



Misc Billing --> Tables --> Service Type Table --> Accounting Tab

The numbered entries in the **Account Description** column refer to the line number in the Service Type Accounting Table.

Account Types are **A** for Asset, **L** for Liability, **F** for Fund Equity, **R** for Revenue, and **E** for Expenditure

	Account Number
1 Cash	00-000-0000-0000-000
2 Revenue or Liability	00-000-0000-0000-000
3 Deferred Revenue	00-000-0000-0000-000
4 A/R	00-000-0000-0000-000
5 Abatement	00-000-0000-0000-000
6 Refund	00-000-0000-0000-000
7 Revenue Write-Off	00-000-0000-0000-000
8 Fees	00-000-0000-0000-000

Invoice Posting

Trx Code	Ledger	Entry Type		Account Description	Account Type	Account Sub-Type
MB01	General	Debit		4-Accounts Receivable (A/R)	Asset	Posting
MB01	General		Credit	2 Revenue Control / Deferred Revenue	Fund Equity	Control
MB01	Subsidiary		Credit	3-Revenue Control / Deferred Revenue	Revenue	Posting

Reguar Invoice Payments

Trx Code	Ledger	Entry Type		Account Description	Account Type	Account Sub-Type
MB02	General	Debit		1-Cash	Asset	Posting
MB02	General		Credit	4-Accounts Receivable	Asset	Posting
MB02	General	Debit		Revenue Control / Deferred Revenue	Fund Equity	Control
MB02	General		Credit	Revenue Control / Revenue	Fund Equity	Control
MB02	Subsidiary	Debit		3-Revenue / Deferred Revenue	Revenue	Posting
MB02	Subsidiary		Credit	2-Revenue / Revenue	Revenue	Posting

Reguar Invoice Adjustments (Payments)

Reducing or reversing payment

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>		<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB03	General	Debit		4-Accounts Receivable	Asset	Posting
MB03	General		Credit	1-Cash	Asset	Posting
MB03	General	Debit		Revenue Control / Revenue	Fund Equity	Control
MB03	General		Credit	Revenue Control / Deferred Revenue	Fund Equity	Control
MB03	Subsidiary	Debit		2-Revenue / Revenue	Revenue	Posting
MB03	Subsidiary		Credit	3-Revenue / Deferred Revenue	Revenue	Posting

Reguar Invoice Adjustments (Charges adding Fees / Late Fees / SERVICOM Charges)

Reducing or reversing charge

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>		<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB03	General	Debit		Revenue Control / Deferred Revenue	Fund Equity	Control
MB03	General		Credit	4-Accounts Receivable	Asset	Posting
MB03	Subsidiary	Debit		3-Revenue / Deferred Revenue	Revenue	Postng

Regular Invoice Refunds

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>		<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB04	General	Debit		4-Accounts Receivable	Asset	Posting
MB04	General	Debit		Revenue Control / Deferred Revenue	Fund Equity	Control
MB04	Subsidiary	Debit		3-Revenue / Deferred Revenue	Revenue	Postng
					<i>Voucher Posting</i>	
AP02	General	Debit		Revenue Control	Fund Equity	Posting
AP02	General		Credit	Accounts Payable	Liability	Posting
					<i>Check Disbursement</i>	
AP02	Subsidiary	Debit		2-Revenue / Liability	Revenue	Posting
AP01	General	Debit		Accounts Payable	Liability	Posting
AP01	General		Credit	1-Cash	Asset	Posting

Regular Invoice Small Balance Write-Off

(Via Adjustment using **MBWO** Transaction Code)

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>		<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB03	General	Debit		7-Revenue Write Off	Asset	Posting
MB03	General		Credit	4-Accounts Receivable	Asset	Posting
MB03	General	Debit		Revenue Control / Revenue	Fund Equity	Control
MB03	General		Credit	Revenue Control / Deferred Revenue	Fund Equity	Control
MB03	Subsidiary	Debit		2-Revenue / Revenue	Revenue	Posting
MB03	Subsidiary		Credit	3-Revenue / Deferred Revenue	Revenue	Posting

Pre-Payment Invoice Payments

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>	<i>Line#</i>	<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB02	General	Debit		1-Cash	Asset	Posting
MB02	General		Credit	2-Revenue / Liability	Liability	Posting

Pre-Payment Invoice Adjustments (Payments)

Reducing or reversing payment

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>	<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
MB03	General	Debit	2-Revenue / Liability	Liability	Posting
MB03	General		Credit 1-Cash	Asset	Control

Pre-Payment Invoice Refunds

<i>Trx Code</i>	<i>Ledger</i>	<i>Entry Type</i>	<i>Account Description</i>	<i>Account Type</i>	<i>Account Sub-Type</i>
				<i>Voucher Posting</i>	
AP02	General	Debit	2-Revenue / Liability	Liability	Posting
AP02	General		Credit Accounts Payable	Liability	Posting
				<i>Check Disbursement</i>	
AP01	General	Debit	Accounts Payable	Liability	Posting
AP01	General		Credit Cash	Asset	Posting

Note: Pre-Payments do not use A/R Accounting for the Payment until the pre-payment is transferred to an Invoice.

When a refund is issued for pre-payments there are ***no Misc Billing GL Transactions created to reverse A/R.***

Only Accounts Payable Transactions are created when the Voucher is posted and the check is issued.