



# TAX TITLE / TAX DEFERRAL

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## RELEASE NOTES – DECEMBER 2014

This document explains new product enhancements added to the ADMINS Unified Community for Windows **Tax Title / Tax Deferral** system. The ADMINS Support staff will install these changes to your system on **December 6, 2014**.

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# 1. TAX TITLE BALANCE INQUIRY

Tax Title	Historical Tax Taking Entry
Deferrals	Original Tax Taking
Reports	Subsequent Tax Taking
Tables	Reverse Tax Taking
Queries	Disclaim Tax Taking
Module Maintenance	Tax Title Account Update
Interfaces/Imports	Tax Title Balance Inquiry
Site Specific	

## 1.1. Form 410

A plus or minus ninety day limit was added to the printing of Form 410. In the example below, a date of August 26, 2014 was entered, triggering the Form Print error message.

Description	Charge	Deduction	Interest	Net Bill	Paid	Re
Tax	23312.49			23312.49	3947.85	
Water Lien	894.56			894.56	80.06	
Trash Lien	1400.00			1400.00		
Advertising Fee	129.00			129.00	129.00	
Denard	20.00			20.00	5.00	
Tax Interest	5749.99		2802.88	8552.87	5338.09	
Water Lien Intere						
Trash Lien Intere						

Task 5912: Tax Taking Form 410  
Tax Taking Form 410  
Required: Calculate Interest Thru (mmddyyyy) 08262014  
Run as  Preview  Print  PDF  
If Printing use Duplex  Yes  No  
Buttons: Lookup, OK, Cancel, Clear All

Form Print  
Date Entered is not within +/- 90 days of today  
Process Terminating  
OK

[ADM-AUC-RC-8253]

# 2. TAX TAKING

## 2.1. Final Notice

A change was made to the Tax Taking Final Notices to display the Assessed Owner and change the mailing address section to use the Current Owner Name and Address.

FINAL NOTICE  
14-Oct-2014  
  
STARMET NMI CORPORATION  
3500 MAIN STREET  
MOUNT PLEASANT, SC 29464-3135

Figure 1 Before

FINAL NOTICE  
01-Mar-2013  
  
Assessed Owner:  
STARMET NMI CORPORATION  
  
STARMET NMI CORPORATION  
1000 JOHNNIE DODDS BLVD STE 103  
MOUNT PLEASANT, SC 29464-3135

Figure 2 After

[ADM-AUC-RC-8255]



## 2.2. Original Taking – Fee(s) with Blank Status

Error checking was added to the **Issue Instrument of Taking** step to notify the user if there are fees that are blank. If you see this notice, contact ADMINS for assistance.

The screenshot shows the 'Original Tax Taking' window with a list of tasks and their dates. A blue circle highlights the 'Issue Instrument of Taking' task, with an arrow pointing to a pop-up error message box titled 'Original Taking Fee Posting'. The error message contains an information icon and the text: 'Fee(s) Present with Blank Status Contact ADMINS for assistance'. An 'OK' button is at the bottom of the pop-up.

Description	Date
Restart Original Taking	25-Nov-2014
Tax Title Setup Table	25-Nov-2014
Maintain Tax Title Fees	03-Dec-2014
Category Account Verification Report	
List Candidates for Original Taking	
Build Workfile of Original Candidates	25-Nov-2014
Original Candidates Sales History	
Edit Workfile of Original Candidates	
<b>Notices</b>	
Issue Preliminary Notice CSV (Optional)	
Issue Final Notice CSV File	25-Nov-2014
Issue Advertisement Notice CSV File	01-Dec-2014
Issue Instrument of Taking	07-Dec-2014
Issue Summary CSV (Test Taking)	

[ADM-AUC-TT-3831]

## 3. REPORTS

### 3.1. Tax Title Profile Report

A new report is available under **Collections ▶ Reports ▶ Report Library ▶ TT/Deferral Reports**. Report # 11390 - Tax Title Account Profile captures the historical data on a single parcel since the original Tax Title taking date.

The screenshot shows two windows. On the left is the 'Report Library Tax Title / Deferral' window with a list of reports. A blue arrow points to the report '11390-Tax Title Account Profile'. On the right is the 'Task 11390: Tax Title Account Profile' dialog box, which has fields for 'Required: Enter Parcel#' (0004 -043B -0000) and 'Required: As of Date (mmddyyyy)' (24-Nov-2014). It also has radio buttons for 'Run as' (Preview, Print, PDF, Excel) and 'If Printing use Duplex' (Yes, No), and buttons for 'Lookup', 'OK', 'Cancel', and 'Clear All'.

Report Name	Sample	Run
11368-Tax Title - As Of a Date	Sample	Run
11383-Tax Title Balances as of (Trial Balance)	Sample	Run
4824-Deferral - As Of a Date	Sample	Run
4826-Deferral Balances as of (Trial Balance)	Sample	Run
5991-Deferral Form 410	Sample	Run
11386-Tax Title/Deferred Redeemed Parcels	Sample	Run
11401-Tax Title Transaction History List	Sample	Run
11402-Tax Title Transaction Summary	Sample	Run
11403-Continue Municipal Lien Form 291	Sample	Run
5914-Tax Taking Form 410	Sample	Run
11390-Tax Title Account Profile	Sample	Run



Town of ADMINS Tax Title Account Profile												
Tax Title Account Profile												
Parcel 0004 -0015 -0000												
468 HARTFORD AV												
HARTFORD AVE LTD REALTY TRUST												
Taking Date 18-Jul-2011 Recorded as Page 540 Book 11675 As of: 24-Nov-2014												
Date	Event	Levy Year	Transaction Amount	O/S Tax Total	Tax Paid	Interest Paid	Interest	O/S Interest	Total Payment	Days	PerDiem	Total Due
	Original	2010	4,919.35	4,919.35				69.39		209	.33	4,988.74
	Subsequent	2011	6,424.72	11,344.07				588.60		209	2.82	7,013.32
	Subsequent	2012	6,854.00	18,198.07				627.94		209	3.00	7,481.94
07-Feb-2012	Payment		5,000.00	14,320.07	3,878.00	1,122.00	1,122.00		5,000.00			-3,878.00
01-Jul-2012	Subsequent	2013	7,557.98	21,878.05				1,441.19		435	3.31	8,999.17
02-Apr-2013	Payment		2,500.00	21,594.14	283.91	2,216.09	2,216.09		2,500.00			-283.91
15-Mar-2014	Payment		1,000.00	21,594.14		1,000.00	1,092.46		1,000.00			92.46
29-Apr-2014	Payment		1,000.00	21,594.14		1,000.00	1,319.44		1,000.00			319.44
Totals				21,594.14	4,161.91	5,338.09	5,749.99	2,727.12	9,500.00			24,733.16

Figure 1 Print / Preview / PDF format

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Parcel 0004	0015	0000	Location 468 HARTFORD AV				Owner HARTFORD AVE LTD REALTY TRUST						
2														
3			Levy	Transaction	O/S	Interest		O/S	Total					
4	Date	Event	Year	Amount	Tax Total	Tax Paid	Paid	Interest	Interest	Payment	Days	PerDiem	Total Due	
5		Original	2010	4,919.35	4,919.35				69.39		209	0.33	4,988.74	
6		Subsequent	2011	6,424.72	11,344.07				588.60		209	2.82	7,013.32	
7		Subsequent	2012	6,854.00	18,198.07				627.94		209	3.00	7,481.94	
8	2/7/2012	Payment		5,000.00	14,320.07	3,878.00	1,122.00	1,122.00		5,000.00			-3,878.00	
9	7/1/2012	Subsequent	2013	7,557.98	21,878.05				1,441.19		435	3.31	8,999.17	
10	4/2/2013	Payment		2,500.00	21,594.14	283.91	2,216.09	2,216.09		2,500.00			-283.91	
11	3/15/2014	Payment		1,000.00	21,594.14		1,000.00	1,092.46		1,000.00			92.46	
12	4/29/2014	Payment		1,000.00	21,594.14		1,000.00	1,319.44		1,000.00			319.44	
13														
14	Totals				21,594.14	4,161.91	5,338.09	5,749.99	2,727.12	9,500.00			24,733.16	
15														

Figure 2 Excel

[ADM-AUC-TT-3827]

## 4. HELP REFERENCE LIBRARY

### 4.1. New or Updated Documentation

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

*Not applicable for this Software Update.*