | 05/01/2024 | | | 1 | \$22.00 |





Adjustments

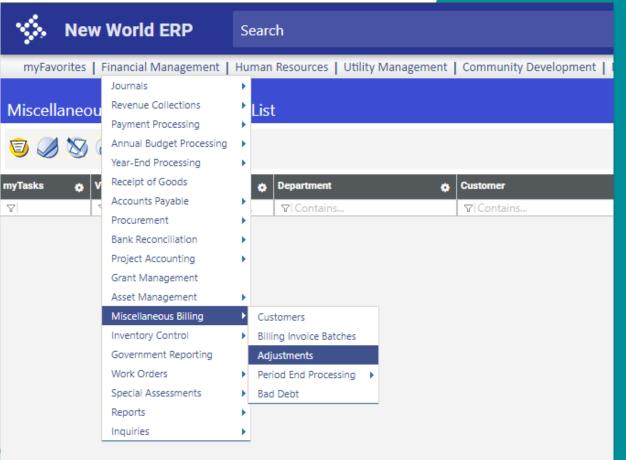




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Navigation

CONNECT2



Adjustment Methods

Miscellaneous Billing Adjustment List Add Adjustments

| Adjustment Date Adjustment G/L Date | 05/09/2024 | | | |
|--|---|---|--|--|
| Responsible Department | System Gen - System Generated | ~ | | |
| Adjustment Type | ~ | | | |
| Adjustment Method | ~ | | | |
| Comment | Reverse a Transaction Adjust Invoice Billed Amount Adjust Invoice Paid Amount Adjust Customer Undesignated Balance Refund Customer Undesignated Balance | | | |
| < Back Next > Fin | ish | | | |





Billing Adjustment Tips

| Miscellaneous Billing Adjustme | | • | |
|--------------------------------|----------------------|----------------------|----------|
| Add Adjustment - A | djust Invoice Bill | ed Amount - 1 | - MB (|
| nvoice Summary | | | |
| Туре | REC - RECREATION | Status | Open |
| Number | 2024-00000001 | Revised Total Billed | \$22.00 |
| Billing Date | 2024-04-22 00:00:00 | Current Total Paid | \$0.00 |
| Due Date | 2024-04-22 00:00:00 | Current Balance | \$22.00 |
| | | | Billing |
| Billing Code Balance Type(| Current Billed Revis | ed Billed Detail Net | _ |
| ADMIN Invoice | \$2.00 | \$0.00 | -\$2.00 |
| EQUIPMENT Invoice | \$10.00 | \$0.00 | -\$10.00 |
| RENTAL Invoice | \$10.00 | \$0.00 | -\$10.00 |
| | | | |





Billing A Miscellaneous Billing Adjustment List Add Adjustment - Adjust Invoice Billed Amount - 1 - MB Customer 1

Invoice Summary

| Туре | REC - RECREATION | Status | Open |
|--------------|-------------------------|----------------------|--------|
| Number | 2024-00000001 | Revised Total Billed | \$0.00 |
| Billing Date | 2024-04-22 00:00:00 | Current Total Paid | \$0.00 |
| Due Date | 2024-04-22 00:00:00 | Current Balance | \$0.00 |

Billing

Billing Code Balance Type Current Billed Revised Billed Detail Net Change





Forgot to Apply Undesignated?

Step 1:

Adjust Paid Amount Up

| | nary | | | | | |
|--------------|-----------------|-------------------|------------|--------------------|------------|--------|
| | Туре | REC - RECREAT | ION | Status | Open | |
| | Number | 2024-0000000 | 4 | Total Billed | \$22.00 | |
| | Billing Date | 2024-05-03 00 | :00:00 | Current Total Paid | \$0.00 | |
| | Due Date | 2024-05-03 00 | :00:00 | Current Balance | \$22.00 | |
| | | | | | Pay | ment |
| Billing Code | Balance Type Cu | urrent Billed Cur | rrent Paio | d Revised Payme | ent Net Ch | ange |
| ADMIN | Invoice | \$2.00 | \$0.00 | 0 \$2. | 00 | \$2.00 |
| | laure la s | \$10.00 | \$0.00 | 0 \$10. | 00 \$ | 10.00 |
| EQUIPMENT | Invoice | 310.00 | 00.00 | \$10. | • | 10.00 |





Forgot to Apply Undesignated?

Step 2:

Adjust Undesignated Balance Down

Miscellaneous Billing Adjustment List

Add Adjustment - Adjust Customer Undesignated Balance - 1 - MB Customer 1

| | Current | Adjusted | Net Change |
|-------------------------------|----------|----------|------------|
| Customer Undesignated Balance | \$100.00 | \$78.00 | -\$22.00 |





Refunds

| | Miscellaneous Billing Adj Add Adjustmen | | tomer Un | designated Balances |
|-----------|--|-------------------|-------------------|---------------------|
| | Customer Minimum Amount | 1 - MB Customer 1 | \$1.00 | |
| | < Back Next > | Finish | | |
| CONNECT 2 | | | er/Technologies 2 | |



Remiscellaneous Billing Adjustment List

Add Adjustment - Refund Customer Undesignated Balances

~

Bank Account Code 10 - Account 10 Description

| Custom | er Type | • • | Customer 🔅 | Undesignated Balance 👳 | Refund 🔅 |
|---|----------------|-----|---------------|-------------------------|-----------|
| \ \[\] \[| tains | | ♥ Contains | ♥ Equals | ∀ Equals |
| STAND | ARD - STANDARD | | MB Customer 1 | \$100.00 | \$100.00 |





Refunds

Miscellaneous Billing Adjustment List

😇 🌽 🥸 🙆 🔕 List

| myTasks 😛 | Validated 🔅 | Approvals 👩 | Department 🏚 | Customer 🔅 | Invoice Type 🔅 | Invoice Number 🔅 | Date 🔅 | G/L Date 🔅 | Description |
|-----------|--|-------------|-----------------------------|---------------|----------------|------------------|------------|------------|--------------|
| 7 | 7 | ♥ Contains | ♡ Contains | ♥ Contains | ♥ Contains | ♥ Contains | ▼ 0n ▼ | ▼ On ▼ | ♥ Contains |
| | Image: A second s | Approved | System Gen System Generated | MB Customer 1 | | | 05/09/2024 | 05/09/2024 | Undesignated |





Revenue





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Payment Codes

| new world ERP Suite | ≯ | Security | ► | |
|-----------------------|---|---------------------------|---|-------------------------------|
| Financial Management | ► | System | • | |
| Human Resources | ≯ | Process Manager | | |
| Utility Management | ≯ | Approval Manager | | |
| Community Development | ≯ | Notifications | • | |
| About new world ERP | | Chart of Accounts | • | |
| | | Procurement | • | |
| | | Banks | | e are currently no approvals. |
| | | Revenue Collection | ► | Payment Codes |
| | | Miscellaneous Definitions | • | Collection Stations |
| | | Arc GIS Server Setup | ≯ | Slip Receipt Setup |
| | | Address Certification | | Virtual Payment Source |
| | | | | Service Fees |
| | | | | Tyler Cashiers |
| | | | | |





Payment Codes

| Payme | Payment Code List | | | | | | | | | |
|-----------------------|-------------------|--|--------------|-----|---------------|---------------|-----|------------------------|-----------------------|------------------|
| Active | • • | Validated | 🔅 Category | + 0 | Code 🛉 | Description 1 | • • | Bank Account 👌 | Sub Ledger Name 💠 | Default Amount 👲 |
| | | 7 | ♥ Contains | | ♥ Contains | ♀ Contains | | ∇ Contains | ∇ misc | ♥ Contains |
| | | Image: A second s | Misc Billing | | MB - Customer | MB Customer | | Accounts Payable | Miscellaneous Billing | |
| ✓ | | Image: A second s | Misc Billing | | MB INV | MB INVOICE | | Account 10 Description | Miscellaneous Billing | |
| 4 | | | | | | | | | | |





MB Customer Payment Codes

| Payment Code List Payment Code - MB - Customer | | | | |
|---|--------------------------------------|---------------------------|--------------|---|
| General 	G/L Distribution Rates | | | | |
| Detail | | Validation | | |
| Active | 2 | Auto Validate Forms | | |
| Category | MB - Misc Billing 🗸 🗸 | Override Form Validation | | |
| Code | MB - Customer | | | |
| Description | MB Customer | | | |
| Bank Account | Accts Pay - Accounts Payable | | | |
| Payment Code Type | New World Receivables 🛛 🗸 | Form Validation - Preview | | |
| A/R Sub Ledger | Miscellaneous Billing 🗸 | | | |
| Transaction Reference Number Format | M/B Customer Number | | | |
| Taxable | | | | |
| Summarize General Ledger Cash Journal Entries | | Project Requirement / | Usage | |
| Summarize General Ledger Non-Cash Journal Entries | | Project Requirement | Not Allowed | ~ |
| G/L Distribution Maintenance | No Maintenance 🗸 | Project Usage | All Projects | ~ |
| Usage Type | Standard 🗸 | | | |
| Grant Required | | | | |
| Barcode Preface | | | | |
| ePay Merchant ID | Ψ. | | | |
| Save Save/New Delete Reset Proj | ects Customize Slip Receipt Validate | | | |
| CINNEC 1 24 | © Tyler Technologies 2024 | | | |

technologies

MB Customer Slip Receipts

| Payment Code List Payment Code - MB - Customer | | | | |
|---|---------------------------------------|---------------------------|--------------|---|
| General G/L Distribution Rates | | | | |
| Detail | | Validation | | |
| Active | | Auto Validate Forms | | |
| Category | MB - Misc Billing 🗸 🗸 | Override Form Validation | | |
| Code | MB - Customer | | | |
| Description | MB Customer | | | |
| Bank Account | Accts Pay - Accounts Payable | | | |
| Payment Code Type | New World Receivables 🛛 👻 | Form Validation - Preview | | |
| A/R Sub Ledger | Miscellaneous Billing 🗸 | | | |
| Transaction Reference Number Format | M/B Customer Number | | | |
| Taxable | | | L | |
| Summarize General Ledger Cash Journal Entries | | Project Requirement / l | Usage | |
| Summarize General Ledger Non-Cash Journal Entries | | Project Requirement | Not Allowed | ~ |
| G/L Distribution Maintenance | No Maintenance 🗸 | Project Usage | All Projects | ~ |
| Usage Type | Standard 🗸 | | | |
| Grant Required | | | | |
| Barcode Preface | | | | |
| ePay Merchant ID | · · · · · · · · · · · · · · · · · · · | | | |
| Save Save/New Delete Reset Proj | ects Customize Slip Receipt Validate | | | |
| JOINNECT 4 | © Tyler Technologies 2024 | | | |

MB Customer Slip Receipts

Payment Code List > Payment Code - MB - Customer Payment Code Slip Receipt Entry

| Field 🕇 🗘 | Label 🕇 🔅 | Sequence 🕇 🌣 |
|---------------------|------------------|--------------|
| ∇ Contains | ♥ Contains | ♥ Contains |
| Customer Name | Customer Name: | 1 |
| Customer Number | Customer Number: | 2 |
| Free Text | Free Text Field | 4 |
| Receipt Description | Description: | 3 |





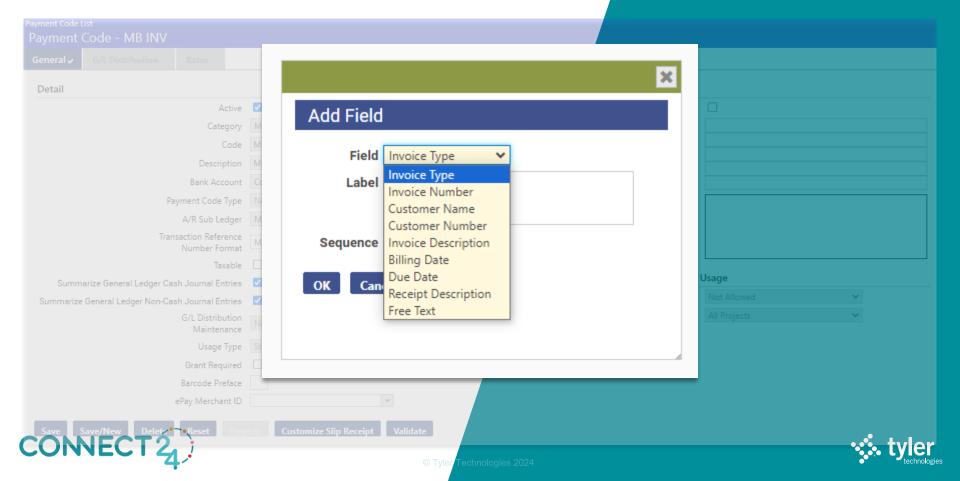
MB Invoice Payment Codes

| Payment Code List | | | |
|---|--------------------------------------|---------------------------|----------------|
| Payment Code - MB INV | | | |
| General G/L Distribution Rates | | | |
| Detail | | Validation | |
| Active | | Auto Validate Forms | |
| Category | MB - Misc Billing 🗸 🗸 | Override Form Validation | |
| Code | MB INV | | |
| Description | MB INVOICE | | |
| Bank Account | Code 10 - Account 10 Description ✔ | | |
| Payment Code Type | New World Receivables | Form Validation - Preview | |
| A/R Sub Ledger | Miscellaneous Billing | | |
| Transaction Reference Number Format | M/B Invoice Type and Number 🗸 | | |
| Taxable | | | |
| Summarize General Ledger Cash Journal Entries | | Project Requirement / L | Jsage |
| Summarize General Ledger Non-Cash Journal Entries | | Project Requirement | Not Allowed 🗸 |
| G/L Distribution Maintenance | No Maintenance 🗸 | Project Usage | All Projects 👻 |
| Usage Type | Standard 🗸 | | |
| Grant Required | | | |
| Barcode Preface | | | |
| ePay Merchant ID | Ψ | | |
| | | | |
| Save Save/New Delete Reset Proj | ects Customize Slip Receipt Validate | | |
| | © Tyler Technologies 2024 | | |

MB Invoice Payment Slip Receipts

| Payment Code List Payment Code - MB INV | | | | |
|---|--------------------------------------|---------------------------|--------------|---|
| General V G/L Distribution Rates | | | | |
| Detail | | Validation | | |
| Active | | Auto Validate Forms | | |
| Category | MB - Misc Billing 🗸 🗸 | Override Form Validation | | |
| Code | MB INV | | | |
| Description | MB INVOICE | | | |
| Bank Account | Code 10 - Account 10 Description 🛩 | | | |
| Payment Code Type | New World Receivables 🔹 👻 | Form Validation - Preview | | |
| A/R Sub Ledger | Miscellaneous Billing 🗸 | | | |
| Transaction Reference Number Format | M/B Invoice Type and Number ❤ | | | |
| Taxable | | | | |
| Summarize General Ledger Cash Journal Entries | | Project Requirement / L | Jsage | |
| Summarize General Ledger Non-Cash Journal Entries | | Project Requirement | Not Allowed | ~ |
| G/L Distribution Maintenance | No Maintenance 🗸 | Project Usage | All Projects | ~ |
| Usage Type | Standard 🗸 | | | |
| Grant Required | | | | |
| Barcode Preface | | | | |
| ePay Merchant ID | v | | | |
| Save Save/New Delete Reset Proj | ects Customize Slip Receipt Validate | | | |
| CONNECT 4 | © Tyler Technologies 2024 | | | |

MB Invoice Payment Slip Receipts



| Revenue Collections Batch List > Revenue Collection Batch - 2024-00000103 Receipt Payment Date 05/10/2024 | |
|---|---|
| | |
| Payment Date 03/10/2024 | Receipt Summary |
| Received From | Transactions \$0.00 Sales Tax \$0.00 |
| Description | Net Receipt \$0.00 |
| Add Notes | |
| Transactions+ | |
| Payment Code | |
| Amount | |
| Description | |
| | |
| | |
| | |
| | |
| Payments + | |
| Default Amount | Receipt Payment Summary |
| Amount \$0.00 | Cash \$0.00 Received \$0.00 |
| Type | Check \$0.00 Change \$0.00 |
| - JE- | Charge \$0.00 Net Receipt \$0.00 |
| | EFT \$0.00 Other \$0.00 |
| | oner yww |

Pr

| Revenue Collections Batch List > Revenue Collection Batch - 2024-00000103 Receipt | | | | | | | |
|--|-----------------------------------|--|--|--|--|--|--|
| Payment Date | 05/10/2024 | | | | | | |
| Received From | | | | | | | |
| Description | | | | | | | |
| Add Notes | | | | | | | |
| Transactions | | | | | | | |
| Payment Code | MB - Customer - MB Customer 💿 🔻 💽 | | | | | | |
| Customer | | | | | | | |
| Amount | 1 - MB Customer 1 | | | | | | |
| Description | 2 - Burton, Brenda | | | | | | |
| Description | 3 - Burton, Cody | | | | | | |
| | 4 - Department of Justice | | | | | | |
| | | | | | | | |











| | | | | | | | | | | _ |
|---|-------------|---------------|--------------------------------|-------------------------------|---|--|--|--|---|--|
| 4 | 🖲 ме | 3 Customer 1 | | | | | | | | |
| | ⊿ \$ | ub Ledger | | ٠ | Balance | | Unposted | ٠ | Warning | ٥ |
| - | - 1 | Aiscellaneou: | s Billing | | | \$22. | 00 | \$0.00 | | |
| | | | Receivable | B | alance | | Due Date | | Unposted | |
| | | | REC - 2024-00000004 | | | \$22.00 | 06/03/2024 | | | \$0.00 |
| | ОК | I | | | | | | | | |
| | | S | ✓ Sub Ledger — Miscellaneou | Receivable REC - 2024-0000004 | ✓ Sub Ledger O — Miscellaneous Billing — Receivable — REC - 2024-00000004 | ⊿ Sub Ledger ⊘ Balance ¬ Miscellaneous Billing | ▲ Sub Ledger Image: Constraint of the second seco | ▲ Sub Ledger (c) Balance (c) Unposted → Miscellaneous Billing \$22.00 ■ Receivable Balance Duc Date □ REC - 2024-0000004 \$22.00 06/03/2024 | ▲ Sub Ledger ★ Balance ↓ Unposted ★ → Miscellaneous Billing \$22.00 \$0.00 ■ Receivable Balance Due Date □ REC - 2024-00000004 \$22.00 06/03/2024 | ▲ Sub Ledger ⊕ Balance ⊕ Unposted ⊕ Warning - Miscellaneous Billing \$22.00 \$0.00 \$0.00 \$0.00 Receivable Balance Due Date Unposted REC - 2024-00000004 \$22.00 6/03/2024 \$0 |





What happens next with the receipt transaction?





| Transactions + | | | |
|-----------------------------|--------------------|---|--------|
| Payment Code | | MB Customer 1 | |
| Invoice Type | REC - RECREATION V | Current Balance Waived Delinquent Fees | |
| Invoice Number | 2024-0000004 | Total Due | |
| Amount | \$22.00 | Unposted Payment | \$0.00 |
| Waive Delinquent Charges | | | |
| Description | | | |
| | | | |





eMB from a Customer Perspective

| City of N Powered by Tyler Techn | lew World eMiscellaneous Billing |
|-------------------------------------|--|
| | |
| | Customer Access |
| Username | embtest |
| Password | ••••• |
| | LOG IN |
| | New User? Create an account |
| | Forgot Username? <u>Click here to retrieve it</u> |
| | Forgot Password? Click here to reset it |
| | |
| | |





City of New World eMiscellaneous Billing

16

\$344.00

(\$31.00)

\$323.00

PRINT SUMMARY

\$11.00

Powered by Tyler Technologies

Summary Account Info Invoices Transaction History Shopping Cart Email Enrollment Log Out

Summary

Open Invoices

1 - MB Customer 1 Open Invoices Outstanding Billed Outstanding Fees Pending Payments Balance Owed

| Invoice Number / Type | Description | Billing Date | Due Date | Amount | Remaining Balance | | |
|--|-----------------------------------|--------------|-----------|----------|----------------------|-------------|---|
| <u>2023-0000013</u> <u>- AAA</u> | new invoice | 6/27/2023 | 6/27/2023 | \$30.00 | \$0.00 | | ^ |
| <u>2023-0000007</u> <u>- AAA</u> | test AAA invoice 1 | 6/26/2023 | 6/26/2023 | \$1.00 | \$0.00 | | |
| <u>2023-00000010</u> <u>- AAA</u> | test AAA invoice 1 - late fees | 6/26/2023 | 6/26/2023 | \$1.00 | \$1.00 | Add to Cart | |
| <u>2023-0000002</u> <u>- ABT</u> | test | 6/26/2023 | 6/26/2023 | \$1.00 | \$1.00 | Add to Cart | |
| <u>2023-00000001</u> <u>- ARENA</u> | Testing Project | 5/12/2023 | 6/11/2023 | \$1.00 | \$1.00 | Add to Cart | |
| 2023-0000001 - ARENA GOV | test print footer | 1/12/2023 | 2/11/2023 | \$100.00 | \$100.00 | Add to Cart | |
| 2023-00000003 | | | 0/10/2022 | ÷1.00 | ti aa | | v |

Total: \$0.00 CHECKOUT

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eMB Checkout

City of New World eMiscellaneous Billing

Powered by Tyler Technologies

| Summary | Account Info | Invoices | Transaction | History Sho | pping Cart | Email Enrollment | Log Out | | |
|---------|--------------|---------------|-------------|--------------|------------|------------------|----------|-------------------|------------------|
| | | | | | | | | | |
| Make | e a Payme | nt | | | | | | | |
| Invoic | es in Cart | | | | | | | | |
| Invo | oice Number | Descri | iption | Billing Date | e Due D | ate Am | ount | Remaining Balance | |
| 2023-0 | 0000001 | test print fo | oter | 1/12/2023 | 2/11/2 | 2023 | \$100.00 | \$100.00 | Remove from Cart |

Total Payment Today: \$100.00

PAY WITH CREDIT CARD

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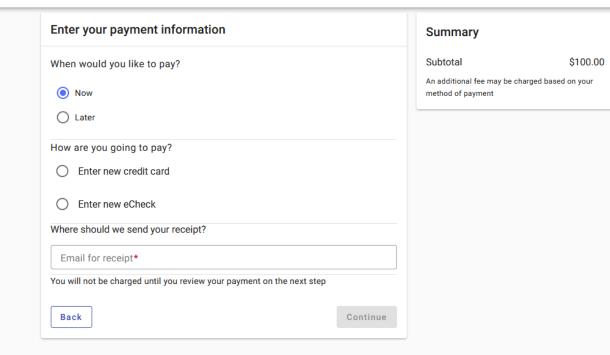
eMB Checkout

| | | y of Nev d by Tyler Technologie | | rld eMisce | llaneous | Billing | |
|--------|-----------------|---|--------------------------------------|------------------------------|---------------|------------------|---------|
| | Summary | Account Info | Invoices | Transaction History | Shopping Cart | Email Enrollment | Log Out |
| | - Payr Total | e a Payme ment * Payment Amount eMB Service Fr Charge to Credit Ca gree to the <u>Terms ar</u> Continue with Pa | :\$ ee Ird S Ind Conditions | 100.00 \$0.00 \$100.00 | | | |
| CONNEC | ст24) | | | © Tyler Technologies | 2024 | | |



Payments

Payments | City of Troy |







Payments

| Complete your payment |
|--|
| Review your payment method account ending in 4444 Expiration date 1/28 |
| Summary of charges |
| Misc Billing Payment: 2023-0000001 - ARENA GOV \$100.00 |
| Subtotal \$100.00 |
| Processing fee \$0.00 |
| Total \$100.00 |
| By clicking Submit payment , you agree to the following terms and conditions. |
| Back Submit payment |





Payments

Thank you for your payment

Allow 48 hours for this payment to appear on your account statement

An email confirmation was sent to matthew.nazione@tylertech.com.

City of Troy - trovmebase01

1000 Big Beaver Road

(555) 555-1212

www.troy.mi.us

Transaction details

Date: May 10, 2024 12:03 PM EDT

Misc Billing Payment: 2023-00000001 - ARENA GOV

E Pa

Payment information

test cc

Mastercard ending in 4444

Confirmation number: C7NMGJ6DWC

Transaction type: Purchase

Please direct all payment questions to Customer service at 555-555-3434

Return to eSuite eMiscellaneous Billing

Total \$100.00

\$100.00





Report & Inquiry Enhancements





Date Type Enhancements

Miscellaneous Billing Customer Transaction Report

| Load Saved Report Override Report Title | | ~ | Distri | bution Group | | ✓ ✓ |
|---|--|---|-----------------|------------------------|-------|---------------------------------|
| From Date To Date Use Date Type Select Single Customer Customer | 05/10/2023 05/10/2024 Transaction Date ♥ ? | Select whether to have rep Date or G/L Date. | Report By | Customer Type - Custom | ier 💙 | |
| Customer Types Tr | ansaction Types | | , | · • | | |
| CONNECT | | | abaologica 2024 | | | 🐝 tyle |



Date Type Enhancements

Invoice

Search

Paid

| Department | | Miscellaneous Billing | nvoice Inquiry | | | | | | | | |
|---|---|--|--|-----------|---|--|--|------------------|-----------|------------------|-------------------|
| stomer Type | | | | | | | | | | | |
| Customer | | General 🗸 | | | | | | | | | 🖲 Doc |
| Parcel | 1 | Invoice Batch | | | Invoice Customer | | Billing Summar | У | | | |
| nvoice Type Billing Code | | Batch Date Created By Use | 2024-00000001 4/22/2024 NWS System Gen - System | Generated | Customer Mailing Address | 1 - MB Customer 1 MB Customer 1 840 W Long Lake Rd Troy, MI 48098 | Billing Amount Late Fees Finance Charges Write Offs | \$0.00 \$0.00 | | | |
| Description | | | Paid 04/22/2024 | | Email Notification Sent Email Address Email Notification Date | matthew.nazione@tylertech.com | Payments Memo Relief Invoice Balance | \$0.00 | | | |
| n Reset | o Invoice Number | | 04/22/2024 05/09/2024 | | Invoice Туре | RECREATION | | | | | |
| ins The contains RECREATION | ∇ Contains 2024-0000000 ⁺ | Apply Late Fee Apply Finance Charge | | | | 2024-00000001 New MB Batch | | | | | |
| RECREATION | 2024-0000000 | Reclassified Collection Agenc | | | Detail | | | | | | |
| RECREATION | 2024-0000004 | Detail | | | | | | | | | |
| RECREATION | 2024-0000000 | Transactions | | | | | | | | | |
| RECREATION | 2024-0000000 | | ranaction 🔋 👌 G/L | Date . | ه م Tranaction Type | Comments 👌 | Invoice Amount 👩 | Late Fees | o Finance | e Charges 👌 Unde | esignated 👩 Total |
| | | | - | 09/2024 | Payment | | \$22.00 | | \$0.00 | \$0.00 | \$0.00 |
| | | | | 22/2024 | Billing | | \$22.00 | | \$0.00 | \$0.00 | \$0.00 |



Date Type Enhancements

~ Active Only Internal Customers \sim \sim \sim Type Inventory Customers Category \sim \sim ork Order Customers Customer Number × Customer Transactions Name / Business 👌 Invoice Amount 👩 Late Fees **Balance** I Transaction Date 👃 🧔 🖌 G/L Date o Invoice Type Invoice Number • Finance Charges • Undesignated 👃 👩 Transaction Type ٠ + 05/09/2024 05/09/2024 Payment REC 2024-00000001 \$22.00 \$0.00 \$0.00 \$0.00 \$22.00 Tax ID Undesignated Adjustment 05/09/2024 05/09/2024 \$0.00 \$0.00 \$0.00 \$100.00 \$100.00 + 05/03/2024 05/03/2024 Billing REC 2024-00000004 \$22.00 \$0.00 \$0.00 \$0.00 \$22.00 Driver's License Number + 04/22/2024 04/22/2024 Billina REC 2024-00000001 \$22.00 \$0.00 \$0.00 \$0.00 \$22.00 \checkmark \checkmark 1 - 4 of 4 records 1 Next ▶ → Show 50 records ОК











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