

USER GUIDE

LICENSE TO SELL ISSUANCE

Direc Business Technologies Inc.

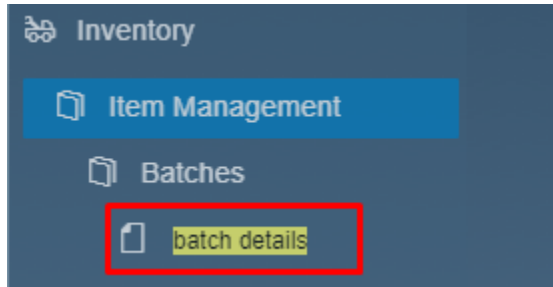
21/02/2021

1.1.1 Update License to Sell details on lot master data

PIC: Compliance

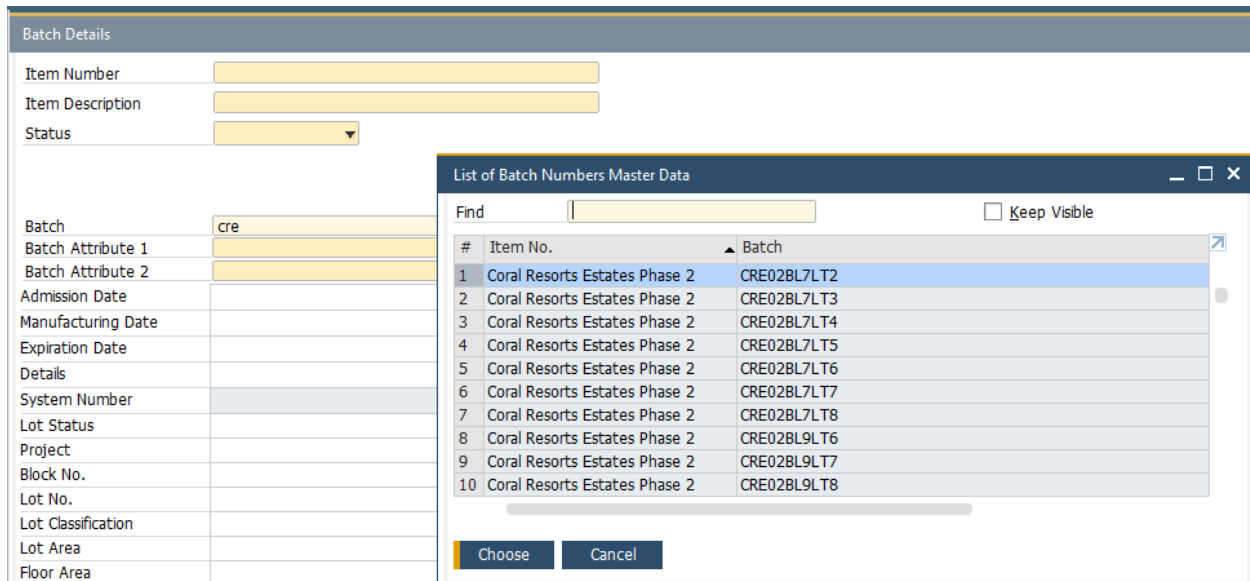
Software: SAP

Path: Inventory > Item Management > Batches > Batch Details



Once Batch Details is opened, enter the batch name of the project, block and lot (e.g., CRE02BL7LT2), you may also opt to enter the project code so all units of the project will appear.

Click Enter to open the List of Batch Numbers Master Data based on your search. If you have entered a specific block and lot, this will open directly the batch details of the specific lot.



#	Item No.	Batch
1	Coral Resorts Estates Phase 2	CRE02BL7LT2
2	Coral Resorts Estates Phase 2	CRE02BL7LT3
3	Coral Resorts Estates Phase 2	CRE02BL7LT4
4	Coral Resorts Estates Phase 2	CRE02BL7LT5
5	Coral Resorts Estates Phase 2	CRE02BL7LT6
6	Coral Resorts Estates Phase 2	CRE02BL7LT7
7	Coral Resorts Estates Phase 2	CRE02BL7LT8
8	Coral Resorts Estates Phase 2	CRE02BL9LT6
9	Coral Resorts Estates Phase 2	CRE02BL9LT7
10	Coral Resorts Estates Phase 2	CRE02BL9LT8

In the List of the Batch Numbers Master Data, select project block and lot and then click 'Choose'.

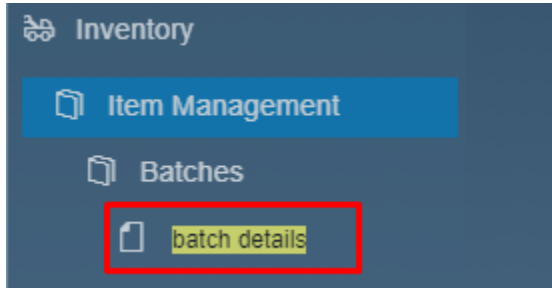
Enter LTS No. and LTS Issuance Date, then click 'Update.'

1.1.2 Update amortization details based on license to sell details.

PIC: Credit and Collection

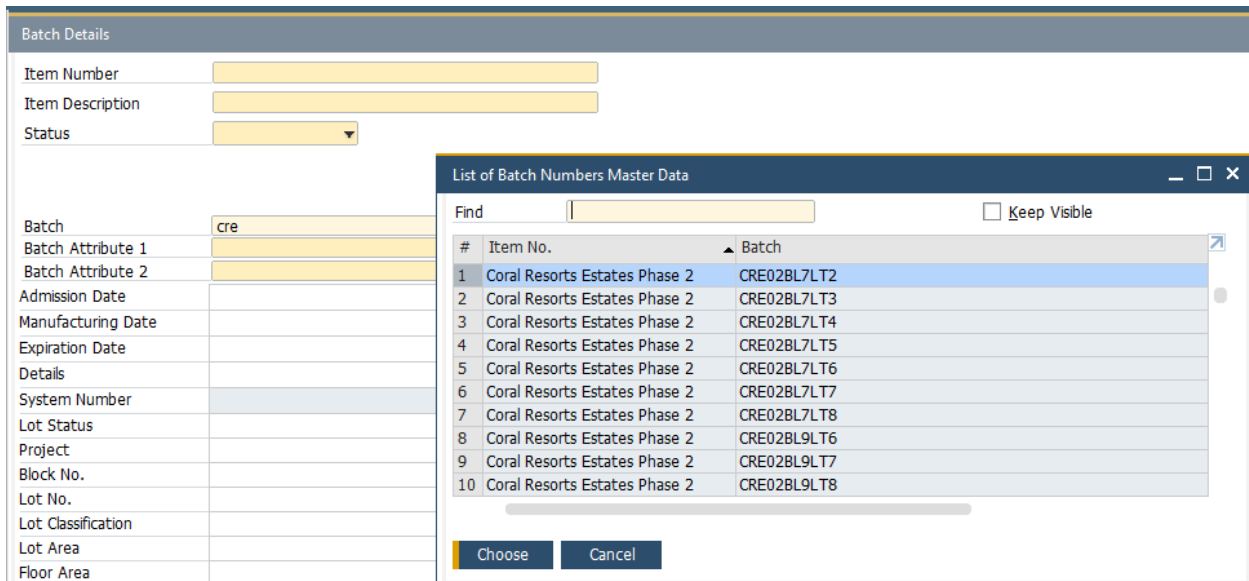
Software: SAP

Path: Inventory > Item Management > Batches > Batch Details



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8	Coral Resorts Estates Phase 2	CRE02BL9LT6
9	Coral Resorts Estates Phase 2	CRE02BL9LT7
10	Coral Resorts Estates Phase 2	CRE02BL9LT8

In the List of the Batch Numbers Master Data, select project block and lot and then click 'Choose'.

Select 'Yes' on the 'LTS Update' field, then click 'Update.'

Batch Details

Item Number → LI-00005

Item Description Coral Resorts Estates Phase 2

Status Released ▼

Batch CRE02BL14LT5

Batch Attribute 1

Batch Attribute 2

Serial No.

Meter Pipe Size

Title Name

Bank

Collateral ▼

Acknowledged By C&C N ▼

Remarks

LTS Issue Date

Certificate of Registratio...

House Price

House Standard Cost

Documentation No.

Update Remarks

Renewal Date

Mother Title

LTS Updater

LTS Status

Y	-	Yes
N	-	No

OK Cancel

This will update the following quotation details:

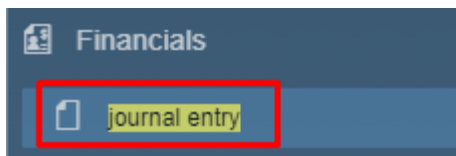
1. LOI Status will now be 'NO.'
2. LTS Number will now be posted.
3. Amortization due dates will start based on the LTS Issuance Date.

1.1.3 Issuance of Official Receipt

PIC: Credit and Collection

Software: SAP

Path: Financials > Journal Entry



To issue an Official Receipt to the payments made on a LOI account, create a journal entry first to reverse Accounts Payable – Others and recognize Deposit from Customers – RE.

1. In the Header of the Journal Entry document, select 'LTS' as Trans code.

Journal Entry				
Series	Number	Posting Date	Due Date	Doc. Da
Primary	8101	02.24.2022	02.24.2022	02.24.2
Origin	Origin No.	Trans. No.	Template Type	
Trans. Code	Ref. 1	Ref. 2	Ref. 3	
LTS				

- To recognize Deposit from customers, click the hamburger button or press tab on the 'G/L Acct/BP Code' field. This will open the List of Accounts window, search for the account and click choose or right-click the selected account. Enter then the credit amount.

List of Accounts		
Find deposit		
#	Account Name	
191	Deposit for Future Subscription-AS	
192	Deposit for future Subscription-LS	
193	Deposit from Customers-RE	
194	Deposit from Lessee	
195	Deposit from Stockholders	
196	Deposit from Subs - MGCC	
197	Deposit on Subscription	
198	Deposit with Suppliers	
199	Depreciation Expense	

- To reverse the Accounts Payable – Others, press Ctrl + tab on the 'G/L Acct/BP Code' field. This will open the List of Business Partners, search for the buyer and click choose or right-click the selected buyer. Enter then the debit amount.

List of Business Partners		
Find darby		
#	BP Name	
898	DARBY, AMBROSE	
899	darby, daryl	
900	Dare, Antoinette	
901	DARE, DON RAY	
902	DARE, REYNALDO	
903	DARTIMBRANG. MANDANGAN	

On the 'Control Acct' field, if the G/L account is not yet Accounts Payable – Others, delete the data on the field then press tab or click the hamburger button to select the Accounts Payable - Others on the List of Accounts.

Contents		Attachments	
▶ Expand Editing Mode			
#	G/L Acct/BP Code	G/L Acct/BP Name	Control Acct
1	➡ 204001	Deposit from Customers-RE	➡ 204001
2	➡ C-02229	darby, daryl	
3			

List of Accounts	
Find	
#	Account Name
1	Accounts Payable (for payment)
2	Accounts Payable - Off & Emp
3	Accounts Payable - Others
4	Accounts Payable - Trade
5	Accounts Payable - Affiliated Co

On the User- defined window (Ctrl + Shift + U), select the buyer on the 'BP code' field.

OR No.	
Account No.	
Location	
BP Code	

Once selected, click the magnifying glass icon on the Account No. field. If the buyer only has one unit, this will automate the project, block and lot of the unit, if multiple, this will open a list of his units.

Press tab and this will automate the Project, Block No, Lot No and DREAMS quotation no. reference based on the unit chosen. This will also automate the OR No. Enter Remarks , if necessary.

Block No	7
Lot No	4
Cancelled	N
WtaxCode	
1601 Rep	
Zonal Value	0.00
Fair Market Value	0.00
DREAMS Ref	RA-ABCI-122021-00003
Payment Order	
Payment Type	
Sales Invoice No.	
Payment Doc Number	
OR No.	OR#000064
Account No.	CRE02 - BL7 - LT4
Location	INITAO
BP Code	➡ C-02229

Review Journal Entry, then click 'Add.'

To print OR, go to File > Preview Layouts then select ABCI – Official Receipt.

