

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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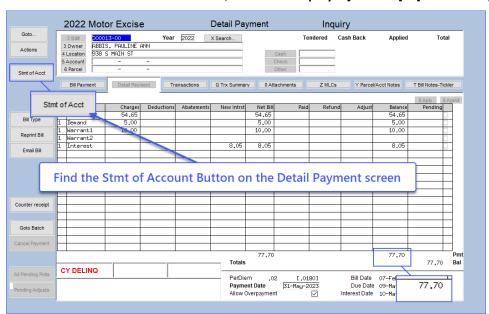
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_	3.1 New Content on ADMINS com	

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:

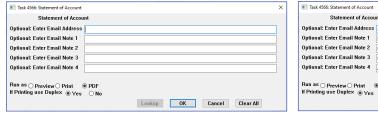
Collections ▶ Queries ▶ Bill Inquiry ▶ [2 Details] ▶ [Stmt of Acct]

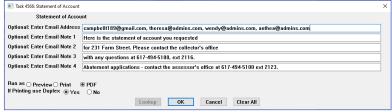


Click on the button to call this prompt; to email the statement, enter any email address.

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].





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.

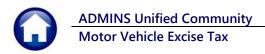




Figure 1 Sample of a Statement of Account for a Motor Vehicle Excise Bill

[ADM-AUC-RC-8582]

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:

[AUC] 4005-Bill Type [theresa_admin] File Edit Ledgers Purchase Orders Accounts Payable Fixed Assets Human Resources Budget Collections Tax Motor Excise Misc Billing System Favorites Help Bill Type Goto.. Year 2022 Int Rate Days in Yr Type Description 10 Real Estate 15 Tax Deferral ,1400 365,00 **2** 0 365.00 Motor Excise 1 Add Type 30 Personal Property 365,00 10 Water Utility 2 Delete Type Sewer Ut Type Description Int Rate O Trash Ut 10 Real Estate .1400 3 Edit List 70 Tax Titl 15 Tax Deferral .0800 Police B 20 Motor Excise .1200 4 Bill Category 91 Toters 30 Personal Property ,1400 Misc Bil. Treasury Receipts 99 Utility NSF Charge

Collections ▶ Tables ▶ Bill Type

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

[ADM-AUC-RE-5664]



June 2023

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	[New]
Maintaining Email Distribution Lists	[New]
<u>Printing to the Local Printer</u>	[New]