



UBSplus[®]
For
Microsoft Windows[®]
XP/Vista
Professional

Sample Reports

Meter Reading Worksheet

The **Meter Reading Worksheet** lists the meters in the system that must be read. This report may be printed in either *Account Number*, *Route*, or *Read* sequence. Once printed, this report is to be used by the meter reader for verification purposes. The following information is provided in the report:

ACCT NO.	Unique code used to identify each bill recipient
SERV	Service code identifying the type of service the customer is being billed for
NAME	The name indicates the name of the customer who will be billed.
SERVICE ADDRESS	The address where the meter is located.
RD SEQ	Number assigned to each service based on the order by which you want your services printed or listed
SEAL NO.	The number stamped on the seal used to detect whether a meter has been tampered with.
METER NO.	The unique number associated with each meter for easy identification.
MODULE ID	Identification number on the Radio Transponder Modules (used only if the meter is read via radio frequency)
STATUS	The meter status at the location.
METER LOCATION	The location indicates the place at the service address where the meter is located.
PREV READ	Reading displayed the last time the meter was read.
PRES READ	The present reading is a blank for the meter reader to fill in the current meter reading.
Totals/Count	The number is the total number of meters to be read.

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METER READING WORKSHEET – Account Sequence
 City of Any City, USA ROUTE 100

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 READINGX.FRX

ACCT NO.	NAME	RD SEQ	METER NO	METER LOCATION	PREV READ	PRES READ
SERV	SERVICE ADDRESS	SEAL NO.	MODULE ID	STATUS ACCT NO.		
10000100	SIMMS, SANDY	10	5403505	LEFT CORNER		
WA	100 GREENWAY DRIVE			A 100001000	15	_____
10001000	SIMMS, SANDY	30	980215215	LEFT CORNER		
GS	100 GREENWAY DRIVE			A 100001000	6669	_____
100002000	RICHARDS, KEVIN	50	5403486	RIGHT SIDE		
WA	102 GREENWAY DRIVE			A 100002000	213	_____
100002000	RICHARDS, KEVIN	70	980213859	RIGHT SIDE		
GS	102 GREENWAY DRIVE			A 100002000	38	_____
100003000	JO'S BARBER SHOP	90	2503405	FRONT DOOR		
WA	500 MAIN STREET			A 100003000	5508	_____
100003000	JO'S BARBER SHOP	110	980215345	RIGHT CORNER		
GS	500 MAIN STREET			A 100003000	9038	_____
100004000	SMITH, CHARLENE	130	5403499	BACK CENTER		
WA	104 GREENWAY DRIVE			A 100004000	13	_____
100004000	SMITH, CHARLENE	150	980215027	BACK CENTER		
GS	104 GREENWAY DRIVE			A 100004000	10	_____
ROUTE 100	TOTALS	COUNT	8			

Meter Re-Read Worksheet

The **Meter Re-Read Worksheet** lists all customers whose meters have been set for a **RE-READ**. This worksheet is intended for the meter reader to use to correct his/her mistakes and/or to double check the reported current read by going and re-reading the specified meters.

ACCT NO.	Unique code used to identify each bill recipient
SERV	Service code identifying the type of service the customer is being billed for
NAME	The name indicates the name of the customer who will be billed.
SERVICE ADDRESS	The service address is the address where the meter is located.
METER NO.	The unique number associated with each meter for easy identification.
MODULE ID	Identification number on the Radio Transponder Modules (used only if the meter is read via radio frequency)
METER LOCATION	The location indicates the place at the service address where the meter is located.
PREV RD	Reading displayed the last time the meter was read.
PRES RD	The present reading is a blank for the meter reader to fill in the current meter reading.
Totals/Count	The number is the total number of meters to be read.

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METER RE-READ WORKSHEET
 City of Any City, USA ROUTE 100

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 REREAD.FRX

ACCT NO.	NAME	METER NO	METER LOCATION	PREV READ	PRES READ
SERV	SERVICE ADDRESS	MODULE ID	ACCT NO.		
100001000	SIMMS, SANDY	5403505	LEFT CORNER		
WA	100 GREENWAY DRIVE		100001000	15	26 _____
ROUTE 100	TOTALS	COUNT			
	TOTAL COUNT	1			

Zero Consumptions and High/Low Bill Audit

The **Zero Consumptions and High/Low Bill Audit** lists all customers whose consumption is either “0” (**zero**) or the total dollar amount is greater than the number you set (i.e. “500”). This report is intended to act as an alert to customers who will be billed for **Zero Consumption** or for an astronomical consumption resulting in a high bill. This worksheet should be given to the meter reader and he/she should go out and re-read the meters indicated.

ACCT NO.	Unique code used to identify each bill recipient
NAME	The name indicates the name of the customer who will be billed.
SERV	Service code identifying the type of service the customer is being billed for
CHARGE AMT	The amount that the customer will be charged for services provided.
ARREARS	Past due amount owed on this account
NET DUE	Amount due at time the bill is paid
PRES RD	The most current meter reading.
PREV RD	Reading displayed the last time the meter was read.
CONS	The amount that has been consumed since the previous reading
TC	Total count or the total number of meters to be read.
FLG	Displays the Billing Status Flag Code associated with each service

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ZERO CONSUMPTIONS AND HIGH/LOW BILL AUDIT
 City of Any City, USA ROUTE 100

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 ZEROCONS.FRX

ACCT NO.	NAME									
	SERV	CHARGE AMT	ARREARS	NET DUE	PRES RD	PREV RD	CONS	TC	FLG	
100002000	RICHARDS, KEVIN									
	GS	\$16.28	\$0.00	\$16.28	38	38	0		1	
		\$16.28	\$0.00	\$16.28	38	38	0			
ROUTE 100	COUNT 1	\$16.28	\$0.00	\$16.28	38	38	0			
GRAND TOTALS	COUNT 1	\$16.28	\$0.00	\$16.28	38	38	0			

Consumption Summary

The **Consumption Summary** lists a summary for each routes' activity displaying all totals for that entire route. The following information is provided in the report:

ROUTE	The route number is a unique code to identify the route on which customers were billed.
CUSTOMERS	The number of customers who will be billed on that particular route.
CHARGE AMT	The amount accumulated for the entire route.
ARREARS	Past due amount owed on this account
NET DUE	The net amount to be collected from this route
PREV READ	Reading displayed the last time the meter was read.
PRES READ	The current readings for this route.
CONSUMP	The amount consumed since the last meter reading.
GRAND TOTAL/COUNT	Grand totals for all of the routes handled by your utility.

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CONSUMPTION SUMMARY
 City of Any City, USA ROUTE 000

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 CONSUM.FRXX

ROUTE	CUSTOMERS	CHARGE AMT	ARREARS	NET DUE	PRES READ	PREV READ	CONSUMP
ROUTE 100	4	\$409.95	\$63.55	\$473.50	27253	27111	142
ROUTE 200	2	\$181.87	\$300.48	\$482.35	1022779	2022699	80
ROUTE 300	2	\$191.26	\$94.94	\$286.20	19277	19193	84
GRAND TOTALS	COUNT 10	\$783.08	\$458.97	\$1,242.05	1069309	2069003	306

Consumption Audit

The **Consumption Audit** lists a detailed accounting for each routes' activity. The following information is provided in the report:

ACCT NO	Unique code used to identify each bill recipient
NAME	The name indicates the name of the customer who will be billed.
SERV	Service code identifying the type of service the customer is being billed for
RATE	Rate Code associated with the service displayed
CHARGE AMT	The amount that the customer will be charged for services provided.
ARREARS	Past due amount owed on this account
NET DUE	Amount due at time the bill is paid
PREV READ	Reading displayed the last time the meter was read.
PRES READ	The present reading is a blank for the meter reader to fill in the current meter reading.
CONSUMP	The amount consumed/used since the last meter reading.
TOTALS/COUNT	The number is the total number of meters to be read.

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CONSUMPTION AUDIT
 City of Any City, USA ROUTE 100

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 CONAUDIT.FRX

ACCT NO.	NAME	SERV	RATE	CHARGE AMT	ARREARS	NET DUE	PRES READ	PREV READ	CONSUMP	FLAG
100001000	SIMS, SANDY	WA	0100	\$13.91	\$0.00	\$13.91	15	11	4	1
		SW	0200	\$18.70	\$0.00	\$18.70	15	11	4	1
		GS	0300	\$21.65	\$0.00	\$21.65	6669	6657	12	1
		GB	0400	\$ 8.00	\$0.00	\$ 8.00	0	0	0	1
				\$62.26	\$0.00	\$62.26	6699	6679	20	
100002000	RICHARDS, KEVIN	WA	0100	\$27.04	\$0.00	\$27.04	213	200	13	1
		SW	0200	\$35.35	\$0.00	\$35.35	213	200	13	1
		GS	0300	\$16.28	\$0.00	\$16.28	38	38	0	1
		GB	0400	\$ 8.00	\$0.00	\$ 8.00	0	0	0	1
				\$86.67	\$0.00	\$86.67	464	438	26	
100003000	JO'S BARBER SHOP	WA	0100	\$49.44	\$63.55	\$112.99	5508	5488	20	1
		SW	0200	\$65.00	\$0.00	\$65.00	5508	5488	20	1
		GS	0300	\$40.52	\$0.00	\$40.52	9038	9018	20	1
		GB	0400	\$15.00	\$0.00	\$15.00	0	0	0	1
				\$169.96	\$63.55	\$233.51	20054	19994	60	
100004000	SMITH, CHARLENE	WA	0100	\$27.04	\$0.00	\$27.04	13	0	13	1
		SW	0200	\$35.35	\$0.00	\$35.35	13	0	13	1
		GS	0300	\$20.67	\$0.00	\$20.67	10	0	10	1
		GB	0400	\$ 8.00	\$0.00	\$ 8.00	0	0	0	1
				\$91.06	\$0.00	\$91.06	36	0	36	
ROUTE 100	COUNT	4		\$409.95	\$63.55	\$473.50	27253	27111	142	

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CONSUMPTION AUDIT
 City of Any City, USA ROUTE 200

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 CONAUDIT.FRX

ACCT NO.	NAME	SERV	RATE	CHARGE AMT	ARREARS	NET DUE	PRES READ	PREV READ	CONSUMP	FLAG
200001000	BERRY, LOUISE									
	WA	0100		\$19.31	\$6.84	\$26.15	8420	8420	7	1
	SW	0200		\$15.00	\$0.00	\$15.00	8420	8420	7	1
	GS	0300		\$21.16	\$0.00	\$21.16	861	850	11	1
	GB	0400		\$8.00	\$0.00	\$8.00	0	0	0	1
				\$63.47	\$6.24	\$70.31	17701	17676	25	
200002000	DAN'S GAS STATION									
	WA	0110		\$41.20	\$90.02	\$131.22	10	999998	12	1
	SW	0220		\$15.00	\$45.00	\$60.00	10	999998	12	1
	GS	0310		\$47.20	\$128.62	\$175.82	5058	5027	31	1
	GB	0410		\$15.00	\$30.00	\$45.00	0	0	0	1
				\$118.40	\$293.64	\$412.04	5078	2005023	55	
ROUTE 200	COUNT	2		\$181.87	\$300.48	\$482.35	22779	2022699	80	

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CONSUMPTION AUDIT
 City of Any City, USA ROUTE 300

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 CONAUDIT.FRX

ACCT NO.	NAME	SERV	RATE	CHARGE AMT	ARREARS	NET DUE	PRES READ	PREV READ	CONSUMP	FLAG
300001000	JONES, BILL									
	WA	0100		\$28.58	\$35.79	\$64.37	3820	3805	15	1
	SW	0200		\$39.05	\$31.65	\$70.70	3820	3805	15	1
	GS	0300		\$22.13	\$19.50	\$41.63	10011	9998	13	1
	GB	0400		\$8.00	\$8.00	\$16.00	0	0	0	1
				\$97.76	\$94.94	\$192.70	17651	17608	43	
300002001	JACKSON, JERRY									
	WA	0100		\$27.04	\$0.00	\$27.04	488	475	13	1
	SW	0200		\$35.35	\$0.00	\$35.35	488	475	13	1
	GS	0300		\$23.11	\$0.00	\$23.11	650	635	15	1
	GB	0400		\$8.00	\$0.00	\$8.00	0	0	0	1
				\$93.50	\$0.00	\$93.50	1626	1585	41	
ROUTE 300	COUNT	2		\$191.26	\$94.94	\$286.20	19277	19193	84	
GRAND TOTALS	COUNT	8		\$783.08	\$458.97	\$1,242.05	69309	2069003	306	

Accounts Receivable Summary Report

The **Accounts Receivable Summary Report** provides totals for all charge types including **30 day, 60 day, 90 day,** and **90+ day** arrears broken down by account status. The following information is provided in the report:

ACCOUNT STATUS	Current status of the customers listed and summarized
COUNT	Number of customers in the system who's accounts are set to that account status
AMOUNT	Total charges accrued by the customers on this route for services rendered only
PENALTY	The total amount of penalty owed by these customers due to late charges
TAX	Amount of tax owed by these customers
PAY PLAN	The outstanding amount currently owed for those customers paying on a payment plan
NET AMOUNT	Amount due if this amount is paid before the due date
CALC PENALTY	The amount of penalty that will be applied to the Net Amount if not paid prior to the due date
GROSS AMOUNT	Amount due after the due date – Net Amount + Calc Penalty
AGING	The amount owed for accounts which are over due by either 30, 60, 90, or 120+ days

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Accounts Receivable Summary Report

CITY OF ANYCITY, USA

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ARSUMMARY.FRX

Status/Count/Min	Amount	Penalty	Tax	Pay Plan	Net Amount	Calc Penalty	Gross Amount	* ----- Aging ----- *						
								Current	30	60	90	120+		
A	8	0	446.61	5.02	7.34	0.00	458.97	10.86	469.83	266.22	192.75	0.00	0.00	0.00
C	1	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	9	0	446.61	5.02	7.34	0.00	458.97	10.86	469.83	266.22	192.75	0.00	0.00	0.00

Billing Register Summary Report by Route

The **Billing Register Summary Report By Route**, which is based on the **Starting** and **Ending Bill Date** provided, gives a summarized listing of all charges and consumptions along with their grand totals for all accounts billed on that route. The following information is provided in the report:

ROUTE	Number assigned to customers who reside in a certain area
COUNT	Number of customers residing on this route that the utility services
AMOUNT	Total charges accrued by the customers on this route for services rendered only
TAX	Amount of tax owed by these customers
PAY PLAN	The outstanding amount currently owed for those customers paying on a payment plan
FUEL ADJ	The fixed dollar amount or amount multiplied by the total consumption determined when setting up your utility – if applicable
TOTAL BILLED	The amount owed before penalty and arrears are added
PENALTY ADDED	Amount of penalty added to accounts that are overdue or past due
ARREARS	Outstanding past due amounts
NET AMOUNT	Amount due if this amount is paid before the due date
CALCULATED PENALTY	The amount of penalty that will be applied to the Net Amount if not paid prior to the due date
GROSS AMOUNT	Amount due after the due date – Net Amount + Calc Penalty

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Billing Register Summary Report By Route

For Bill Date XX/XX/XXXX Through XX/XX/XXXX

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BLSUMMARY.FRX

City of AnyCity, USA

Route	Count	Amount	Tax	Pay Plan	Fuel Adj	Total Billed	Penalty Added	Arrears	Net Amount	Calculated Penalty	Gross Amount
100	4	\$398.75	\$11.20	\$0.00	\$0.00	\$409.95	\$11.44	\$74.99	\$496.38	\$41.00	\$537.38
200	2	\$174.75	\$7.21	\$0.00	\$0.00	\$181.87	\$10.86	\$311.34	\$504.07	\$18.19	\$522.26
300	2	\$186.10	\$5.16	\$0.00	\$0.00	\$191.26	\$0.00	\$94.94	\$286.20	\$19.13	\$305.33
Total	8	\$759.60	\$23.48	\$0.00	\$0.00	\$783.08	\$22.30	\$481.27	\$1,286.65	\$78.32	\$1,364.97

Billing Register

The **Billing Register**, which is based on the **Starting** and **Ending Bill Date** provided, provides a detailed listing of charges and consumptions per customer for the current billing cycle. It also provides a Grand Total of the amount to be billed for all services. This report is the most recent billing information for each customer. The following information is provided in the report:

ACCT NO	Unique code used to identify each bill recipient.
SERV	Service code identifying the type of service the customer is being billed for.
RATE	Rate Code associated with the service displayed.
NAME	The name indicates the name of the customer who will be billed.
PRES READ	The current readings for this route.
PREV READ	Reading displayed the last time the meter was read.
CONSUMP	The amount consumed/used since the last meter reading.
MINIMUMS	Number of minimums attached to each customer's services
SERVICE ADDRESS	The address where the services are being provided for this customer.
CHARGE AMT	The amount that the customer will be charged for services provided.
TOTAL CHGS	The amount owed before penalty and arrears are added
ARREARS	Outstanding past due amounts
AMOUNT	Total charges accrued by the customers on this route for services rendered only
ARREARS TOT	Total outstanding past due amounts
PENALTY	The total amount of penalty owed by the customer due to late charges
NET DUE	Amount due if this amount is paid before the due date
TAX	Amount of tax owed by these customers
PENALTY	The total amount of penalty owed by the customer due to late charges
PAY PLAN	The outstanding amount currently owed for those customers paying on a payment plan
GROSS AMT	Amount due after the due date – Net Amount + Calc Penalty

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BILLING REGISTER
 For XX/XX/XXXX Through XX/XX/XXXX
 City of Any City, USA ROUTE 100

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 BILLREG.FRX

ACCT NO. SERV	RATE	NAME		CONSUMP MINIMUMS	SERVICE ADDRESS CHARGE AMT TOTAL CHGS	ARREARS					
		PRES READ	PREV READ			AMOUNT	PENALTY	TAX	PAY PLAN		
100001000		SIMS, SANDY			100 GREENWAY DRIVE						
WA	0100	15	11	4	\$13.91						
SW	0200	15	11	4	\$18.70						
GS	0300	6669	6657	12	\$21.65						
GB	0400	0	0	0	\$8.00						
				4	\$22.75	\$0.00	\$62.26	\$6.23	\$68.49		
100002000		RICHARDS, KEVIN			102 GREENWAY DRIVE						
WA	0100	213	200	13	\$27.04						
SW	0200	213	200	13	\$35.35						
GS	0300	38	38	0	\$16.28						
GB	0400	0	0	0	\$8.00						
				4	\$86.67	\$0.00	\$86.67	\$8.67	\$95.34		
100003000		JO'S BARBER SHOP			500 MAIN STREET						
WA	0110	5508	5488	20	\$49.44						
SW	0210	5508	5488	20	\$65.00						
GS	0310	9038	9018	20	\$40.52						
GB	0410	0	0	0	\$15.00						
				4	\$169.96	\$63.55	\$233.51	\$16.99	\$250.50		
100004000		SMITH, CHARLENE			104 GREENWAY DRIVE						
WA	0100	13	0	13	\$27.04						
SW	0200	13	0	13	\$35.35						
GS	0300	10	0	10	\$20.67						
GB	0400	0	0	0	\$8.00						
				4	\$169.96	\$0.00	\$91.06	\$9.11	\$100.17		

ROUTE 100	PRES READ 27253	PREV READ 27111	CONSUMPTION 142	MINIMUMS 16	BILLED	ARREARS	NET DUE	CAL PENALTY	GROSS AMOUNT
TOTALS		COUNT 4			\$409.95	\$63.55	\$473.50	\$41.00	\$514.50

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BILLING REGISTER
 For XX/XX/XXXX Through XX/XX/XXXX
 City of Any City, USA ROUTE 200

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ACCT NO. SERV	RATE	NAME		CONSUMP MINIMUMS	SERVICE ADDRESS CHARGE AMT TOTAL CHGS	ARREARS					
		PRES READ	PREV READ			AMOUNT	PENALTY	TAX	PAY PLAN		
200001000		BERRY, LOUISE			705 COUNTRY LANE						
WA	0100	8420	8413	7	\$19.31	\$3.65	\$2.47	\$0.72			
SW	0220	8420	8413	7	\$15.00						
GS	0300	861	850	11	\$21.16						
GB	0400	0	0	0	\$8.00						
				4	\$63.47	\$6.84	\$70.31	\$6.35	\$76.66		
200002000		DAN'S GAS STATION			708 COUNTRY LANE						
WA	0110	10	999998	12	\$41.20	\$89.00	\$3.50	\$1.02			
SW	0220	10	999998	12	\$15.00	\$45.00	\$1.50				
GS	0310	5058	5027	31	\$47.20	\$125.20	\$4.36	\$3.42			
GB	0410	0	0	0	\$15.00	\$30.00	\$1.50				
				4	\$118.40	\$304.50	\$422.90	\$11.84	\$434.74		

ROUTE 200	PRES READ 22779	PREV READ 202699	CONSUMPTION 80	MINIMUMS 8	BILLED	ARREARS	NET DUE	CAL PENALTY	GROSS AMOUNT
TOTALS		COUNT 2			\$181.87	\$311.34	\$493.21	\$18.19	\$511.40

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BILLING REGISTER
 For XX/XX/XXXX Through XX/XX/XXXX
 City of Any City, USA ROUTE 300



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ACCT NO.		NAME		SERVICE ADDRESS		ARREARS				
SERV	RATE	PRES READ	PREV READ	CONSUMP	CHARGE AMT	AMOUNT	PENALTY	TAX	PAY PLAN	
				MINIMUMS	TOTAL CHGS	ARREARS	TOT NET DUE	PENALTY	GROSS AMT	
300001000		JONES, BILL		5310 MOSS AVENUE						
WA	0100	3820	3805	15	\$28.58	\$32.50	\$2.55	\$0.74		
SW	0200	3820	3805	15	\$39.05	\$31.65				
GS	0300	10011	9998	13	\$22.13	\$19.50				
GB	0400	0	0	0	\$8.00	\$8.00				
				4	\$97.76	\$94.94	\$192.70	\$9.78	\$202.48	
300002001		JACKSON, JERRY		5311 MOSS AVENUE						
WA	0100	488	475	13	\$27.04					
SW	0200	488	475	13	\$35.35					
GS	0300	650	635	15	\$23.11					
GB	0400	0	0	0	\$8.00					
				4	\$93.50	\$0.00	\$93.50	\$9.35	\$102.85	
		PRES READ	PREV READ	CONSUMPTION	MINIMUMS					
		19277	19193	84	8					
ROUTE 300	TOTALS	COUNT	2	BILLED	ARREARS	NET DUE	CAL PENALTY	GROSS AMOUNT		
				\$191.26	\$94.94	\$286.20	\$19.13	\$305.33		
GRAND TOTALS	69309	COUNT	2069003	8	\$783.08	\$469.83	\$1,252.91	\$78.32	\$1,331.23	

General Bills

General Bills are statements that are printed at the end of each month displaying each customer's balance based on their consumption as well as all other arrears applied to this account. The bills are to then be mailed to each customer and payments are to be collected.

There are several different bill sizes supported by **UMS-UBSplus®**. The following is our 8 ½" by 11" bill form known as the **UMS** bill format.

<p>CITY OF ANYCITY, USA 111 MAIN STREET PO BOX 7280 ANYCITY, US 99999</p>	  100-0030-00 ACCOUNT NUMBER Bill Date: 10/30/ Service Address: 500 MAIN STREET Due On _____ or Before <u>12/20/</u> <u>244.95</u> Due After <u>12/20/</u> <u>261.94</u>
<p> JO'S BARBER SHOP 500 MAIN STREET ANYCITY, US 99999</p>	<p>Please Include Account Number On Check PLEASE RETURN THIS PORTION WITH YOUR PAYMENT</p>



CITY OF ANYCITY, USA ACCOUNT SUMMARY

Address 500 MAIN STREET	Account # 100-0030-00	Bill Date 10/30/	Reading	ACTUAL	
Explanation	Current Read/Date	Previous Read	Service Days	Used	Amount
WATER	5508 10/20/	5481	30	20	48.00
SEWER					65.00
GAS	9038 10/20/	9018	30	20	37.35
GARBAGE					15.00
TAX					4.61
ARREARS					74.99

Last Payment Received on 10/10/	for 300.00	Due On or Before	<u>12/20/</u>	<u>244.95</u>
		Due After	<u>12/20/</u>	<u>261.94</u>

BILLING INQUIRY OR CUSTOMER SERVICE
 CITY OF ANYCITY, USA
 TEL: 318/388-0920
 FAX: 318/388-4690

Business Hours
 8:00 AM to 5:00 PM
 Monday Through Friday



Please include
 Account # on Check

MAKE CHECK PAYABLE TO:
 CITY OF ANYCITY, USA
 111 MAIN STREET
 PO BOX 7280
 ANYCITY, US 99999

MESSAGES

CITY OF ANYCITY, USA

Utility Data Systems, Inc. provides a bill printing service that allows you to send your customer bills in the form of an electronic file to UDS. UDS Tech Support then prints your bills for you and mails them to your customers. The following is an example of a completed bill:

CITY OF ANYCITY, USA 111 MAIN STREET ANYCITY, US 99999 318/388-0920  NAME: DAN'S GAS STATION ACCOUNT #: 200-0020-00 SERVICE ADDRESS: 708 COUNTRY LANE DUE DATE: 12/20/XX NET AMOUNT: 422.90 GROSS AMOUNT: 434.74 PLEASE RETURN THIS STUB WITH YOUR PAYMENT			RETURN	SERVICE	REQUESTED	PRESORTED FIRST CLASS MAIL US POSTAGE PAID Utility-Billing.Net	
			PRESENT	PREVIOUS	USAGE	SERVICE	AMOUNT
10	999998	12	WATER	40.00			
5058	5031	31	SEWER	15.00			
			GAS	43.50			
			GARBAGE	15.00			
			TAX	4.90			
			ARREARS	304.50			
NET AMT DUE ON OR BEFORE 12/20/XX:				422.90			
GROSS AMT DUE AFTER 12/20/XX:				434.74			
ACCOUNT NUMBER		FROM	TO	DAYS			
200-0020-00		10/20/XX	11/20/XX	30			
SERVICE ADDRESS:			708 COUNTRY LANE				
				*****AUTO**MIXED AADC 712			
DANS' GAS STATION				1001			
708 COUNTRY LANE							
ANYCITY, US 99999							
							

FINAL SHUT-OFF NOTICE

The **Final Shut-Off Notice** is a notice that is sent to customers whose accounts are in delinquent status. If payment is not received by the due date provided on this notice, services at this address are to be discontinued.

CITY OF ANYCITY, USA
 111 MAIN STREET
 PO BOX 7280
 ANYCITY, US 99999



100-0010-00

|||||
 SANDY ROSE
 100 GREENWAY DRIVE
 P. O. BOX 100
 ANYCITY, US 99999

ACCOUNT NUMBER

Notice Date **FINAL - SHUT OFF NOTICE**
 11/20/ ****No Further Notice Will Be Given****

Service Address
 100 GREENWAY DRIVE
 Due On
 or Before 11/30/ 68.49

Please Include Account Number On Check
PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



CITY OF ANYCITY, USA ACCOUNT SUMMARY

Address	Account #	Notice Date			
100 GREENWAY DRIVE	100-0010-00	11/20/			
Explanation	Current Read/Date	Previous Read	Service Days	Used	Amount
WATER					15.30
SEWER					20.57
GAS					23.82
GARBAGE					8.80

FINAL - SHUT OFF NOTICE
****No Further Notice Will Be Given****

Due On or Before 11/30/ 68.49

BILLING INQUIRY OR CUSTOMER SERVICE
 CITY OF ANYCITY, USA
 TEL: 318/888-0920
 FAX: 318/388-4690

Business Hours
 8:00 AM to 5:00 PM
 Monday Through Friday

Please include
 Account # on Check

MAKE CHECK PAYABLE TO:
 CITY OF ANYCITY, USA
 111 MAIN STREET
 PO BOX 7280
 ANYCITY, US 99999

MESSAGES

CITY OF ANYCITY, USA

CUSTOMER METER READING DETAIL

The **Customer Meter Reading Detail** is a history of all meter activity for a particular customer. The list of meter readings is given in reverse chronological order. The following information is provided in the report:

SERVICE	Service code identifying the type of service the customer is being billed for.
BILL DATE	Bill date associated with corresponding readings
PRESENT READ	The most current meter reading.
PREVIOUS READ	Reading displayed the last time the meter was read.
CONSUMPTION	The amount that has been consumed since the previous reading
READ DATE/TIME	Date and time the readings were acquired
READ TYPE	Description of how this reading was acquired – actual or estimated reading
METER CHANGE	If this meter has been changed or replaced for this account it will be indicated here.

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

CUSTOMER METER READING DETAIL
 City of Any City, USA
For - SANDY SIMS
Account Number - 100001000

PAGE 1
 INQUIRY3.FR3

SERVICE	BILL DATE	PRESENT READ	PREVIOUS READ	CONSUMPTION	READ DATE/TIME	READ TYPE	METER CHANGE
WA	10/30/XXXX	15	11	4	10/20/XXXX 08:44:03 AM	ACTUAL	NO
GS	10/30/XXXX	6669	6657	12	10/20/XXXX 09:27:17 AM	ACTUAL	NO
WA	09/30/XXXX	11	3	8	09/20/XXXX 11:35:21 AM	ACTUAL	NO
GS	09/30/XXXX	6657	6645	12	09/20/XXXX 09:05:45 AM	ACTUAL	NO

Mailing Address: 100 GREENWAY DRIVE
 P. O. BOX 100
 ANYCITY, US 99999
 Telephone Nos.: (555) 888-0098
 Social Security: 999-99-9999
 Driver's License: US 0000531289

Service Address: 100 GREENWAY DRIVE
 Account Status: Active
 Penalty: Y
 Tax: Y
 Current Net Due: \$62.26
 Current Gross Due: \$68.49
 Current Due Date: 12/20/XXXX
 Last Billed Date: 10/30/XXXX
 Last payment Date: 11/24/XXXX
 Last Payment Amt.: \$68.49

Customer Financial Detail

The **Customer Financial Detail** is a history of all billings and payments for a particular customer. The list of billings and payments is given in reverse chronological order. The following information is provided in the report:

SERVICE	Service code identifying the type of service the customer is being billed for.
POSTING DATE	Date payment was posted to the account
TYPE	Payment type
CHARGE AMOUNT	Amount the customer was charged for services rendered
PENALTY AMOUNT	Amount of penalty added to charge amount if payment was late
TAX AMOUNT	Amount of tax applied to the service
PAY PLAN AMOUNT	The outstanding amount currently owed for those customers paying on a payment plan
TOTAL	Total amount to be collected or previously collected on this account

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

CUSTOMER FINANCIAL DETAIL
 City of Any City, USA
For - DAN'S GAS STATION
Account Number - 200002000

PAGE 1
 INQUIRY2.FRXX

SERVICE	POSTING DATE	TYPE	CHARGE AMOUNT	PENALTY AMOUNT	TAX AMOUNT	PAY PLAN AMOUNT	TOTAL
GB	10/30/XXXX	BILL	\$15.00	\$1.50	\$0.00	\$0.00	\$16.50
GS	10/30/XXXX	BILL	\$43.50	\$4.36	\$3.70	\$0.00	\$51.56
SW	10/30/XXXX	BILL	\$15.00	\$1.50	\$0.00	\$0.00	\$16.50
WA	10/30/XXXX	BILL	\$40.00	\$3.50	\$1.20	\$0.00	\$44.70
GB	11/12/XXXX	PAY	\$31.50	\$1.50	\$0.00	\$0.00	\$33.00
GS	11/12/XXXX	PAY	\$132.98	\$4.36	\$7.12	\$0.00	\$144.46
SW	11/12/XXXX	PAY	\$30.52	\$1.50	\$0.00	\$0.00	\$32.02
WA	11/12/XXXX	PAY	\$40.52	\$0.00	\$0.00	\$0.00	\$40.52
GB	11/24/XXXX	PAY	\$13.50	\$1.50	\$0.00	\$0.00	\$15.00
GS	11/24/XXXX	PAY	\$35.72	\$4.72	\$0.00	\$0.00	\$40.44
SW	11/24/XXXX	PAY	\$29.48	\$1.50	\$0.00	\$0.00	\$30.98
WA	11/24/XXXX	PAY	\$88.48	\$7.62	\$2.22	\$0.00	\$98.32
GB	09/30/XXXX	BILL	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
GS	09/30/XXXX	BILL	\$40.20	\$0.00	\$1.02	\$0.00	\$43.62
SW	09/30/XXXX	BILL	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
WA	09/30/XXXX	BILL	\$34.00	\$0.00	\$0.00	\$0.00	\$35.02
GB	08/20/XXXX	ADJ	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00
GS	08/20/XXXX	ADJ	\$85.00	\$0.00	\$0.00	\$0.00	\$85.00
SW	08/20/XXXX	ADJ	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
WA	08/20/XXXX	ADJ	\$55.00	\$0.00	\$0.00	\$0.00	\$55.00

Mailing Address: 708 COUNTRY LANE
 ANYCITY, US 99999
 Telephone Nos.: (555) 525-3579
 Social Security: 999-99-9999
 Driver's License: US 0000985365

Service Address: 708 COUNTRY LANE
 Account Status: Active
 Penalty: Y
 Tax: Y
 Current Net Due: \$0.00
 Current Gross Due: \$0.00
 Current Due Date: 12/20/XXXX
 Last Billed Date: 10/30/XXXX
 Last payment Date: 11/24/XXXX
 Last Payment Amt.: \$184.74

Customer Financial Summary

The **Customer Financial Summary** is a summary listing history of billings and payments for a particular customer. The list of billings and payments is given in reverse chronological order. All services in one period are added together. The following information is provided in the report:

SERVICE	Service code identifying the type of service the customer is being billed for.
POSTING DATE	Date payment was posted to the account
TYPE	Payment type
CHARGE AMOUNT	Amount the customer was charged for services rendered
PENALTY AMOUNT	Amount of penalty added to charge amount if payment was late
TAX AMOUNT	Amount of tax applied to the service
PAY PLAN AMOUNT	The outstanding amount currently owed for those customers paying on a payment plan
TOTAL	Total amount to be collected or previously collected on this account

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

CUSTOMER FINANCIAL SUMMARY
 City of Any City, USA
For - BILL JONES
Account Number - 300001000

PAGE 1
 INQUIRY1.FRX

POSTING DATE	TYPE	CHARGE AMOUNT	PENALTY AMOUNT	TAX AMOUNT	PAY PLAN AMOUNT	ARREARS	TOTAL
10/30/XXXX	BILL	\$95.20	\$0.00	\$2.56	\$0.00	\$-45.28	\$52.48
11/23/XXXX	PAY	\$141.35	\$16.70	\$1.73	\$0.00	\$104.72	\$-45.28
10/25/XXXX	PAY	\$65.25	\$14.73	\$1.66	\$0.00	\$167.94	\$94.94
09/30/XXXX	BILL	\$83.90	\$0.00	\$2.40	\$0.00	\$73.00	\$159.30
08/20/XXXX	ADJ	\$73.00	\$0.00	\$0.00	\$0.00		\$73.00

Mailing Address: 5310 MOSS AVENUE
 ANYCITY, US 99999
 Telephone Nos.: (555) 556-4418
 Social Security: 999-99-9999
 Driver's License: US 0000521389

Service Address: 5310 MOSS AVENUE
 Account Status: Active
 Penalty: Y
 Tax: Y
 Current Net Due: \$52.48
 Current Gross Due: \$52.48
 Current Due Date: 12/20/XXXX
 Last Billed Date: 10/30/XXXX
 Last payment Date: 11/24/XXXX
 Last Payment Amt.: \$150.00

Delinquent List

The **Delinquent List** is a list of customers who are past due on their payments. The following information is provided in the report:

ACCT NO	Unique code used to identify each bill recipient.
NAME	The name indicates the name of the customer who will be billed.
SERVICE ADDRESS	The address where the services are being provided for this customer.
AMOUNT DUE	Total charges accrued by the customers on this route for services rendered only

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

DELINQUENT LIST FOR XX/XX/XXXX
 City of Any City, USA

PAGE 1
 FASTDUL1.FRX

ACCT NO.	NAME	SERVICE ADDRESS	AMOUNT DUE
----------	------	-----------------	------------

100-0010-00	SANDY SIMS	100 GREENWAY DRIVE	68.49
\$ _____ Due _____		Balance \$ _____ Due _____	
		Taken By _____ Date _____	

100-0010-00	BILL JONES	5310 MOSS AVENUE	52.48
\$ _____ Due _____		Balance \$ _____ Due _____	
		Taken By _____ Date _____	

Disconnect List

The **Disconnect List** lists all of the customers who are to be disconnected. The following information is provided in the report:

ACCT NO	Unique code used to identify each bill recipient.
NAME	The name indicates the name of the customer who will be billed.
SERVICE ADDRESS	The address where the services are being provided for this customer.
AMOUNT DUE	Total charges accrued by the customers on this route for services rendered only

DATE: XX/XX/XXXX
TIME: 11:27:23
USER: Admin - 1

DISCONNECT LIST
FOR XX/XX/XXXX

PAGE 1
DISTLIST.FRX

ACCT NO.	NAME	SERVICE ADDRESS	AMOUNT	PAST DUE
100001000	SIMS, SANDY	100 GREENWAY DRIVE	\$	68.49
100001000	SIMS, SANDY	100 GREENWAY DRIVE	\$	68.49
300001000	JONES, BILL	5310 MOSS AVENUE	\$	52.48
300001000	JONES, BILL	5310 MOSS AVENUE	\$	52.48
Total Count			\$	241.94

Service Disconnection

A **Service Disconnection** report gives information about a customer who is scheduled for disconnection of a service due to lack of payment. The report is to be filled out by the person who disconnected the customer's service.

WATER SERVICE DISCONNECTION FOR XX/XX/XXXX

NAME: **SANDY SIMS**
SERVICE ADDRESS: **100 GREENWAY DRIVE**
ACCOUNT NUMBER: **100001000**
AMOUNT PAST DUE: **\$ 68.49**

HOUSE VACANT: YES / NO

HOUSE FOR SALE: YES / NO

WAS SOMEONE HOME: YES / NO

DID YOU GO INSIDE: YES / NO

COMMENTS:

WATER OFF YES / NO

DATE: _____ TIME: _____

LEFT CARD YES / NO

DATE: _____ TIME: _____

DUE BY: _____ OR SHUT OFF: _____

SIGNED BY: _____

DATE: _____

Payment Distribution Summary Report

The **Payment Distribution Summary Report** summarizes information about payment distribution for each particular service. The report is useful for determining the total amounts charged for each service.

GL NUMBER	Appropriate General Ledger Code assigned to this payment and service.
DESCRIPTION	Description of which service this payment was applied to
CHARGE AMT	Amount the customer was charged for services rendered
PENALTY AMT	Amount of penalty added to charge amount if payment was late
TAX AMT	Amount of tax applied to the service
PP AMT	The outstanding amount currently owed for those customers paying on a payment plan
TOTAL AMT	Total amount to be collected or previously collected on this account

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

PAYMENT DISTRIBUTION SUMMARY REPORT
FOR XX/XX/XXXX
 City of AnyCity, USA

PAGE 1
 ARSUMMRY.FRX

GL Number	Description	Charge Amt	Penalty Amt	Tax Amt	PP Amt	Total Amt
01-9099	SEWER	\$ 85.40	\$0.00	\$0.00	\$0.00	\$85.40
01-8998	WATER	\$101.77	\$6.00	\$0.00	\$0.00	\$107.77
Total		\$187.17	\$6.00	\$0.00	\$0.00	\$193.17

Payment Register

The **Payment Register** is the payment account listing for each customer for a particular date. The following information is provided in the report:

ACCT NO.	Unique code used to identify each bill recipient
SERV	Service code identifying the type of service the customer is being billed for
RATE	Rate Code associated with the service displayed.
NAME	The name indicates the name of the customer who will be billed.
PAYMENT AMT	Payment amount due for each individual services
TOTAL PAY	Total amount owe for all services rendered
SERVICE ADDRESS	The address where the meter is located.
AMOUNT	Amount customer paid on his/her bill
TOTAL SVC	Total amount paid for all services rendered
PENALTY PAID	Amount of the payment received that was applied to the penalty owed
TOTAL PEN	Total amount of penalty owed for this payment
TYPE	
TAX	Amount of tax applied to each service
TOTAL TAX	Total amount of tax added to the bill for all services
TRAN/REC #	
PAY PLAN	The outstanding amount owed for a particular service being paid via payment plan
TOTAL PP	The outstanding amount owed for a all services being paid via payment plan
CHECK #	For payments received as a check, the recorded check number is displayed here
PEN ADDED	Total amount of penalty added to this payment

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1
 ACCT NO
 SERV RATE

PAYMENT REGISTER FOR XX/XX/XXXX
 City of AnyCity, USA ROUTE 100

PAGE 1
 PAY_RED.FRX

SERV RATE	NAME	PAYMENT AMT	SERVICE ADDRESS			TYPE	TRAN/REC #	CHECK #
			AMOUNT	PENALTY PAID	TAX			
		TOTAL PAY	TOTAL SVC	TOTAL PEN	TOTAL TAX	TOTAL PP	PEN ADDED	
100001000	SIMS, SANDY		100 GREENWAY DRIVE			1	7	
	GB 0400	\$16.00	\$16.00					
	GS 0300	\$71.35	\$69.95		\$1.70			
	SW 0200	\$41.10	\$41.10					
	WA 0100	\$41.12	\$40.50		\$0.62			
		\$169.87	\$167.55	\$0.00	\$2.32	\$0.00		\$0.00
100002000	RICHARDS, KEVIN		102 GREENWAY DRIVE			2	8	1555
	GB 0400	\$24.00	\$24.00					
	GS 0300	\$97.13	\$95.40		\$1.73			
	SW 0200	\$65.35	\$65.35					
	WA 0100	\$72.04	\$71.25		\$0.79			
	GB 0400	\$8.80	\$8.00		\$0.80			\$0.80
	GS 0300	\$17.91	\$15.00	\$1.63	\$1.28			\$1.63
	SW 0200	\$38.89	\$35.35	\$3.54				\$3.54
	WA 0100	\$29.74	\$26.25	\$2.70	\$0.79			\$2.70
		\$353.86	\$340.60	\$8.67	\$4.59	\$0.00		\$8.67
100003000	JO'S BARBER SHOP		500 MAIN STREET			2	9	
	GB 0410	\$30.00	\$30.00					
	GS 0310	\$114.11	\$111.05		\$3.06			
	SW 0210	\$90.89	\$90.89					
	WA 0110	\$65.00	\$65.00					
	GB 0410	\$16.50	\$15.00	\$1.50				\$1.50
	GS 0310	\$51.57	\$44.35	\$4.05	\$3.17			\$4.05
	SW 0210	\$92.11	\$79.11	\$13.00				\$6.50
	WA 0110	\$115.82	\$103.06	\$9.88	\$2.88			\$4.94
		\$576.00	\$538.46	\$28.43	\$9.11	\$0.00		\$16.99
100004000	SMITH, CHARLENE		104 GREENWAY DRIVE			1	10	
	GB 0400	\$8.00	\$8.00					
	GS 0300	\$20.67	\$19.05		\$1.62			
	SW 0200	\$35.35	\$35.35					
	WA 0100	\$17.98	\$17.98					
		\$82.00	\$80.38	\$0.00	\$1.62	\$0.00		\$0.00
ROUTE 100 TOTALS	COUNT 24	\$1,181.73	\$1,126.99	\$37.10	\$17.64	\$0.00		\$25.66
200001000	BERRY, LOUISE		705 COUNTRY LANE			2	10	
	GB 0400	\$16.80	\$16.00	\$0.80				\$0.80
	GS 0300	\$62.74	\$59.05	\$2.07	\$1.62			\$2.07
	SW 0220	\$31.50	\$30.00	\$1.50				\$1.50
	WA 0100	\$45.35	\$45.35					\$2.47
	GB 0400	\$8.00	\$8.00					
	GS 0300	\$21.16	\$19.50		\$1.66			
	SW 0220	\$15.00	\$15.00					
	WA 0100	\$26.15	\$22.40	\$2.47	\$1.28			
		\$226.70	\$215.30	\$6.84	\$4.56	\$0.00		\$6.84
200002000	DAN'S GAS STATION		708 COUNTRY LANE			2	15	78067
	GB 0410	\$33.00	\$31.50	\$1.50				
	GS 0310	\$144.46	\$132.98	\$4.36	\$7.12			
	SW 0220	\$32.02	\$30.52	\$1.50				
	WA 0110	\$40.52	\$40.52					
	GB 0410	\$15.00	\$13.50	\$1.50				\$1.50
	GS 0310	\$40.44	\$35.72	\$4.72				\$4.72
	SW 0220	\$30.98	\$29.48	\$1.50				\$1.50
	WA 0110	\$98.32	\$88.48	\$7.62	\$2.22			\$4.12
		\$434.74	\$402.70	\$22.70	\$9.34	\$0.00		\$11.84
ROUTE 200 TOTALS	COUNT 16	\$661.44	\$618.00	\$29.54	\$13.90	\$0.00		\$18.68

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1
 ACCT NO.
 SERV RATE

PAYMENT REGISTER FOR XX/XX/XXXX
 City of AnyCity, USA ROUTE 300

PAGE 2
 PAY_REDE.FRX

ACCT NO.	NAME	SERVICE ADDRESS	TYPE	TRAN/REC #	CHECK #	PAYMENT AMT		TOTAL TAX		PEN ADDED	
						AMOUNT	PENALTY PAID	TAX	PAY PLAN		
		TOTAL SVC	TOTAL PEN	TOTAL PP			TOTAL PAY	TOTAL TAX	TOTAL PP		
300001000	JONES, BILL	5310 MOSS AVENUE		1	11						
	GB 0400					\$8.80	\$8.00	\$0.80		\$0.80	
	GS 0300					\$28.78	\$25.00	\$2.12	\$1.66	\$2.12	
	SW 0200					\$23.17	\$20.00	\$3.17		\$3.17	
	WA 0100					\$12.25	\$12.25			\$2.55	
	GB 0400					\$16.80	\$16.00	\$0.80		\$0.80	
	GS 0300					\$43.84	\$39.90	\$2.21	\$1.73	\$2.21	
	SW 0200					\$60.49	\$56.58	\$3.91		\$3.91	
	WA 0100					\$28.87	\$28.87			\$2.86	
						\$223.00	\$206.60	\$13.01	\$3.39	\$0.00	\$18.42
300002000	SIMPSON, LUCY	5311 MOSS AVENUE		1	12					1555	
	GB 0400					\$16.00	\$16.00				
	GS 0300					\$39.38	\$36.30		\$3.08		
	SW 0200					\$54.05	\$54.05				
	WA 0100					\$44.04	\$42.75		\$1.29		
						\$153.47	\$149.10	\$0.00	\$4.37	\$0.00	\$0.00
300002001	JACKSON, JERRY	5311 MOSS AVENUE		2	16					081169	
	GB 0400					\$8.00	\$8.00				
	GS 0300					\$26.36	\$24.55		\$1.81		
	SW 0200					\$36.60	\$36.60				
	WA 0100					\$29.04	\$28.25		\$0.79		
						\$100.00	\$97.40	\$0.00	\$2.60	\$0.00	\$0.00
ROUTE 300 TOTALS	COUNT 16					\$476.47	\$453.10	\$13.01	\$10.36	\$0.00	\$18.42
GRAND TOTALS	COUNT 56					\$2,319.64	\$2,198.09	\$79.65	\$41.90	\$0.00	\$62.76

Payment Transactions

The **Payment Transactions** report lists the payment transactions inputted on a particular date. The report is useful for reviewing which transactions took place on a certain day.

ACCT NO.	Unique code used to identify each bill recipient
BATCH/SEQ	Batch number assigned to payment transactions
SERV	Service code identifying the type of service the customer is being billed for
RATE	Rate Code associated with the service displayed.
NAME	The name indicates the name of the customer who will be billed.
PAYMENT AMT	Payment amount due for each individual services
TOTAL PAY	Total amount owe for all services rendered
SERVICE ADDRESS	The address where the meter is located.
AMOUNT	Amount customer paid on his/her bill
TOTAL SVC	Total amount paid for all services rendered
PENALTY PAID	Amount of the payment received that was applied to the penalty owed
TOTAL PEN	Total amount of penalty owed for this payment
TYPE	
TAX	Amount of tax applied to each service
TOTAL TAX	Total amount of tax added to the bill for all services
TRAN/REC #	
PAY PLAN	The outstanding amount owed for a particular service being paid via payment plan
TOTAL PP	The outstanding amount owed for a all services being paid via payment plan
CHECK #	For payments received as a check, the recorded check number is displayed here
PEN ADDED	Total amount of penalty added to this payment

DATE: XX/XX/XXXX
 TIME: 11:27:23
 USER: Admin - 1

PAYMENT TRANSACTIONS
 For Period From XX/XX/XXXX to XX/XX/XXXX
 City of AnyCity, USA

PAGE 1
 PAY_TRAN.FRX

ACCT NO	NAME	SERVICE ADDRESS	TRAN/REC #	TYPE	CHECK #				
BATCH/SEQ	SERV	RATE	PAYMENT AMT	AMOUNT	PENALTY PAID	TAX	PAY PLAN		
			TOTAL PAY	TOTAL SVC	TOTAL PEN	TOTAL TAX	TOTAL PP	PEN ADDED	
200002000	DAN'S GAS STATION	708 COUNTRY LANE					19	Check	78070
17-00001	GB 0410		\$15.00	\$13.50	\$1.50				\$1.50
	GS 0310		\$40.44	\$35.72	\$4.72				\$4.72
	SW 0220		\$30.98	\$29.48	\$1.50				\$1.50
	WA 0110		\$98.32	\$88.48	\$7.62	\$2.22			\$4.12
			\$184.74	\$167.18	\$15.34	\$2.22	\$0.00		\$11.84
100002000	RICHARDS, KEVIN	102 GREENWAY DRIVE					21	Cash	
17-00003	GB 0400		\$8.80	\$8.00	\$0.80				\$0.80
	GS 0300		\$17.91	\$15.00	\$1.63	\$1.28			\$1.63
	SW 0200		\$38.89	\$35.35	\$3.54				\$3.54
	WA 0100		\$29.74	\$26.25	\$2.70	\$0.79			\$2.70
			\$95.34	\$84.60	\$8.67	\$2.07	\$0.00		\$8.67
TOTAL FOR BATCH	00017		\$280.08	\$251.78	\$24.01	\$4.29	\$0.00		\$20.51
TOTAL FOR TRAN DATE	09/18/2008		\$280.08	\$251.78	\$24.01	\$4.29	\$0.00		\$20.51
GRAND TOTALS	COUNT	2	\$280.08	\$251.78	\$24.01	\$4.29	\$0.00		\$20.51

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 USER: Admin - 1

TRIAL BALANCE
 City of AnyCity, USA ROUTE 300

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ACCT NO	NAME	CURRENT	Over 30	Over 60	Over 90	Over 120	Total Due
300001000	JONES, BILL						
	WATER	\$31.44	\$6.92	\$0.00	\$0.00	\$0.00	\$38.36
	SEWER	\$14.12	\$0.00	\$0.00	\$0.00	\$0.00	\$14.12
	GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$45.56	\$6.92	\$0.00	\$0.00	\$0.00	\$52.48
300002000	SIMPSON, LUCY						
	WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	SEWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	GAS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
300003001	JACKSON, JERRY						
	WATER	\$-2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-2.00
	SEWER	\$-1.25	\$0.00	\$0.00	\$0.00	\$0.00	\$-1.25
	GAS	\$-19.54	\$0.00	\$0.00	\$0.00	\$0.00	\$-19.54
	GARBAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$-22.79	\$0.00	\$0.00	\$0.00	\$0.00	\$-22.79
COUNT	3 ROUTE TOTALS	\$22.77	\$6.92	\$0.00	\$0.00	\$0.00	\$29.69
	GRAND TOTALS 10	RECIEVABLES	\$6.92		\$0.00		\$86.95
		\$80.03		\$0.00		\$0.00	

Rate Detail Report

The Rate Detail Report is a report generated by the system once all rate codes have been entered. This report lists the information your utility applied to each particular Rate Code.

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RATE DETAIL REPORT
City of AnyCity, USA

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Rate Code	0100	Rate Description	WATER RESIDENTIAL			
Table Type					S
Bill Desc	WA		Average Billing		No
Report Desc	WATER					
Penalty Rate	10.00000		Penalty on Tax		Yes
Penalty Type	C		Penalty on Pay Plan		Yes
Tax Rate	3.00000		Tax	Yes	
Fuel Adj	0.00000		Tax on Fuel Adjustment		Yes
Minimum Amt	\$10.00		Fuel Adjustment on Consumption		Yes
Maximum Amt	999999.99					
Base Amt	\$10.00	Additional	Fixed Amt		\$0.00	
New Cust Amt	\$0.00		Final Amt		\$0.00	High Read Rate 100.00
New Cust Min	\$0.00		Final Min		\$0.00	Low Read Rate 50.00

	Rate	Consumption		Rate	Consumption
1	\$0.00000	2	11	\$0.00000	0
2	\$1.75000	8	12	\$0.00000	0
3	\$0.75000	9999,999,999	13	\$0.00000	0
4	\$0.00000	0	14	\$0.00000	0
5	\$0.00000	0	15	\$0.00000	0
6	\$0.00000	0	16	\$0.00000	0
7	\$0.00000	0	17	\$0.00000	0
8	\$0.00000	0	18	\$0.00000	0
9	\$0.00000	0	19	\$0.00000	0
10	\$0.00000	0	20	\$0.00000	0

Revenue Accounts					
Serv Amt 1	Serv Amt 2	Amount/Percent	0.00000	Amount	Yes
Sales Tax					
Penalty					
Pay Plan					
Fuel Adj					

Receivable Accounts					
Serv Amt					
Sales Tax					
Penalty					
Pay Plan					
A/R Control					