

## Financials

# Recurring Documents

Automate the generation of prepayments, deferred revenue and other recurring transactions.

- Reduce manual handling by generating a recurring schedule for any type of transaction
- Automate recognition of prepayments and deferred revenue
- Streamline generation of documents as they are required
- Improve control and visibility of recurring transactions

Ledger Name	Account Number	Account Description	Type	On Hold	Total Amount	Generated Amount	Remaining Amount	Accumulated Occurrences	Outstanding Occurrences
AP	00001.00	Toyota Austral	Prepaid Revenue / Expen...	<input type="checkbox"/>	-10,909.09	0.00	-10,909.09	0	12
AP	00001.02	Toyota Austral	Prepaid Revenue / Expen...	<input type="checkbox"/>	-5,454.55	0.00	-5,454.55	0	10
AP	00001.03	Toyota Austral	Prepaid Revenue / Expen...	<input type="checkbox"/>	-909.09	0.00	-909.09	0	12
AP	00001.03	Toyota Austral	Prepaid Revenue / Expen...	<input type="checkbox"/>	-1,454.55	0.00	-1,454.55	0	12
AP	00005.00	Gibbet and Floa	Prepaid Revenue / Expen...	<input type="checkbox"/>	-109,090.91	0.00	-109,090.91	0	12
AP	00024.00	Tourism Queensland	Prepaid Revenue / Expen...	<input type="checkbox"/>	-1,090.91	0.00	-1,090.91	0	12
AR	11461.00	11A Financial G	Standing Journal / Invoice	<input type="checkbox"/>	6,000.00	0.00	6,000.00	0	12
AR	16501.00	Collie Ltd	Standing Journal / Invoice	<input type="checkbox"/>	25,000.00	5,000.00	20,000.00	1	4
AR	21280.00	Sally Dale	Standing Journal / Invoice	<input type="checkbox"/>	42,000.00	3,500.00	38,500.00	1	11
AR	26262.00	Johnson Pty Ltd	Standing Journal / Invoice	<input type="checkbox"/>	9,517.44	793.12	8,724.32	1	11
F1:AP	00128.00	Lumley General	Prepaid Revenue / Expen...	<input type="checkbox"/>	-4,780.91	-6,780.91	0.00	-54	66

## Key features and benefits

### Flexible schedule options

Generate a recurring schedule for any type of transaction with a flexible schedule calendar. Remove the need for manual entry of schedules or registers and spreadsheets associated with tracking recurring transactions by inputting directly into the system.

### Prepayments and deferred revenue

Avoid peaks and troughs in your Profit & Loss statement by spreading costs and revenue to the periods to which they relate. Generate these transactions automatically based on the defined schedule.

### Recurring document generation

Manage details of future recurring transactions in real time and eliminate unnecessary re-entry of recurring transactions. Review and transmit generated documents or submit for automatic posting.

### Increase visibility

Increase control of prepayments, deferred revenue and other recurring transactions by increasing visibility for key staff.