



# MOTOR VEHICLE EXCISE TAX BILLING

## RELEASE NOTES – JUNE 2020

This document explains new product enhancements added to the **ADMINS Unified Community (AUC)** for Windows **MOTOR VEHICLE EXCISE TAX** module.

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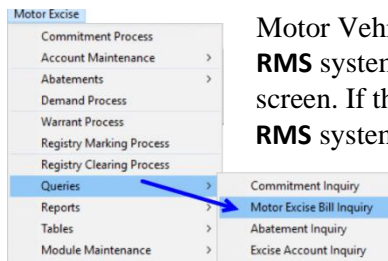
# 1. ATLAS RMV UPDATES



The **ATLAS** changes have been installed with the software update. Please contact [support@admins.com](mailto:support@admins.com) when the July file is available so that **ADMINS** can test in the site training account. (Massachusetts sites only).

[ADM-AUC-MV-1682]

## 1.1. QUERIES ► Motor Excise Bill Inquiry – Lessee Added [Enhancement]



Motor Vehicle commitment processing in Massachusetts uses files from the **ATLAS RMS** system. **ADMINS** added the “**Lessee**” field from the upload file to the query screen. If there is a **Lessee** for a leased motor vehicle in the file from the **ATLAS RMS** system, the value will be displayed on the **Motor Excise Bill Inquiry** screen.



Select **Motor Excise ► Queries ► Motor Excise Bill Inquiry** to view the change. If the vehicle is not leased, no Lessee name will be shown.

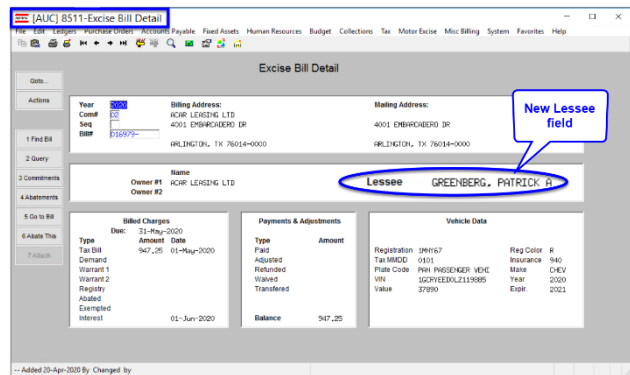
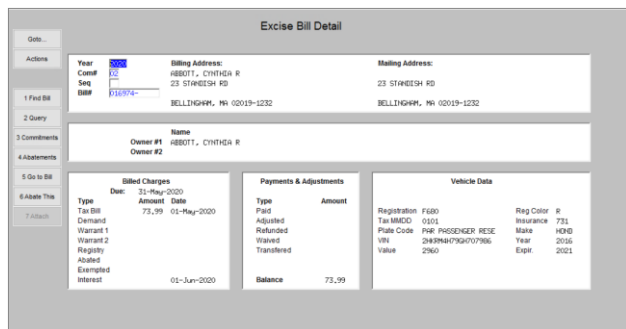
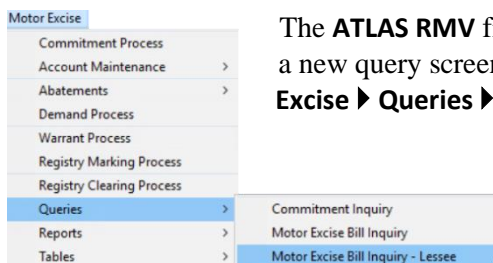


Figure 1 Before and After – New “Lessee” field on the Excise Bill Detail Screen

[ADM-AUC-MV-1680]

## 1.2. New Query Screen by Lessee Name – Massachusetts Only



The **ATLAS RMV** file includes the **Lessee Name**, as shown in 1.1 above. **ADMINS** added a new query screen to allow **searching by Lessee name** and other data. Select **Motor Excise ► Queries ► Motor Excise Bill Inquiry – Lessee** to access the screen.



**Motor Excise Bill Inquiry - Lessee**

1 Year Com Seq
2 Bill#
3 Lessee Name
4 Lessee Address
5 Lessee DOB
6 Req#
MMDD Make
Exempt

The screenshot shows the 'Motor Excise Bill Inquiry - Lessee' application. At the top, there is a search bar with six columns: Year Com Seq, Bill#, Lessee Name, Lessee Address, Lessee DOB, and Req#. The '1 Detail' button is circled in blue. Below the search bar is a table of bills. The row for Bill # 017985 is highlighted. A blue arrow points from this row to a detailed view window titled 'Excise Bill Detail'. This window shows the following information:

- Year:** 2020
- Com#:** 02
- Seq:** 001
- Bill#:** 017985
- Billing Address:** VEHICLE ASSETUNIVERSA L LEASING TRUS, 9401 JAMES AVE S, STE 140, BLOOMINGTON, MN 55431-0000
- Mailing Address:** 9401 JAMES AVE S, STE 140, BLOOMINGTON, MN 55431-0000
- Owner #1:** VEHICLE ASSETUNIVERSA L LEASING TRUS
- Owner #2:** [Redacted]
- Lessee:** BOUCHER, FRANCIS G (circled in blue)
- Billed Charges:**

Type	Due	Amount	Date
Tax Bill	21-May-2020	1173.87	01-May-2020
Demand			
Warrant 1			
Warrant 2			
Registy			
Abated			
Exempted			
Interest	01-Jun-2020		
- Payments & Adjustments:**

Type	Amount
Paid	
Adjusted	
Refunded	
Waived	
Transferred	
<b>Balance</b>	<b>1173.87</b>
- Vehicle Data:**

Registration	344K71	Reg Color	R
Tax MMDD	0210	Insurance	731
Plate Code	PHI PMS5NGER VEHE	Make	RAM
VIN	1C3SRPH7BLN250445	Year	2020
Value	51224	Expir.	2022

The default data sort is by **1** [Year/Commitment/Sequence] number. Six search options are available.

To search by bill number, first activate the column by clicking on the **2** [Bill#] button.

To search by **Lessee Name**, activate the column by clicking on the **3** [Lessee Name] button. Type the first few letters of the lessee's last name in the column to bring the closest match to the top of the screen. View the bill details by clicking on the **1 Detail** button.

Search is available by **4** [Lessee Address], **5** [Lessee Date of Birth], **6** [Reg#] as well.

Figure 2 New Motor Excise Bill Inquiry – Lessee screen

Activate any of the six columns by clicking on the column label, then type in the search data.

[BLG-SUP-SAPLAUC-1279]

## 2. COPY LIVE TO TRAINING [Enhancement]

The screenshot shows an email notification from the ADMINs Unified Community (AUC) system. The subject line is "[PLUTO-AUC] Update Training from Live has been COMPLETED". The sender is Theresa Campbell. The email body contains the following text:

**The Update Training from Live process has been completed on 06-Apr-2020**

Email List: [SYUPDTRAIN] Submit Copy Live to Training to Batch

\*\* Do not reply to this email message as it was system generated via the ADMINs Unified Community (AUC) System \*\*

Figure 3 Email notification that the update of the training area is complete

The process was enhanced to send an email on completion.

This change was installed on sites in April 2020 and is included here to document the change

Anyone submitting the process should check the **SYUPDTRAIN** Distribution List to make sure their username is in the **SYUPDTRAIN** list.



This feature may be run by users with a security level of 20 and above. Read about details on this process in **SY-175 Copy Live to Training (Batch)** in the **System Help Reference Library**.



[ADM-AUC-SY-8114]

### 3. POSTING TRANSACTIONS Prematurely to the General Ledger [Fix]

ADMINS corrected an issue that allowed posting transactions to the General Ledger *prior* to the completion of the revenue collections posting, resulting in errors. This happened occasionally for postings with numerous transactions.

[ADM-AUC-RC-8475]

## 4. HELP REFERENCE LIBRARY

The following documents were added to or updated in the Help Reference Library.

### 4.1. New or Updated Documents

- OTHER                      ME-322 Open, View, and Edit .CSV files for AUC Uploads                      [New]  
                                         ME-365 Pivot Tables - Analyze AUC Data in Excel®                      [New]