



## Rental Processing For MAS 90/200

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**sage**  
software

Master Developer

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## Installation Instructions and Cautions

**PLEASE NOTE: MAS 90** must already be installed on your system before installing any IIG enhancement. If not already done, perform your MAS 90 installation and setup now; then allow any updating to be accomplished automatically. Once MAS 90 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

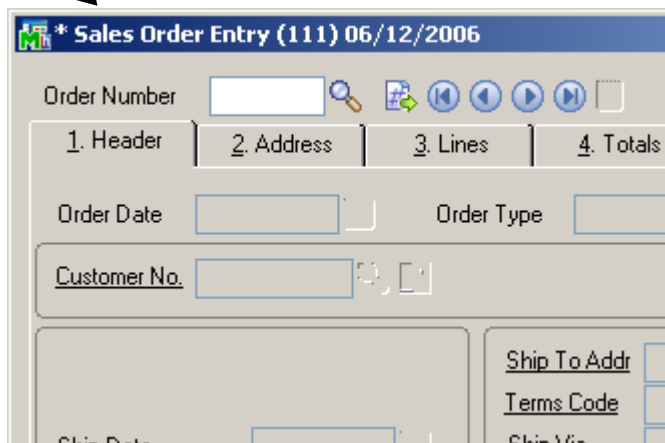
### Wait! Before You Install – Do You Use CUSTOM OFFICE?

**THIS IS AN IMPORTANT CAUTION:** If you have Custom Office installed, **and** if you have modified any MAS 90 screens, you must run **Customizer Update** after you do an enhancement installation.

**But wait! BEFORE** you run **Customizer Update**, it is very important that you **print all of your tab lists**. Running **Customizer Update** will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update. **Custom Office** is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.

An **asterisk** in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

Follow all the instructions on this page before you run **Customizer Update!**



## Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the MAS 90.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

Registered Customer: Customer

Registration Information:

- Reseller Name: [Empty]
- Serial Number: 1111111
- Customer Number: 222222222
- User Key: 33333333333333333333
- Product Key: 55555 55555 55555 55555 55555

Enhancement	Level	Release Date	Serial Number	Unlocking Key
IIG Enhancement Name	4.20		AAAAAAAAAAAAAAAAAA	BBBBBB

Buttons: OK, Undo, Print Registration Form, Close

Status Bar: IIG ABC 5/29/2007

Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

## Overview

**Rental Processing** allows the user to:

- Set up unlimited **Bill Codes** in the system
- Apply flexible Rental Rates: daily, monthly, weekly, etc.
- Sell and rent out the same Item from the same warehouse
- Sell and rent out items in the same order.
- Establish different **pricing** (Time based; Pct. of Sale price) for rental items based on the length of the rental period.
- Determine the **available quantity** for a rental item for a requested rental period.
- Bill the customer for the rental either periodically or all at once.
- Determine exact Billing Periods of extended rentals: Prorating, Round up and Best pricing
- Record **return** of the rental items: Track early, late and partial returns.
- Handle Extended Rentals setting during rentals return
- Track current status for each serial number.
- Track missing and damaged rentals.
- Get detail information about the rentals through the Business Insights Explorer.
- Process sub-rentals

- Bill the customer monthly by setting the exact day of billing.

**Warning!**

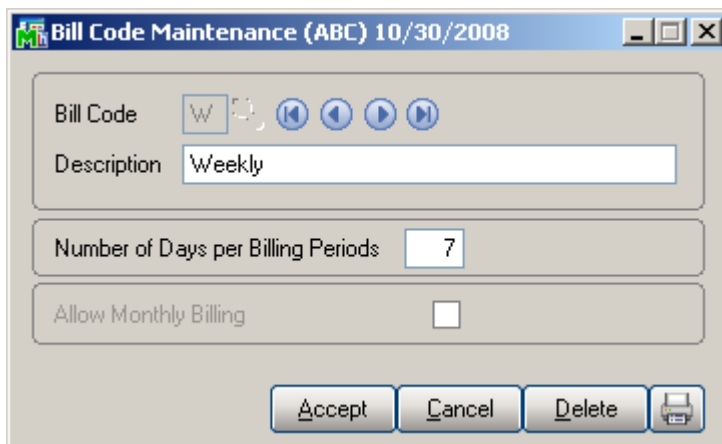
*This enhancement contains new functional features that are not compatible with previous versions of IIG Rental Processing Enhancement (RNT405, RNT410, RNT420 with Sage Service Update\_5)*

## Set-up Activities

### Bill Code Maintenance

The **Bill Code Maintenance** program added under the **Sales Order Setup** menu is intended for setting the **Bill Codes** to be used when billing for rentals.

The **Bill Code** represents rental time period such as a day, week, month, etc...



Enter the **Number of Days** represented by the specified **Bill Code**. Based on this field the number of billing periods for the rental will be determined.

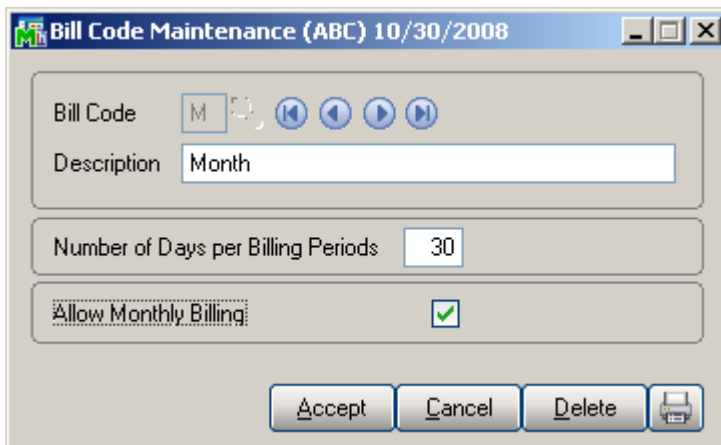
By the **Bill Codes** setup in your system flexible Rental Rates can be applied: daily, monthly, weekly, etc. Later those Rates will be used in the Sales Order Entry when calculating Rental Rate (Unit price) for the Rental Billing period.

The **Allow Monthly Billing** option is intended for rentals that should be billed monthly.

Select the **Allow Monthly Billing** checkbox if you want to allow monthly billing for the selected Bill Code. In this case you can specify any day of the month as a **Billing Day** in the Sales Order Entry.

Checking this option is sensible only for the Billing Codes that have **Number of Days per Billing Periods** at least equal to the number of days in one month.

That is you can select the **Allow Monthly Billing** checkbox if the **Number of Days per Billing Periods** set for current **Bill Code** is more than 21 and less than 31, otherwise it doesn't make sense.



The screenshot shows a dialog box titled "Bill Code Maintenance (ABC) 10/30/2008". It contains the following fields and controls:

- Bill Code:** A text box containing "M" with a lookup button (magnifying glass) and four navigation buttons (back, forward, home, end).
- Description:** A text box containing "Month".
- Number of Days per Billing Periods:** A text box containing "30".
- Allow Monthly Billing:** A checkbox that is checked.
- Buttons:** "Accept", "Cancel", "Delete", and a printer icon.

The lookup button next to the Bill Code field displays a list of all Bill Codes setup in the system. Note, the Bill Code entered cannot be numeric (only letters).



The screenshot shows a 'Bill Code' dialog box with a table of bill codes. The 'Weekly' row is selected. Below the table are search and filter controls, and a status bar at the bottom indicates 'Found 5 records'.

Bill Code	Description	Days
D	Daily	1
M	Monthly	30
P	28 day Period	28
W	Weekly	7
Y	Year	365

Search: Bill Code [dropdown] Begins with [dropdown] [input] [Find]

[Filters...]

[Custom...]

[Select] [Cancel] [Export] [Print] [Help]

Found 5 records

## Company Maintenance

The **Rental Defaults** button has been added to the **Preferences** tab of **Company Maintenance** to allow setting Rental default values for the selected Company. Those settings are defaulted to the Customers added in your system and can be modified for individual customers from the Customer Maintenance if necessary.

Company Maintenance (ABC) 1/10/2008

Company Code: ABC

Company Name: ABC Distribution and Service Corp.

1. Main | 2. Preferences | 3. Servers | 4. E-mail

**Miscellaneous**

Print User Logon on Reports

Allow External Access

Return City Names in All Caps

Data Location: D:\MAS\Mas420\RNT\_new\MAS90\MAS\_ABC\

Payroll Data Location: D:\MAS\Mas420\RNT\_new\MAS90\MAS\_ABC\

Change Data Location...

**Date Settings**

Prompt for Accounting Date

Auto Set Accounting Date from System Date

Restrict Accounting Date to Current and One Future Period

Rental Defaults

Use as Default Company for Server Settings

Accept Cancel Delete [Printer] [Help]

Click the **Rental Defaults** button to enter the Rental information specific for your company.

You can select the **Rental Line** checkbox to set Rental Defaults specified here on the Sales Order. Select the **Bill Code** that should be used for determining rental billing periods for the company. Upon selecting the **Rental Line** checkbox the **Bill Code** field will be populated with corresponding **Bill Code** set in the **Sales Order Options**.

The **Extended Rentals** field is intended for calculating rental periods in the Sales (Rental) Order Entry based on the specified **Bill Code** taking into account the Rental **Start Billing and End Billing Dates**. It can be **Prorate, Best Pricing, or Round Up**.

**Prorate** means the incomplete period is represented as fraction of the period. For example, if the Bill Code is W (Weekly, Calendar Days = 7), for 25 days rent the Billing Periods are calculated as 3.57W (25 / 7).

**Best Pricing** means that the **Rental Period** is calculated exactly by whole periods. For example, 25 days will be represented as 3W 4D (3 weeks 4 days).

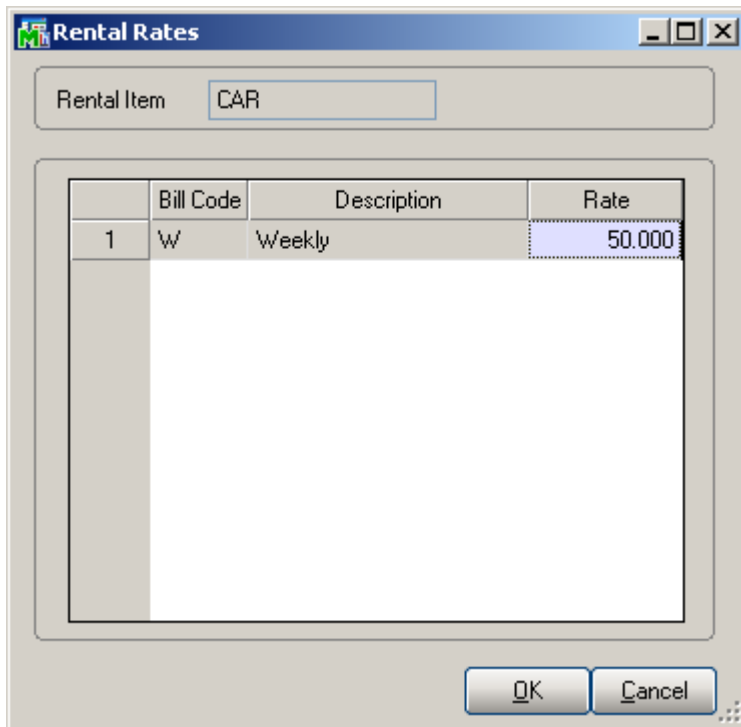
**Round Up** means that the rental period will be increased to the next whole number when an incomplete period remains (for example, for Weekly (W) Bill Code 25 days will be rounded up to 4W (4 weeks)).

The **Pricing Method** determines how the item prices/rates will be calculated. It can be either **Time Based** or **Pct of Sale Price**.

For **Time Based** pricing, the Item Unit Price will be calculated based on the Rental Rate specified for the Bill Codes.



For example the Rate of some Item for W (weekly) Bill Code is 50. The Item is ordered for Billing Periods=2W. In this case the Unit Price in the Sales Order Entry will be calculated as  $2 * 50 = 100$



Select the **Pct of Sales Price** if you want the Unit Price in the Sales Order Entry to be calculated based on the Item's Sales Price and the specified percent.

If **Pct of Sale Price** is selected a field (%) becomes visible. For this **Pricing Method** the Rental rate for one Billing period will be calculated as the Sales Price\*X%.

Pricing Method: Pct of Sale Price 5.00 %

In our example it will be Sales Price\*5%. Suppose the Sales Price of the Item is 250 and we have entered 5%. The Rental rate of this Item for one Billing period will be  $250 * 5 / 100 = 12.5$ . When renting out this Item for 2W billing periods the Unit Price in the Sales Order Entry will be calculated as  $2 * 12.5 = 25$ .

Flexible **Billing Types** have been provided. The **Up Front, Periodic or Upon Return** billing types can be selected.

Billing Type: Up Front, Periodic, Upon Return

**Up Front** means rentals will be billed in advance for the whole rental period.

The **Continue billing** field is intended for rentals with **Up Front Billing Type** and is visible when Up Front is selected. It determines how to continue billing rentals when rental period is over, that is the rentals should be returned but the customer has not returned them yet (late return). You can choose to continue billing periodically or upon return.

Continue Billing: Periodic, Upon Return

Continue Billing: Periodic  
Bill Period in Advance:

If **Continue Billing** is set to **Periodic** the **Bill Period in Advance** field becomes visible. If the customer should be billed for a period in advance, check the **Bill Period in**

**Advance** box. The lines will be billed in advance for the next period.

In case the **Periodic** type is selected rentals will be billed periodically during the whole rental period.

And if the **Upon Return billing** type is selected rentals will be billed after returning rental items.

The **Rental Misc. Charge** field allows the user to select a Misc. Charge Code to be used for billing rentals.

The Misc. Charge Code specified here is defaulted to the corresponding field of the Inventory Rental Information screen when new Item is created and can be changed there.

## Sales Order Options

On the **Entry** tab of the **Sales Order Options** you can select the **Default Bill Code** to be used in the Sales Order Entry for rentals. The Bill Code specified in the Sales Order options is passed to the Sales Order by default and can be changed there.

**Sales Order Options (ABC) 12/29/2007**

1. Main | 2. **Entry** | 3. Line Entry | 4. Forms | 5. Printing | 6. History

**Batch Processing**

Description	Enable	Next Batch
Invoice Data Entry	<input type="checkbox"/>	00001

Require Job Number During Data Entry

Allow Jobs to be Created Automatically

Next Automatic Sales Order Number: 0000174

Next Automatic Invoice/Shipping Number: 0100057

Next Automatic Rental Return Number: R000001

Next Automatic Rental Shipping Number: SR00001

Check for Duplicate Customer PO Numbers

Split Commissions Between Salespersons

Default Warehouse for Order/Invoice Header: 001

Use Shipping Code to Calculate Freight: Actual

Default Bill Code: W

Accept Cancel Print Help

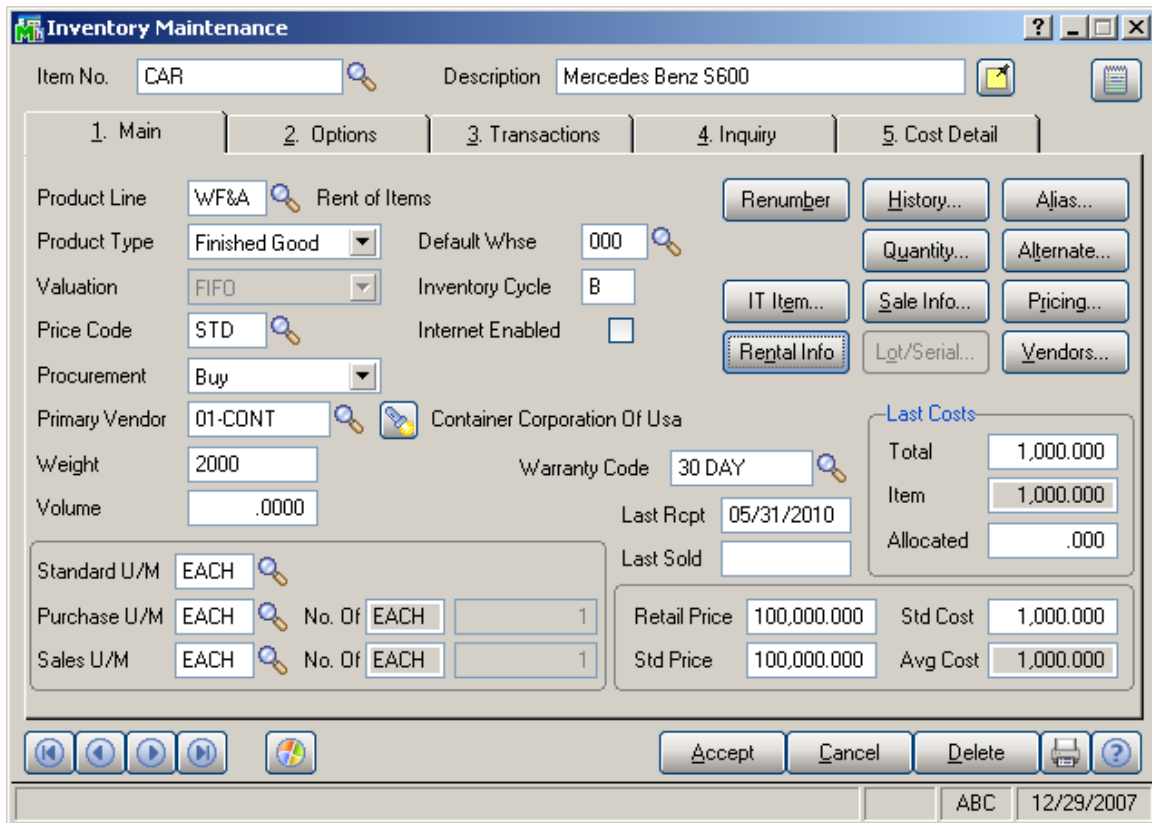
Enter the **Next Automatic Rental Return Number** to be used in the **Rental Return Entry**. This field is required and cannot be left blank.

Enter the **Next Automatic Rental Shipping Number** to assign the Shipping Number automatically in **Rental Shipping Data Entry**.

Inventory Maintenance

The **Rental Info** button has been added on the **Main** tab of the **Inventory Maintenance** to allow the user to indicate the Items that can be rented out and establish the rental rates.

The Items with Lot valuation cannot be rented.



Click the **Rental Info** button to open the **Rental Information** screen and enter the necessary information.



Rental Information (ABC) 10/29/2008

Rental Item: CAR

Allow Renting:

Rental Misc. Charge: CAR\_RENT

Miss/Dam Misc. Charge: MISSDMG

**Rental Rates**

	Bill Code	Description	Rate
1	D	One Day	100.000
2	F	Five Days	2,800.000
3	L	Large month	2,600.000
4	M	Month	650.000
5	W	Week	360,000.000

Accept Cancel

Set the **Allow Renting** flag to specify the item as rental and enter the Rates for the **Bill Codes**. The rental rates established for each Inventory Item are passed to the Sales Order by default and can be changed there.

Select or enter the **Rental Misc Charge** code that will be used for billing rental item.

For newly created rental items it is defaulted from the Company Maintenance.

The **Miss/Dam Misc Charge** code is used when Invoice is generated through the **Track Missing/Damaged Rentals** program to bill the customer for Missing/Damaged items.

S/O Invoice Data Entry (ABC) 10/29/2008

Invoice No. 0100061

1. Header | 2. Address | 3. Lines | 4. Totals

	Item Code	Extension	Comment
1	/MISSDMG	.00	Charge for Damaged rental returned by 0000004 number. SO No. = 0000177, I...
2	/MISSDMG	.00	Charge for Missing rental returned by 0000004 number. SO No. = 0000177, Lir...
3		.00	

Quick Row 1

Description	CAR Mercedec Benz S600
Warehouse	
Unit Of Measure	
Back Ordered	.00

Total Amount .00

Quick Print | Accept | Cancel | Delete

If the **Allow Renting** checkbox is selected on the **Main** tab of the **Product Line Maintenance** for some Product Line, it is defaulted to the Rental Information screen of the Item upon selecting the **Product Line**.

The **Miss/Dam Misc. Charge** code set on the Product line will be defaulted to the Inventory Maintenance Rental Information screen when entering the Product line for an Item.

The screenshot displays the 'Product Line Maintenance' window. The 'Main' tab is selected. The 'Product Line' is 'WF&A' and the 'Description' is 'WORKSTATION FURN & ACCESS'. The 'Allow Renting' checkbox is checked. The 'Miss/Dam. Misc. Charge' field is set to 'MISSDMG'. Other fields include Product Type (Finished Good), Valuation (FIFO), Procurement (Buy), Receipt Labels (Yes), Explode Kit (Prompt), Standard U/M (EACH), Purchase U/M (EACH), Sales U/M (EACH), Tax Class (TX), Back Orders Allowed (checked), Allow Trade Discount (checked), Commission Method (Standard), Commission Rate (.000), Base Commission (.00), Inventory Cycle, Warranty Code, Restocking Charge Method (None), Confirm Cost Increase in Receipt of Goods, and Allocate Landed Cost (checked). The status bar at the bottom shows 'IIG', 'ABC', and '10/29/2008'.

## Rental Item Availability

A major feature of **Rental Processing** is the ability to track the availability of a rental item by requested ranges of dates.

Run the **Rental Item Availability by Date** program from the **Inventory Management Main** menu.

Item No.  Mercedes Benz S600  
 Warehouse Code  CENTRAL WAREHOUSE  
 UOM EACH

Starting Date From  To   
 By Range  By Day

From	To	Quantity On RO	Quantity On Rent	Quantity Available
12/29/2007	1/31/2008	.00	.00	15.00

Total Quantity Available 15      Max Quantity On RO 0

For the selected **Item Number** and **Warehouse**, the program displays the **Quantity on RO (Rental Order)**, **Quantity On Rent** (the quantity already shipped) and **Quantity Available** (for renting).

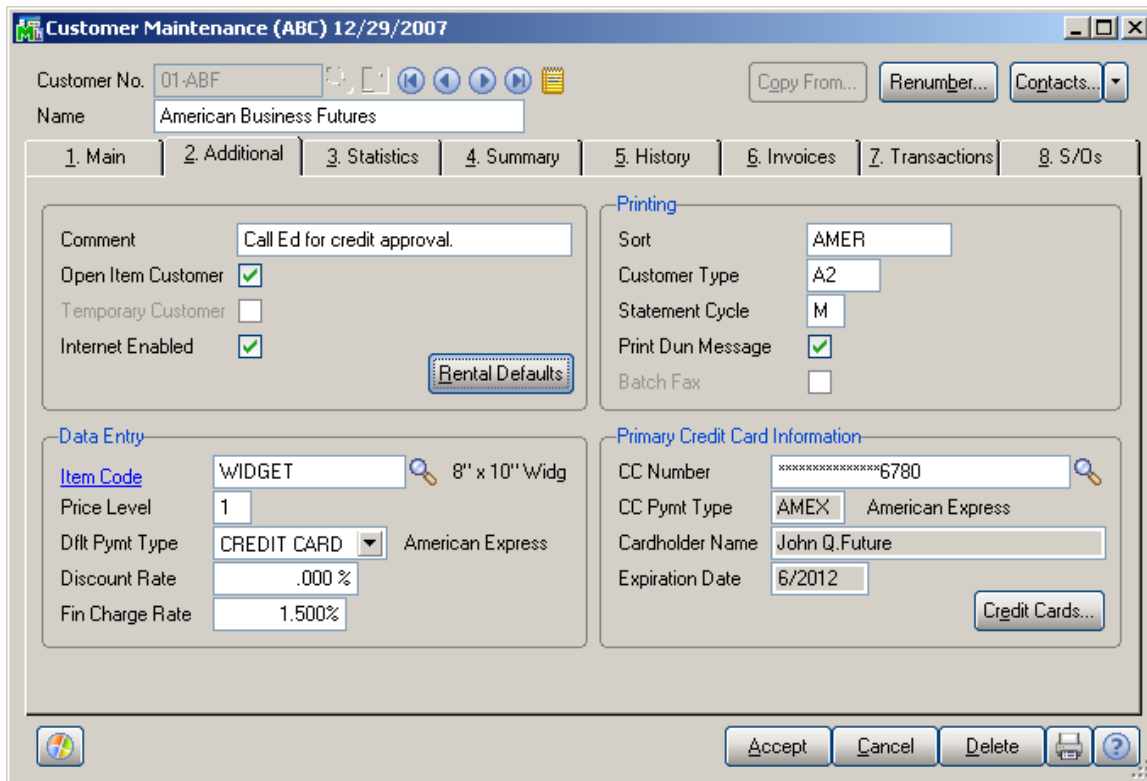
The information can be displayed either for the selected Date Range or for each day of the selected Date Range. To view information for each day select the **By Day** option and click the **View** button.

The **Quantity Available** for a time period means the following: if a customer wants to rent a certain quantity of an item for a particular time period and that quantity is not available even on one of those days in the requested rental period, he will not be able to rent that quantity.

The **Quantity Available** for a time period is defined as the **smallest** amount available on any day in that period.

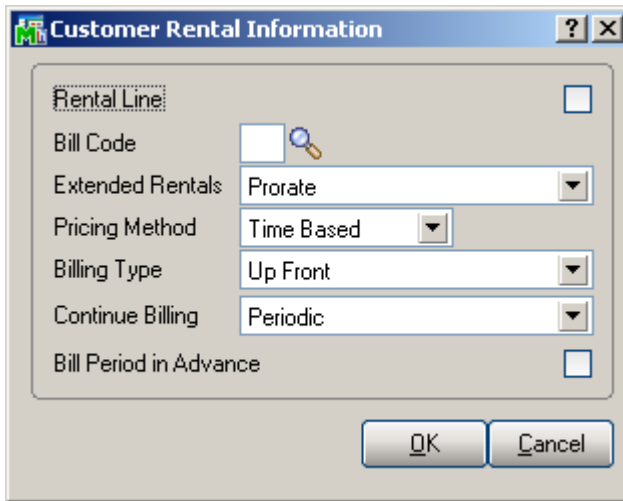
Customer Maintenance

The **Rental Defaults** button added on the **Additional** tab of the **Customer Maintenance** allows specifying rental settings to be used by default when creating an order for particular Customer.




Click the **Rental Defaults** button.

The **Customer Rental Information** screen is opened.



**Customer Rental Information**

Rental Line:

Bill Code:  

Extended Rentals: Prorate

Pricing Method: Time Based

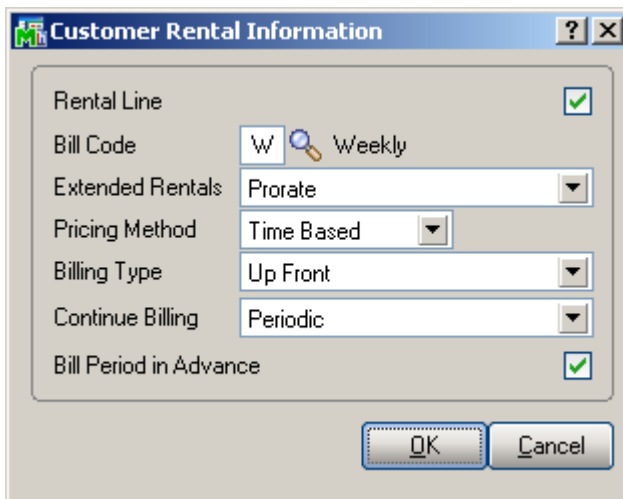
Billing Type: Up Front

Continue Billing: Periodic

Bill Period in Advance:


OK Cancel

This screen is identical to the one opened from the **Company Maintenance** (see the [Company Maintenance](#) field descriptions of the **Company Rental Information** screen for more details).



**Customer Rental Information**

Rental Line:

Bill Code: W  Weekly

Extended Rentals: Prorate

Pricing Method: Time Based

Billing Type: Up Front

Continue Billing: Periodic

Bill Period in Advance:

OK Cancel

Note, if no **Rental Defaults** are specified for a particular customer, the **Rental Defaults** set on the corresponding Company will be used (which in their turn can be changed later).

The Company Rental Defaults are automatically applied when creating new Customer. Any changes of Company






rental settings do not renew rental settings for the existing customers.

### Item Status Code Maintenance

The **Item Status Code Maintenance** has been added to the Inventory Management Setup menu to allow setup of **Status Codes** for serialized items.

The **Status Codes** established here will be used in the **Serial Item Status Maintenance** for tracking **serialized** items and determining individual **Serial Number** availability.

Item Status Maintenance (ABC) 1/7/2008


Status Code      

Description

Available to Rent  Include in Sales Available

Available to Sell  Include in Rental Available

Available as Replacement

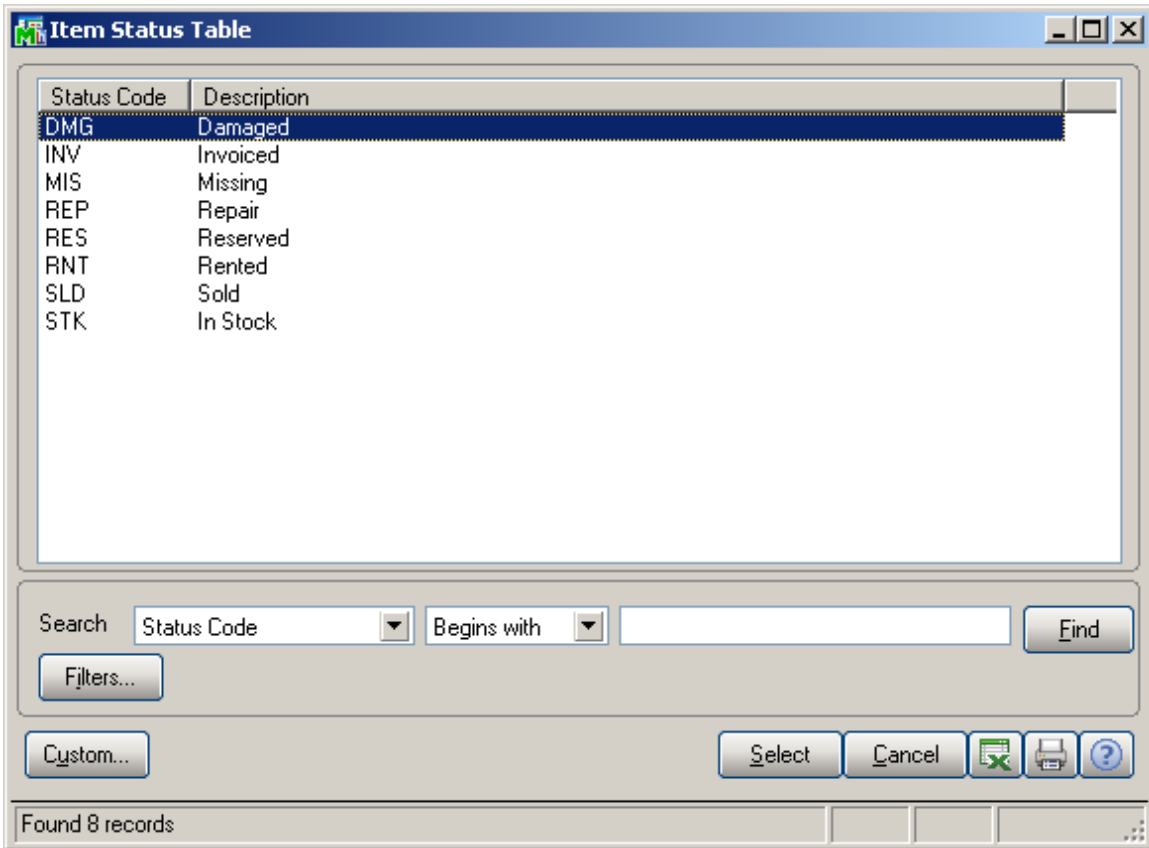
Accept Cancel Delete 

Run the **Item Status Code Maintenance** and the following status codes will be set up in your system to indicate a special situation:

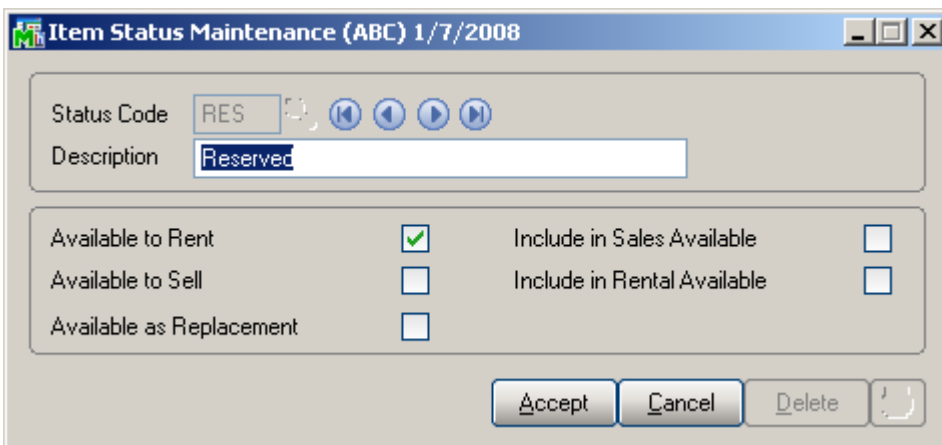
- DMG – Damaged
- INV - Invoiced
- MIS – Missing
- REP – Repair
- RES- Reserved
- RNT- Rented
- SLD- Sold
- STK – In Stock

Here you can enter new status codes if necessary.





Each **Status Code** has its specific options selected by default.



### Serial Item Status Maintenance

The **Serial Item Status Maintenance** added to the **Inventory Management Main** menu is intended for keeping track of Serialized Items statuses for current system date as well as reviewing the statuses history.

It is possible to assign some new Status Codes to the serial number for the specified date range. REP, STK status codes can be assigned manually since the user can forecast specific Serial number to be in repair for some date range (e.g. from 01/01/2008 - 01/10/2008). In this case the REP status code should be assigned to the Serial number for 01/01/2008 - 01/10/2008 period.

Some status codes (RES, RNT, INV, MIS, DMG) cannot be assigned to the serial number manually. Those statuses are updated correspondingly for each serial number during the rental process.

Just after the selected Serial Number is entered in the Sales Order Entry its Status Code is set to RES (reserved). Corresponding Status Codes will be set in case the selected Serial Number has been invoiced (INV), damaged (DMG), and missing (MIS). The Damaged and Missing Status Codes are updated during the Rental Return update process.

Serial Item Status Maintenance (ABC) 1/7/2008

Item Code: GB-MD750 MODEM 9600 (SYNCHRONOUS)  
Warehouse Code: 000 CENTRAL WAREHOUSE  
Serial Number: 14-483

Current Status is RES

	Starting Date	Ending Date	Status Code	Description	Comment
1	1/7/2008	1/17/2008	RES		Customer No = 01ABF Sales Order No = 0000180
2	1/18/2008		STK		
3					

Accept Cancel

The current status of each Serial Number is validated before it is processed. And depending on its status the system determines whether or not it can be processed currently.

## Processing Rental Orders

### Sales Order Entry

The **Inventory Items** are rented out through **Sales Order Entry** program.

**Sales Order Entry (ABC) 10/29/2008**

Order Number: 0000178

Order Date: 10/29/2008

Order Type: Standard Order

Master/Repeating No.:

Customer No.: 01-ABF American Business Futures

Ship Date: 10/29/2008

Ship To Addr: 2 American Business Futures

Terms Code: 01 Net 30 Days

Ship Via: UPS BLUE FOB

Confirm To: John Quinn

E-mail: artie@abf.com

Whse: 001 EAST WAREHOUSE

Sales Tax: Schedule WI

Salesperson: 0100 Jim Kentley

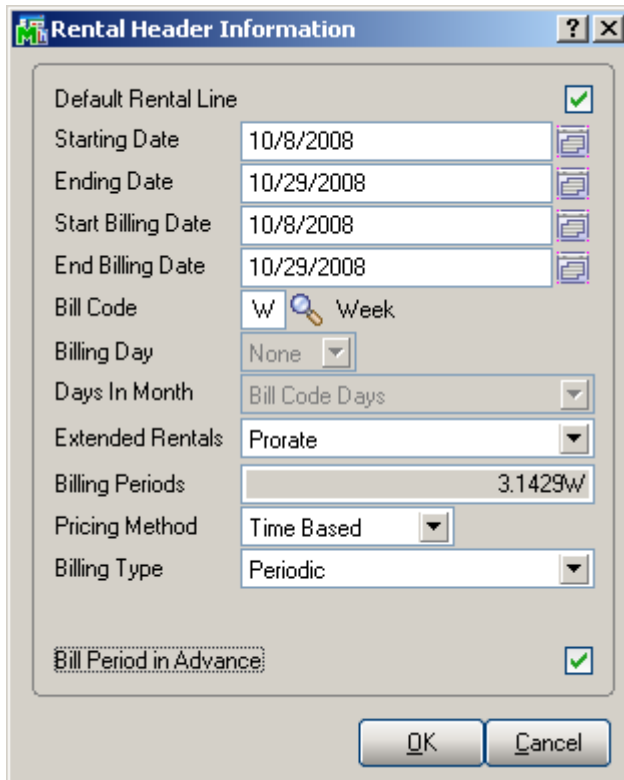
Split Comm.: No

Print Order:

Print Pick Sheets:

Buttons: Quick Print..., Recalc Price, Accept, Cancel, Delete

The **Rental** button has been added to the **Sales Order Entry** screen to allow opening the Rental Header Information screen.



The screenshot shows a dialog box titled "Rental Header Information" with a close button (X) and a help button (?). The dialog contains the following fields and controls:

- Default Rental Line:** A checkbox that is checked.
- Starting Date:** A text box containing "10/8/2008" with a calendar icon to its right.
- Ending Date:** A text box containing "10/29/2008" with a calendar icon to its right.
- Start Billing Date:** A text box containing "10/8/2008" with a calendar icon to its right.
- End Billing Date:** A text box containing "10/29/2008" with a calendar icon to its right.
- Bill Code:** A text box containing "W" with a magnifying glass icon and the word "Week" next to it.
- Billing Day:** A dropdown menu with "None" selected.
- Days In Month:** A dropdown menu with "Bill Code Days" selected.
- Extended Rentals:** A dropdown menu with "Prorate" selected.
- Billing Periods:** A text box containing "3.1429w".
- Pricing Method:** A dropdown menu with "Time Based" selected.
- Billing Type:** A dropdown menu with "Periodic" selected.
- Bill Period in Advance:** A checkbox that is checked.

At the bottom of the dialog are "OK" and "Cancel" buttons.

In this screen the **Starting Date** and **Ending Date** for item rent must be specified.

Also the **Start Billing Date** and **End Billing Date** must be specified.


The exact **Billing Day** can be specified and there will be no need to specify the **Billing Period** (the corresponding field will be disabled). This field is enabled only if the **Allow Monthly Billing** option is available for the selected **Billing Code**.

The **Default Rental Line**, **Bill Code**, **Extended Rentals**, **Pricing Methods**, and **Billing Type** fields will be filled in automatically using default values set on the specified Customer if the **Default Rental Item** checkbox is selected.  
*Note: the following sequence should be taken into account:*

- If the **Default Rental Item** is not checked on the **Customer Rental Information**, the defaults of the **Company Rental Information** will be used.
- If the **Default Rental Item** is not checked either on **Customer** or **Company Rental Information**, the default value set on the **S/O Options** for the **Billing Code** will be loaded to the corresponding field and the other fields should be entered manually.

The Billing Periods read-only field displays the billing period calculated automatically based on the **Start Billing Date** and **End Billing Date**.

The **Rental Item** lookup button added on the **Lines** tab allows listing all rental items existing in the system.

The  button placed next to the **Rental Item** button is intended for tracking the rental order activity. This button is enabled after processing rental order. (See [Rental Order Activity Tracking](#) for more details)

**Sales Order Entry (ABC) 10/29/2008**

Order Number: 0000178

1. Header | 2. Address | 3. Lines | 4. Totals

Quick Row: 1

Item Code	Ordered	Back Ordered	Unit Price	Extension	Co
1 CAR	2.00	.00	1,131,444.000	2,262,888.00	
2	.00	.00	.000	.00	

Rental Items, Alt-Z

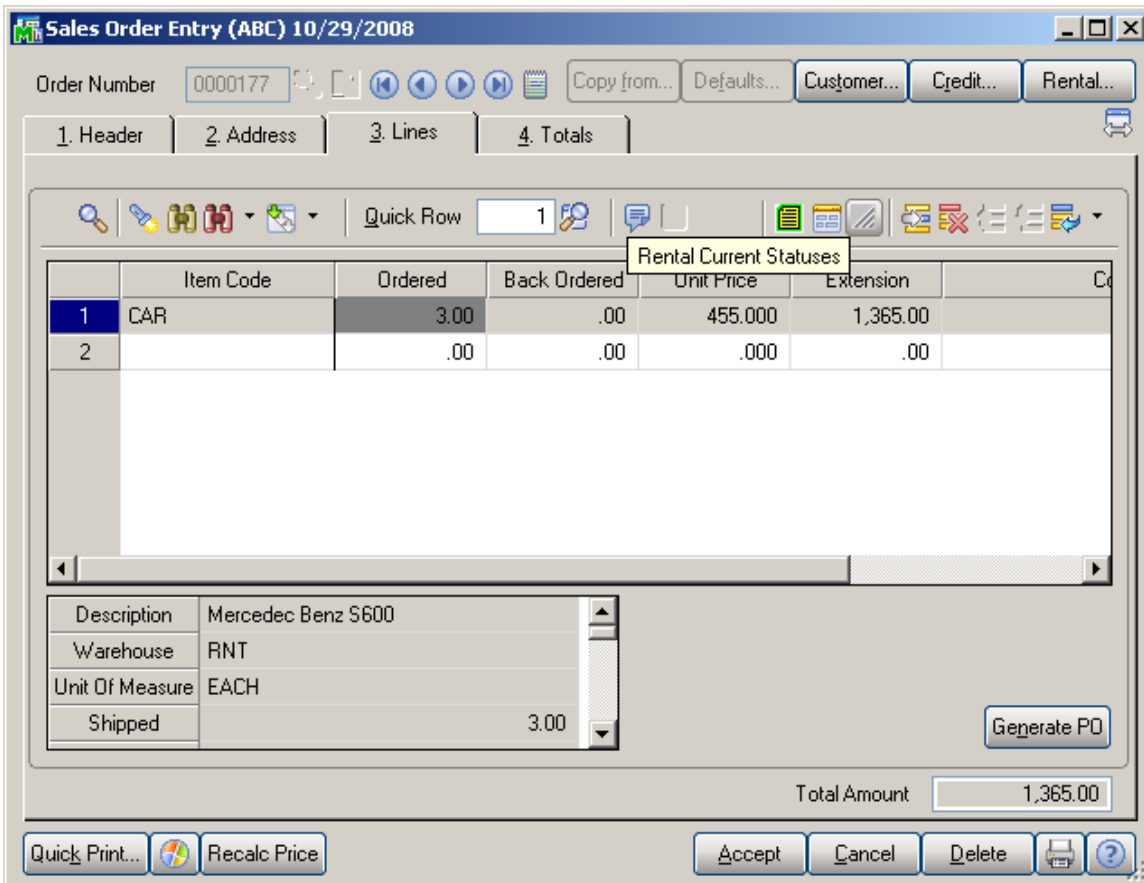
Description	Mercedec Benz S600
Warehouse	RNT
Unit Of Measure	EACH
Shipped	.00


Generate PO

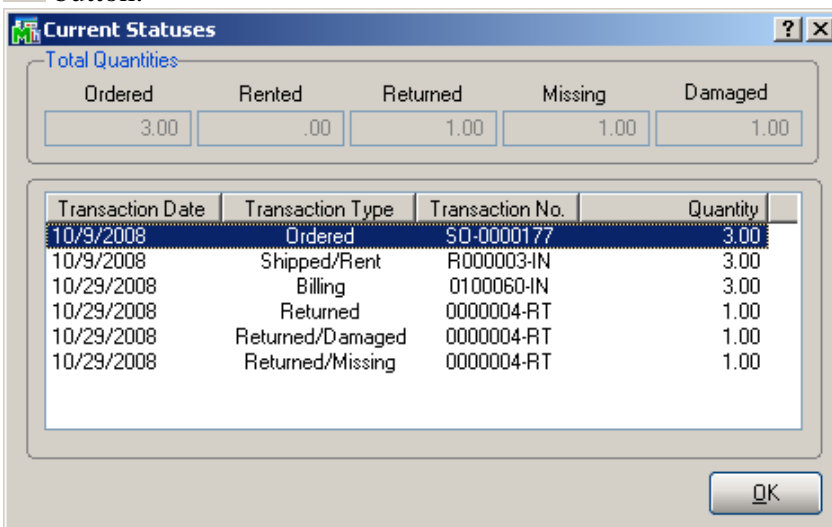
Total Amount: 2,262,888.00

Quick Print... Recalc Price Accept Cancel Delete

Here is an example of Rental Order already processed:  
Shipped, Invoiced and Returned.



The **Current Statuses** window is opened upon clicking the  button.

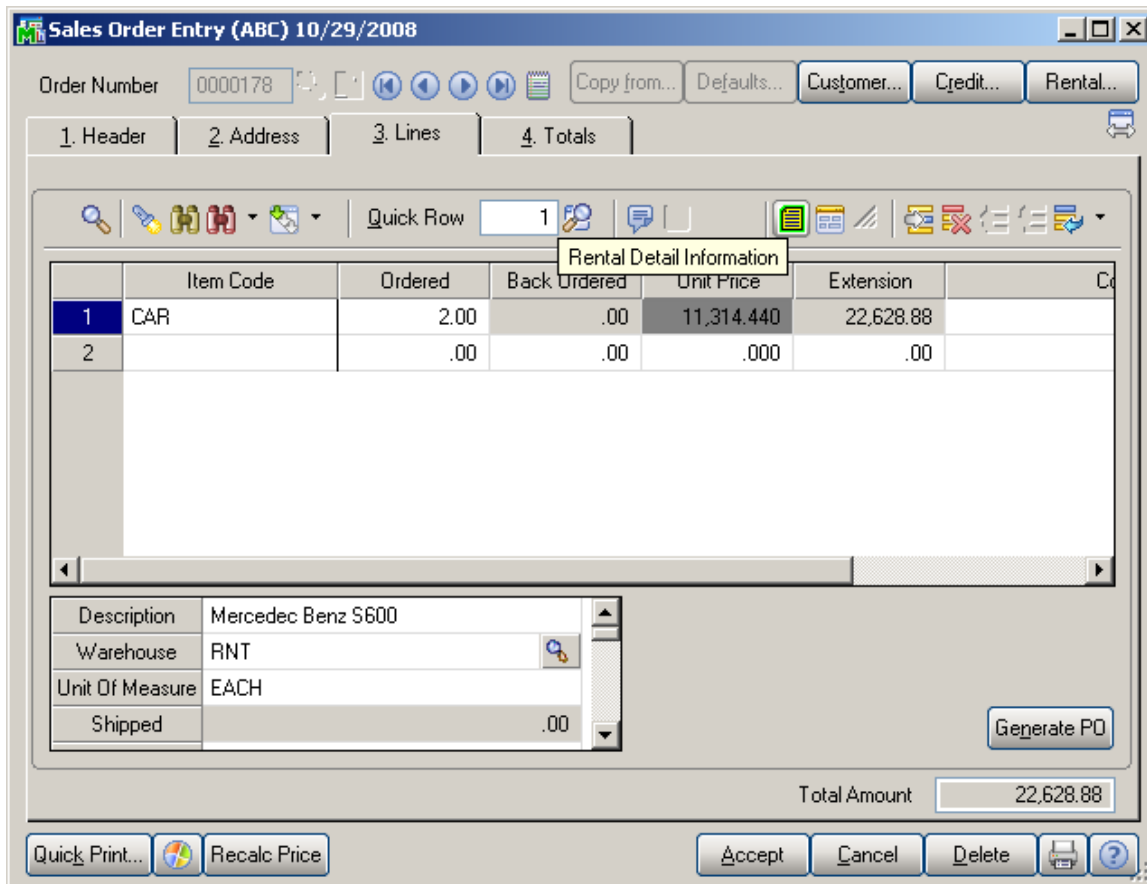




The **Total Quantities** section provides information about the quantities originally ordered, shipped (rented), returned as well as missing and damaged.

The information about the generated transactions is displayed in the grid.

Select a rental item and add the **Ordered** quantity.



The **Rental Header Information** is automatically loaded to the corresponding fields of the **Rental Detail Information** screen for each newly added line but can be changed there.

The **Rental Detail Information** button allows opening the **Rental Detail Information** screen and changing rental information for each individual line.

The screenshot shows a dialog box titled "Rental Detail Information" with a close button (X) and a help button (?). The dialog contains the following fields and controls:

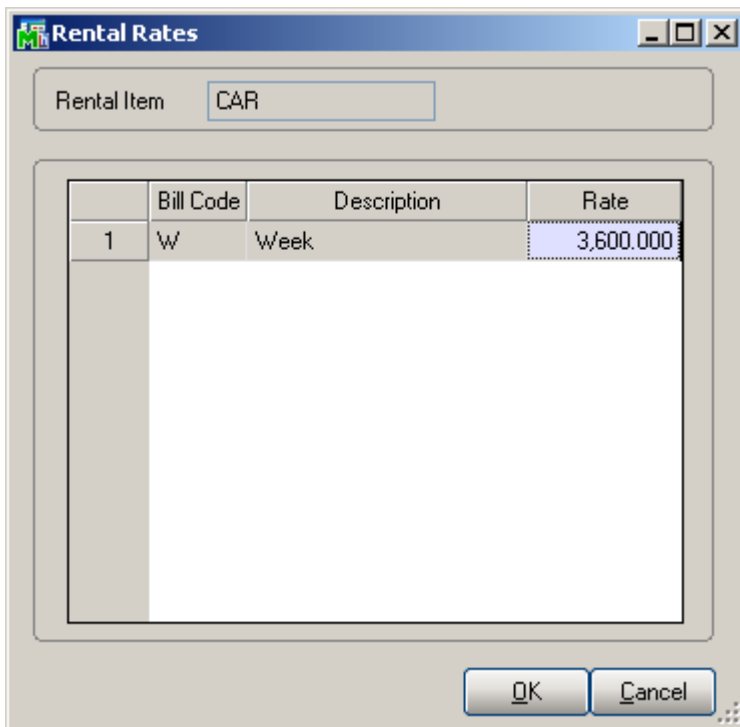
- Rental Line:** A checkbox that is checked.
- Starting Date:** A text field containing "10/8/2008".
- Ending Date:** A text field containing "10/29/2008".
- Start Billing date:** A text field containing "10/8/2008".
- End Billing date:** A text field containing "10/29/2008".
- Bill Code:** A text field containing "W" with a magnifying glass icon and the word "Week" next to it.
- Billing Day:** A dropdown menu with "None" selected.
- Days In Month:** A dropdown menu with "Bill Code Days" selected.
- Extended Rentals:** A dropdown menu with "Prorate" selected.
- Billing Periods:** A text field containing "3.1429W" and a small "..." button to its right.
- Pricing Method:** A dropdown menu with "Time Based" selected. A tooltip box labeled "Rental Rates" is visible over this field.
- Billing Type:** A dropdown menu with "Periodic" selected.
- Sales Price:** A text field containing ".000".
- Bill Period in Advance:** A checkbox that is checked.

At the bottom of the dialog are two buttons: "OK" and "Cancel".

Select the **Rental Line** checkbox to indicate the line is rental.

The **Sales Price** of the selected line item is displayed in the corresponding read-only field.

Click the button near the **Billing Periods** field to open the **Rental Rates** screen.



Rental Rates

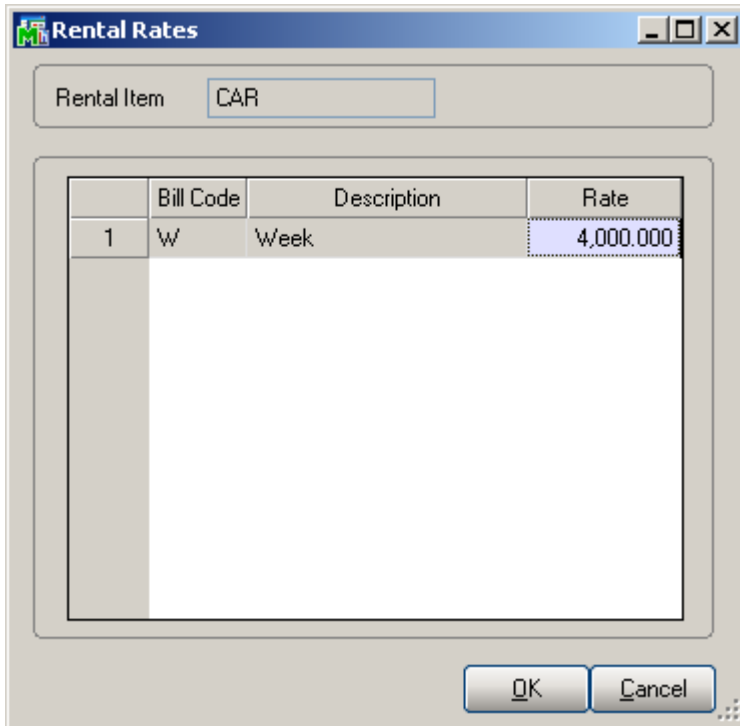
Rental Item: CAR

	Bill Code	Description	Rate
1	W	Week	3,600.000

OK Cancel

The **Bill Code** with its **Description** is displayed. Only the Rate can be changed here; the Bill Code and description fields are read-only.

The **Unit Price and Extension** of the line will be updated accordingly when changing the **Rental Rate**.



Rental Rates

Rental Item: CAR

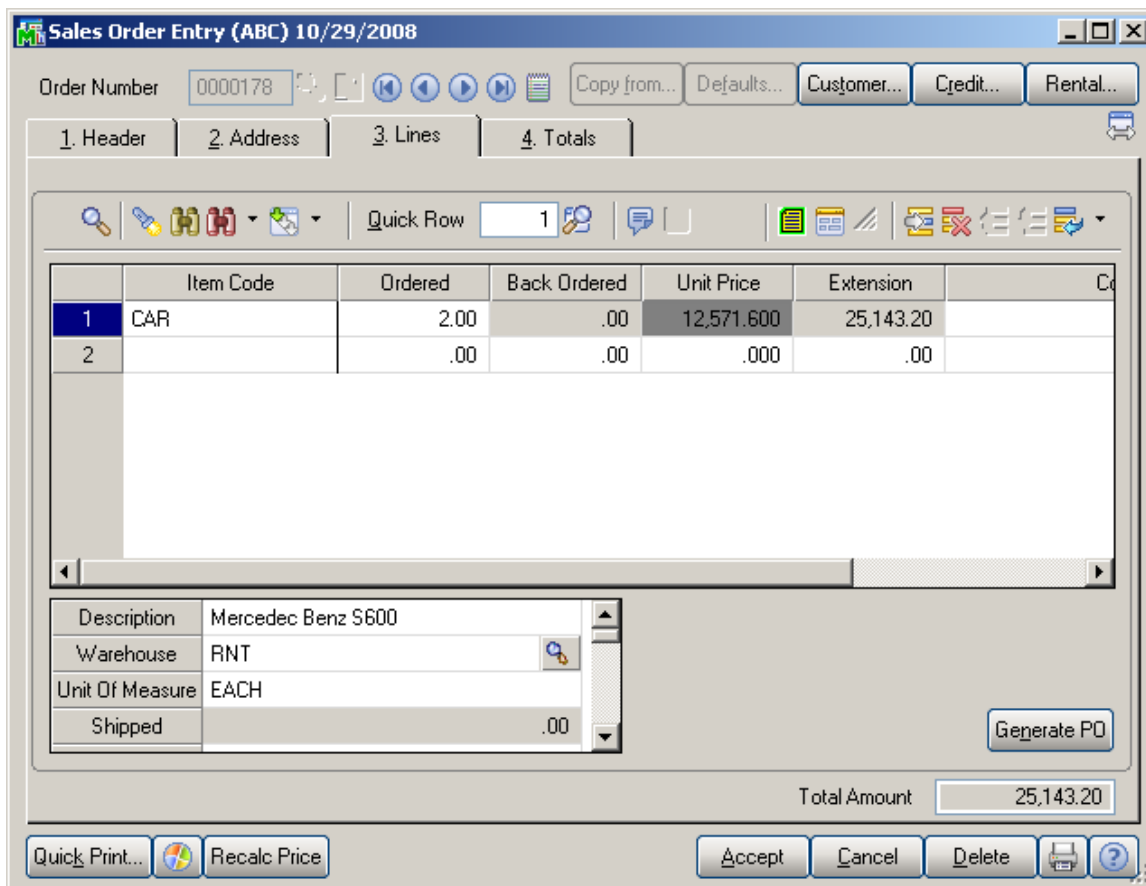
	Bill Code	Description	Rate
1	W	Week	4,000.000

OK Cancel

The **Unit Price** is calculated by multiplying the **Rental Rate** by **Billing Period**. This is the price of the rental item during the whole period of renting.

The **Unit of Measure** of the Item is also taken into account when calculating the Unit Price.

Here is the **Unit Price** updated for the new **Rental Rate**:



The **Rental Item** button placed next to the **Rental Detail Information** button allows viewing **Rental Item Availability by Date** directly from Sales Order.

The rental item availability by specified date range can be viewed for the selected **Item No.** and **Warehouse** (go to [Rental Item Availability](#) section for more details).

**Rental Item Availability By Date (ABC) 10/29/2008**

Item No.  Mercedec Benz S600  
 Warehouse Code  RENTAL WAREHOUSE  
 UDM EACH

Starting Date From  To   
 By Range  By Day

From	To	Quantity On RO	Quantity On Rent	Quantity Availab
10/1/2008	10/1/2008	.00	.00	6.0
10/2/2008	10/2/2008	.00	.00	6.0
10/3/2008	10/3/2008	.00	.00	6.0
10/4/2008	10/4/2008	.00	.00	6.0
10/5/2008	10/5/2008	.00	.00	6.0
10/6/2008	10/6/2008	.00	.00	6.0
10/7/2008	10/7/2008	.00	.00	6.0
10/8/2008	10/8/2008	2.00	.00	4.0
10/9/2008	10/9/2008	4.00	2.00	2.0
10/10/2008	10/10/2008	4.00	2.00	2.0
10/11/2008	10/11/2008	4.00	2.00	2.0

Total Quantity Available 2      Max Quantity On RO 4

**Rental Shipping Data Entry**

The **Rental Shipping Data Entry** has been added to the Shipping menu of the **Sales Order** module.

The **Rental Shipping Data Entry** is intended to allow shipping the SO lines with rental items.

If the Sales Order contains only rental item it should be definitely shipped through the **Rental Shipping Data Entry**.

If the Sales Order contains lines both with sales items and rental items it can be also shipped through the Shipping Data Entry or Invoice Data Entry. But once shipped by one of the shipping programs it cannot be shipped by any other program.

Shipper ID 1 Ship Date 10/29/2008 Order No. 0000178  
 Shipping No. SH00005 Ship Status Shipped SO Created By IIG  
 Customer Number 01-ABF American Business Futures

1. Lines 2. Shipping

Item Code Quick Row 1 Pkg 0001

Item Code	Ordered	Shipped	Comment
1 CAR	2.00	2.00	

Description Mercedec Benz S600  
 Warehouse RNT  
 U/M EACH  
 Package 0001

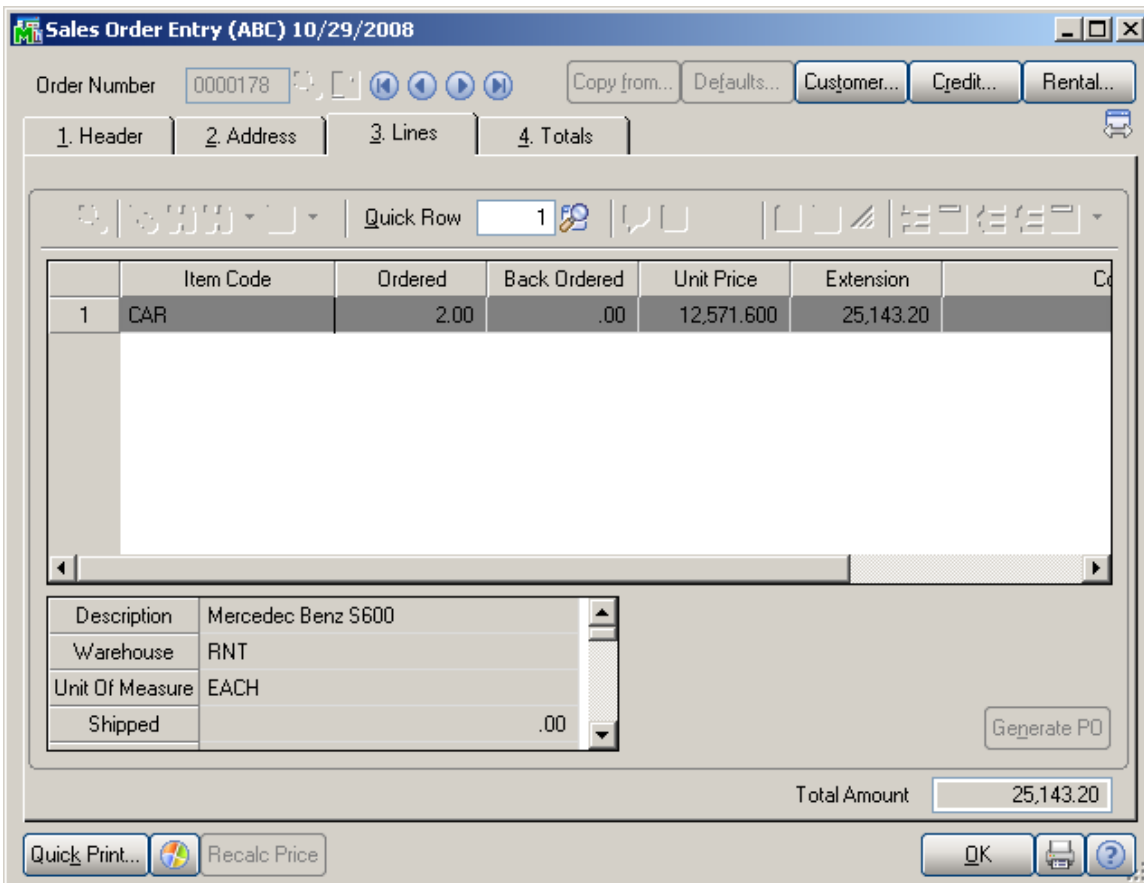
Quick Print Auto Increment  Accept Cancel Delete

Now open the same Sales Order.

You will get the following message:

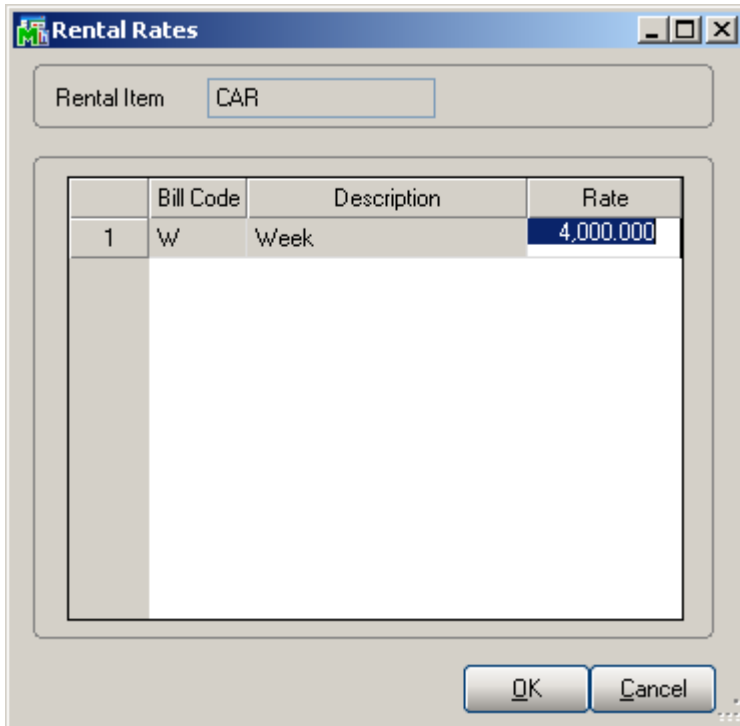


On the **Lines** tab you can see the shipped order line.



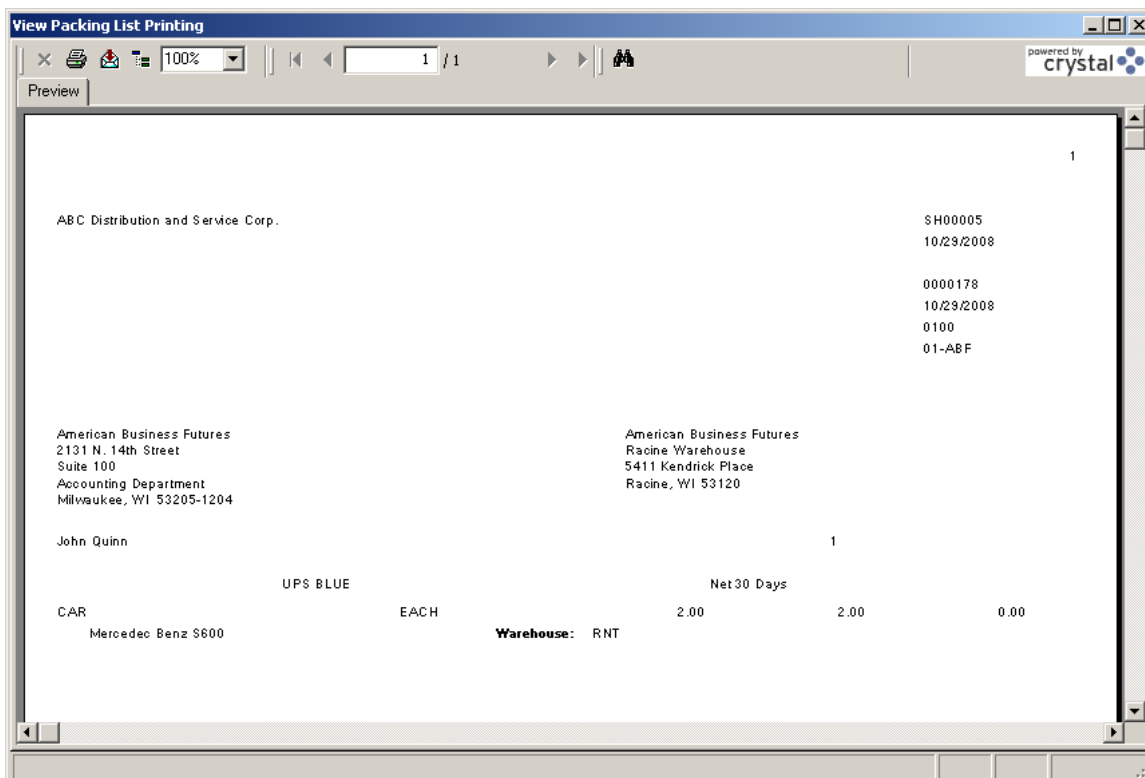
The **Rental Rates** as well as the **Ending Date** and **End Billing Date** can be changed for the rental lines already shipped. The new rate will be applied when generating Invoices for next rental periods.





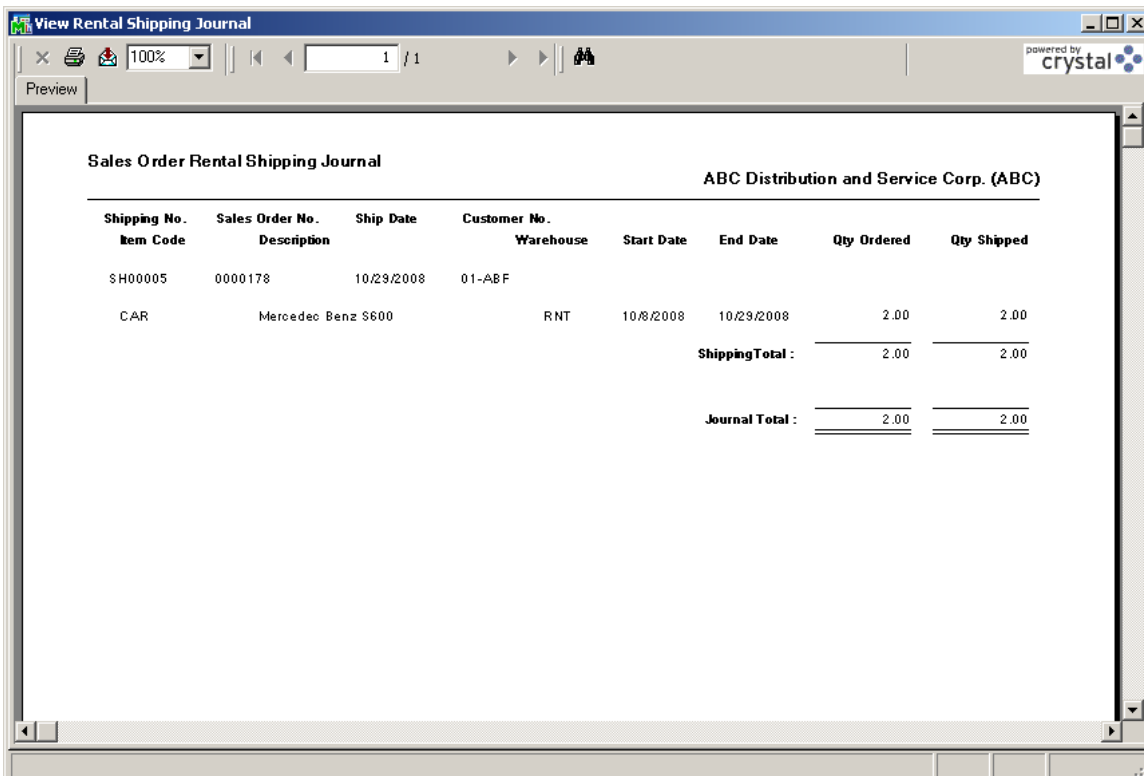
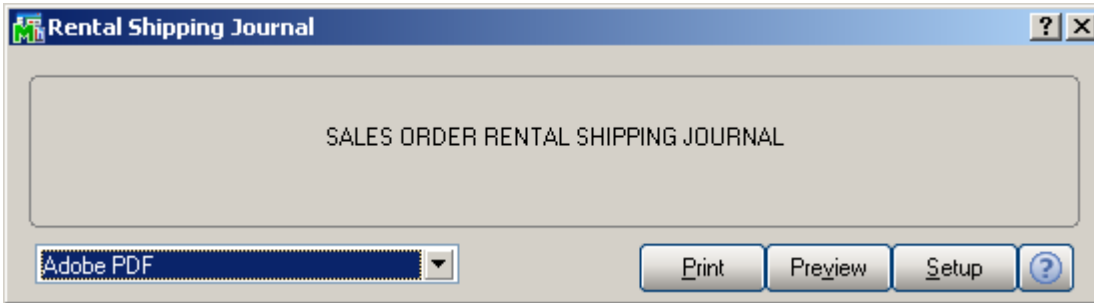
	Bill Code	Description	Rate
1	W	Week	4,000.000

The **Quick Print** button provides the Packing List and **Additional Packing List** printings for current rental shipment.



Rental Shipping Reports/Update

The **Rental Shipping Reports/Update** program added under the **Sales Order Shipping** menu allows printing the Rental shipping journal and updating it.



After the Rental Shipping Journal is Printed/Previewed the user is prompted to update it.

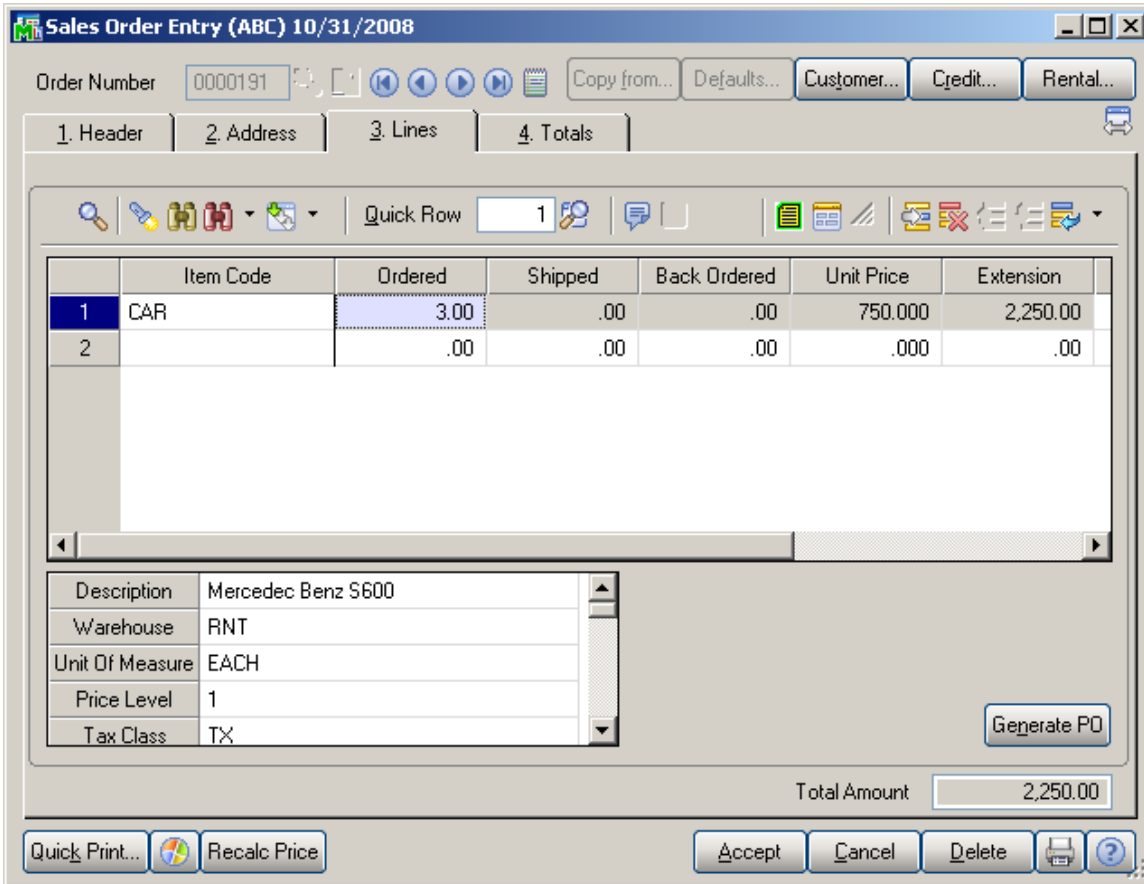


After the shipping Journal is updated corresponding Order line becomes available in the **Rental Status View** of the **Business Insights Explorer**.

### Partial Shipping

Rentals can be shipped completely as well as partially. In case of partial shipping the user is allowed to ship the order unless the ordered quantity is shipped completely. After shipping some of the ordered quantity the remaining quantities are not backordered.

Here is an example of an order shipped partially:



Only 1 from total of 3 quantities ordered have been shipped through Shipping#SH00021.

Shipper ID: 1    Ship Date: 10/31/2008    Order No.: 0000191  
 Shipping No.: SH00021    Ship Status: New    SO Created By: IIG  
 Customer Number: 01-ABF    American Business Futures

1. Lines    2. Shipping

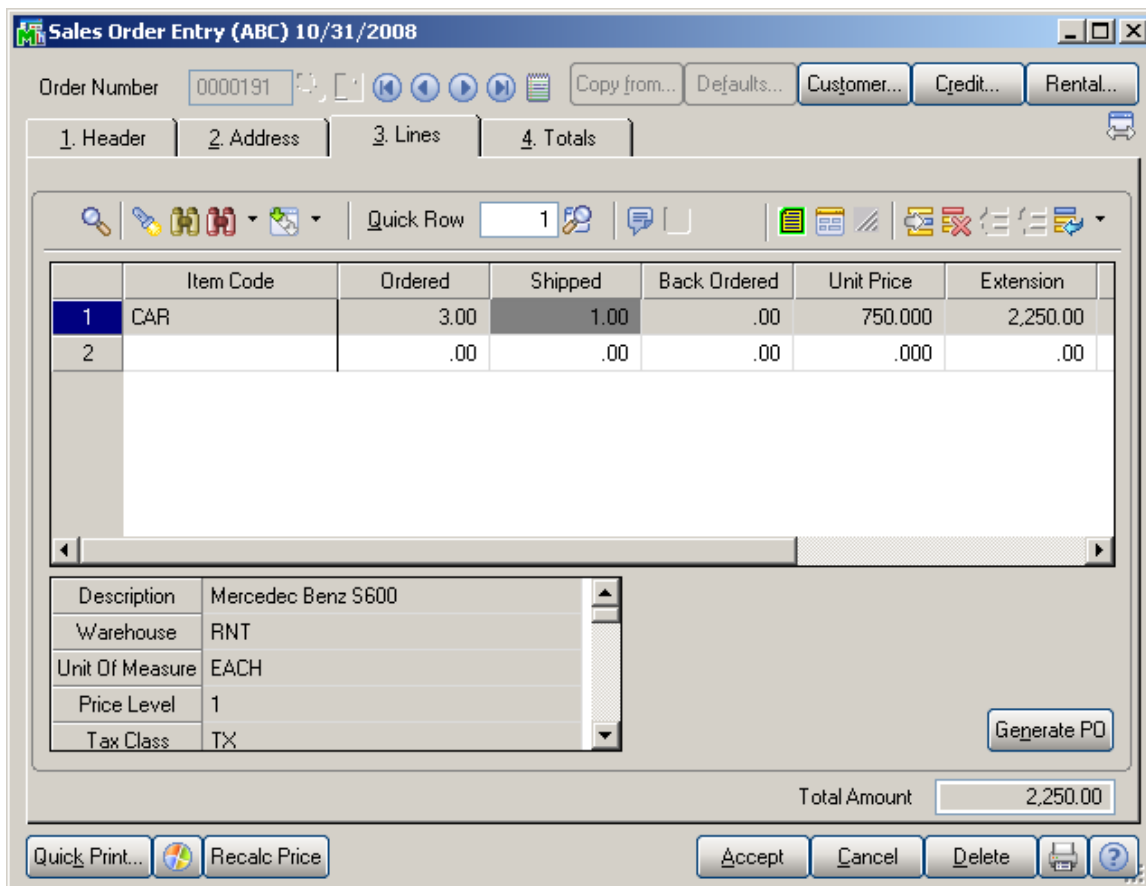
Item Code:    Quick Row: 1    Pkg: 0001

	Item Code	Ordered	Shipped	Comment
1	CAR	3.00	1.00	

Description: Mercedec Benz S600  
 Warehouse: RNT  
 U/M: EACH  
 Package: 0001

Quick Print    Auto Increment     Accept    Cancel    Delete

Here is the Sales Order after the shipment has been updated through the **Rental Shipping Reports/Update** program:



For this shipment only one line with Order#0000191 and corresponding Sequence number will be available in the **Rental Status View**. After shipping the remaining quantities new line with next sequence number and **Quantity** equal to the quantity shipped will be added for the same order number in the **Rental Status View**. Thus during partial shipping the order lines are split in the **Rental Status View** by Sequence numbers.

MAS 90 Business Insights Explorer - S0068\_RNTRentalStatus

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Back Setting Standard

**Rental Status**

Data Grid Chart

Drag a column header here to group by that column

Customer Number	Salesperson Number	Sales Order No.	Line Key	Sequence No.	Item Code	Quantity	Rental Start Date	St
>F	0100	0000182	000001	0000000000000002	RENT_SERIAL	1.00	10/09/2008	1C
>F	0100	0000182	000001	0000000000000003	RENT_SERIAL	1.00	10/09/2008	1C
>F	0100	0000184	000001	0000000000000002	CAR	2.00	10/30/2008	1C
>F	0100	0000184	000002	0000000000000002	RENT_SERIAL	3.00	10/30/2008	1C
>F	0100	0000184	000002	0000000000000003	RENT_SERIAL	1.00	10/30/2008	1C
>F	0100	0000184	000002	0000000000000004	RENT_SERIAL	1.00	10/30/2008	1C
>F	0100	0000184	000003	0000000000000002	RENT_SERIAL	2.00	10/03/2008	1C
>F	0100	0000184	000003	0000000000000003	RENT_SERIAL	1.00	10/03/2008	1C
>F	0100	0000187	000002	0000000000000001	1001-HON-H252	2.00	10/30/2008	1C
>F	0100	0000188	000001	0000000000000001	1001-HON-H252	2.00	10/30/2008	1C
>F	0100	0000189	000001	0000000000000001	CAR	2.00	10/30/2008	1C
>F	0100	0000189	000001	0000000000000002	CAR	1.00	10/30/2008	1C
>F	0100	0000191	000001	0000000000000001	CAR	1.00	10/31/2008	1C

<Filter is Empty> Filter Builder...

**Rental Rates**

Bill Code	Description	Rate
>D	One Day	100
M	Month	650

S0068\_RNTRentalStatus USERIIG ABC 27 rows 2 rows



The screenshot shows the MAS 90 Business Insights Explorer interface. The main window title is "MAS 90 Business Insights Explorer - S0068\_RNTRentalStatus". The interface includes a menu bar (File, Edit, View, Data, Preview, Explore, Tools, Help) and a toolbar with various icons. Below the toolbar, there is a "Rental Status" section with tabs for "Data Grid" and "Chart". A message says "Drag a column header here to group by that column". The main data grid has columns: Customer Number, Salesperson Number, Sales Order No., Line Key, Sequence No., Item Code, Quantity, Rental Start Date, and Status. The data rows show various rental items, including "RENT\_SERIAL" and "CAR", with quantities and rental start dates. Below the data grid is a filter section with the text "<Filter is Empty>" and a "Filter Builder..." button. At the bottom of the window, there is a "Rental Rates" section with columns: Bill Code, Description, and Rate. The rental rates table shows two rows: "D" for "One Day" at a rate of 100, and "M" for "Month" at a rate of 650. The status bar at the bottom of the window displays "S0068\_RNTRentalStatus", "USERIIG", "ABC", "27 rows", and "2 rows".

Customer Number	Salesperson Number	Sales Order No.	Line Key	Sequence No.	Item Code	Quantity	Rental Start Date	Status
0100	0100	0000182	000001	000000000000003	RENT_SERIAL	1.00	10/09/2008	10j
0100	0100	0000184	000001	000000000000002	CAR	2.00	10/30/2008	10j
0100	0100	0000184	000002	000000000000002	RENT_SERIAL	3.00	10/30/2008	10j
0100	0100	0000184	000002	000000000000003	RENT_SERIAL	1.00	10/30/2008	10j
0100	0100	0000184	000002	000000000000004	RENT_SERIAL	1.00	10/30/2008	10j
0100	0100	0000184	000003	000000000000002	RENT_SERIAL	2.00	10/03/2008	10j
0100	0100	0000184	000003	000000000000003	RENT_SERIAL	1.00	10/03/2008	10j
0100	0100	0000187	000002	000000000000001	1001-HON-H252	2.00	10/30/2008	10j
0100	0100	0000188	000001	000000000000001	1001-HON-H252	2.00	10/30/2008	10j
0100	0100	0000189	000001	000000000000001	CAR	2.00	10/30/2008	10j
0100	0100	0000189	000001	000000000000002	CAR	1.00	10/30/2008	10j
0100	0100	0000191	000001	000000000000001	CAR	1.00	10/31/2008	10j
0100	0100	0000191	000001	000000000000002	CAR	2.00	10/31/2008	10j

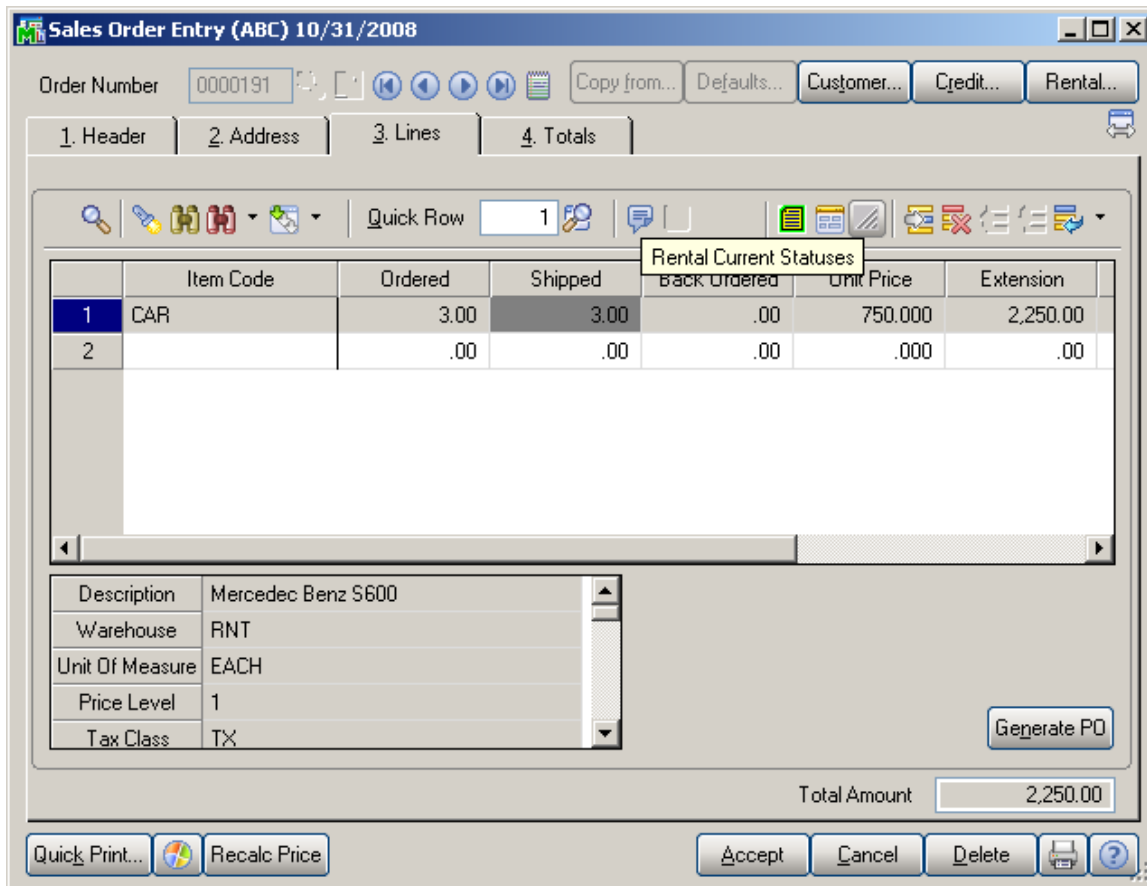
  

Bill Code	Description	Rate
D	One Day	100
M	Month	650

The shipped lines are disabled in the Sales Order Entry but the user is allowed to change the **Ending Date, End Billing Date and Rental Rate.**

Rental Order Activity Tracking

The **Rental Current Statuses** button added on the Lines tab of the **Sales Order Entry** allows tracking the rental order lines activity. This button is disabled for the newly created orders; it becomes enabled only for the order lines already processed.



The **Current Statuses** window provides information about the Transactions processed for current line as well as the total quantities: Ordered, Rented, Returned, and Missing/Damaged.

**Current Statuses**

Total Quantities

Ordered	Rented	Returned	Missing	Damaged
3.00	2.00	1.00	.00	.00

Transaction Date	Transaction Type	Transaction No.	Quantity
10/31/2008	Ordered	SO-0000191	3.00
10/31/2008	Shipped/Rent	SH00021-IN	1.00
11/1/2008	Shipped/Rent	SH00022-IN	2.00
10/31/2008	Early Returned	R000010-RT	1.00

OK

For **Serial Item** the **Current Serial Statuses** window is opened with detail information about each Serial number's current status and the Transactions processed.

**Current Serial Statuses**

Total Quantities

Reserved	Rented	Returned	Missing	Damaged
.00	.00	3.00	1.00	1.00

Serial No.	Current Status
SER001	RET
SER002	RET
SER003	RET
SER004	MIS
SER005	DMG

Transaction Date	Transaction Type	Transaction No.
10/30/2008	Reserve	0000184-SO
10/30/2008	Shipped/Rent	SH00015-IN
11/30/2008	Returned	R000009-RT

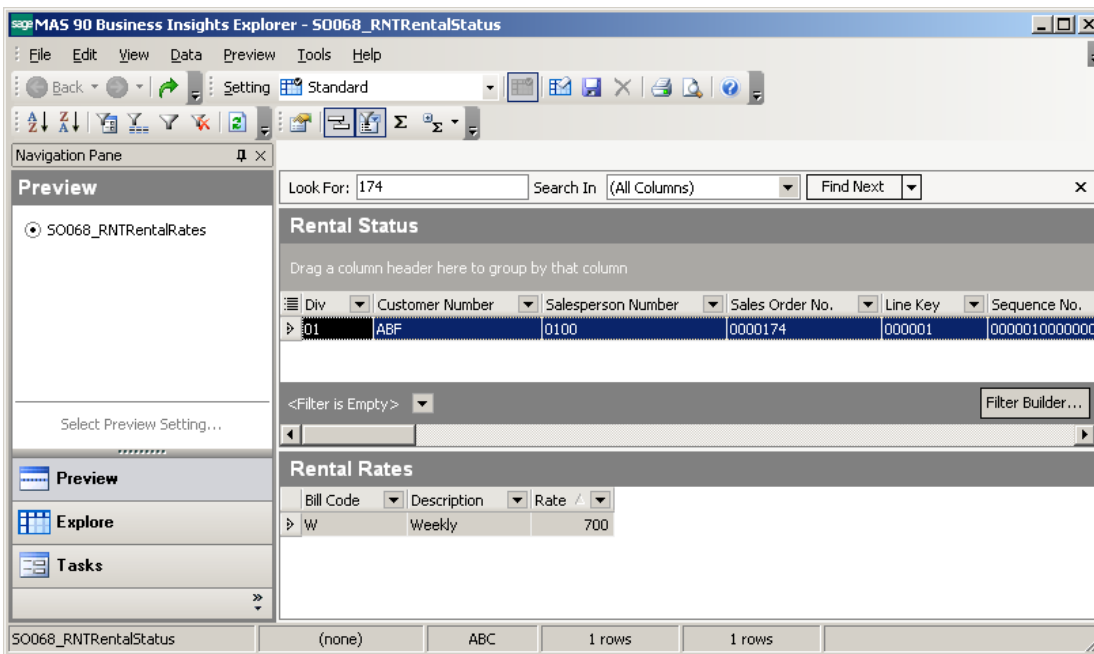
OK

Upon selecting a Serial Number line, the Transaction information is loaded in the grid below.

## Rental Status View

The **Rental Status** view has been added to the **Explorer** menu of the **Sales Order** module.

The **Rental Status View** provides access to rental data; no need to visit a maintenance screen, call up an inquiry, and run a report to gather the various and detailed information you need regarding your rentals.



Note the **Rental Status** becomes available for a Sales Order line only after updating the **Rental Shipping Journal**.

The **Rental Status** grid provides with detail information on rentals. Here the user can see to what customer and by what sales order number the item has been rented, what quantities are rented and from what warehouse they are shipped, when will be the rentals returned and whether or not they are returned by that date; up to what date rentals

are billed. You can also get information about Missing/Damaged rentals.

Actually here is kept the rental history and it is the main information source for the user. On the **Rental Status** grid each line of Sales (Rental) Order is displayed separately. Though the Sales (Rental) Order is not deleted from the system after it is shipped, the Rental Status grid should be used for getting detailed information regarding rentals.

The **Rental Start Date** and **Due End Date** columns are populated with corresponding Start Date and End Date specified on the rental line when the order is shipped.

The screenshot shows the SAP MAS 90 Business Insights Explorer interface for object SO068\_RNTRentalStatus. The 'Rental Status' grid displays the following data:

Quantity	Rental Start Date	Start Billing Date	End Billing Date	Billing Day	Due End Date
2.00	12/29/2007	1/10/2008	1/31/2008	NONE	01/31/2008

The 'Rental Rates' grid displays the following data:

Bill Code	Description	Rate
W	Weekly	700

The **Billed to Date** column displays the date up to which the rental line has been billed, that is the date when Invoice has been generated through the **Rental Invoice Generation** program. The **Bill To Date** field gets values based on the Billing Type of rental line.

- For **Up front** billing type rentals the **Billed to Date** field is populated with the **End Billing Date** specified for current rental line.
- For **Upon Return** billing type rentals the **Billed to Date** field is populated with the **Actual End Date**, which is formed during **Rental Return Reports/Update**.

- For **Periodic** billing type rentals the **Billed to Date** field is populated with the date of last billing.

The **Actual End Date** is the date when rental is returned. It is the Return Date of the Rental Return Entry that is set during Rental Return Update. The **Actual End Date** blank means the rental has not been returned (the **Actual End Date** is always blank for missing rentals).

The **Miss/Dam** column indicates whether the rental is missing or damaged.

The **Miss/Dam. Billed** flag set on means an invoice has been generated for missing/damaged rental. If the flag is on but the line is not indicated as missing/damaged, credit memo should be generated.

The **Issue Gen flag** set on indicates IM Issue transaction has been generated for missing/damaged rental.

The **Rent Status** can be either **Open** or **Closed**. It indicates whether or not there are any financial or other issues related to current rental that needs to be adjusted.

Open status means there are still some open issues related with rental to be settled.

The **Rent Status** column is set to **Closed** in the following cases:

- Rental is returned normally (there are not missing/damaged items) and billed completely.
- The **Actual End Date** is equal to the **Billed to Date**.
- The **Actual End Date** is equal or greater than the **Billed to Date** and is equal or less than the **Due End Date**.

The screenshot displays the SAP MAS 90 Business Insights Explorer interface for the report '50068\_RNTRentalStatus'. The window title is 'SAP MAS 90 Business Insights Explorer - 50068\_RNTRentalStatus'. The interface includes a menu bar (File, Edit, View, Data, Preview, Tools, Help), a toolbar with navigation and data manipulation icons, and a search bar with 'Look For: 174' and 'Search In: (All Columns)'. The main data area is divided into two sections: 'Rental Status' and 'Rental Rates'. The 'Rental Status' section shows a table with columns: Billed To Date, Actual End Date, Rent Status, Warehouse Co, Unit Of Meas, Item Statu, Miss/Dam Billed, and Issue Generated. A single row is visible with values: (blank), (blank), Open, 001, EACH, Rent, No, No. Below this is a filter bar with '<Filter is Empty>' and a 'Filter Builder...' button. The 'Rental Rates' section shows a table with columns: Bill Code, Description, and Rate. A single row is visible with values: W, Weekly, 700. The status bar at the bottom indicates '50068\_RNTRentalStatus', '(none)', 'ABC', '1 rows', and '1 rows'.

Billed To Date	Actual End Date	Rent Status	Warehouse Co	Unit Of Meas	Item Statu	Miss/Dam Billed	Issue Generated
		Open	001	EACH	Rent	No	No

Bill Code	Description	Rate
W	Weekly	700

### Rental Invoice Generation

The **Rental Invoice Generation** program has been added to the **Main** menu of the **Sales Order Entry** to allow billing rentals.

Select Field	Operand	Value
Sales Order Number	All	
Customer Number	All	
Rental Return	All	
Billing Type	All	

Select **date** in the corresponding field and click **Proceed**. Also you can specify the filtering conditions by **SO Number**, **Customer Number**, **Rental Return** and **Billing Type**.

The **Select** button will become enabled.



Click the **Select** button to open the **Selection** grid.

In the **Selection** grid, check the corresponding order for which you want to generate an invoice.

The screenshot shows a window titled "Selection" with a table containing the following data:

	Select	Sales Order	Type	Div	Customer	Salesperson	Item	U/M	Quantity
1	<input checked="" type="checkbox"/>	0000174	IN	01	ABF	0100	CAR	EACH	2.
2	<input checked="" type="checkbox"/>	0000188	IN	01	ABF	0100	CAR	EACH	2.
3	<input checked="" type="checkbox"/>	0000190	IN	02	0000001	0300	SERIAL_RENT	EACH	2.
4	<input checked="" type="checkbox"/>	0000190	IN	02	0000001	0300	CAR	EACH	1.

At the bottom right of the window are buttons for "OK" and "Cancel".

In the Selection grid the line is red colored in case the Rental Due End date is over but the Rental line has not been returned yet.

Click the **Print** button in the **Rental Invoice Generation** screen to generate invoices.

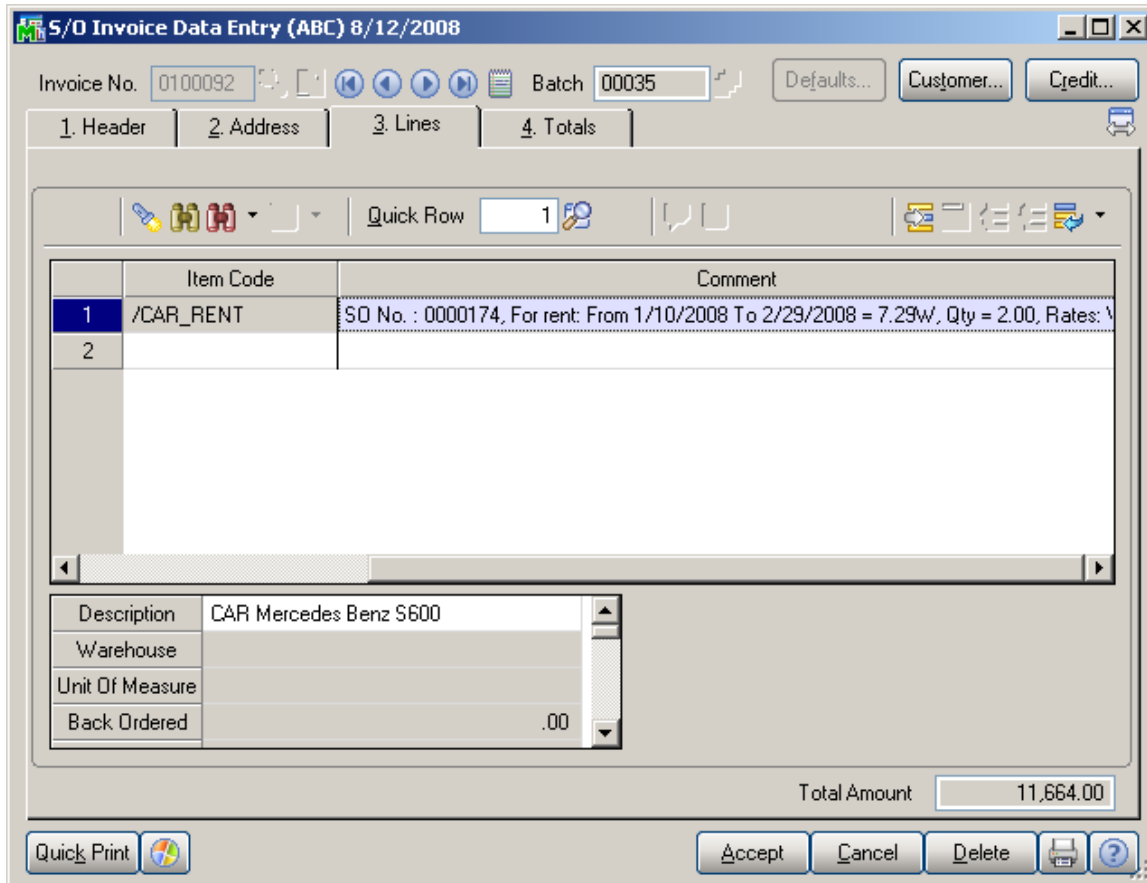
Open the **S/O Invoice Data Entry** and select the new generated invoice.

**Rental Invoice Generation** program has been modified to display the **Rental Sales Order** number from which the Invoice has been generated.

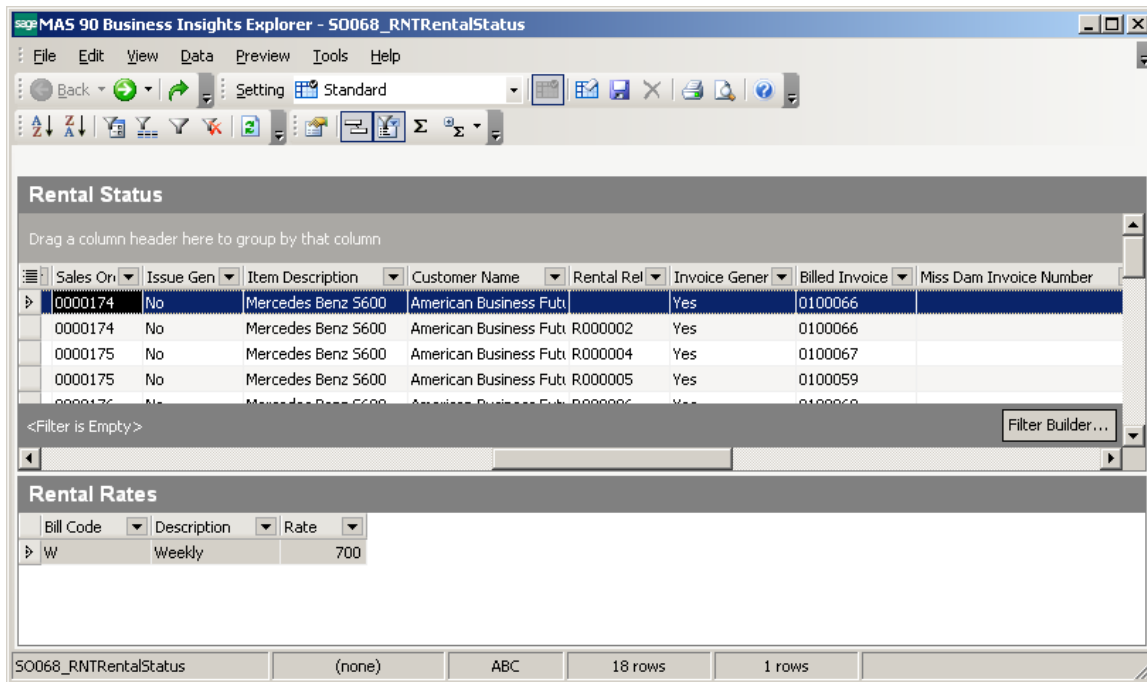
All fields for that invoice will be disabled in the **S/O Invoice Data Entry**.

On the **Header** tab the **Comment** field is set to **RNT: Rentals billing** indicating the invoice is generated through the **Rental Invoice Generation** for rental billing.

On the **Lines** tab, the **Miscellaneous Charge Item** specified for the Item in the Inventory Maintenance is loaded as a comment line. The **Comment** column contains full information about the billing: **Start Billing Date** and **End Billing Date**, **Billing Period**, **Billing Rates**, rental item's **Sales Price** and the **Sales Order Number**.



After the Rental Invoice Generation the Invoice Generated flag is changed to "Yes" and the **Billed Invoice Number** field is populated with corresponding Invoice Number in the Rental Status View.



In case the generated Invoice is deleted the Invoice Generated flag is set to "No" and the Billed Invoice number field is emptied.

After the Billing Invoice is updated, the Invoice Generated flag is set to "No"; the **Billed to Date** field is updated to the corresponding date and the **Billed Invoice number** is cleared.

sage MAS 90 Business Insights Explorer - S0068\_RNTRentalStatus

File Edit View Data Preview Tools Help

Back Standard

**Rental Status**

Drag a column header here to group by that column

Sales On	Rental F	Invoice Gener	Billed Invoice	Billed To Date	Miss Dam Invoice Number	Bill Code	Billing Periods	Amc
0000174	R000002	No		02/08/2008		W	.14W	
0000174	R000002	No		01/29/2008		W	3.14W	
0000175	R000004	No		01/22/2008		W	.14W	
0000175	R000005	Yes	0100059			W	.14W	
0000175	R000006	No		01/20/2008		W	.14W	

<Filter is Empty> Filter Builder...

**Rental Rates**

Bill Code	Description	Rate
W	Weekly	700

S0068\_RNTRentalStatus (none) ABC 18 rows 1 rows

**Rental Return Entry**

When the customer returns Rental Order items, the return must be recorded in the **Rental Return Entry** program added under the **Sales Order Main** menu.

Rental lines cannot be returned unless they have been shipped.

Click the **Next Number** button from toolbar to create new return entry. The next return number is taken from **S/O Options**.

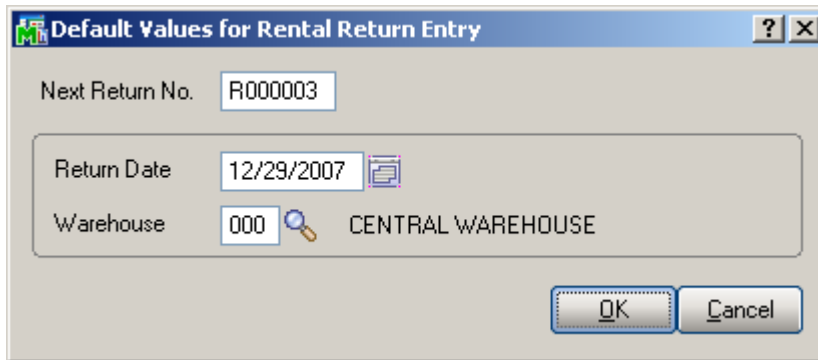
The **Return Date** is the system current date set by default, which can be changed manually. After the rental return is updated this date will be considered as **Actual End Date** for rental.

The salesperson (rental agent) is entered in the **Salesperson** field.

The screenshot shows the 'Rental Return Entry (ABC) 12/29/2007' window. At the top, there are navigation buttons and a 'Return Number' field containing 'R000002'. Below this are fields for 'Return Date' (1/29/2008), 'Salesperson' (0100 - Jim Kentley), and 'Customer No.' (01-ABF - American Business Futures). A 'Select Lines' button is located to the right of the Customer No. field. Below these fields is a 'Quick Row' field set to '1'. The main area contains a table with columns: Sales Order No., Item Code, Rented, Returned, and Missing. Below the table is a list of items with fields for Description, From Warehouse, U/M, and Starting Date. At the bottom of the window are buttons for 'Accept', 'Cancel', and 'Delete'.

Click the **Defaults...** button to view/edit **Default Values for Rental Return Entry**.

The receiving warehouse is specified in the **Warehouse** field. (note: rentals can be returned only to the warehouse from where they are shipped from).



Click the **Select Lines** button in the **Rental Return Entry** and select the rentals to be returned from the selected customer.

Only the rental lines already processed and available in the **Rental Status View** can be returned through Rental Return Entry.

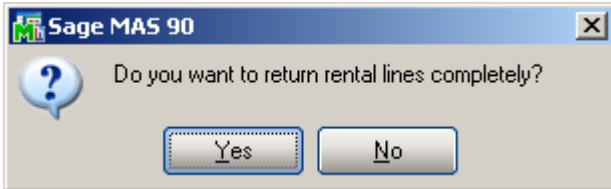
Through the **Select Lines** button you can select only the lines, which rental period is over and they should be returned. Here the following cases are possible:

- The **Due End Date** is equal to the **Return Date**. This is an in time return.
- The **Due End Date** is greater than the actual **Return Date**. In this case the return is treated as **Late Return** and the Customer should be billed through the **Rental Invoice Generation** program for additional period.
- The **Due End Date** is less than the actual **Return Date**. The corresponding lines of Sales order should be selected in the grid. In this case the return is treated as **Early Return** and Credit Memo should be generated through the **Rental Invoice Generation** program for the period(s) already billed.

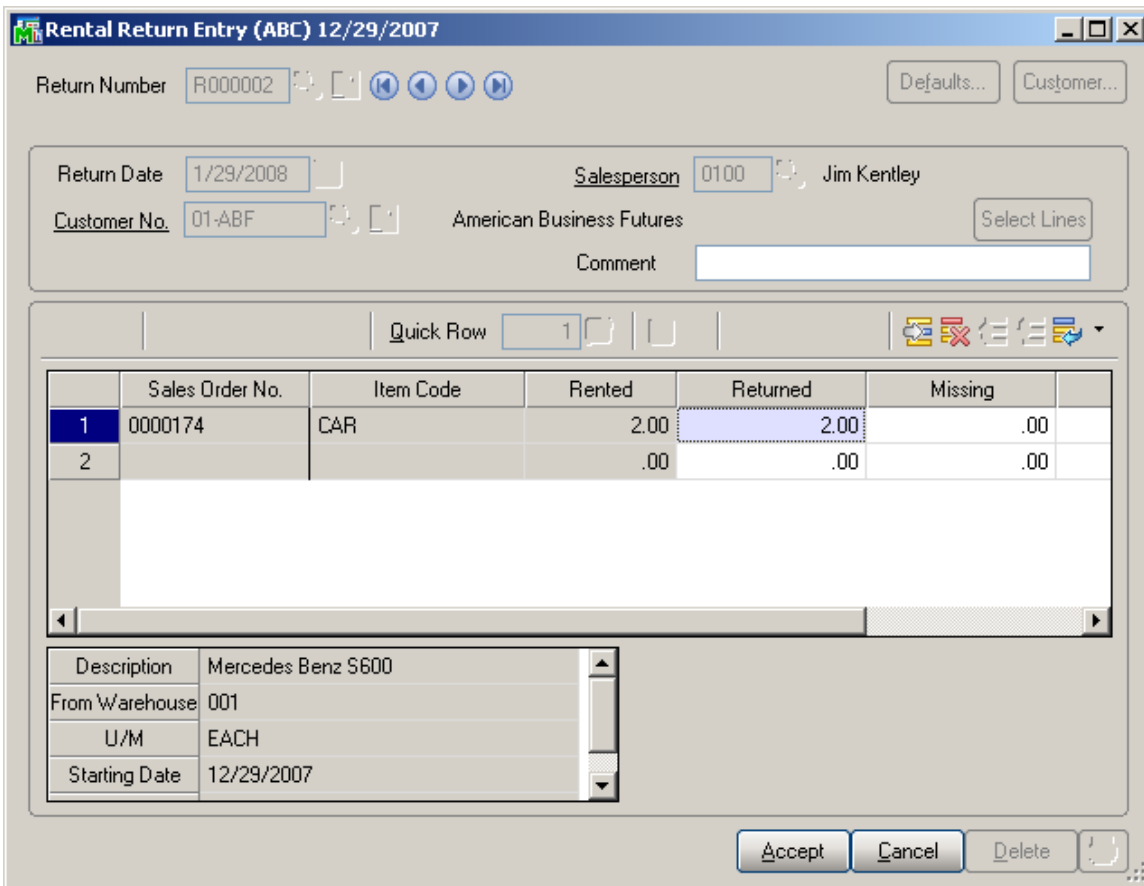
After you have selected the lines to be returned and Accepted the Return the Return number is updated in the **Rental Status View**.

*Note: You cannot return rental lines until the Invoice generated for billing is updated.*

The following message will be displayed:



Now select the Sales Orders for which you want to perform rental return.



The **Rented** field displays the quantity being on rent. The **Returned** field shows the quantity customer is returning currently.



The **Missing** quantity is entered if you are sure the customer will not return that item any more.

The **Damaged** quantity is entered in case the customer returns the item but it is damaged.

The **Return** is treated as partial if the Customer decides to keep on rent some quantities and return them later.

The user is given an opportunity to bill the Customer for Missing/Damaged quantities as well as to enter issue of items out of inventory. For details go to [Track Missing/Damaged Rentals](#).

Note that in case of partial return as well as return with Missing/Damaged quantities corresponding rental lines are split during Return Update.

Here is an example of return generated for Sales Order#0000182:

Rental Return Entry (ABC) 1/23/2008

Return Number: R000007

Return Date: 1/23/2008

Salesperson: 0100 Jim Kentley

Customer No.: 01-ABF American Business Futures

	Sales Order No	Item Code	Rented	Returned	Missing	Damaged	Co
1	0000182	CAR	2.00	1.00	.00	1.00	
2	0000182	SERIAL_RENT	3.00	1.00	.00	.00	
3			.00	.00	.00	.00	

Quick Row: 2

Description: From Warehouse: 000, U/M: EACH, Starting Date: 1/2/2008

Buttons: Accept, Cancel, Delete

The first line of current return contains a damaged item and the second line is returned partially: 1 item is returned and 2 items are left on rent.

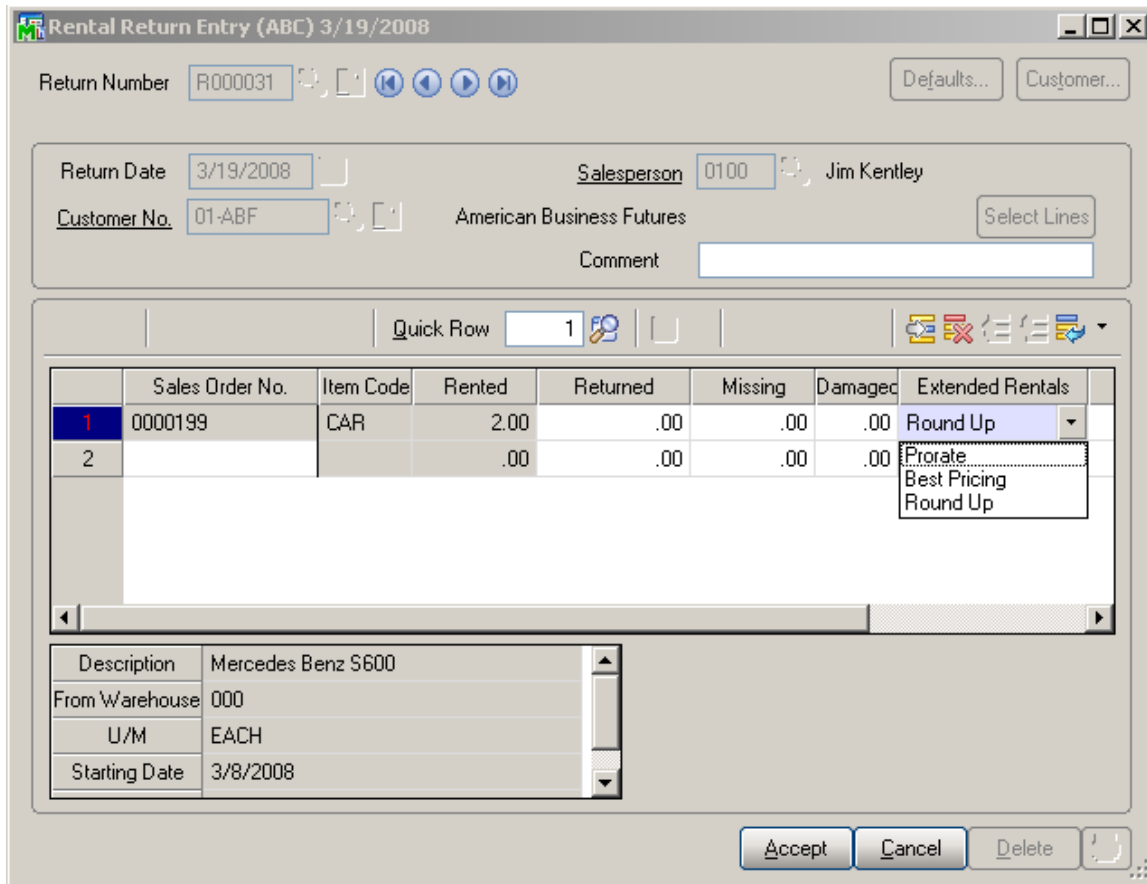
Open or just refresh the **Rental Status View** after running [Rental Return Reports/Update](#) program.

Rental Status																				
Drag a column header here to group by that column																				
Sales	Lir	Seque	Item Cc	Qu	Renta	St	End Bil	Due E	Billec	Actual I	Rent S	W	Unit Of M	Item S	Mis	Is	Item C	Custom	Rental Return	
0000174	00000	0000010C	CAR	2.00	12/29/2008	1/10/2008	1/31/2008	NO	01/31/2008	01/16/2008	01/29/2008	Open	001	EACH	Returned	No	No	Mercedes	American Bu	R000002
0000175	00000	0000010C	CAR	2.00	12/29/2008	12/29/2008	12/29/2008	NO	12/29/2008	12/29/2008	01/22/2008	Open	001	EACH	Returned	No	No	Mercedes	American Bu	R000004
0000175	00000	0000010C	CAR	3.00	12/29/2008	12/29/2008	12/29/2008	NO	12/29/2008		01/25/2008	Open	001	EACH	Returned	No	No	Mercedes	American Bu	R000005
0000176	00000	0000010C	CAR	1.00	12/29/2008	12/29/2008	12/29/2008	NO	12/29/2008	12/29/2008	01/28/2008	Open	001	EACH	Returned	No	No	Mercedes	American Bu	R000006
0000176	00000	0000010C	CAR	1.00	12/29/2008	12/29/2008	12/29/2008	NO	12/29/2008		01/28/2008	Open	001	EACH	Damaged	Yes	No	Mercedes	American Bu	R000006
0000176	00000	0000010C	CAR	1.00	12/29/2008	12/29/2008	12/29/2008	NO	12/29/2008			Close	001	EACH	Missing	Yes	No	Mercedes	American Bu	R000006
0000180	00000	0000020C	SERIAL_RE	5.00	01/02/2008	1/2/2008	3/10/2008	NO	03/10/2008	01/09/2008		Open	000	EACH	Rent	No	No		American Bu	
0000181	00000	0000010C	SERIAL_RE	3.00	01/10/2008	1/10/2008	3/10/2008	NO	03/10/2008	02/08/2008		Open	000	EACH	Rent	No	No		American Bu	
0000182	00000	0000010C	CAR	1.00	01/02/2008	1/2/2008	1/23/2008	NO	01/23/2008	01/23/2008	01/23/2008	Close	001	EACH	Returned	No	No	Mercedes	American Bu	R000007
0000182	00000	0000020C	SERIAL_RE	1.00	01/02/2008	1/2/2008	1/23/2008	NO	01/23/2008	01/23/2008	01/23/2008	Close	000	EACH	Returned	No	No		American Bu	R000007
0000182	00000	0000020C	SERIAL_RE	2.00	01/02/2008	1/2/2008	1/23/2008	NO	01/23/2008	01/23/2008		Open	000	EACH	Rent	No	No		American Bu	
0000182	00000	0000010C	CAR	1.00	01/02/2008	1/2/2008	1/23/2008	NO	01/23/2008	01/23/2008	01/23/2008	Open	001	EACH	Damaged	No	No	Mercedes	American Bu	R000007

Sales Order# 0000182 is split into 4 lines with Item Statuses set correspondingly: returned, rent, and damaged.

### Extended Rentals Setting During Return

The **Extended Rental** field added to the Rental Return grid allows handling extended rentals effectively. The Extended Rental value is defaulted from the Sales Order and can be changed while returning rentals. Changing the Extended Rental value will not affect its original settings in the Sales Order Entry.



The **Extended Rentals** new value is applied only to the quantities actually returned.

**Rental Return Entry (ABC) 3/19/2008**

Return Number: R000031

Return Date: 3/19/2008      Salesperson: 0100 Jim Kentley

Customer No.: 01-ABF American Business Futures

Comment:

Quick Row: 1

	Sales Order No.	Item Code	Rented	Returned	Missing	Damaged	Extended Rentals
1	0000199	CAR	2.00	1.00	.00	.00	Best Pricing
2			.00	.00	.00	.00	

Description: Mercedes Benz S600  
 From Warehouse: 000  
 U/M: EACH  
 Starting Date: 3/8/2008

Buttons: Accept, Cancel, Delete

The Extended Rental new value is updated in the **Rental Status** view only for the quantity(s) actually returned.

**Rental Status**

Drag a column header here to group by that column

Sales Or	Line K	Sequence No.	Item C	Que	Rental Start	Start Billing	End Billing	Billin	Due End D	Billed To	Actual En	Rent	Rental Ret	Extended Rentals
0000180	000002	00000200000000	SERIAL_R	5.00	01/02/2008	01/02/2008	03/10/2008	10	03/10/2008	01/09/2008		Open	R000011	Prorate
0000181	000001	00000100000003	SERIAL_R	1.00	01/10/2008	01/10/2008	03/10/2008	NONE	03/10/2008	02/08/2008		Open		Prorate
0000181	000002	00000100000001	SERIAL_R	1.00	01/10/2008	01/10/2008	03/10/2008	NONE	03/10/2008	02/08/2008	02/15/2008	Open	R000013	Prorate
0000181	000003	00000100000002	SERIAL_R	1.00	01/10/2008	01/10/2008	03/10/2008	NONE	03/10/2008	02/08/2008		Open	R000013	Prorate
0000182	000001	00000100000000	CAR	1.00	01/02/2008	01/02/2008	01/23/2008	NONE	01/23/2008	01/23/2008	01/23/2008	Close	R000007	Prorate
0000182	000002	00000200000000	SERIAL_R	1.00	01/02/2008	01/02/2008	01/23/2008	NONE	01/23/2008	01/23/2008	01/23/2008	Close	R000007	Prorate
0000182	000002	00000200000001	SERIAL_R	2.00	01/02/2008	01/02/2008	01/23/2008	NONE	01/23/2008	02/08/2008		Open	R000011	Prorate
0000182	000003	00000100000001	CAR	1.00	01/02/2008	01/02/2008	01/23/2008	NONE	01/23/2008	01/23/2008	01/23/2008	Open	R000007	Prorate
0000184	000003	00000300000000	NEW	3.00	01/10/2008	01/10/2008	01/23/2008	NONE	01/23/2008	01/23/2008	01/23/2008	Close	R000008	Prorate
0000184	000004	00000400000000	SERIAL_R	2.00	01/10/2008	01/10/2008	01/23/2008	NONE	01/23/2008	01/23/2008	01/23/2008	Close	R000008	Prorate
0000184	000004	00000400000001	SERIAL_R	1.00	01/10/2008	01/10/2008	01/23/2008	NONE	01/23/2008	02/08/2008		Open		Prorate
0000184	000005	00000300000001	NEW	1.00	01/10/2008	01/10/2008	01/23/2008	NONE	01/23/2008	02/08/2008		Open	R000008	Prorate
0000186	000001	00000100000000	CAR	3.00	02/08/2008	02/08/2008	02/08/2008	NONE	02/08/2008	02/08/2008		Open	R000011	Prorate
0000188	000001	00000100000000	CAR	2.00	02/08/2008	02/08/2008	03/08/2008	NONE	03/08/2008			Open	R000011	Prorate
0000190	000001	00000100000000	SERIAL_R	2.00	02/14/2008	02/14/2008	02/24/2008	NONE	02/24/2008	02/24/2008		Open		Prorate
0000190	000002	00000200000000	CAR	1.00	02/14/2008	02/14/2008	02/25/2008	NONE	02/25/2008	02/25/2008		Open		Prorate
0000195	000001	00000100000000	NEW_REA	10.00	03/07/2008	03/07/2008	03/25/2008	NONE	03/25/2008			Open	R000019	Round Up
0000199	000001	00000100000001	CAR	1.00	03/08/2008	03/08/2008	03/28/2008	NONE	03/25/2008			Open		Round Up
0000199	000002	00000100000001	CAR	1.00	03/08/2008	03/08/2008	03/28/2008	NONE	03/25/2008		03/19/2008	Open	R000031	Best Pricing

Ability to change the Extended Rentals value in the Return Data Entry makes the billing process more effective especially for early returns.

Here is an example of Invoice generated for the Sales (Rental) Order some quantity of which has been returned earlier than the Due End Date and the Extended Rental value has been changed to **Best Pricing** during return.

The screenshot shows a software window titled "View Rental Invoice Generation Listing" with a "Preview" tab. The window contains a table of rental orders and a "Report Total" section. The table has columns for Order Number, Type, Customer, Sisperson, Item, UOM, Quantity, Unit Rent, and Ext Amount. Two rows of data are shown, both for order number 0000199, with different rental periods and unit rates. The report total shows a quantity of 2.00, a unit rent of 3,250.00, and an extended amount of 3,250.00.

Rental Invoice Generation Listing									ABC Distribution and Service Corp. (ABC)
Order Number	Type	Customer	Sisperson	Item	UOM	Quantity	Unit Rent	Ext Amount	
0000199	IN	01-ABF	0100	CAR	EACH	1.00	1,950.00	1,950.00	
SO No. : 0000199, For rent: From 3/8/2008 To 3/28/2008 = 3W, Qty = 1.00, Rates: W = 650.000									
0000199	IN	01-ABF	0100	CAR	EACH	1.00	1,300.00	1,300.00	
SO No. : 0000199, For rent: From 3/8/2008 To 3/19/2008 = 2W, Qty = 1.00, Rates: W = 650.000,									
<b>Report Total:</b>						<u>2.00</u>	<u>3,250.00</u>	<u>3,250.00</u>	

S/O Invoice Data Entry (ABC) 3/19/2008

Invoice No. 0100089 Batch 00020

1. Header | 2. Address | 3. Lines | 4. Totals

Quick Row 2

	Item Code	Extension	Comment
1	/CAR_RENT	1,950.00	SO No. : 0000199, For rent: From 3/8/2008 To 3/28/2008 = 3w, Qty = 1.00, Rates: W :
2	/CAR_RENT	1,300.00	SO No. : 0000199, For rent: From 3/8/2008 To 3/19/2008 = 2w, Qty = 1.00, Rates: W :
3		.00	

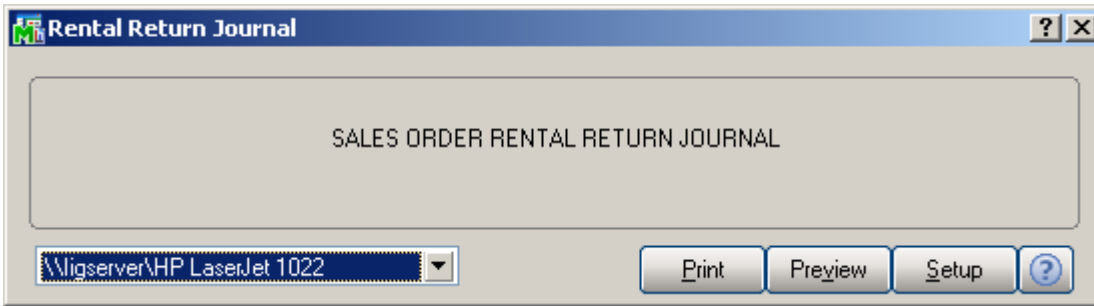
Description	CAR Mercedes Benz S600
Warehouse	
Unit Of Measure	
Back Ordered	.00

Total Amount 3,250.00

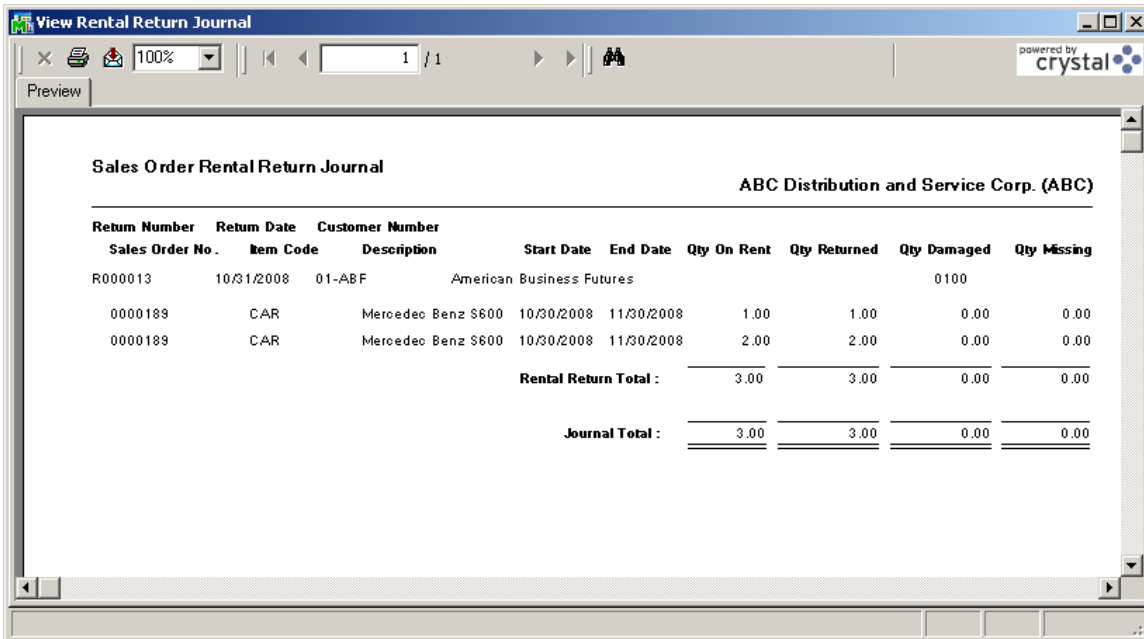
Quick Print | Accept | Cancel | Delete

Rental Return Reports/Update

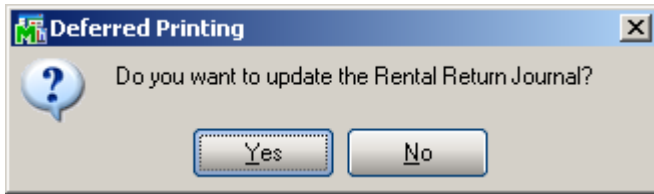
After Returns have been created, select the **Rental Return Reports/Update** from **Sales Order Main** menu to print/preview the rental return journal.



You can preview/print the Return Journal prior to updating in order to be sure the return data has been entered accurately.



The following message appears after printing the journal:



Select Yes to update the Rental Return Journal.  
After the Rental Return Journal update, the rental information displayed in the Rental Status View is updated for corresponding lines.

For partial returns and returns containing missing/damaged items the order lines are split in the Rental Status View.



### Track Missing/Damaged Rentals

The **Track Missing/Damaged Rentals** program has been added to the **Main** menu of the **S/O** module to allow generating Invoices/Credit Memos, IM Issue transactions for missing/damaged rentals or just closing the line without any action.

Select Field	Operand	Value
Sales Order Number	All	
Customer Number	All	
Rental Return	All	
Billing Type	All	

Select the **Action** and click the **Proceed** button.  
After clicking **Proceed** the **Select...** button will become enabled to allow opening the **Selection** grid.

Choose the **Issue Inventory** action to generate IM Issue transaction for selected lines. Transaction will be generated for the warehouse the rentals have been shipped from.

Select Field	Operand	Value
Sales Order Number	All	
Customer Number	All	
Rental Return	All	
Billing Type	All	

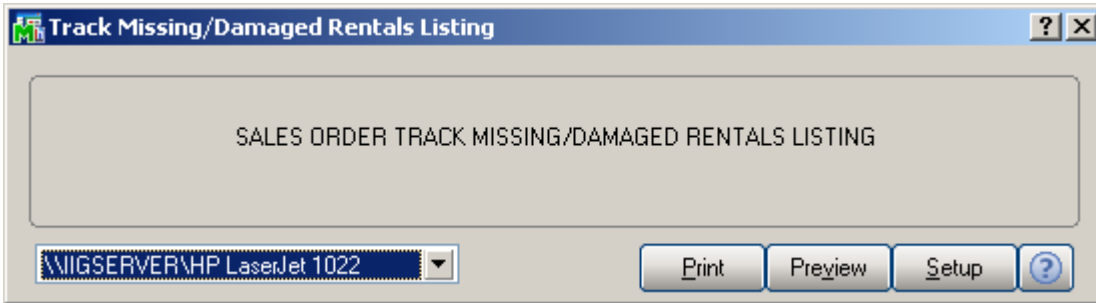
	Select	Sales Order	Div	Customer	Item	Status	Quantity	Sale
1	<input checked="" type="checkbox"/>	0000178	01	ABF	CAR	Missing	1.00	
2	<input checked="" type="checkbox"/>	0000182	01	ABF	RENT_SERIAL	Missing	1.00	1.6
3	<input checked="" type="checkbox"/>	0000184	01	ABF	RENT_SERIAL	Damaged	1.00	1.6
4	<input checked="" type="checkbox"/>	0000184	01	ABF	RENT_SERIAL	Missing	1.00	1.6
5	<input checked="" type="checkbox"/>	0000184	01	ABF	RENT_SERIAL	Missing	1.00	1.6

The quantities treated as missing or damaged during return are loaded in the grid.

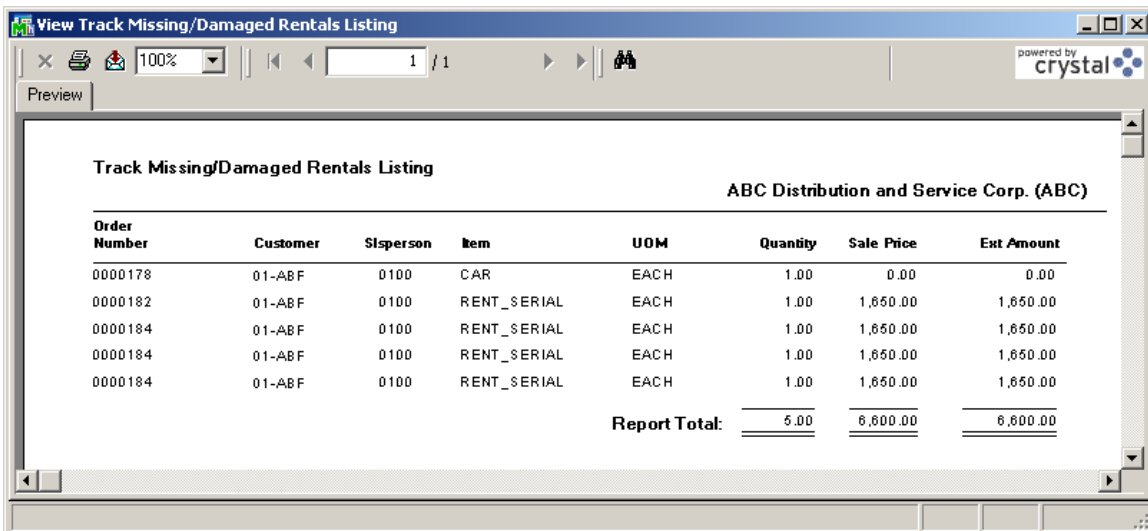
Check the lines you want to process and click **Ok**.

Now through the **Track Missing/Damaged Rentals Listing** (opened through the **Print** button in the **Track**

Missing/Damaged Rentals screen) the selected Action will be performed.



You can Preview/Print the Missing/Damaged Rentals listing prior to I/M Issue transaction is generated.



Here is the Transaction generated for the selected Miss./Damaged rentals.

The screenshot shows a software window titled "Transaction Entry". At the top, there are two fields: "Transaction Type" with a dropdown menu set to "Issues", and "Entry Number" with the value "00000003". Below these are two tabs: "1. Header" (selected) and "2. Lines". The main area contains several input fields: "Transaction Date" with "10/31/2008", "Default Warehouse" with "RNT" and "RENTAL WAREHOUSE", and "Comment" with "Generated by Mis/Dam Rentals". At the bottom, there are navigation buttons (back, forward, etc.), "Accept", "Cancel", "Delete", and a help icon. A status bar at the very bottom shows "IIG", "ABC", and "10/31/2008".

The Comment field of the generated Issue transaction is populated with “Generated by Miss/Dam Rentals” text.

**Transaction Entry**

Transaction Type: Issues      Entry Number: 00000003

1. Header      2. Lines

Item Number: RENT\_SERIAL      RENTAL ITEM SERIAL / MODEM 960      G/L Account: 450-01-00

U/M: EACH      Whse: RNT      Quantity: 1.00

Serial No.:

Item Number	Description	Quantity	U/M	Whse
CAR	Mercedec Benz S600		EACH	RNT
FIFO Costing	G/L: 450-01-00	1.00		
RENT_SERIAL	RENTAL ITEM SERIAL / MODEM 960	1.00	EACH	RNT
Serial No.	G/L: 450-01-00	1.00		
RENT_SERIAL	RENTAL ITEM SERIAL / MODEM 960	0.00	EACH	RNT
Serial No.	G/L: 450-01-00	0.00		
RENT_SERIAL	RENTAL ITEM SERIAL / MODEM 960	0.00	EACH	RNT
Serial No.	G/L: 450-01-00	0.00		

Buttons: Ins, Del, Accept, Cancel, Delete, Print, Help

IIG    ABC    10/31/2008

**Lot/Serial No.- Distribution Entry**

Item: RENT\_SERIAL      RENTAL ITEM SERIAL / MODEM 960      U/M: EACH

Serial Number	Available	Distribute
SER002	1.00	1.00

Serial Number	Available	Distribute
SER002	0.00	1.00

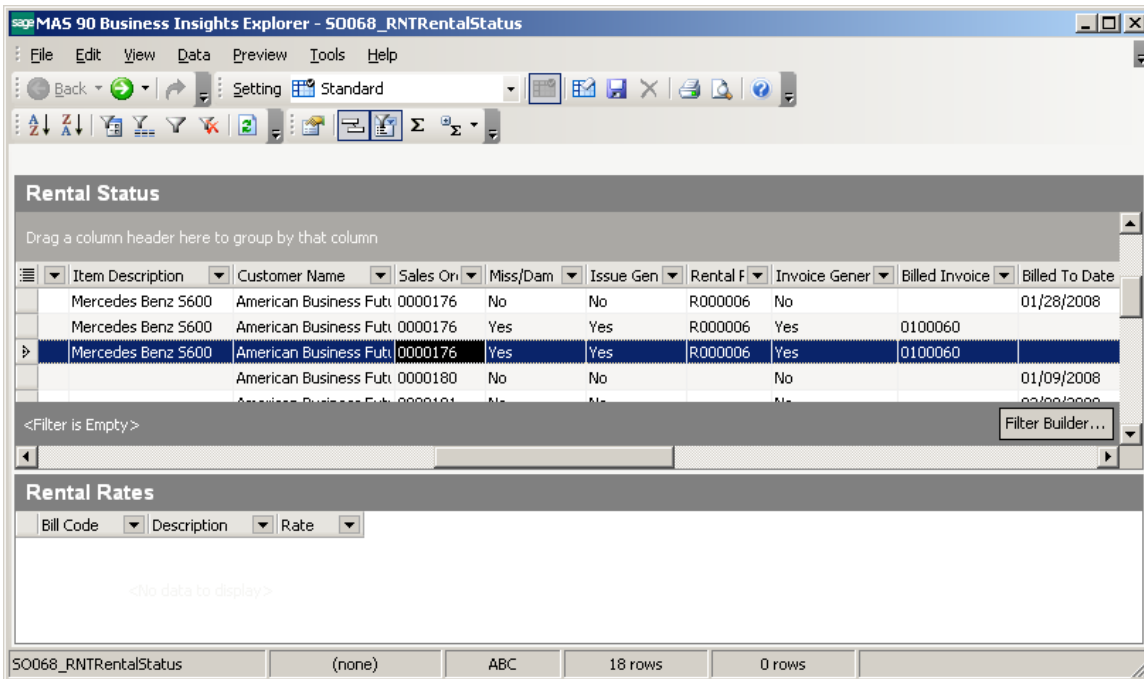
Distribution Balance: 0.00

Buttons: OK, Undo, Range, List..., Accept, Help

The Serial Items will be automatically distributed (Distribution of the Return Entry is carried over to the Transaction entry) in the generated Issue Transaction if

there is Qty Available for current Serial number during the Issue Generation.

After the Issue Transaction is updated the Issue Generated flag is set to "Yes" in the **Rental Status View**.



Select **Generate Invoice** action to bill the customer for missing/damaged rentals. The **Unit Price** for a missing/damaged item will default to the **Sales Price** specified on the line of order.

Here is an example of generated invoice for missing/damaged rentals.

For missing/damaged rentals the **Comment** field on the **Header** tab of the **S/O Invoice Data Entry** always displays the following: *RTN: Missing/Damaged rentals.*

S/O Invoice Data Entry (ABC) 12/29/2007

Invoice No. 0100061 Defaults... Customer... Credit...

1. Header 2. Address 3. Lines 4. Totals

Invoice Date 12/29/2007 Invoice Type Standard Invoice Sales Order Number

Customer No. 01-ABF American Business Futures Cust PO

Order Status 1 Step  
Ship Date 12/29/2007  
Due Date 1/28/2008  
Discount Date 12/29/2007  
Warehouse 001 EAST WAREHOUSE

Apply to Inv #  
Ship To Addr 2 American Business Futures  
Terms Code 01 Net 30 Days  
Ship Via UPS BLUE FOB Tracking...  
Confirm To John Quinn  
E-mail artie@abf.com  
Fax No. Batch Fax  
Comment RNT : Missing/Damaged rentals  
Salesperson 0100 Jim Kentley  
Split Comm. No Split Comm...

Print Invoice

Sales Tax  
Schedule WI  
Wisconsin

Quick Print Accept Cancel Delete

On the **Lines** tab you can see the comment lines for missing and damaged units.

S/O Invoice Data Entry (ABC) 10/31/2008

Invoice No. 0100071

1. Header | 2. Address | 3. Lines | 4. Totals

	Item Code	Comment
1	/MISSDMG	Charge for Missing rental returned by R000005 number. SO No. = 0000178, LineSeqN...
2		

Description	CAR Mercedec Benz S600
Warehouse	
Unit Of Measure	
Back Ordered	.00

Total Amount .00

Quick Print | Accept | Cancel | Delete

After Invoice is generated for Miss./Damaged lines corresponding Invoice number is set in the **Miss/Dam Invoice Number** field in the **Rental Status View**.

If the generated Invoice is deleted the **Miss/Dam Invoice Number** field in the **Rental Status View** is emptied.

After the generated Invoice is updated the **Miss/Dam Invoice Number** field is cleared and the **Miss/Dam Billed** flag is set to "Yes" in the **Rental Status View**.

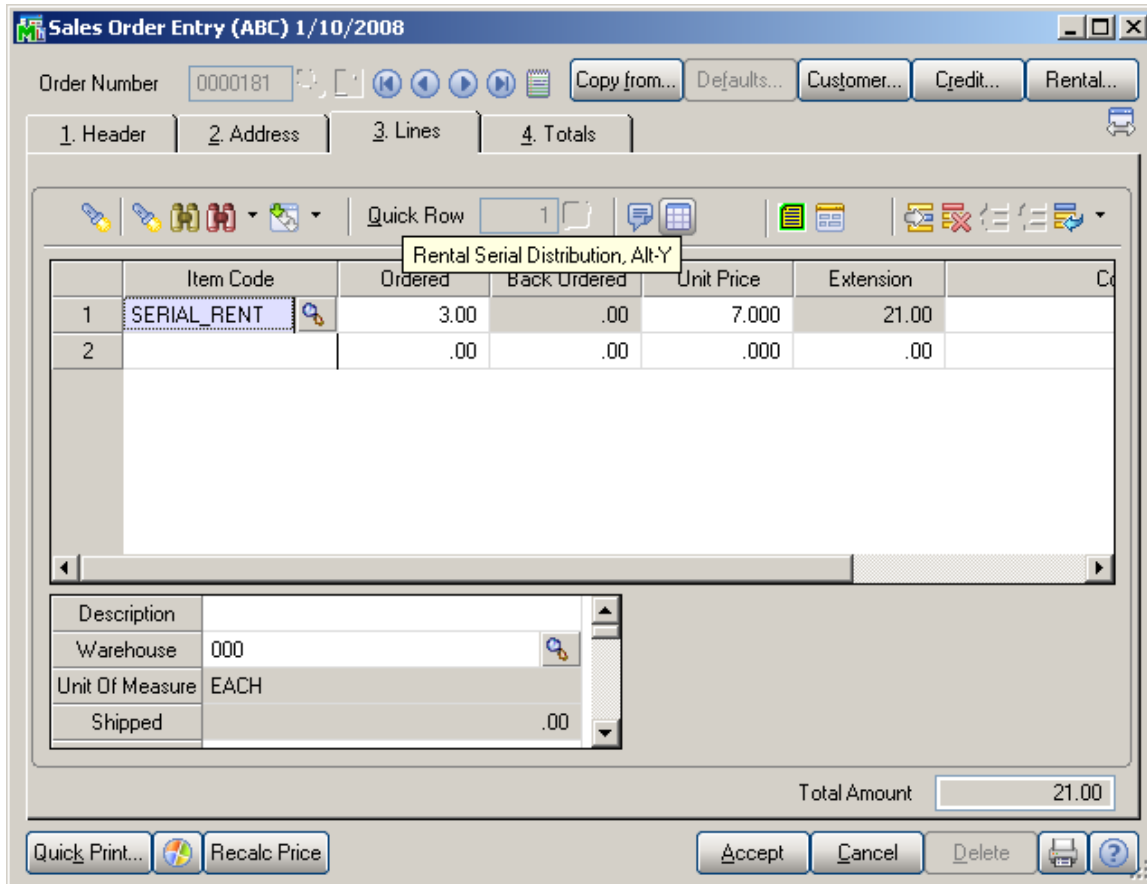
If the **Close Only** action is selected the missing/damaged rental is considered as billed/issued but invoice/IM Issue transaction is not actually generated.





Rental Processing for Serial Items

Distribution has been provided for rental serial item numbers in the **Sales Order Entry**.  
 Select a serial item to be rented out.

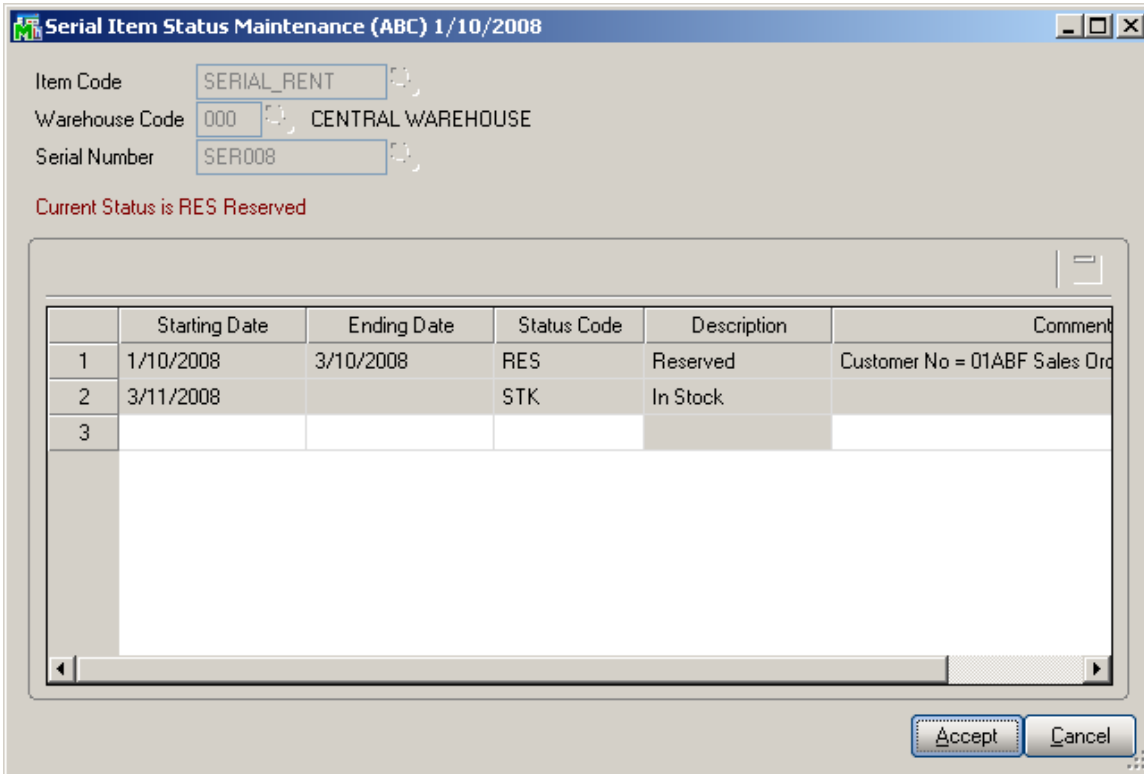


After entering the rental detail information click the **Rental Serial Distribution** button to distribute the Rental Item by Serial Numbers.

	Serial Number	Available	Reserve
1	SER008	1	1.00
2	SER009	1	1.00
3	SER010	1	1.00
4			.00

Distribution Balance: .00

On the **Serial Item Status Maintenance** screen, the **Serial Numbers** distributed in the **(Reserve) Serial Number – Distribution** are displayed as **Reserved** on the Sales Order.



When rental is shipped through the **Rental Shipping Data Entry** program the serial numbers distributed in the **(Reserve) Serial Number – Distribution** screen are loaded into the **(Rental) Serial No. – Distribution Entry** screen.

**Rental Shipping Data Entry**

Shipper ID: 1    Ship Date: 1/10/2008    Order No.: 0000181  
 Shipping No.: SR00008    Ship Status: New    SO Created By: ###  
 Customer Number: 01-ABF    American Business Futures

1. Lines    2. Shipping

Item Code:    Quick Row: 0    Pkg: 0001

	Item Code	Ordered	Shipped	Comment
1	SERIAL_RENT	3.00	3.00	

Description:    Warehouse: 000    U/M: EACH    Package:

Quick Print    Auto Increment     Accept    Cancel    Delete

**(Rent) Serial Number Distribution**

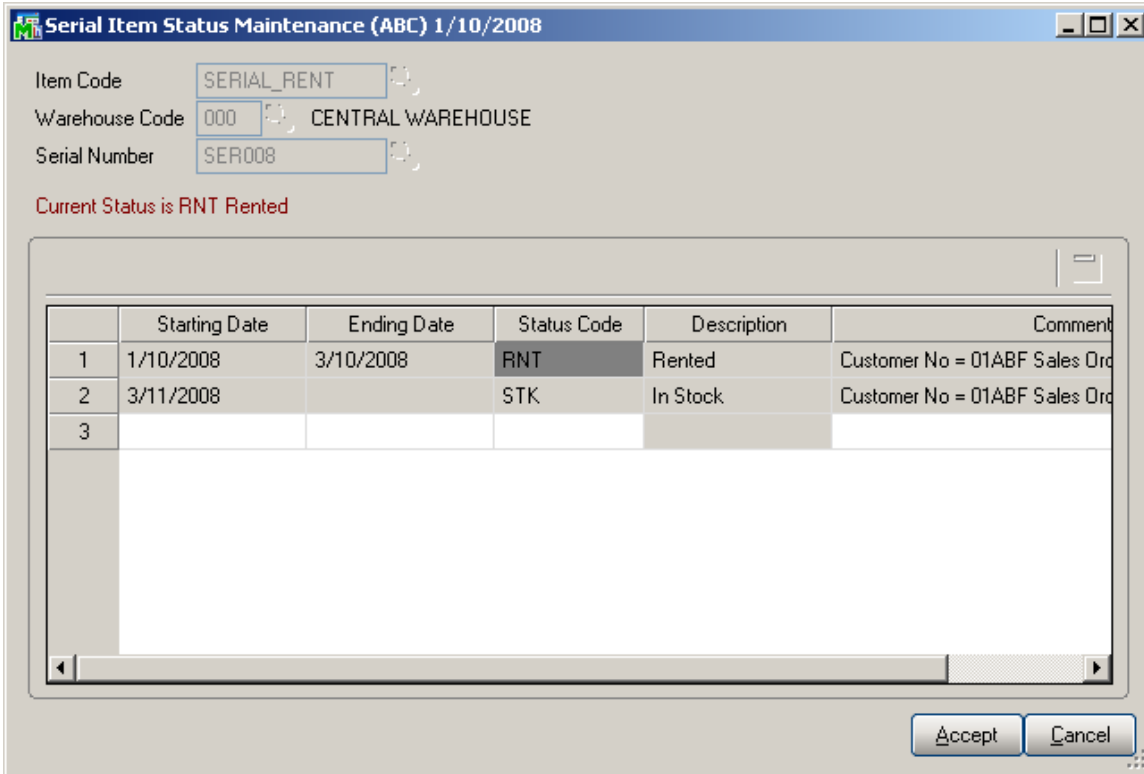
Item Code: SERIAL\_RENT    U/M: EACH

	Serial Number	Available	Rent
1	SER008	1	1.00
2	SER009	1	1.00
3	SER010	1	1.00
4			.00

Distribution Balance: .00

Auto Increment     OK    Cancel

On the **Serial Item Status Maintenance** screen, the **Serial Numbers** distributed in the **(Rent) Serial Number – Distribution Entry** are displayed as **Rented** on the Sales Order.



When Invoice is generated for **Miss/Damaged Rentals** the Serial Number of the Item is loaded in the Invoice Lines grid as a comment line.

## Sub Rental Processing

In the rental industry it is common to rent out items that are not actually available in the Warehouse but are just rented from vendors for some period.

Sub-Rental processing enables renting items from Vendors (Sub-Rental PO Generation) for the purpose of renting out those items.

The Sub-Rental processing provides automatic and manual **Sub-Rental PO Generation**.

This enhancement provides the products to be brought in the Sub Rental warehouse at zero cost.

The user should setup a warehouse for sub-rental inventory.

### Warehouse Code Maintenance

The **Sub Rental Warehouse** check box added on the **Warehouse Code Maintenance** allows the user to specify the warehouse intended for Sub Rental Processing.

The screenshot shows a software window titled "Warehouse Code Maintenance". It contains several input fields and a checked checkbox. The "Warehouse Code" field contains "SUB" and the "Description" field contains "Sub Rental Warehouse". The "Ship-to Address Name" field contains "Sub Rent Whse", and the "Address" field contains "Southern street". The "Post to Location" field contains "02" and is linked to "West Sales Office". The "Sub Rental Warehouse" checkbox is checked. At the bottom, there are navigation buttons (back, forward, etc.), "Accept", "Cancel", "Delete", and a help button. The status bar at the bottom right shows "ABC" and "3/7/2008".

All Rental Items receipted in the Sub Rental Warehouse will have zero cost.

Manual PO Generation

In case of manual PO generation the user should generate Purchase Order with the needed items for the Sub Rental warehouse.

Order Number: 0010020

1. Header | 2. Address | 3. Lines | 4. Totals | User ID: 000

Item Number: NEW\_RENT | Description: Mercedes Benz S600 | Tax Class: NT | UT:  | LC:

Req'd Date: 03/13/2008 | G/L Acct: 115-00-02

Whse: SUB | U/M: EACH | Ordered: 10.00 | Received: 0.00 | Back Ordered: 0.00 | Unit Cost: .000 | Extension: .00

Line	Item Number	Description	TC	LC	UT	Req Date	G/L Account	Extension
1	NEW_RENT	Mercedes Benz S600	NT	Y	N	03/13/2008	15-00-02	
	SUB	EACH						10.00
2	/SUBRNT	Sub Rental Charge	NT	N			111-00-00	12,000.00

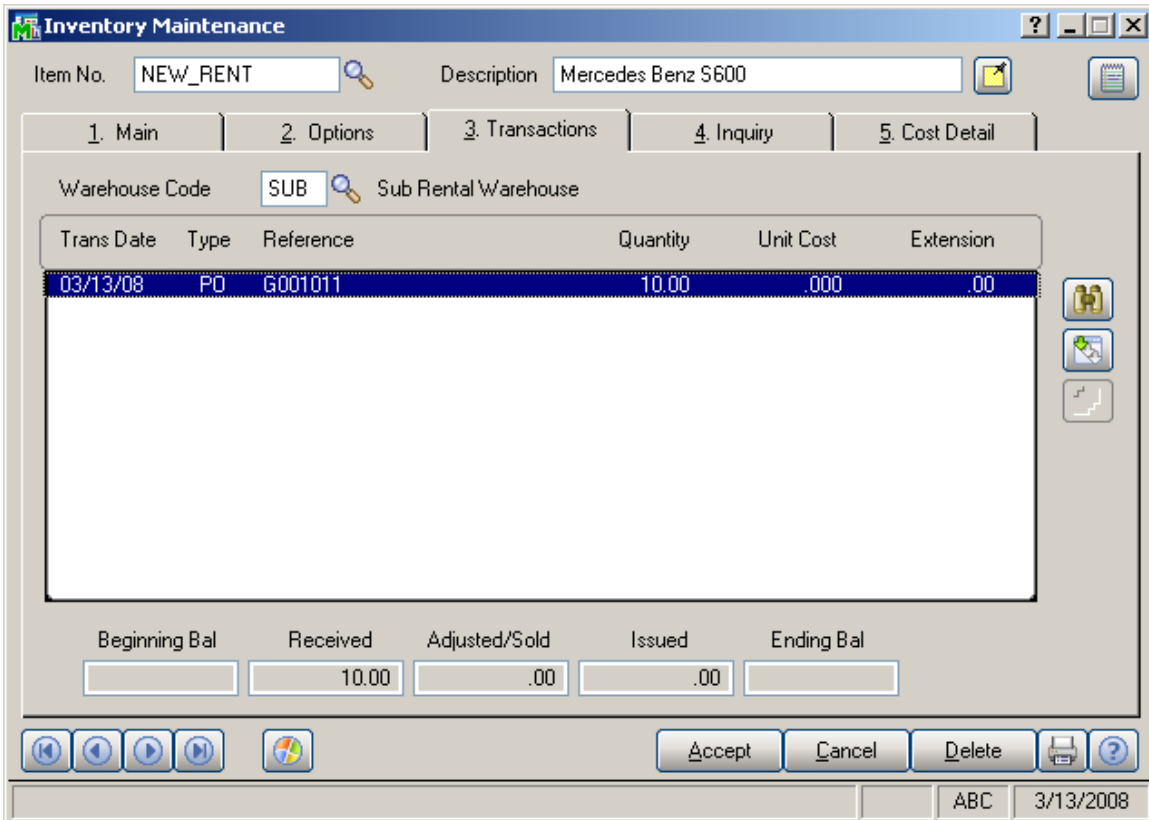
Total Amount: 12,000.00

ABC | 3/13/2008

A **Misc. Charge Code** with corresponding amount should be entered for the rent charges.

The **Unit Cost** of the Item received for the Sub Rental warehouse is set to 0.





The Sub-rental Items can be returned to the vendor through the Return Of Goods Entry transaction.

Automatic PO Generation**Sales Order Entry**

When Sales Order is created for rental items from the Sub Rental Warehouse the user can generate Purchase Order(s) for the Sales Order rental lines just from the Sales Order Lines tab through the **Generate PO** button.

Order Number 0000196

1. Header 2. Address 3. Lines 4. Totals

	Item Code	Warehouse	Ordered	Shipped	Back Ordered	Unit Price	Extension
1	CAR	SUB	5.00	.00	.00	1,020.500	5,102.50
2			.00	.00	.00	.000	.00

Description Mercedes Benz S600  
Unit Of Measure  
Price Level  
Tax Class NT

Generate PO

Total Amount 5,102.50

Quick Print... Recalc Price Accept Cancel Delete

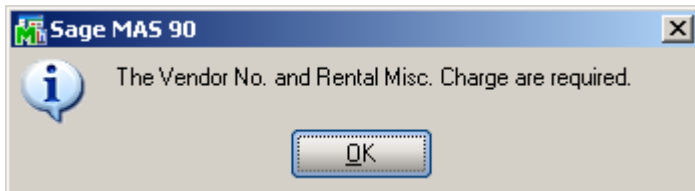
Upon clicking the **Generate PO** button the **Auto PO Generation** screen is opened. On this screen the user should enter the **Vendor** number and the **Misc. Charge Code** with corresponding Extension amount.

Sales Order No. 0000196

	Vendor	Item	Warehouse	Quantity	Misc. Charge	Extension
1	01-CONT	CAR	SUB	5.00	SUBRNT	12,000.00

Proceed Cancel

These fields are required and the following message will appear if the user leaves them blank.



The **Quantity** is set to the quantity Ordered by default but it can be changed for PO Generation.

Here is the PO generated for the Sales Order rental line. During PO generation the rental lines are grouped by Vendor Number.

The Comment field on the PO header displays the Sales Order number the PO is generated from.  
 The **Unit Cost** for the rental line ordered for Sub Rental Warehouse is equal to zero.

**Purchase Order Entry**

Order Number: 0010019

1. Header | 2. Address | 3. Lines | 4. Totals | User ID

Item Number: /SUBRNT | Description: CAR | Tax Class: NT | UT:

G/L Acct: 111-00-00

Extension: 12,000.00

Line	Item Number	Description	TC	UT	Req Date	G/L Account	Extension
1	CAR SUB	Mercedes Benz S600 EACH	NT	Y	03/07/2008	115-00-02 000	.00
2	/SUBRNT	CAR	NT	N		111-00-00	12,000.00

Total Amount: 12,000.00

Buttons: Recalc Tax, Accept, Cancel, Delete

Footer: ABC 3/7/2008

**Inventory Maintenance**

Item No.: CAR | Description: Mercedes Benz S600

1. Main | 2. Options | 3. Transactions | 4. Inquiry | 5. Cost Detail

Warehouse Code: SUB | Sub Rental Warehouse

Trans Date	Type	Reference	Quantity	Unit Cost	Extension
03/07/08	PO	G001010	5.00	.000	.00

Beginning Bal	Received	Adjusted/Sold	Issued	Ending Bal
	5.00	.00	.00	

Buttons: Accept, Cancel, Delete

Footer: ABC 3/7/2008

The **Unit Cost** is zero for all Rental Item PO Transactions processed for Sub Rental Warehouse.