



MOTOR VEHICLE EXCISE

RELEASE NOTES – MARCH 2016

This document explains new product enhancements added to the ADMINS Unified Community for Windows **Motor Vehicle Excise** system and installed on your site in **March 2016**.

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1. COMMITMENT

1.1. Setting the Interest Date on Bills

The **Generate Bill File** process within the Commitment Steps menu has been modified. Prior to this update the interest due date was calculated using the Bill Date + # Days specified in the Module Control Table #4044. This caused issues if the Due Date was changed to be more than the # of Days specified in Module Control #4044. The Interest date is now calculated as the Bill Due Date + 1 Day (same as Real Estate and Personal Property).

Commitment from RMV file

Commitment Year: 2015 Number: 06 Sequence:

Assessor	Description	Date
	Read RMV file	02-Mar-2016 1
	Preliminary Commitment Report	02-Mar-2016 1
	Exempt Process	02-Mar-2016 1
	Address Validation	
	Error Report	02-Mar-2016 1
	Optional Commitment Reports	
	Maintain RMV Commitment Workfile	
	Commitment Summary Report	02-Mar-2016 1
	Print Assessors Coversheet	02-Mar-2016 1
	Lock Commitment	02-Mar-2016 1
Collector	Description	Date
	Unlock Commitment	02-Mar-2016 1
	Generate Billing File	
	Billing Register Summary	
	Unbank EBilling Enrollee Upload	
	Print Tax Bills	
	Create Export Files (Bills/Bank/Deputy)	
	Post Tax Bills	

The module control table is located under **Collections ▶ Module Maintenance ▶ Module Control Table** or under **Motor Excise ▶ Module Maintenance ▶ Module Control Table**

Seq#	Description	Answer
4044	# Days past Bill Date to start Interest Calculation	30
4045	[Motor Excise] No interest calculation until this category bi	01

In addition, the interest date now appears on the screen for your review and confirmation. This is the date upon which interest will start accruing for overdue bills in this commitment.

Billing Date: 25-Feb-2016

Due Date: 26-Mar-2016

Generate Billing File

Billing Date: 25-Feb-2016

Due Date: 26-Mar-2016

Interest Date: 27-Mar-2016

Generate Billing File

Figure 1 Before

Figure 2 After



If you are not satisfied with the Interest Date (date upon which interest will begin accruing for overdue balances), then be sure to update the Module Control value and run the **Generate Billing File** step again.

2015 Motor Excise		Detail Payment			Inquiry					
2 Bill#	D12011-00	Year	2015	X Search...	Tendered	Cash Back	Applied			
3 Owner	RILEY BROTHERS INC				Cash-Coin					
4 Location	84 TOSCA DR				Cash-Paper					
5 Account	-				Check					
6 Parcel	-				Other					
Bill Payment Detail Payment Transactions Trx Summary Attachment (1) MLCs Parcel/Acct Notes I										
R#	Description	Charge	Deduction	Abatement	Interest	Net Bill	Paid	Refund	Adjust	Balance
1	Tax	287,50				287,50				287,50
1	Interest				32,99	32,99				32,99
Totals						320,49				320,49
CY DELINQ										
PerDiem		.09				[.0945]		Bill Date	02-Mar-2015	
Payment Date						14-Mar-2016		Due Date	04-Mar-2015	
Allow Overpayment						<input checked="" type="checkbox"/>		Interest Date	01-Apr-2015	

When the commitment is posted, the interest date is stamped on the records and becomes visible as part of the receivable file here. You may not change it once the commitment is posted – so BE SURE to check the date when you are generating the bills for the commitment.

[ADM-AUC-MV-1645]

2. ASSESSOR COVERSHEET

2.1. Fix Name of Collector & Treasurer

Prior to this update the printing on Excise commitments to get the County, Collectors Name and Treasurer’s Name was using the old table (under the Collections module) to get the information. This data now correctly originates from the Motor Excise table.

The report is found on the Commitment steps menu called **Print Assessors Coversheet**:



Commitment from RMV file

Commitment Year: 2016 Number: 04 Sequence:

Assessor	Description	Date	St
	Read RMV file	14-Mar-2016	20:2
	Preliminary Commitment Report	14-Mar-2016	20:3
	Exempt Process	14-Mar-2016	20:2
	Address Validation		
	Error Report	14-Mar-2016	20:3
	Optional Commitment Reports	14-Mar-2016	20:3
	Maintain RMV Commitment Workfile		
	Commitment Summary Report	14-Mar-2016	20:3
	Print Assessors Coversheet		
	Lock Commitment		

STATE TAX FORM 56 2016

**ASSESSORS WARRANT TO COLLECTOR
MOTOR VEHICLE AND TRAILER EXCISE**

COMMITMENT 2016-04

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF ADMINS

Bil Number Range
015008-00 to 015402-00

OFFICE OF THE BOARD OF ASSESSORS

To **GRACE L. DEVITT**, Collector of Taxes for the TOWN OF ADMINS in the County of PLYMOUTH:

GREETING:

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to levy on and collect from the several persons named in the excise list herewith committed to you the amount of the MOTOR VEHICLE AND TRAILER EXCISE assessed to each such person for the privilege of registration, as therein set forth, with interest, the sum total of such list being **Eight Thousand Six Hundred Seventy Four** dollars and 97/100 cents (\$78,674.97).

And you are to pay over said excises and interest to **ANTHONY JONES**, Treasurer of the TOWN OF ADMINS, or to his successor in office, at the times and in the manner provided by General Laws, Chapter 60, Section 2, and also to give to the treasurer as aforesaid an account of all charges and fees collected by you. And you are to make written return of said excises and interest with your excise list and of your doing thereon at such

To update or maintain the values needed for reporting, see the following tables:

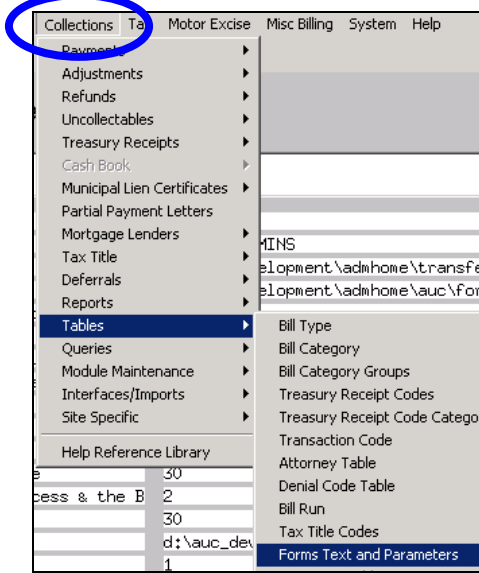


Figure 3 Collections for COUNTY & TREASURER Name

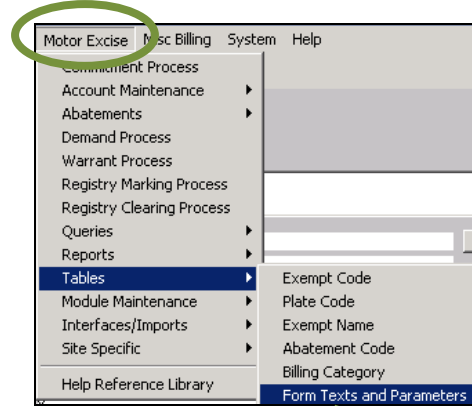


Figure 4 Motor Excise for COLLECTOR Name

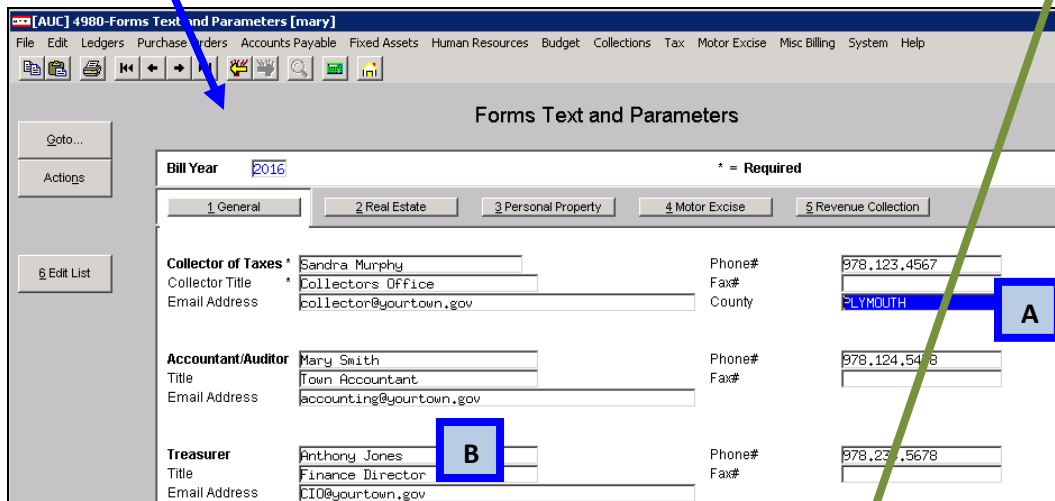


Figure 5 Collections table

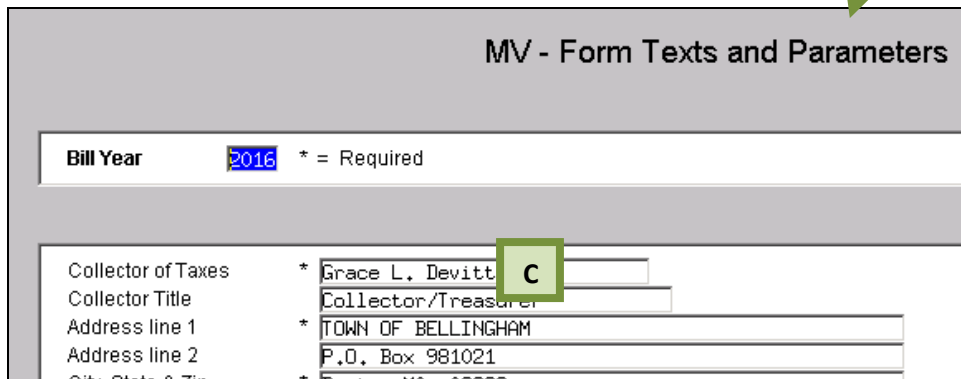


Figure 6 Motor Excise table

[ADM-AUC-MV-1644]



3. BILLING PROCESS

3.1. Maintain Manual Commitment – Housekeeping

Some of the programs used to build a Manual Commitment have been modified to due to general maintenance of the database. These changes should be transparent to you during your next billing cycle.

3.2. Acquire Registry Commitment – Housekeeping

Some of the programs to Acquire a Registry Commitment have been modified to due to general maintenance of the database. These changes should be transparent to you during your next billing cycle.

4. HELP REFERENCE LIBRARY

4.1. New or Updated Documentation

The following new or updated documentation was added to the Help Reference Library.

- SYSTEM System Administration Kit