



Motor Vehicle Excise Tax Billing

Release Notes

June 2023

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

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1 Statement of Account [Information]

ADMINS offers a statement of account on the Bill Inquiry Detail screen. How is this used? It can be printed or emailed to any valid email address. There is a sample below.

To run a statement of account, from the menu, select:

Collections ▶ Queries ▶ Bill Inquiry ▶ [2 Details] ▶ [Stmt of Acct]

Bill Type	Charges	Deductions	Abatements	New Intrst	Net Bill	Paid	Refund	Adjust	Balance	Pending
1 Demand	54.65				54.65				54.65	
1 Warrant1	5.00				5.00				5.00	
1 Warrant2	10.00				10.00				10.00	
1 Interest				8.05	8.05				8.05	
Totals									77.70	77.70

Click on the button to call this prompt; to email the statement, enter any email address.

Note that the balance on the screen of \$77.70 matches the statement. The only exception is for accounts with a credit balance. The statement only reports on *outstanding* balances and does not report a credit balance.

If the statement will just be printed, do not fill in any of the optional prompts; Run as PDF, and click on **[OK]**.

Optional: Enter Email Address: _____
 Optional: Enter Email Note 1: _____
 Optional: Enter Email Note 2: _____
 Optional: Enter Email Note 3: _____
 Optional: Enter Email Note 4: _____

Run as Preview Print PDF
 If Printing use Duplex Yes No

Buttons: Lookup, OK, Cancel, Clear All

Optional: Enter Email Address: campbellt189@gmail.com, theresa@admins.com, wendy@admins.com, anthea@admins.com
 Optional: Enter Email Note 1: Here is the statement of account you requested
 Optional: Enter Email Note 2: for 231 Farm Street. Please contact the collector's office
 Optional: Enter Email Note 3: with any questions at 617-494-5100, ext 2116.
 Optional: Enter Email Note 4: Abatement applications - contact the assessor's office at 617-494-5100 ext 2123.

Run as Preview Print PDF
 If Printing use Duplex Yes No

Buttons: Lookup, OK, Cancel, Clear All

The report shows the Type of Bill (e.g., Real Estate, Personal Property,) Bill Year, Bill Number, Net Charged, any Interest or Fees, the Balance, the Bill Due Date, and the Amount Now Due for the account, along with the Owner, Parcel ID, and Location.

The statement is sorted in descending order with the most recent bill year at the top of the report. The number of years listed depends on each site; some sites choose to retain only ten years of data; other sites keep data in perpetuity.



STATEMENT OF ACCOUNT

Page 1

Printed: 31-May-2023

Your Payment Postmark: _____

Due to late payment, there are interest charges that your account(s) incurred.
This balance must be paid upon receipt to avoid further interest and/or penalties.

Owner : ABBIS, PAULINE ANN
Account ID 000013-00
Location : 938 S MAIN ST

Type	Year Bill#	Net Charged	Interest/Fees	Balance Bill Due	Now Due
Motor Excise	2022 000013-00	\$54.65	\$23.05	\$77.70 09-Mar-2022	\$77.70
				\$77.70	\$77.70

Please contact this office if you have any questions regarding this notice.
Ph:

Mail To: Admins Collector/Treasurer
219 Lewis Wharf
Town of Admins

Figure 1 Sample of a Statement of Account for a Motor Vehicle Excise Bill

[ADM-AUC-RC-8582]

2 Interest Rates [Enhancement]

The interest rate in Tax and Collections has been updated to be a four-decimal field. The Bill Type screen illustrates this; to access the screen, from the menu, select:

Collections ▶ Tables ▶ Bill Type

Type	Description	Int Rate	Days in Yr	Min. Balance	Ovr Pay	Refund Int	Module	Avail	Util
10	Real Estate	.1400	365.00		<input checked="" type="checkbox"/>		RE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Tax Deferral	.0800	365.00		<input checked="" type="checkbox"/>		RE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20	Motor Excise	.1200	365.00		<input checked="" type="checkbox"/>		ME	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30	Personal Property	.1400	365.00		<input checked="" type="checkbox"/>		PP	<input checked="" type="checkbox"/>	<input type="checkbox"/>
40	Water Utility				<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
50	Sewer Ut				<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
60	Trash Ut				<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
65	Stormwat				<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>
70	Tax Titl	.0800			<input type="checkbox"/>		TT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
87	Police B				<input type="checkbox"/>		HR	<input type="checkbox"/>	<input type="checkbox"/>
90	Curbside	.1200			<input type="checkbox"/>		MB	<input type="checkbox"/>	<input type="checkbox"/>
91	Toters	.1400			<input type="checkbox"/>		MB	<input type="checkbox"/>	<input type="checkbox"/>
95	Misc Billing				<input type="checkbox"/>		MB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
98	Treasury Receipts				<input type="checkbox"/>		RC	<input checked="" type="checkbox"/>	<input type="checkbox"/>
99	Utility NSF Charge				<input type="checkbox"/>			<input type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 2 Interest Rates are now four decimal places on the Bill Type Table

[ADM-AUC-RE-5664]



3 Help Reference Library

Added new or updated content to the Help Reference Libraries and [ADMINS.com](#).

3.1 New Content on ADMINS.com

[Attachments in AUC](#)

[Maintaining Email Distribution Lists](#)

[Printing to the Local Printer](#)

[New]

[New]

[New]