



Processing Reports

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Processing Reports



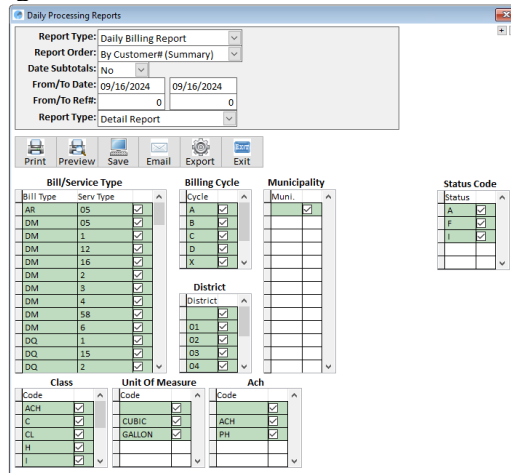
Processing Reports

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Reports, Processing, Processing Reports

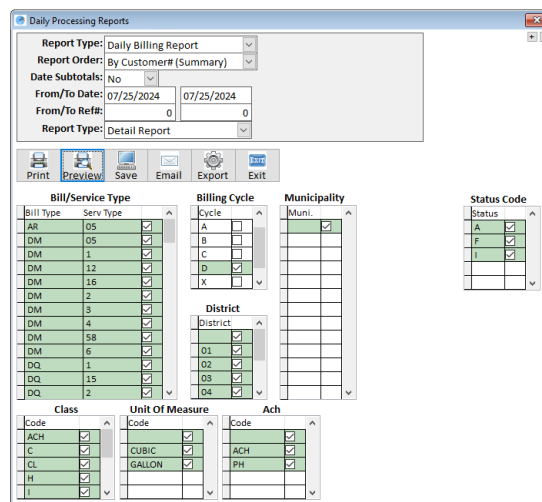
This report will help you verify any postings that will affect the customer's balance. You will be able to generate a report by date ranges or batch numbers. You can generate the reports for a specific date or for a date range, such as for an entire month.



Daily Billing Report

The **Daily Billing Report** will allow you to verify or reprint billing reports, for monthly billing, final billing, etc.

- A. Select **Daily Billing Report** in the first **Report Type**
- B. Enter in the **From** and **To Dates**
- C. Enter in a **Ref Number** – this is **Optional**
- D. In the second **Report Type**, you will be able to print or view a **Detail, Summary**, or both **Detail/Summary Report**
- E. Click on the **Print** or **Preview** buttons.





By changing the flags in the lower portion of the screen, you will be able to print or preview the billing for a specific bill/service type, customer status, etc.

Daily Processing Report - Billing – Filtered

Run Time 14:27:41

**Daily Billing Report
by Customer #**

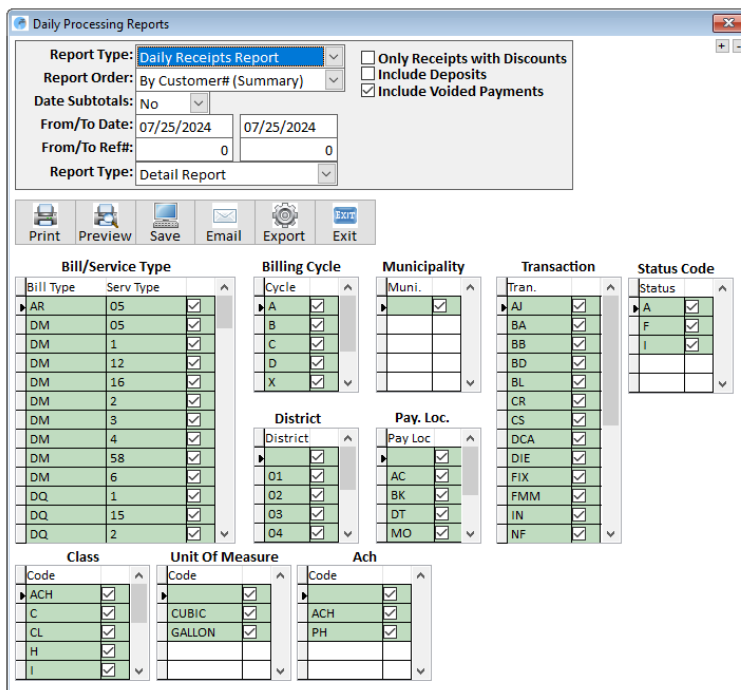
From 07/25/2024 To 07/25/2024

Customer#	Name	Posting Date	Billing Amount	Units
7000-02	MIDLAND HEIGHTS CIRCLE	07/25/2024	14,221.09	1.00
7001-01	MIDCREST HOMES	07/25/2024	4,800.59	1.00
7004-02	ELITE GASFIELD SERVICES	07/25/2024	5,802.50	1.00
7006-01	SHINETOWN	07/25/2024	291.37	1.00
7008-01	CORAK TOWERS	07/25/2024	3,632.17	1.00
7009-01	PA CYBER SCHOOL	07/25/2024	1,689.89	1.00
7012-01	LINCOLN PARK PERFORMING	07/25/2024	1,689.89	1.00
7013-01	LINCOLN PARK DINING HALL	07/25/2024	927.52	1.00
7020-02	MIDLAND APARTMENTS	07/25/2024	1,102.88	1.00
7021-02	MIDLAND APARTMENTS	07/25/2024	1,020.58	1.00
7022-02	SNOWY WHITE	07/25/2024	839.46	1.00
7023-02	LINCOLN LEARNING	07/25/2024	430.70	1.00
7024-01	WATCO TRANSLOADING	07/25/2024	362.18	1.00
7025-01	MPLX TERMINALS LLC	07/25/2024	724.24	1.00
7026-01	MANOJKUMAR PATEL	07/25/2024	137.37	1.00
7027-02	BUCKEYE PIPELINE	07/25/2024	1,395.03	1.00
7028-02	BUCKEYE PIPELINE	07/25/2024	442.81	1.00
7030-01	WHEMCO	07/25/2024	12,734.55	1.00
7031-01	WHEMCO	07/25/2024	330.00	1.00
7060-01	BEAVER VALLEY POWER	07/25/2024	1,655.00	1.00
7062-01	MIDLAND INNOVATION	07/25/2024	724.24	1.00
7065-01	SHIPPINGPORT BOROUGH	07/25/2024	770.00	1.00
7067-01	NATIONAL GYPSUM COMPANY	07/25/2024	156.08	1.00
7080-01	INDUSTRY BOROUGH SEWAGE	07/25/2024	1,226.24	1.00
7081-01	FILTER FAB	07/25/2024	137.17	1.00
7082-02	PGT TRUCKING, INC.	07/25/2024	54.87	1.00
7083-01	RIVER PUMPS	07/25/2024	3,802.53	1.00
7084-01	VALMONT	07/25/2024	330.00	1.00
7085-01	VALMONT	07/25/2024	148.20	1.00
29 Total Accounts	Grand Total		61,579.15	48.00

Daily Receipts Report

The **Daily Receipts Report** will allow you to verify the receipts that have been entered or reprint receipts reports as needed.

- A. Select **Daily Receipts Report** in the first **Report Type**
- B. Enter in the **From and To Dates**
- C. Enter in a **Ref Number** – this is **Optional**
- D. In the second **Report Type**, you will be able to print or view a **Detail, Summary**, or both **Detail/Summary Report**
- E. Click on the **Print** or **Preview** buttons.



By changing the flags in the lower portion of the screen, you will be able to print or preview the receipts for a specific bill/service type, customer status, etc.

Daily Processing Report – Receipts - Filtered

Run Time 14:33:51

Daily Receipt Report
by Customer #

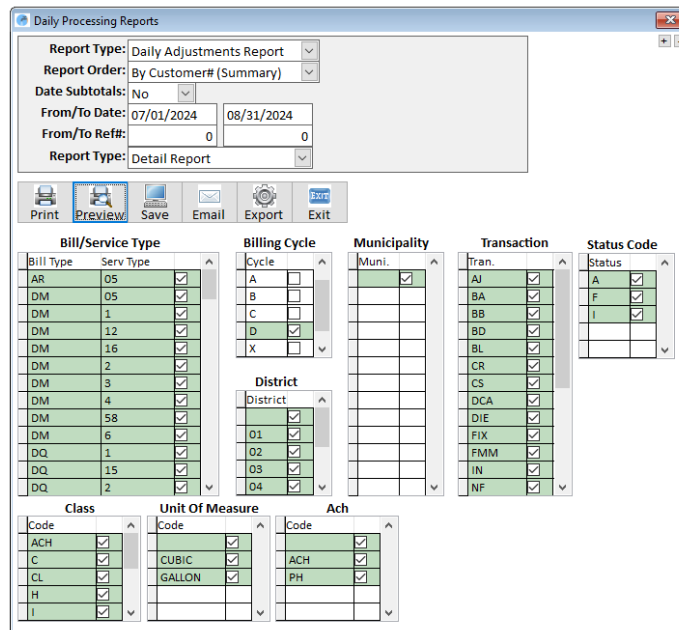
From 07/17/2024 To 07/17/2024

Customer#	Name	Posting Date	Receipt Amount	Check #	Discounts Taken
7004-02	ELITE GASFIELD SERVICES	07/17/2024	11,605.00	CHECK 888	
7006-01	SHINETOWN	07/17/2024	582.74	CASH	
7009-01	PA CYBER SCHOOL	07/17/2024	3,600.00	CHECK 333	
7013-01	LINCOLN PARK DINING HALL	07/17/2024	1,933.10	MO 0000000000000	
4 Total Accounts		Grand Total	17,720.84		0.00
		Total Cash	1	582.74	
		Total Checks	2	15,205.00	
		Total C.C.	0	0.00	
		Total M.O.	1	1,933.10	
		Total Vouchers	0	0.00	

Daily Adjustment Report

The **Daily Adjustment Report** will allow you to verify or reprint reports for adjustments made to the customer's accounts

- A. Select **Daily Adjustment Report** in the first **Report Type**
- B. Enter in the **From and To Dates**
- C. Enter in a **Ref Number** – this is **Optional**
- D. In the second **Report Type**, you will be able to print or view a **Detail, Summary**, or both **Detail/Summary Report**
- E. Click on the **Print** or **Preview** buttons.



By changing the flags in the lower portion of the screen, you will be able to print or preview the adjustments for a specific bill/service type, customer status, etc.

Daily Processing Report – Adjustments - Filtered

Run Time 14:35:22

Daily Adjustment Report by Customer

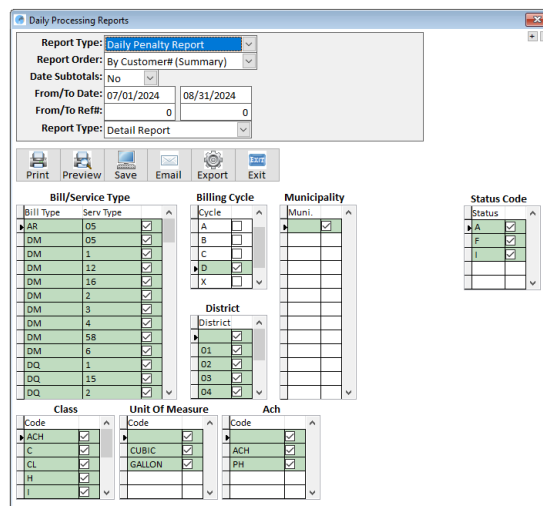
From 07/01/2024 To 08/31/2024

Customer#	Name	Posting Date	Adjustment Amount	Reference #
7001-01	MIDCREST HOMES	07/24/2024	-204.07	Remove Interest
7001-01	MIDCREST HOMES	08/05/2024	3,939.43	Bad Check
			3,735.36	
7008-01	CORAK TOWERS	08/07/2024	-24.92	Remove Pen-Int
7012-01	LINCOLN PARK PERFORMING	08/07/2024	1,724.89	Bad Check
7040-01	SWIMMING POOL	07/04/2024	-215,353.89	CORRECT BALANCE
7041-01	SWIMMING POOL SHOWERS	07/04/2024	1,508.87	NOT BILLED 2021-23
5 Total Accounts	Grand Total		-208,409.69	

Daily Penalty Report

The **Daily Penalty Report** will allow you to verify or reprint reports for penalties that have been posted to the customer's accounts.

- A. Select **Daily Penalty Report** in the first **Report Type**
- B. Enter in the **From and To Dates**
- C. Enter in a **Ref Number** – this is **Optional**
- D. In the second **Report Type**, you will be able to print or view a **Detail, Summary**, or both **Detail/Summary Report**
- E. Click on the **Print** or **Preview** buttons.



By changing the flags in the lower portion of the screen, you will be able to print or preview the penalties for a specific bill/service type, customer status, etc.

Daily Processing Report – Penalty - Filtered

Run Time 14:38:12

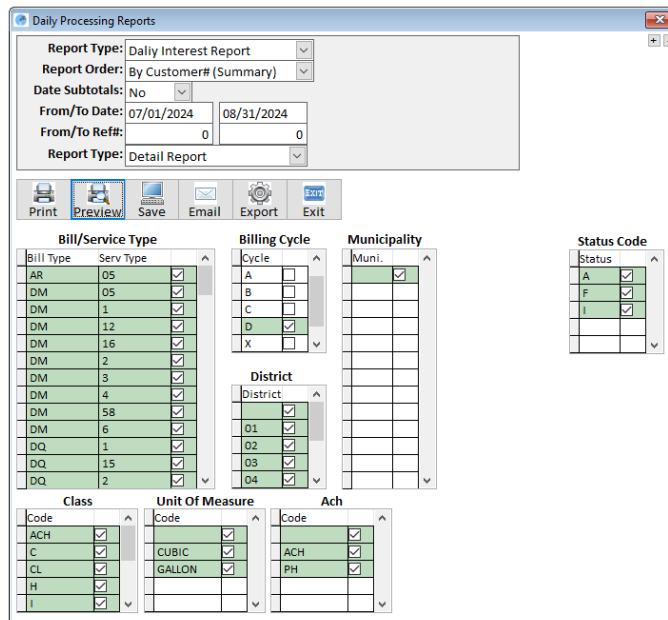
**Daily Penalty Report
by Customer #**
From 07/01/2024 To 08/31/2024

Customer#	Name	Posting Date	Penalty Amount
7000-02	MIDLAND HEIGHTS CIRCLE	07/24/2024	1,398.61
7001-01	MIDCREST HOMES	07/24/2024	185.52 Removed
7008-01	CORAK TOWERS	07/24/2024	363.22
7012-01	LINCOLN PARK PERFORMING	07/24/2024	168.99
7020-02	MIDLAND APARTMENTS	07/24/2024	118.52
7021-02	MIDLAND APARTMENTS	07/24/2024	70.78
7023-02	LINCOLN LEARNING	07/24/2024	33.45
7024-01	WATCO TRANSLADING	07/24/2024	13.72
7027-02	BUCKEYE PIPELINE	07/24/2024	136.50
7028-02	BUCKEYE PIPELINE	07/24/2024	44.28
7062-01	MIDLAND INNOVATION	07/24/2024	72.42
11 Total Accounts		Grand Total	2,606.01

Daily Interest Report

The **Daily Interest Report** will allow you to verify or reprint reports for interest that has been posted to the customer's accounts.

- A. Select **Daily Interest Report** in the first **Report Type**
- B. Enter in the **From and To Dates**
- C. Enter in a **Ref Number** – this is **Optional**
- D. In the second **Report Type**, you will be able to print or view a **Detail, Summary**, or both **Detail/Summary Report**
- E. Click on the **Print** or **Preview** buttons.



By changing the flags in the lower portion of the screen, you will be able to print or preview the interest for a specific bill/service type, customer status, etc.

Daily Processing Report – Interest - Filtered

Run Time 14:41:30

Daily Interest Report
by Customer #
From 07/01/2024 To 08/31/2024

Customer#	Name	Posting Date	Interest Amount
7000-02	MIDLAND HEIGHTS CIRCLE	07/24/2024	139.86
7001-01	MIDCREST HOMES	07/24/2024	18.55 Removed
7008-01	CORAK TOWERS	07/24/2024	38.59
7012-01	LINCOLN PARK PERFORMING	07/24/2024	17.68
7020-02	MIDLAND APARTMENTS	07/24/2024	108.14
7021-02	MIDLAND APARTMENTS	07/24/2024	30.22
7023-02	LINCOLN LEARNING	07/24/2024	3.68
7024-01	WATCO TRANSLOADING	07/24/2024	1.38
7027-02	BUCKEYE PIPELINE	07/24/2024	13.81
7028-02	BUCKEYE PIPELINE	07/24/2024	4.84
7062-01	MIDLAND INNOVATION	07/24/2024	14.57
11 Total Accounts		Grand Total	391.32