



# Balance Transfer Journal

*Harris Computer Systems*

*V1.0 03/13/2017*

## Balance Transfers

Transfer balances from finalised accounts to active accounts.

Flexible enough to also allow transfers between active accounts should it be required.

Two transfer methods are available to users:

1. **Direct Method:** one-to-one entry in which the From and To accounts are entered manually.
2. **Filtered Method:** automated load process which can transfer balances between multiple accounts at one time.

Program requires like customer (debtor) number on the transfer from and to accounts.

The process will attempt to transfer balances to the same service.

The order of services will match the Cash Order to Apply sequence (as set in the Service Type Information screen).

## **Method of Allocation by Account for Automated Load Transfer**

The following indicates how the automated transfers are allocated by account by service.

### **Credit Balance Transfer**

1. Finalled account with balance greater than \$0.00.
2. Active account with balance greater than \$0.00.
3. Active account with balance equal to \$0.00.
4. Active account with balance less than \$0.00.
5. Finalled account with balance equal to \$0.00.
6. Finalled account with balance less than \$0.00.

Do a cross-apply on “transfer-to” account (if required) so that all services have at least a zero balance (or a credit).

For all same services available from the list of “transfer-to” accounts:

1. Apply only enough to make the balance zero.
2. Apply the remainder of the credit balance (if any is left) to the first same service available from the list of “transfer-to” accounts.
3. Apply the rest of the credit balances (if any is left) to the first service on the first “transfer-to” account.

## Debit Balance Transfer

1. Finalled account with balance greater than \$0.00.
2. Active account with balance less than \$0.00.
3. Active account with balance equal to \$0.00.
4. Active account with balance less than \$0.00.
5. Finalled account with balance equal to \$0.00.
6. Finalled account with balance less than \$0.00.

Apply to the first same service found from the list of “transfer-to” accounts:

1. If a matching service cannot be found, apply the debit to the first service on the first “transfer-to” account.

Once posted, balance history will show the link between the transfer from account and the transfer to account.

Service Summary (BROWSE) Account Balance History (BROWSE)

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Browse Detail Service Statistic Change AR Code

Trans Date	Jour Code	Jour No	Amount	Description	Balance
2009-01-30	EC	990	34.97	BALANCE TRANSFERED	0.00
2008-11-14	CR	617	-100.00	CHECK	-34.97
2008-10-31	BJ	410	65.03	REGULAR BILLING	65.03
2008-10-07	CR	566	-69.01	CHECK	0.00
2008-09-30	BJ	390	69.01	REGULAR BILLING	69.01
2008-09-15	CR	538	-64.12	CHECK	0.00
2008-08-31	BJ	371	64.12	REGULAR BILLING	64.12
2008-08-14	CR	491	-61.58	CHECK	0.00
2008-07-31	BJ	345	62.99	REGULAR BILLING	61.58
2008-07-07	CR	439	-61.47	CHECK	-1.41
2008-06-30	BJ	327	60.06	REGULAR BILLING	60.06
2008-06-13	CR	412	-71.84	CHECK	0.00
2008-05-31	BJ	307	71.84	REGULAR BILLING	71.84
2008-05-12	CR	368	-58.95	CHECK	0.00
2008-04-30	BJ	287	58.95	REGULAR BILLING	58.95
2008-04-15	CR	329	-54.25	CHECK	0.00
2008-03-31	BJ	258	54.25	REGULAR BILLING	54.25
			-52.99	CHECK	0.00

Account No Occupant Debit Credit

800740	2	-34.97	
800720	1		34.97

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