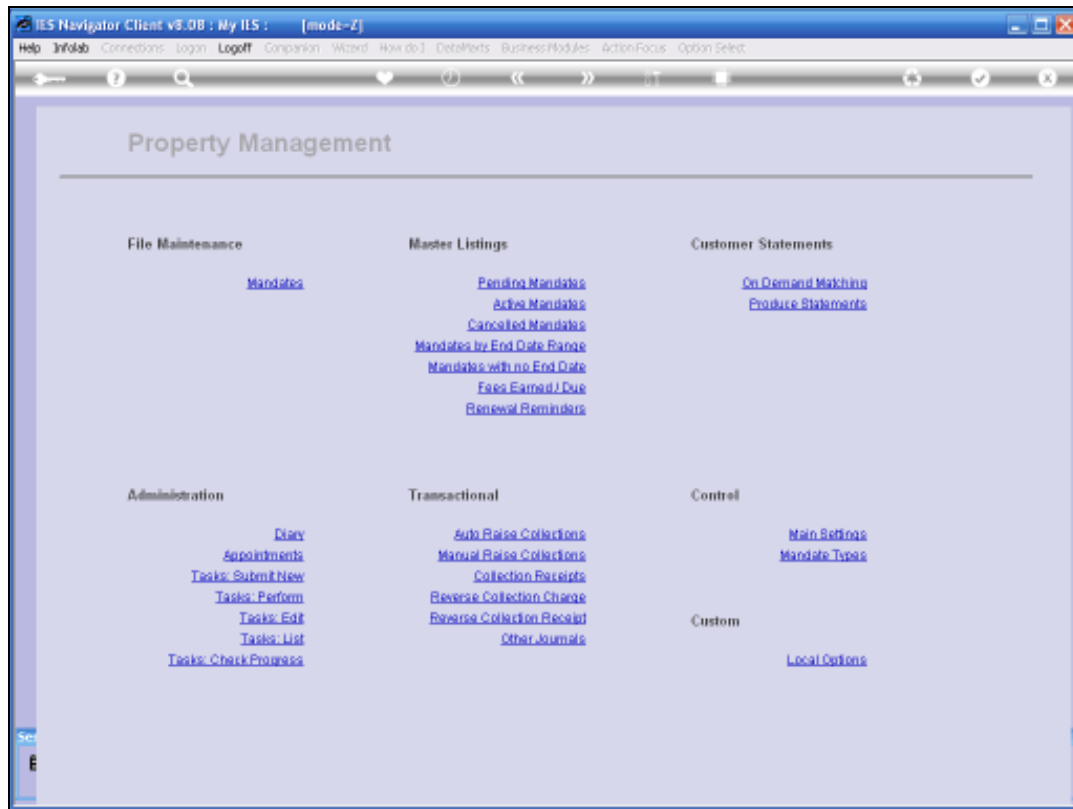


Slide 1

In this session we take a look at the Property Management Reports.



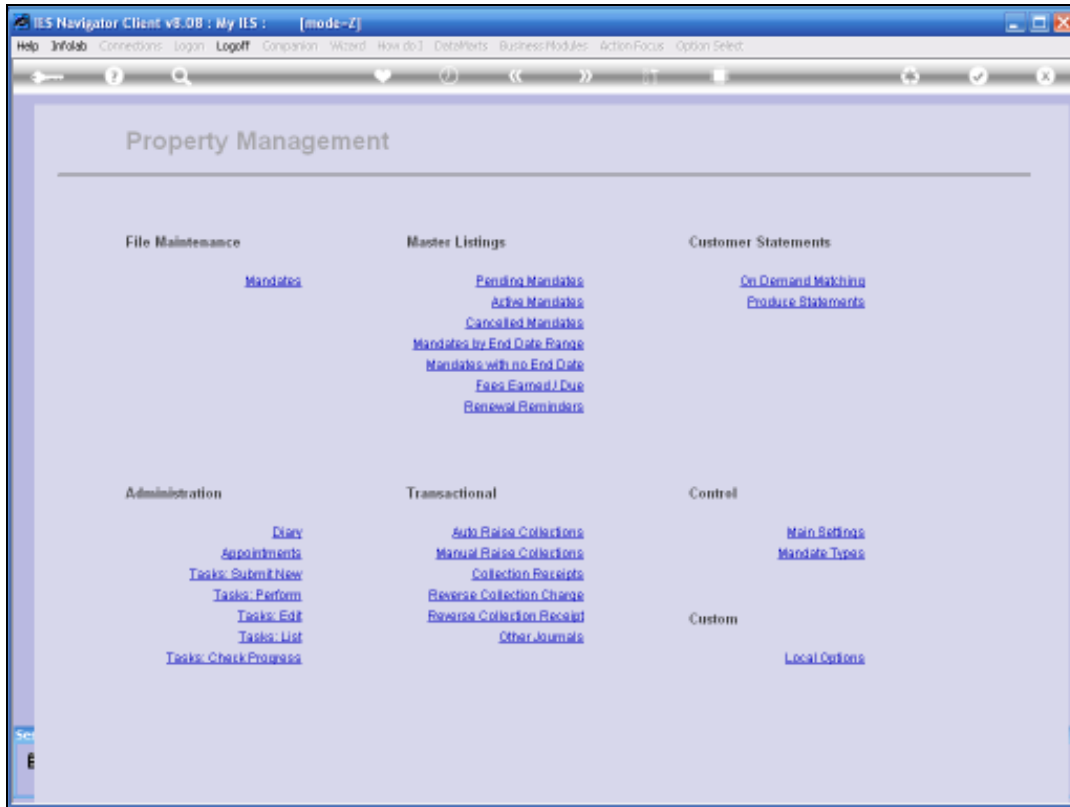
Slide 2

The "Pending Mandate" Option will give us a List of Mandates that are in the Pending State.

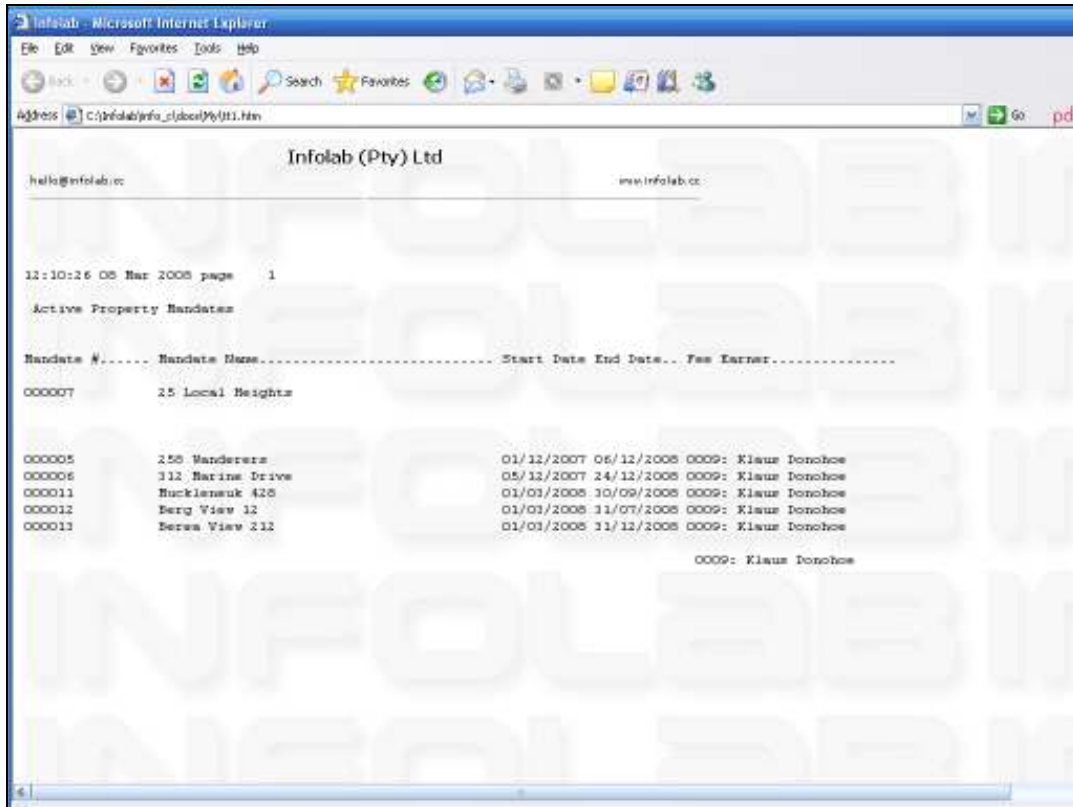
The "Cancelled Mandates" will give us a List of Mandates that have been Cancelled.

The "Active Mandates" gives us a List of the Mandates that are currently Active.

We will take a look at this particular Option.

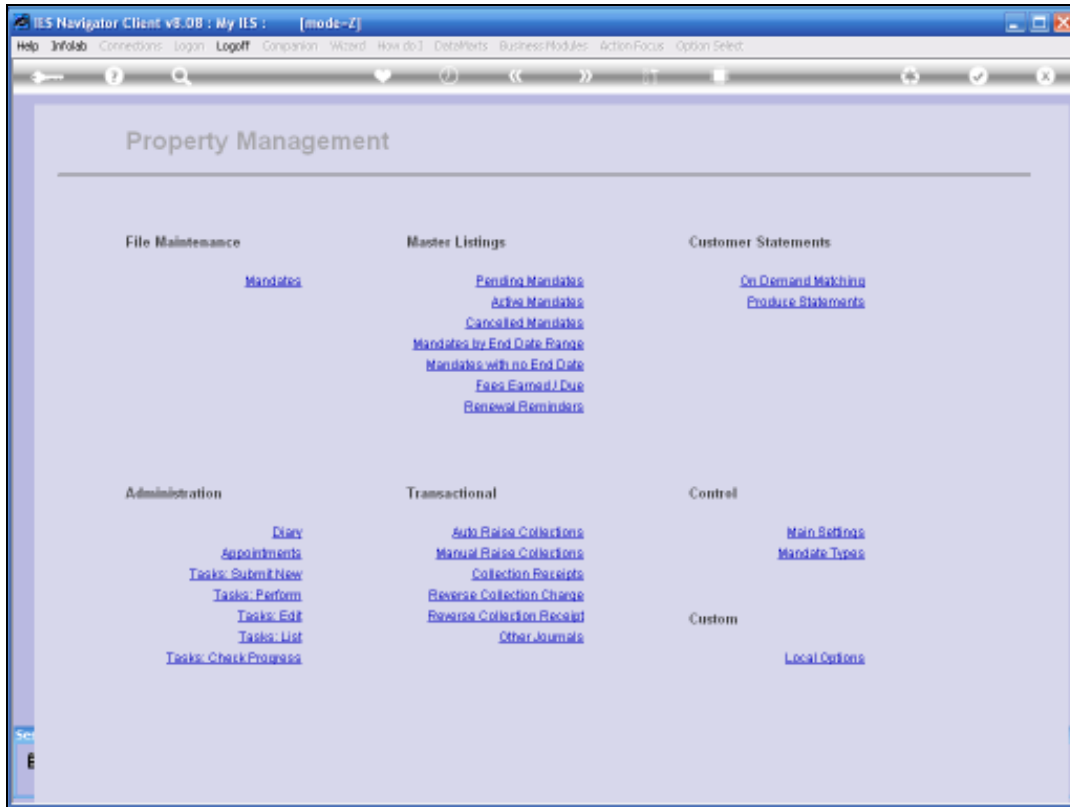


Slide 3

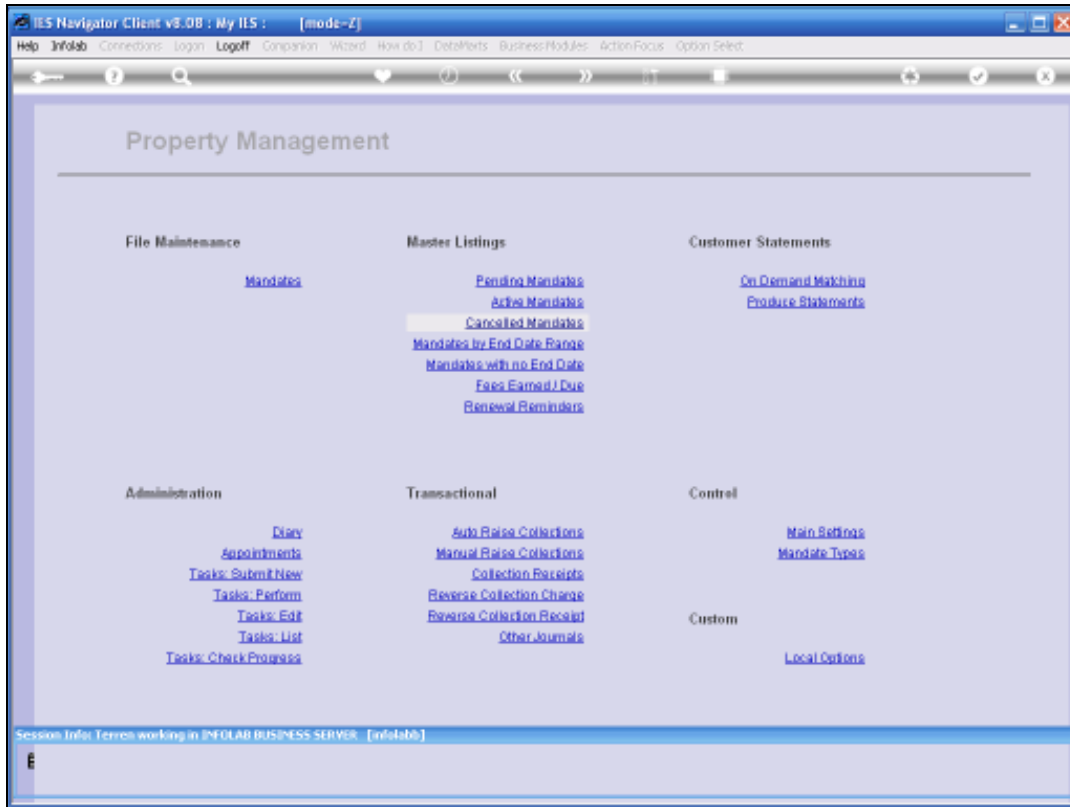


Slide 4

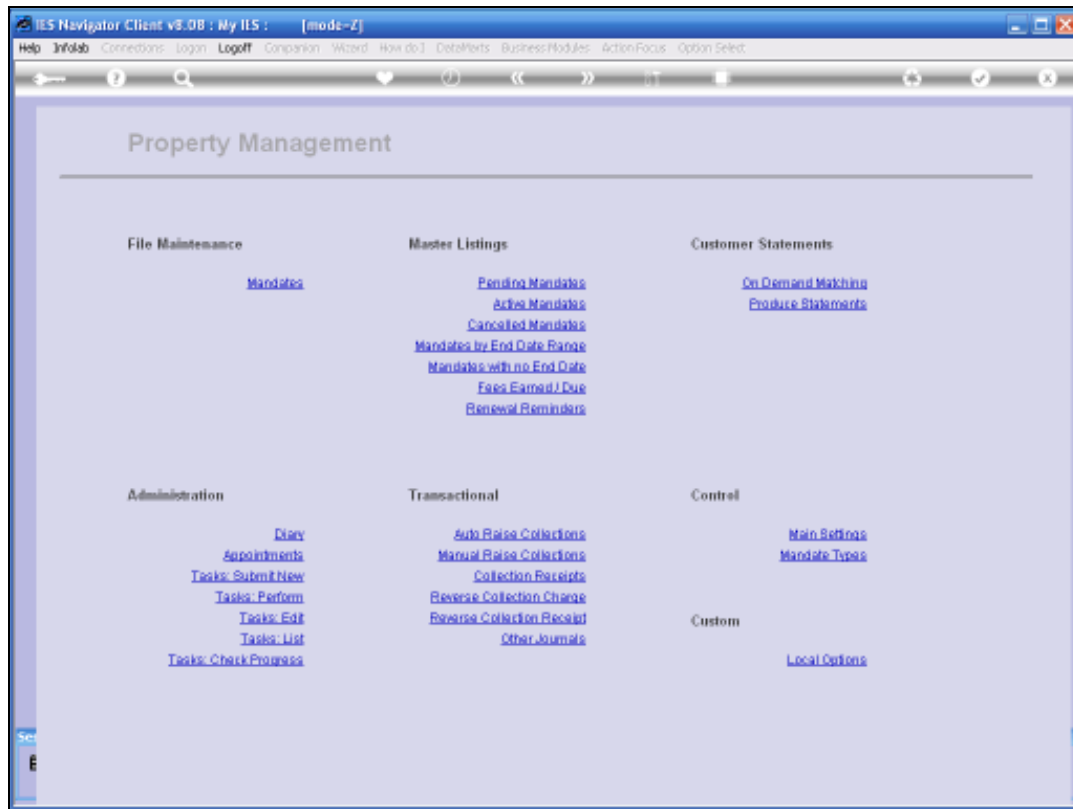
The Mandates are sorted by Fee Earner.



Slide 5



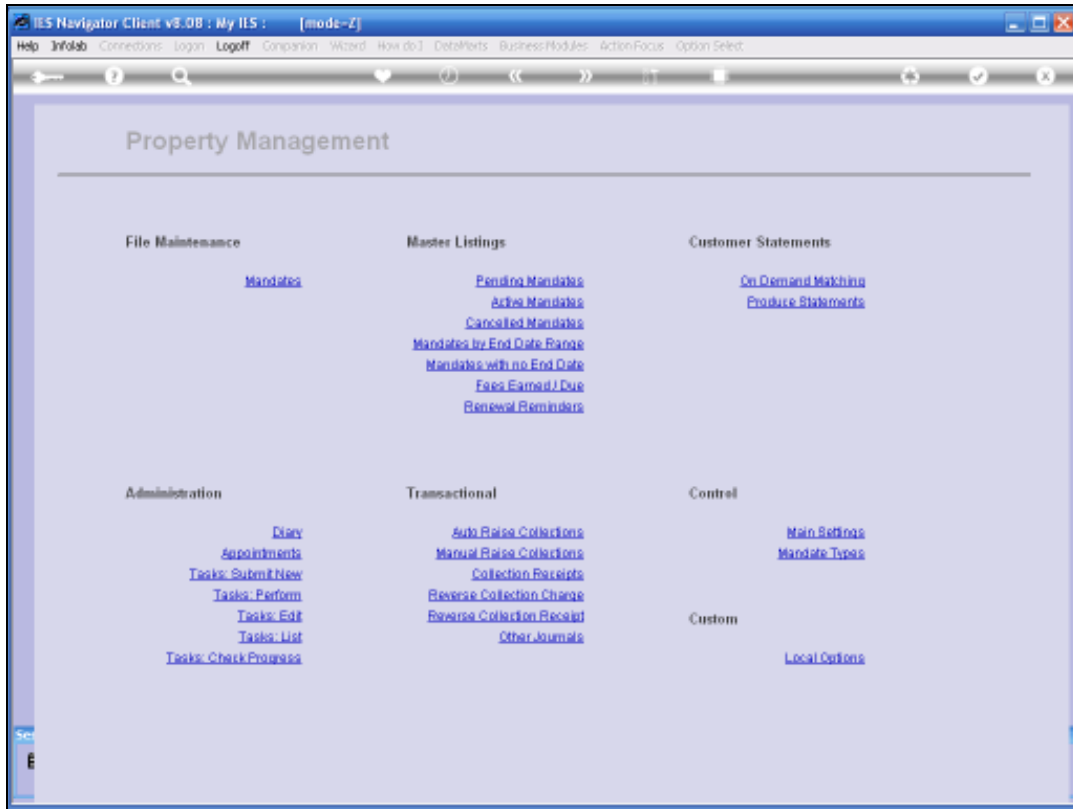
Slide 6



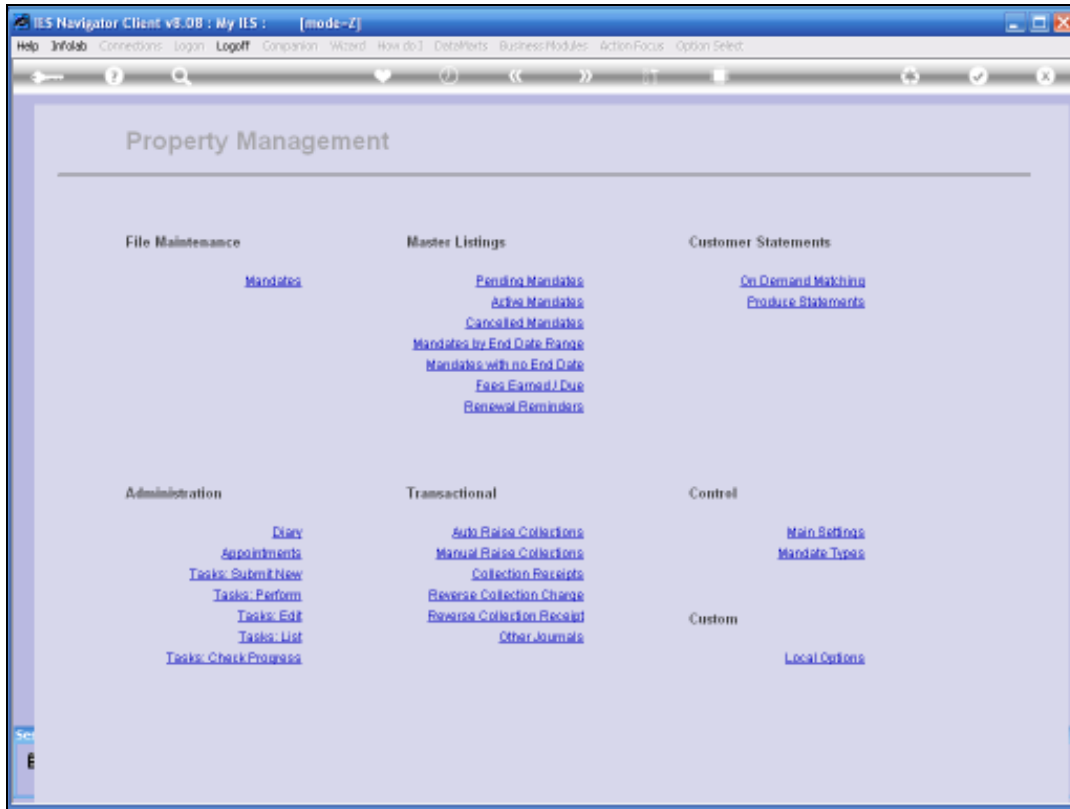
Slide 7

We also have Options to List "Mandates by End Date Range". In other words all Mandates that will come to an End in the specified Date Range.

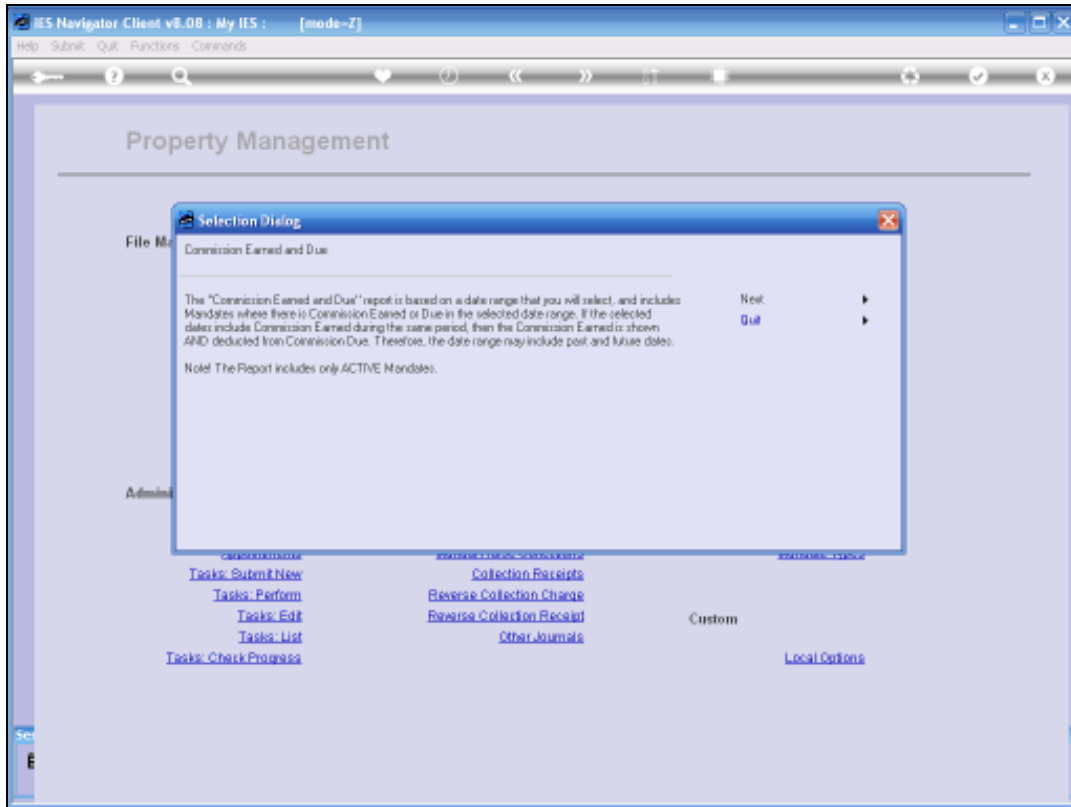
We also have an Option to List "Mandates with no End Date", i.e. Open-ended Mandates. Then the next example that we will look at, is the Option for "Fees Earned/Due"



Slide 8



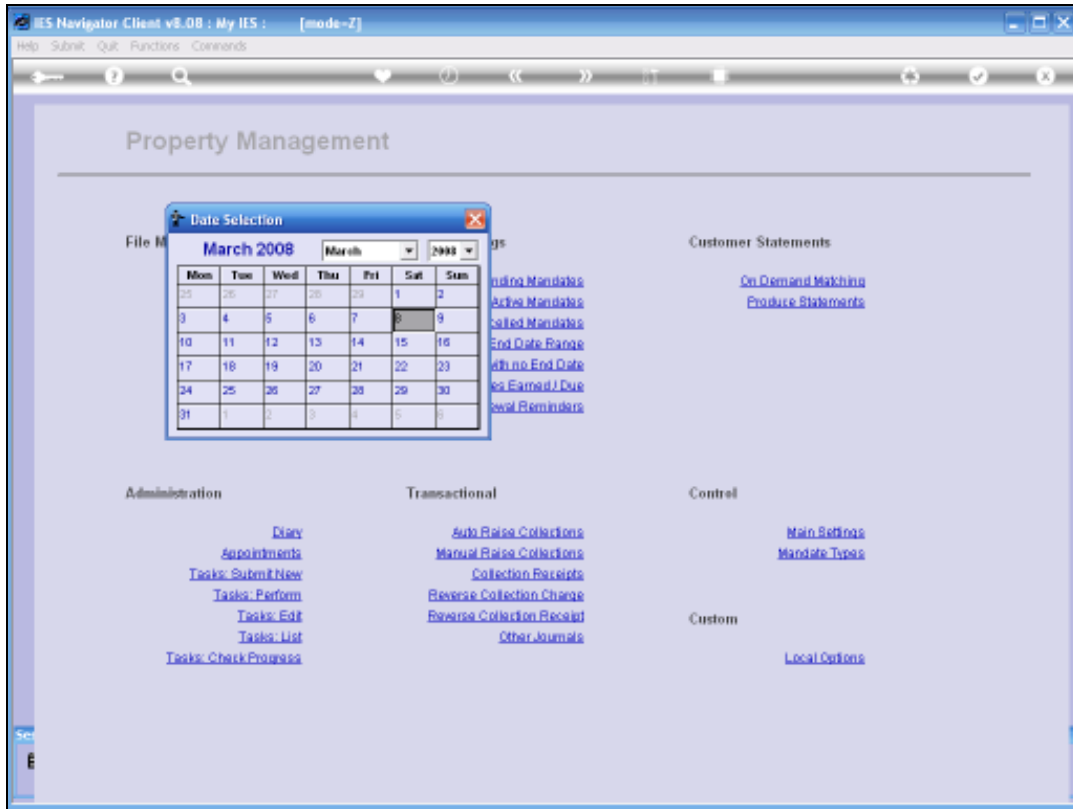
Slide 9



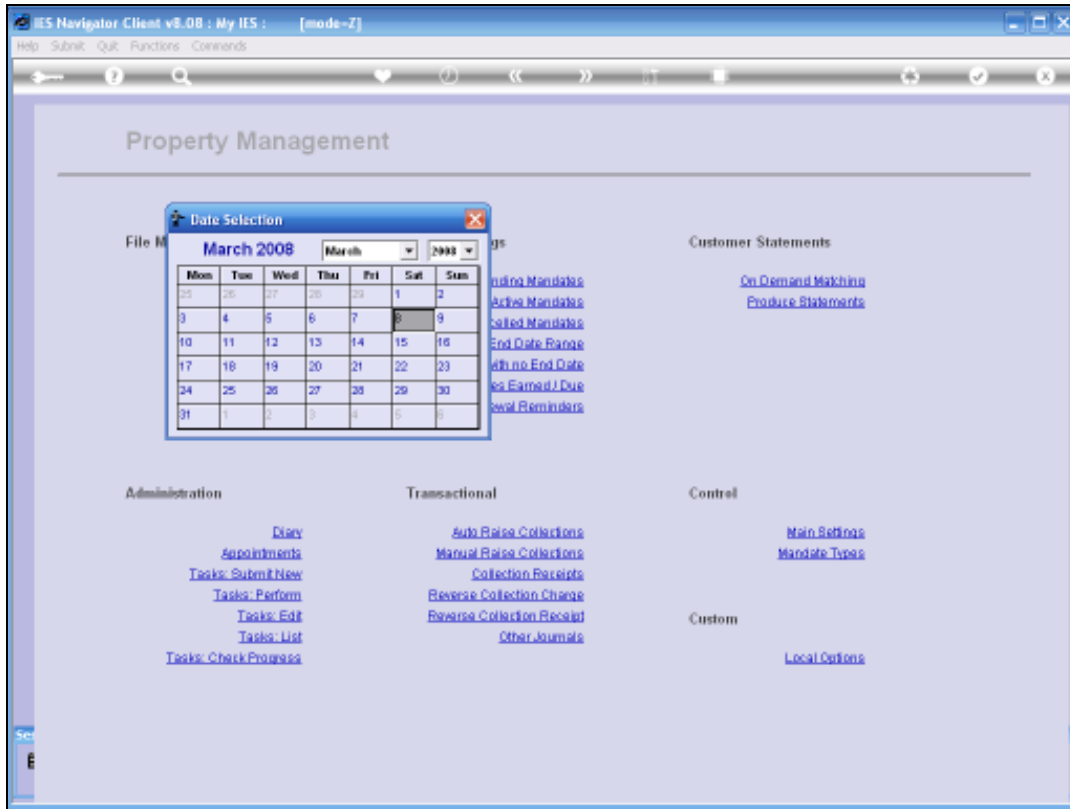
Slide 10

This Report is based on a Date Range that we will select i.e. a Start Date and an End Date for the Period in the Date Selection that is already Past.

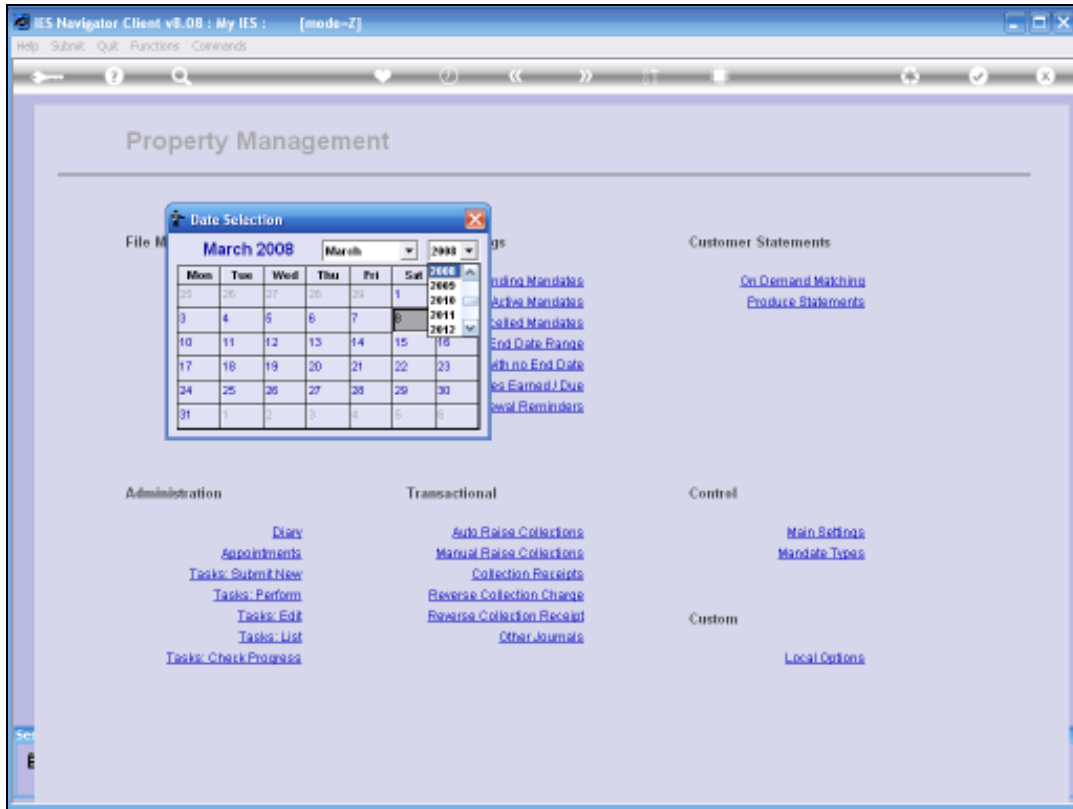
The System will Report Commissions already earned, and for the Period still remaining in the Selected Date Range, the System will show the Commission that is expected to be earned during that Period.



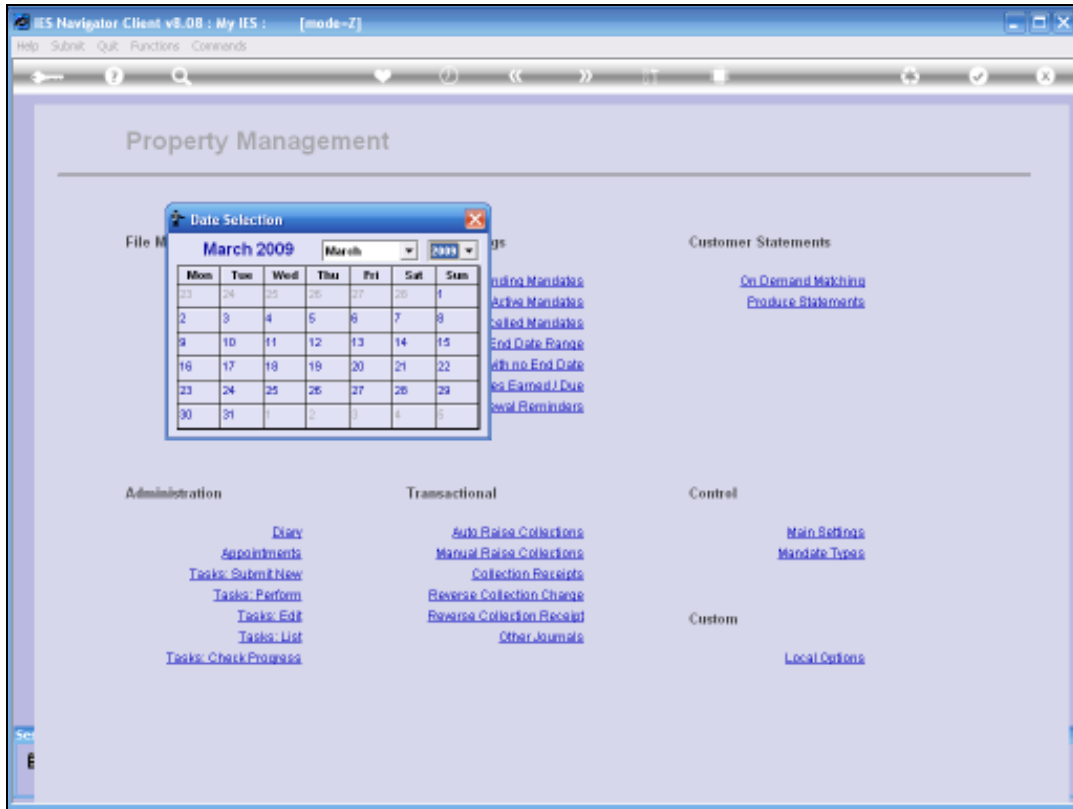
Slide 11



Slide 12



Slide 13



Slide 14

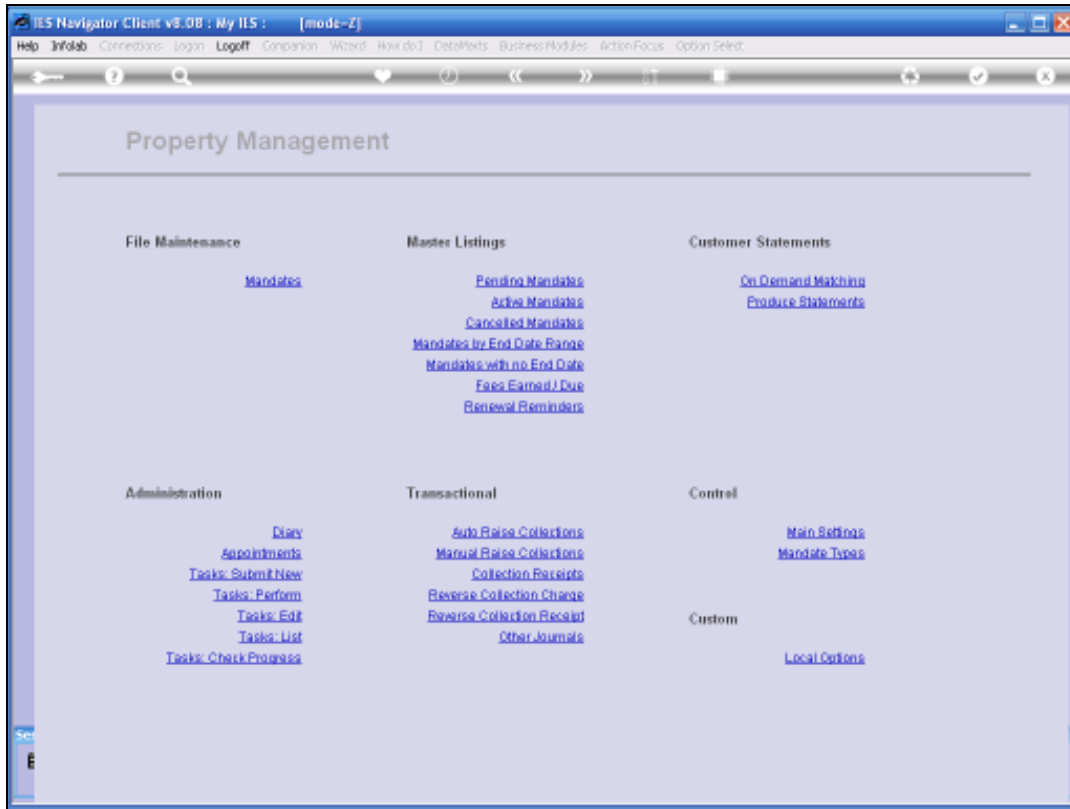
12:14:46 08 Mar 2008 page 1

Commission Earned and Due 01/03/2008 to 01/03/2009

Comm Earned.....	Commission Due.....	Currency.....	Fee Earner.....	Mandate #.....	Mandate Name..
120.00	1,080.00		0009: Klaus Donohoe	000005	258 Manderera
735.84	552.63		0009: Klaus Donohoe	000011	Huckiansuk 428
600.00	400.00		0009: Klaus Donohoe	000012	Berg View 12
400.00	1,600.00		0009: Klaus Donohoe	000013	Berua View 212
-----	-----				
1,855.84	3,632.63		0009: Klaus Donohoe		
-----	-----				
1,855.84	3,632.63	LOCAL R			
250.00	2,250.00	USD	0009: Klaus Donohoe	000006	112 Marina Dr
2,105.84	5,882.63				

Slide 15

And here we have an example of Commission Earned and Commission Due by Mandate.



Slide 16

The "Reminders Report" will list for us all Mandates where we have a Reminder Date specified in the Selected Date Range.