

# M4 Systems

## Advanced Recurring Billing (ARB)

### Brochure

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# M4 Systems Advanced Recurring Billing

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# M4 Systems Advanced Recurring Billing

## Introduction

M4 Systems has developed **M4 Advanced Recurring Billing (ARB)** module to automate the billing of any items (typically services) which need to be billed on a regular basis.

Advanced Recurring Billing improves on standard Sales Order Processing (SOP) functionality particularly with regard to period based billing based pricing.

ARB assists with the management of processes involved with setting up contracts, features an approvals system for document well as an option for ad-hoc billing for contract set-up fees.

M4 Advanced Recurring Billing has been developed using Dexterity and it seamlessly integrates with other Dynamics GP modules, particularly standard SOP functionality particularly with regard to period based billing and period based pricing and Inventory.

As well as automating all billing performed on a repeating basis, it is envisaged that this module is able to handle any 'one-off' or ad-hoc billing, that may be part of a contract, such as set-up fees. We therefore propose that it is used instead of the standard Sales Order Processing Invoice Entry Screen for such billing.

Advanced Recurring Billing module keeps track of all changes and retains historical data for all details of invoices generated for dates and periods associated, thus overcoming the problem with the standard Great Plains SOP tables which do not hold periodic data (they only hold the invoice date - not period of charge).

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## Features

- Seamless integration with Dynamics GP, specifically the SOP and Inventory modules
- Holds a contract and customer specific time-based price list for all items sold
- Records all key contract data such as:
  - dates created, changed and approved
  - items, descriptions, prices
  - billing periods, and frequencies
  - recommendations and approvals
- Improved time-based pricing functionality
- Maintains an historical record of all contract billing
- Handles terminations, notice periods and resulting credits
- Full multi-currency capability
- Reliable reprinting of historical invoices
- Contracts can be uploaded from files (contract header and line)



(RB Main Menu)

# M4 Systems Advanced Recurring Billing

- Re-pricing utility with indexing
- User Defined fields for Contract Header and Contract Lines
- Advanced Search by various criteria in all GP companies
- Export to Microsoft Excel functionality

## Benefits of Advanced Recurring Billing

- Re-keying of recurring data at each billing cycle completely eliminated
- Re-import of recurring data at each billing cycle completely obviated
- Time associated with managerial review considerably reduced
- Improved accuracy:
  - credit notes reduced
  - less risk of bills being missed and revenue being lost
  - less chance of irritating customers
  - all billing controlled within one secure system
- Improved control:
  - approval can be more focused upon setting up the contract correctly
  - more focus on correct pricing
  - within the accounting system better security is applied to procedures
- Some upstream legacy systems may be removed helping to reduce costs
- Audit and regulatory factors:
  - full history of all changes with accurate invoice reprint, version and change control
  - approvals procedure
  - segregation of duties easy to enforce
  - exception reporting

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### Contract Entry (Figure 1)

Separate line entries for each product or service ordered and for each location. If same service is ordered but from various locations the lines simply repeat only with different Installation IDs.

The screenshot displays the 'Contract Entry' window for 'sa Fabrikam, Inc. 4/12/2017'. The interface includes a menu bar (File, Edit, Tools, Help) and a toolbar with buttons for Save, Submit, Revise, Delete, New, Clear Filter, and Additional. The main area is divided into two sections: contract header information and a table of contract lines.

**Contract Header Information:**

- Contract Class:** TEST
- Contract ID:** TEST3/1
- Customer ID:** AARONFIT001
- Customer Name:** Aaron Fitz Electrical
- Invoice SDP Type:** STDINV
- Return SDP Type:** RTN
- Contract Status:** Submitted
- Bill To Address:** PRIMARY
- Default Supply At:** WAREHOUSE
- Bill Period Include Today Date:**
- Total Contract Amount:** \$19,909.59

**Contract Lines Table:**

LnNo	Item	Installation ID	Supply At	Live Date	U of M	Billing Frequency	QTY	Annual Price	Status	Ceased
0				0/0/0000			0.00	\$0.00		
1	1-A3483A		WAREHOUSE	4/1/2011	Each	Annually	1.00	\$13,000.00	Draft	<input type="checkbox"/>
2	1-A3261A		WAREHOUSE	4/1/2011	Each	Quarterly	1.00	\$32,000.00	Draft	<input type="checkbox"/>
3	1-A3483A		WAREHOUSE	4/1/2011	Each	Custom	1.00	\$13,000.00	Draft	<input type="checkbox"/>

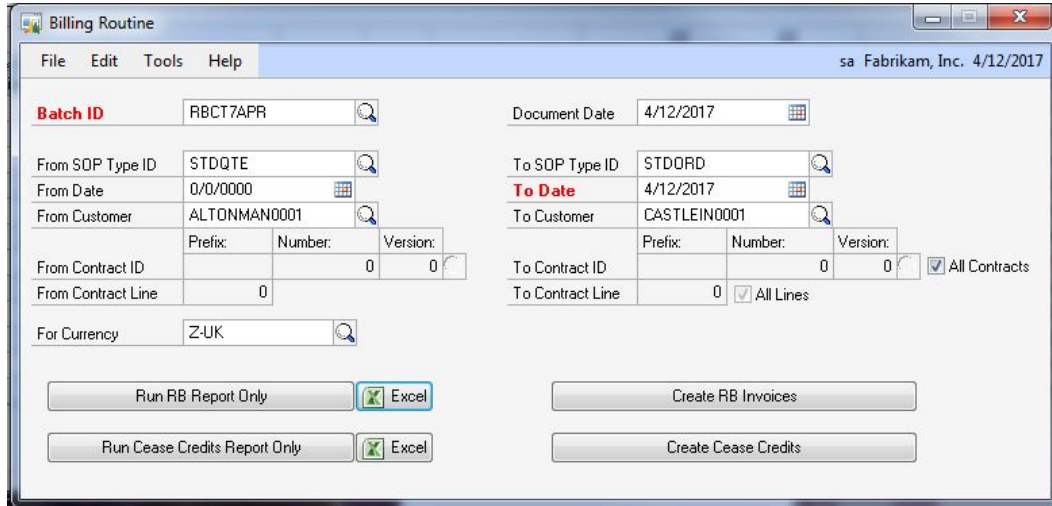
At the bottom of the window, there are buttons for 'View Line', 'Edit Line', and 'Create Line', along with a status bar showing '0/0/0000' and '12:00:00 AM'.

(Figure 1)

# M4 Systems Advanced Recurring Billing

## Billing Routine (Figure 2)

The billing routine involves checking all lines of the contract and using the values held at the line level as the basis for raising invoices. Customers and Contracts could be selected by the various selection criteria, such as SOP Type ID, Customer or Contract ID; thereby enabling this routine to handle ad-hoc, one-off billing as well as regular recurring billing. Moreover, a report can be generated prior to billing.

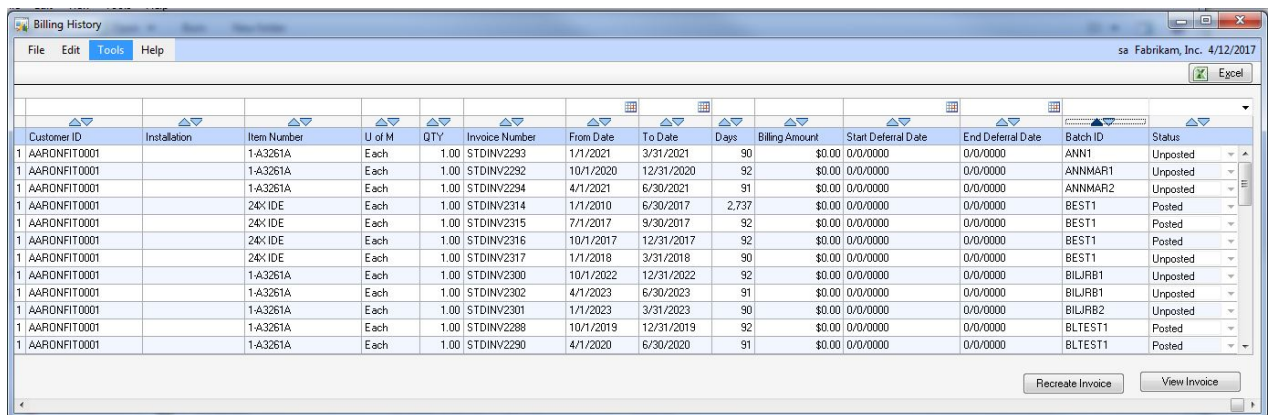


(Figure 2)

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## Billing History (Figure 3)

Billing history provides comprehensive audit trails as well as accurate reporting of all billing activity that has originated from ARB. Any selected document can be viewed by clicking the View Invoice button. Deleted RB Invoices can be recreated.



Customer ID	Installation	Item Number	U of M	QTY	Invoice Number	From Date	To Date	Days	Billing Amount	Start Deferral Date	End Deferral Date	Batch ID	Status
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2293	1/1/2021	3/31/2021	90	\$0.00	0/0/0000	0/0/0000	ANN1	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2292	10/1/2020	12/31/2020	92	\$0.00	0/0/0000	0/0/0000	ANNMAR1	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2294	4/1/2021	6/30/2021	91	\$0.00	0/0/0000	0/0/0000	ANNMAR2	Unposted
1 AARONFIT0001		24K IDE	Each	1.00	STDINV2314	1/1/2010	6/30/2017	2,737	\$0.00	0/0/0000	0/0/0000	BEST1	Posted
1 AARONFIT0001		24K IDE	Each	1.00	STDINV2315	7/1/2017	9/30/2017	92	\$0.00	0/0/0000	0/0/0000	BEST1	Posted
1 AARONFIT0001		24K IDE	Each	1.00	STDINV2316	10/1/2017	12/31/2017	92	\$0.00	0/0/0000	0/0/0000	BEST1	Posted
1 AARONFIT0001		24K IDE	Each	1.00	STDINV2317	1/1/2018	3/31/2018	90	\$0.00	0/0/0000	0/0/0000	BEST1	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2300	10/1/2022	12/31/2022	92	\$0.00	0/0/0000	0/0/0000	BILJRB1	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2302	4/1/2023	6/30/2023	91	\$0.00	0/0/0000	0/0/0000	BILJRB1	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2301	1/1/2023	3/31/2023	90	\$0.00	0/0/0000	0/0/0000	BILJRB2	Unposted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2288	10/1/2019	12/31/2019	92	\$0.00	0/0/0000	0/0/0000	BLTEST1	Posted
1 AARONFIT0001		1-A3261A	Each	1.00	STDINV2290	4/1/2020	6/30/2020	91	\$0.00	0/0/0000	0/0/0000	BLTEST1	Posted

(Figure 3)

# M4 Systems Advanced Recurring Billing

## Advanced Search (Figure 4)

Various search filters can be applied on all GP companies with RB enabled.

Company	Contract ID	Contract Status	Customer ID	Customer Name
Fabrikam, Inc.	REG1/2	Live	ALTONMAN0001	Alton Manufacturing
Fabrikam, Inc.	REG1/2	Live	ALTONMAN0001	Alton Manufacturing
Fabrikam, Inc.	REG4/1	Live	ALTONMAN0001	Alton Manufacturing
Fabrikam, Inc.	REG4/1	Live	ALTONMAN0001	Alton Manufacturing
Fabrikam, Inc.	REG6/1	Live	AARONFIT0001	Aaron Fitz Electrical
Fabrikam, Inc.	REG6/1	Live	AARONFIT0001	Aaron Fitz Electrical
Fabrikam, Inc.	REG7/2	Live	AARONFIT0001	Aaron Fitz Electrical
Fabrikam, Inc.	REG7/2	Live	AARONFIT0001	Aaron Fitz Electrical

(Figure 4)

## Testimonials

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**“ The Recurring Billing module for Microsoft Dynamics GP is very simple in concept to use, but extremely powerful. With M4’s support team, we are able to ensure that our billing goes through in a timely and effortless manner. Late last year, it was required that another two aspects of the business be added to Recurring Billing. Since I had not been involved in the initial implementation of Recurring Billing, this task seemed fairly daunting. However, with M4’s help and guidance, I was able to put together a plan of action and we went live with two new contract classes before Christmas. ”**

**Ella Visani**  
**Corporate Applications Specialist**  
**Logicalis UK**

**“ The implementation of Advanced Recurring Billing has had a massive and positive impact. Streamlined processes and reduced costs have paid for the solution several times over ” .**

**Laurence Freeman, Head of Sales Invoicing, LSE**