Sign Reversal	Transaction Type	Entered As	Class Code Required	Kind	Affected Column	G/L Class Code Origin	GL Account		Mandatory G/L Accounts in Admin	Notes
							Debit	Credit		
N/A	Blank	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Cash Revenue A/R only if Deferred Revenue entered If the Penalty/Interest breakdown option is on Penalty Revenue Penalty A/R only if Penalty Deferred Revenue entered	- When a class code is used by different transaction types it needs to be defined in Admin with no asssociated transaction type. Please refer to the transaction type for specific A/R and G/L processing.
NO	inv	Positive	Yes	a	PRINCIPAL	Current A/R Class	Accounts Receivable	Def. Revenue OR Revenue	Cash Revenue A/R only if Deferred Revenue entered	- No accounting entries if A/R doesn't exists
		Negative		i	CREDITED		Def. Revenue OR Revenue	Accounts Receivable		- No accounting entries if A/R doesn't exists - Credit against the same A/R Class only - Records with balances will be credited first then payment portion of paid records will be removed using the same rule as the payment reversal one. The paid portiion will then be re-applied on any class code records with balances using the payment rule. If cash is left un-applied an open cash credit record is created using the och rule. - If the credit is greater than the amount billed or adjusted for a class code an open credit record is created using the ocr rule.
NO	adj dup mcr ovr td tt ttx	Positive	Yes	a	ADJUSTMENT	Current A/R Class	Account Receivable	Def. Revenue OR Revenue	Cash Revenue A/R only if Deferred Revenue entered	- Dup & Ovr type are system generated based on cash collection option.
		Negative	No	i	CREDITED	A/R Class of Applied Record	Def. Revenue OR Revenue	Accounts Receivable		- If class is blank cannot be greater than Principal - If Class entered, will credit record for that class only - Records with balances will be credited first then payment portion of paid records will be removed using the same rule as the payment reversal one. The paid portiion will then be re-applied on any class code records with balances using the payment rule. If cash is left un-applied an open cash credit record is created using the och rule. - If the credit is greater than the amount billed or adjusted for a class code an open credit record is created using the ocr rule.
NO	ab	Positive	Yes	i	ABATED	Current A/R Class	OR Account Receivable	Revenue	A/R Revenue	- Records with balances will be abated first then payment portion of paid Records will be removed using the same rule as the payment reversal one. the paid portiion will then be re-applied on any class code Records with balances using the payment rule. if cash is left un-applied an open cash credit record is created using the och rule.
						A/R Class of Applied Record	Def. Revenue OR Revenue	Accounts Receivable		
		Negative				Current A/R Class	Revenue	OR Account Receivable		- Cannont be greater than previously entered abatement
						A/R Class of Applied Record	Accounts Receivable	Def. Revenue OR Revenue		

Sign Reversal	Transaction Type	Entered As	Class Code Required	Kind	Affected Column	G/L Class Code Origin	GL Account		Mandatory G/L Accounts in Admin	Notes
							Debit	Credit		
NO	chg dmd fee int pen tri tti ttp	Positive	Yes	a	CHARGE DEMAND FEE INTEREST PENALTY	Current A/R Class	Part of Cash Transaction: Cash Otherwise: Penalty A/R	Part of Cash Transaction: Penalty Revenue Otherwise: Penalty Def. Revenue OR Penalty Revenue	Cash Penalty Revenue Penalty A/R only if Penalty Deferred Revenue entered	- No accounting entries if Penalty A/R doesn't exists
		Negative	No	i	CREDITED_I	A/R Class of Applied Record	Part of Cash Transaction: Penalty Revenue Otherwise: Penalty Def. Revenue OR Penalty Revenue	Part of Cash Transaction: Cash Otherwise: Penalty A/R		- If class is blank cannot be greater thant balance du for the Trans. Code Category - If class entered, will credit record of that class only and cannot be greater than balance due for the Trans. Code Category and class - Records with balances will be credited (CREDITED_I) first then payment portion of paid records (PAID_I) will be removed using the same rule as the payment reversal one. The paid portiion will then be re-applied on any class code records with balances using the payment rule. If cash is left un-applied an open cash credit record is created using the och rule.
Positive CC Trans	pmt vp	Positive Only	No	i	PAID	A/R Class of Applied Record	Cash AND Deferred Revenue (if exists)	(Accounts Receivable OR Revenue) AND Revenue (If Deferred exists)	none	- Cannot be Negative
YES	pdt	Positive	No	i	none	none	none	none	none	- When date is reached, then negative pdt is created and pmt record is created.
		Negative								
YES	dct	Positive	Yes	i	DISCOUNTED	Current A/R Class	Discount Earned	Accounts Receivable	Accounts Receivable Discount Earned	- Cannot be greater than Principal Balance due - If a class code is used, records will be discounted for that class only
						A/R Class of Applied Record	Deferred Revenue	Revenue		
		Negative				Current A/R Class	Accounts Receivable	Discount Earned		- Cannot be greater than total discounted for the specified class. - Apply to all records if no class
						A/R Class of Applied Record	Revenue	Deferred Revenue		
NO	dep	Positive	Yes	a	DEPOSIT	Current A/R Class	Cash	Accounts Receivable		-No Impact on account balance - Must equal previously entered deposit - When deposits are applied against the balance it also follow the pmt rules.
		Negative		i			Accounts Receivable	Cash		
NO	ocr	In	Yes	a	CREDITED	Current A/R Class	Def. Revenue OR Revenue	Accounts Receivable	This record type should not be created in Admin	- System Generated - Cannot be Negative
		Out					Accounts Receivable	Def. Revenue OR Revenue		
NO	och	In	No	a	PAID	och A/R Class	Cash	Accounts Receivable	Cash Accounts Receivable	- System Generated - If class is entered, will apply to records for that class only - Cannot be Negative
		Out					Accounts Receivable	Cash		
Negative CC	rev	Positive	No	i	PAID	A/R Class of Applied Revenue (If Deferred exists)	(Accounts Receivable OR Revenue) AND Revenue (If Deferred exists)	Cash AND Deferred Revenue (if exists)	none	

Sign Reversal	Transaction Type	Entered As	Class Code Required	Kind	Affected Column	G/L Class Code Origin	GL Account Debit	GL Account Credit	Mandatory G/L Accounts in Admin	Notes
Trans	rev	Negative	No	i	PAID	Record	Cash AND Deferred Revenue (if exists)	(Accounts Receivable OR Revenue) AND Revenue (If Deferred exists)	none	- Can only reverse a previous "rev" trans.
Negative CC Trans	rf	Positive	Yes	a	REFUND	Current A/R Class	Accounts Receivable OR Revenue	Discount Earned (use as Refund Payable) OR Cash	Cash (Revenue or A/R)	
		Negative		i			Discount Earned (use as Refund Payable) OR Cash	Accounts Receivable OR Revenue		- Cannont be greater than previously entered refund
YES	sht	Positive	No	i	CREDITED	A/R Class of Applied Record	Def. Revenue OR Revenue	Accounts Receivable	Cash Revenue A/R only if Deferred Revenue entered	- System Generated (Govern for Windows only)
		Negative	Yes	a	ADJUSTMENT	Current A/R Class	Accounts Receivable	Def. Revenue OR Revenue		
YES	sht	Positive	No	i	CREDITED	Current A/R Class	Def. Revenue OR Revenue	Accounts Receivable	Cash Revenue A/R only if Deferred Revenue entered	- System Generated (v5.1.1311 & Higher)
		Negative	Yes	a	ADJUSTMENT	Current A/R Class	Accounts Receivable	Def. Revenue OR Revenue		
NO	tx1 tx2	Positive	Yes	a	TAX1 or TAX2	Current A/R Class	Accounts Receivable	Def. Revenue OR Revenue	Cash Revenue A/R only if Deferred Revenue entered	
		Negative		i	Substract from TAX1 or TAX2		Def. Revenue OR Revenue	Accounts Receivable		- Cannot be greater than previously charged taxes.
NO	ajb	Positive	Yes	a	ADJUSTED_BILL_D	Current A/R Class	Accounts Receivable	Def. Revenue OR Revenue	This record type should not be created in Admin	- System Generated
		Negative		i	ADJUSTED_BILL_C	A/R Class of Applied Record	Def. Revenue OR Revenue	Accounts Receivable		
NO	icr	Positive	Yes	a	CREDITED_I	Current A/R Class	Def. Revenue OR Revenue of Trans. Class Code AND Account Receivable of Trans. Class Code	Account Receivable of applied record AND Revenue of Trans. Class Code	none	- System Generated
		Negative		i			Account Receivable AND Revenue	Def. Revenue OR Revenue of Applied Record AND Account Receivable of Trans. Class Code		