

SOFTWARE REQUIREMENT SPECIFICATION

For
**Rate Management Kandy
MC**

Version 1.3

Document Acceptance

Deliverable	Software Requirement Specification for Rate Management
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DOCUMENT AMENDMENT REGISTER

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RATE MANAGEMENT

This system provide Rate management functionality. That each feature has described as follows.

1. Property Master Data
2. New assessment feature
3. View Premises feature
4. Edit the Assessment feature
5. Balance before the feature
6. Quarter calculation feature
7. Other special feature
8. Rates Payment feature
9. SMS for Rate
10. Rates Report

1. PROPERTY MASTER DATA

This property Master module cover-up the following functionality.

- Property type management (Add new property Type)
- Divisions Management (Add new Division)
- Streets Management (Add new street)

1.1. Property type management

	Property Name	Penalty
	[Select Type]	0.00
	DOMESTIC	15.00
	COMERCIAL	20.00
	INDUSTRIAL	20.00
	GOVERNMENT	0.00
	EDUCATIONAL	0.00
	RELIGIOUS	0.00
	MARSH LANDS	15.00
	PADDY FIELDS	15.00
	OTHER	15.00

Figure 1- Add property Type

- This form for add new property type.
- User can insert "Property Name" and "Property Penalty".

- After click on add button newly added property type will shows in following grid.
- If user need to remove property type, he can click on delete button and remove that property type. (Note! If there has any relational data with this property type, user cannot delete that property type).

1.2. Divisions Management

Ward Manager (Division)

Division Name

>>Add

Division_ID
3701
3702
3703
3704
3705
3706
3707
3708
3709
3710
3711
3712

Figure 2- Add new division

- This form for add new divisions.
- User can insert "Divisions Name".
- After click on "Add" button newly added division and it will shows in following grid.

1.3. Streets Management

Street Manager

Street Name :

Street ID :

Division :

>>Add

St ID	Street Name	Div ID
AHR	ALUTHHENA ROAD RIGHT	3711
ADL	AMANDOLUWA MAIM ROAD LEFT	3711
ADR	AMANDOLUWA MAIM ROAD RIGHT	3711
AML	AMUNA ROAD LEFT	3710
AMR	AMUNA ROAD RIGHT	3710
BTL	BASE LINE ROAD LEFT	3710
BEL	BASE LINE ROAD LEFT	3711
BTR	BASE LINE ROAD RIGHT	3710
BER	BASE LINE ROAD RIGHT	3711
B9L	BODHIYA ROAD LEFT	3709
B9R	BODHIYA ROAD RIGHT	3709
KSL	CANADA MITHRA MAWATHA LEFT	3705
KSR	CANADA MITHRA MAWATHA RIGHT	3705
KML	CANADA MITHRATHWA MW LEFT	3711
KMR	CANADA MITHRATHWA MW RIGHT	3711
6KL	CONDRADPREMATHIRATHNA MW LEFT	3706
6KR	CONDRADPREMATHIRATHNA MW RIGHT	3706
7KL	CONDRED PREMATHIRATHNA MW LEFT	3707
7KR	CONDRED PREMATHIRATHNA MW RIGH	3707
DWL	DICKWELA ROAD LEFT	3711
DWR	DICKWELA ROAD RIGHT	3711

Figure 3-Street Management

- This form for add new Streets.
- User can insert “Street Name”, “Street ID” and select “Divisions”.
- After click on “Add” button newly added streets will shows in following grid.
- If user need to remove streets, he can click on delete button and remove that street names (Note! If there has any relational data with this street, user cannot delete that street.).

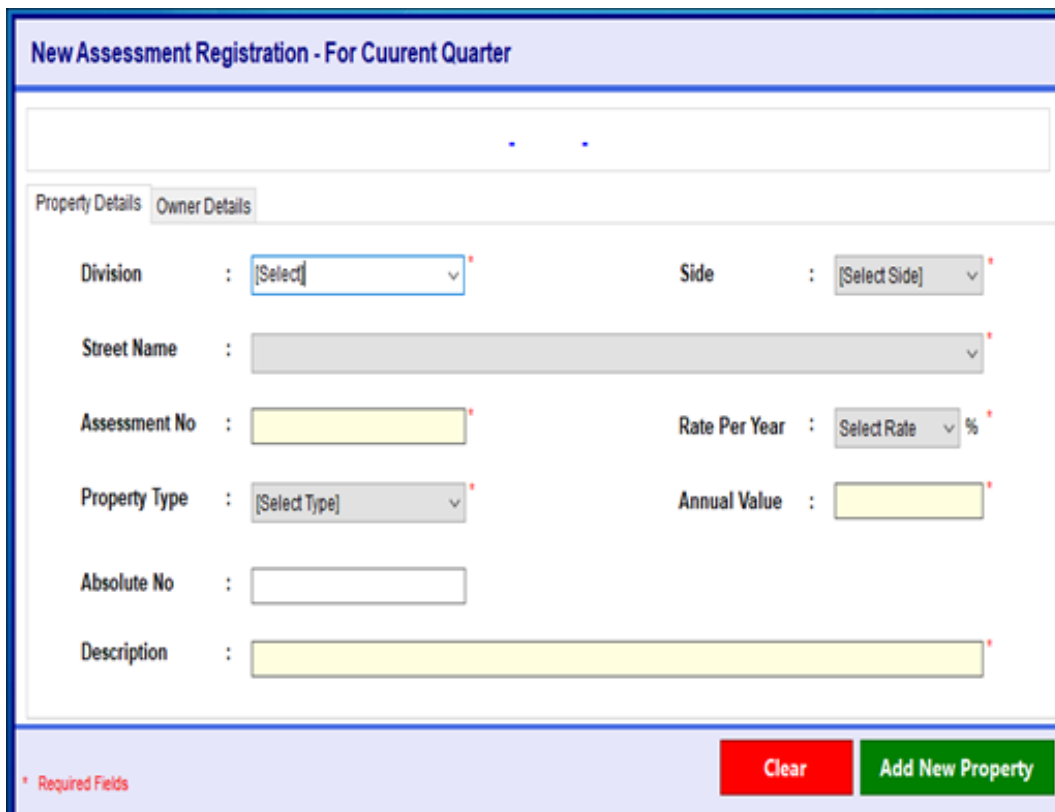
2. NEW ASSESSMENT FEATURE

- The new assessment feature facilitates to add new property.
- In this module user can do following functionality.

1. Add for the current quarter
 - i. Add new property details
 - ii. Add owner details
2. Add for a future quarter
 - i. Add new property details
 - ii. Add owner details

2.1. Add for the current quarter.

2.1.1. Add new Property details



New Assessment Registration - For Current Quarter

Property Details Owner Details

Division : [Select] * Side : [Select Side] *

Street Name : [Text] *

Assessment No : [Text] * Rate Per Year : [Select Rate] % *

Property Type : [Select Type] * Annual Value : [Text] *

Absolute No : [Text]

Description : [Text] *

* Required Fields

Clear Add New Property

Figure 4- New Assessment Registration for current quarter- Property details

- This form for add new property details for current quarter new assessment registration.
- User can insert the “Annual Value”, “Absolute No”, “Description” and select the “Division”, “Side”, “Street Name”, “Rate Per Year” and “Property Type”.
- When the user click the clear button entered whole data will be disappears.
- Then the user click the “Add new property”, user can add to the new property details.
- The “*” mean required data, that data should be wanted and user not filling that data he can’t go to the next step.

2.1.2. Add new Owner details

New Assessment Registration - For Current Quarter

Property Details | **Owner Details**

Owner Name : [Select 1 v] *

NIC/Ref No :

Address :

Mobile :

Home :

* Required Fields

Figure 5-New Assessment Registration for current quarter- Owner details

- This form for add owner details
- The user can select the honorary title and insert the “Owner Name”, “NIC/Ref No”, “Address”, “Mobile” and “Home” and upload the picture of the owner.
- When the user click the clear button whole data will be cleared.
- Then the user click the “Add new property”, user can add to the new property details.
- The “ * ” mean required data, that data should be wanted and user not filling that data he can’t go to the next step

2.2. Add for a future quarter

New Assessment Registration - For Future Quarter

Property Details | Owner Details

Division : [Select] * Side : [Select Side] *

Street Name : [Text] *

Assessment No : [Text] * Rate Per Year : [Select Rate] % *

Property Type : [Select Type] * Annual Value : [Text] *

Absolute No : [Text]

Description : [Text] *

* Required Fields **Clear** **Add New Property**

Figure 6-New Assessment Registration for future quarter- Property details

- This form for add new property details for current quarter new assessment registration.
- User can insert the “Annual Value”, “Absolute No”, “Description” and select the “Division”, “Side”, “Street Name”, “Rate Per Year” and “Proper Type”.
- When the user click the clear button entered whole data will be disappear.
- Then the user click the “Add new property”, user can add to the new property details.
- The “*” mean required data, that data should be wanted and user not filling that data he can’t go to the next step.
- System facilitate to add the property details for the future quarter and no billing will be done.
- Add for future quarter function features are the same as the current quarter.
- But not calculate the quarter amount.

3. VIEW PREMISES FEATURE

View Premises Premises ID : *37113JR022 [Search](#)

REMOVE *37113JR022 022

Division : 3711	Side : Right	Full Name : OWNER - V
Street Name :		NIC No
Property No :		Address :
Type of Property :		Mobile : Edit For Future Quarter
Absolute No :		Home : Add User Details
Description :		Billing Details
Rate Per Year :		Payment History
Annual Value :		Inquiry Report
		Property Change History

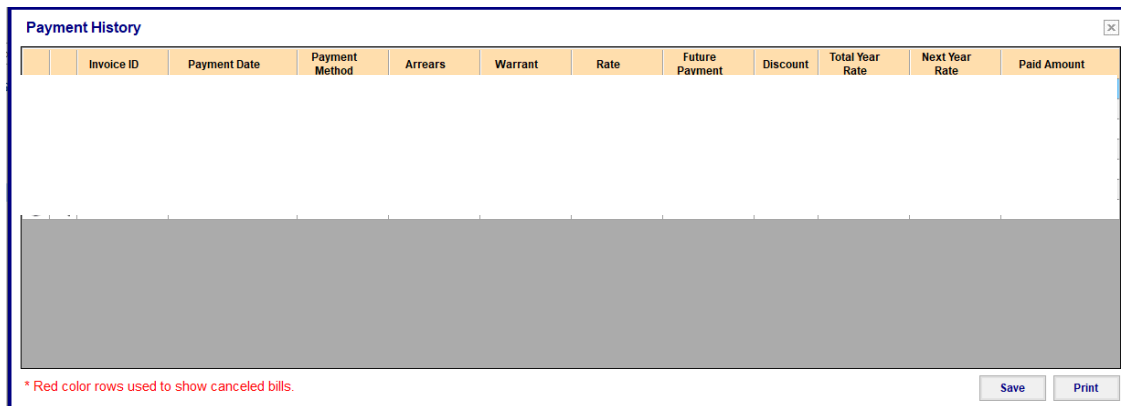
[Certificate Of Ownership](#) [Certificate Of Non Vesting](#)

[Add to note](#) [Print Notice of Assessment](#) [Payment](#) [Block](#) [Remove](#) [Temporarily Disable](#) [Edit](#)

Figure 7-New Assessment Registration for current quarter- Owner details

- In this section user can view the property and owner details of the particular owner already exists.
- User can view premises details by searching the “Premises ID”.
- System provides the following facilities with this section.
 - View payment history
 - Inquiry Report
 - View property change history
 - Edit for future Quarter
 - Add user details
 - View billing details
 - Print certificate of ownership
 - Print certificate of Non vesting
 - Add to note
 - Print notice of Assessment
 - Blok Property
 - Remove property
 - Temporary disable property

3.1. View Payment history



Invoice ID	Payment Date	Payment Method	Arrears	Warrant	Rate	Future Payment	Discount	Total Year Rate	Next Year Rate	Paid Amount
------------	--------------	----------------	---------	---------	------	----------------	----------	-----------------	----------------	-------------

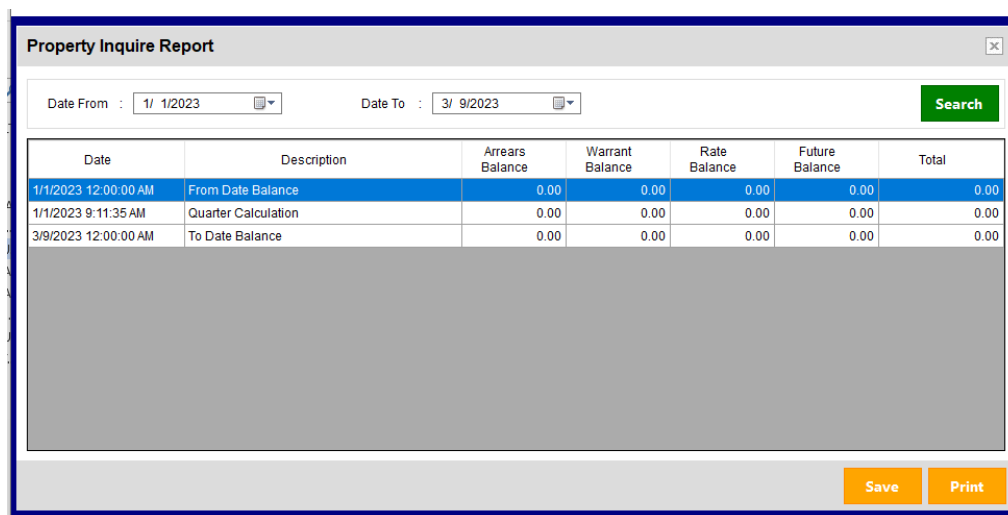
* Red color rows used to show canceled bills.

Save Print

Figure 8-View property history

- Using this frame user can view the payment history.
- Following details displays in the each payment history list .(Invoice Id, Payment ,Date Payment Method, Arrears ,Warrant ,Rate ,Future Payment ,Discount ,Total year rate ,Next year rate ,Paid Amount)
- User can view the “Daily receipt Tax Overview” using the view icon.
- Using the “Print” button and print icon user can print the list of payment history reports.
- User can save the document using “Save” button.

3.2. View Inquiry Report



Date	Description	Arrears Balance	Warrant Balance	Rate Balance	Future Balance	Total
1/1/2023 12:00:00 AM	From Date Balance	0.00	0.00	0.00	0.00	0.00
1/1/2023 9:11:35 AM	Quarter Calculation	0.00	0.00	0.00	0.00	0.00
3/9/2023 12:00:00 AM	To Date Balance	0.00	0.00	0.00	0.00	0.00

Save Print

Figure 9-View property inquiry report

- User can view the property inquiry report using this interface.
- User can get a list of details by selecting the particular date (System shows the calendar – From date -, To Date) duration from searching.
- User can save inquiry report.

- Using the print button and print icon user can print the list of inquiry reports.
- Following details displays in the inquiry report details list.(Date ,Description ,Arrears Balance ,Warrant Balance ,Rate Balance ,Future Balance ,Total)

3.3. View Changed property payment History

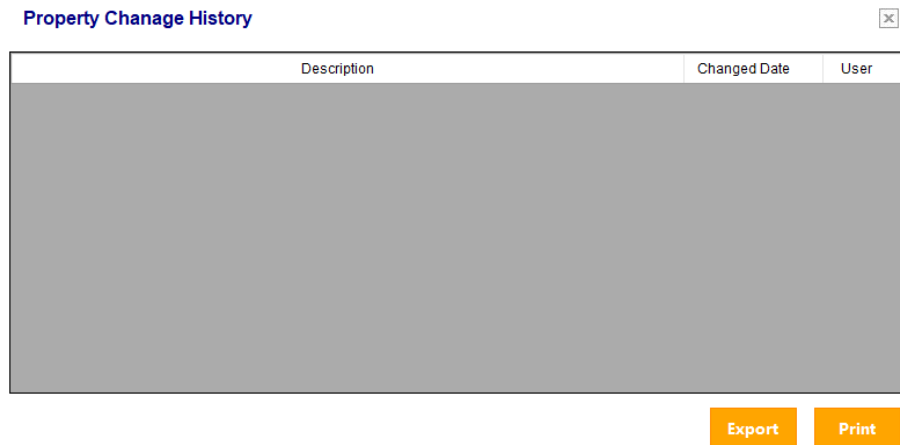


Figure 10- Change property history

- This interface for view of property change history.
- User can view Description, Changed Date, and User Name.
- User can export the report of property change details.
- User can print the list of changed property details report.

3.4. Disable or Enable Property.

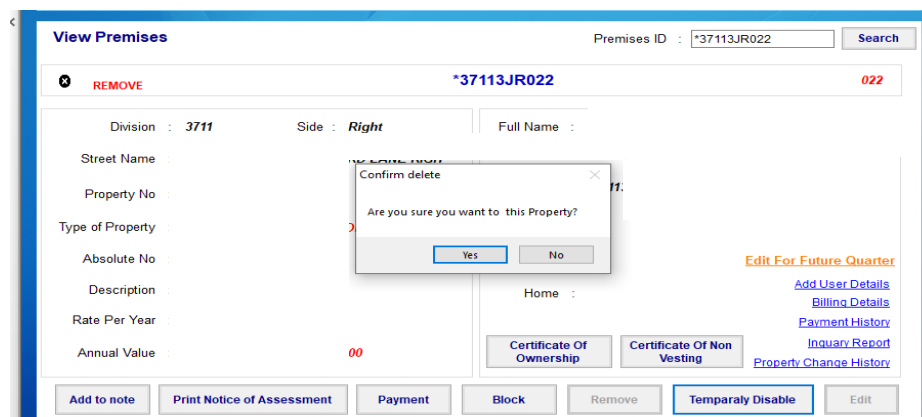


Figure 11-Confirm disable

Figure 12- Edit Description

- There is option for the temporary hold billing process of the property by clicking the temporary disable button.
- User can add description for the disable.
- After saved the disable, user can view the details in property change history.
- Also there is an option for enable the disabled property (Same as the enable process).

3.5. Remove Property

Figure 13- Remove property

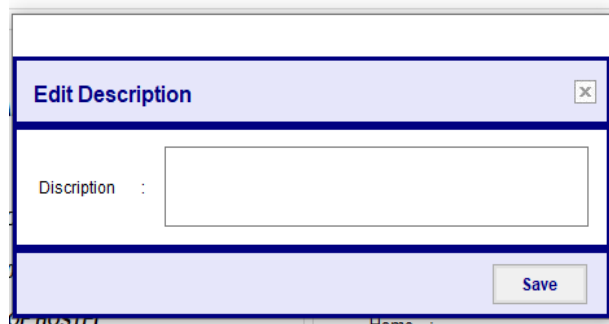


Figure 14-Remove description

- User can remove the property details using “Remove” button, and then, before the execution, remove the system and display the confirmation box.
- User cannot activate removed property.
- Also system will not process the bill of removed property.

3.6. Print notice of assessment (KFORM)

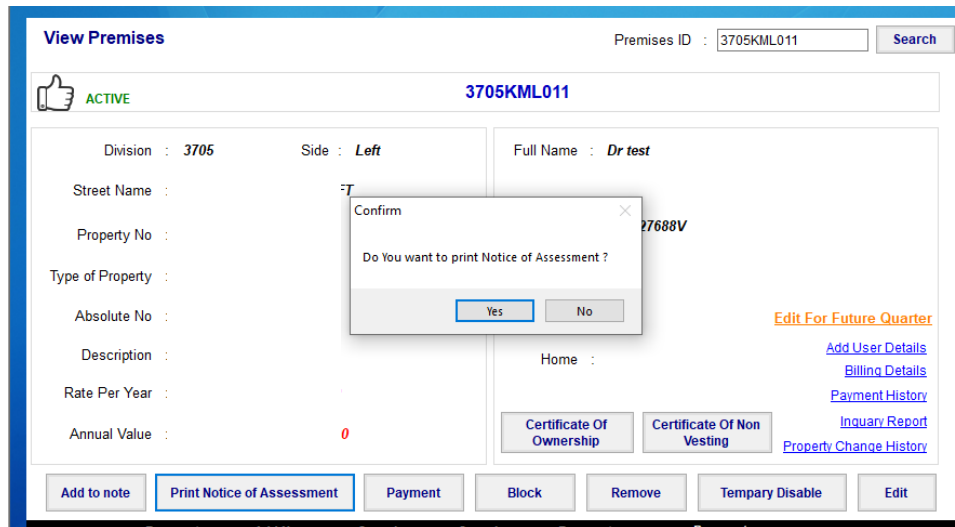


Figure 15- Print notice Assessment Confirmation

- Users can print notice of assessment using the “Print notice of assessment (KFORM)” icon.

3.7. Add Notes

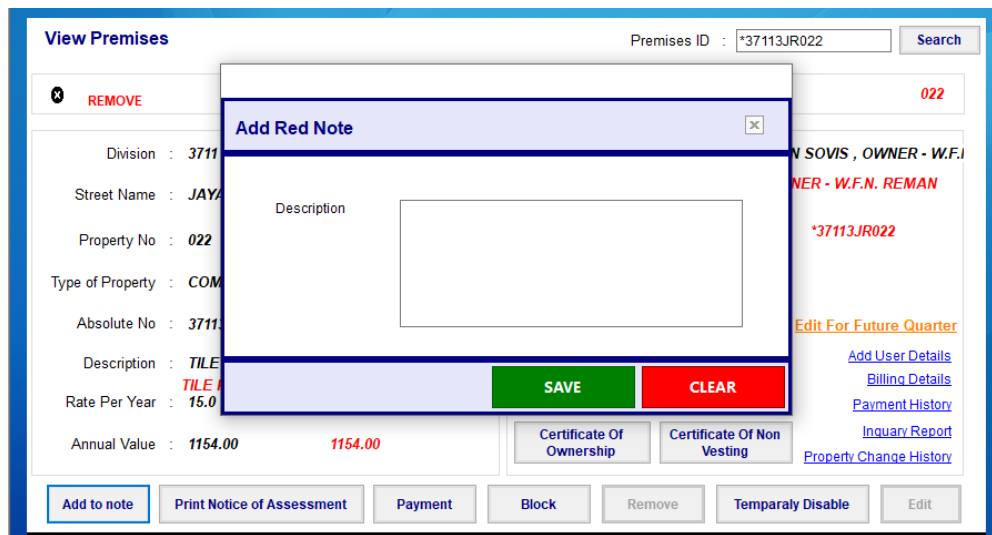


Figure 16-Add red note

- Users can add a note for a selected property using the “Add to note” option.
- After clicking the options system displays the Box to add to the red note.
- Users can describe red notes and have options of saving and clear the note.

3.8. View Notes

- After the user add the note click the property overview and then open the details of the customer property.
- After clicking the “Attention Red Note,” the user can edit and delete the description of the red note.
- Red note description includes details of User name and Date.

3.9. View Created User Details

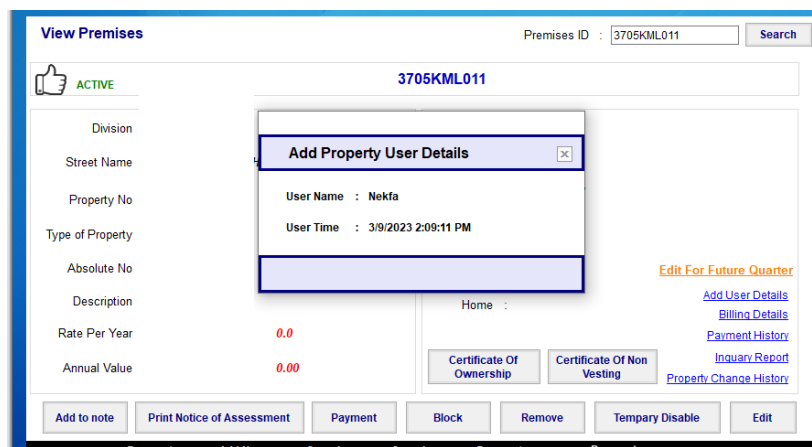


Figure 17- View created user details

- User can view the details of the created user details.
- System displays add user details as User name and User Time.

3.10. Previous Approval Details

- System facilitates to view the list of previous approvals for the selected property.
- System facilitates the get soft copy and hard copy.

4. EDIT ASSESSMENT FEATURE

4.1. Change all property details (refer: 2.1.1.Property details)

Figure 18-Edit assessment details

- User can change the property details already added, using this interface.
- User cannot add the duplicate property number.
- User can view the changed property details through property changes history.
- System automatically gather the information for “A sheet” and generate that sheet.
- User can get the soft copy or hard copy from the system.
- User can save the edited details.

The screenshot shows a web application window titled "Edit Assessment Details". At the top right, there is a "Premises ID" field with the value "3705KML011" and a "Search" button. Below this, the text "3705 - KML - 011" is displayed. The main area is divided into two tabs: "Property Details" and "Owner Details". The "Property Details" tab is active, showing fields for "Division", "Street Name", "Assessment No", "Property Type", "Absolute No", and "Description". An "Edit Description" dialog box is open over the "Description" field, containing a text input area and a "Save" button. To the right of the dialog box, there are several dropdown menus and numerical input fields, including a "Left" dropdown, a "12.0" dropdown, a "% 0.0" dropdown, and a "15000.00" numerical field. At the bottom left, there is a checkbox labeled "Update to Future Quarter". At the bottom right, there is a "Save Details" button.

Figure 19- Add edit Assessment description

- User can add the description about the edit details using this interface.

4.2. Setup for edit option for the approval status

- System facilitates to approve the user edited details.
- User clicks the Rate approval and opens the "Rate approval Manager window."
- There is four approval.
 - Checking officer approval
 - CC Approval
 - AO Approval
 - Account Department Approval.
- To complete the approval process above four people must have to approve.

4.3. Pending list for approvals

- According to the approval, system adjust the amount of debit and credit related property number.
- Also user can view the details of approval through the payment history.
- Following details are displayed in the pending list.
 - Premise ID
 - Property Number
 - Owner ID
 - Full Name
 - Address
 - Division
 - Street
 - Property

➤ **Checking Office Approval**

- When the user edits the property details, those details are moved into a pending approval for the Checking Office Approval
- Then Checking Office can view the pending approval list.
- User can approve or reject the approval request.
- If the user clicks the approve user has to add a comment for approval.

➤ **CC Approval**

- After Checking Office Approved the property details that details are moved in to as pending approval for the CC Approval
- Then, CC can view the pending approval list.
- There is an options for approve or reject the approval request.
- If the user clicks the approve user has to add a comment for approval.

➤ **AO Approval**

- After CC approves the property details, details are moved in as pending approval for the AO Approval.
- Then, AO can view the pending approval list.
- After selecting an approval request can make Approve or Reject.
- If the user clicks the approve user has to add a comment for approval.

➤ **Account Department Approval.**

- After AO approves the property details, details are moved in as pending approval for the Account Department Approval.
- Then Account Department can view the pending approval list.
- After selecting an approval request can make Approve or Reject.
- If the user clicks the approve user has to add a comment for approval.
- After Account Department approves the edited property details approval process is completed.

5. BALANCE BEFORE FEATURE

Rates Balance Before

Custom ID : *37113JR022 Find

Full Name : W.F. Assessment No :
Address : Property Type :
Street Name : NIC No :
Annual Rates : 1 Quarter Rates :

Arrears : 0.00 Future Payments : 0.00
Current Year Rates : 0.00 Discount : 0.00
Warrant : 0.00 B/F Date : 2/28/2023 Save

Figure 20- Add Rate Balance Before

- This form for add balance before feature.
- User enter the “Customer ID” and click the “Find” button, then the system display the details according to this part.
- This data will already display the form “Customer Id”, “Full Name”, “Address”, “Street Name”, “Annual Rates”, “Assessment Number”, “Property type, NIC number” and “Quarter Rates”.
- Users can add this data “Attribute”, “Arrears”, “Current year Rates”, “warrants”, “Future payments”, “discounts” and “B/F date”.
- After finishing filling out this form user can save the data by clicking the “Save” button.

6. QUARTER CALCULATION FEATURE

Quarter Update Process

WELCOME TO NEW QUARTER

Current Date : 2/28/2023
Quarter No : 1

Update

Figure 21-Quarter Update Process

- This form for quarter calculation feature
- User can calculate quarter for the start of the new quarter.
- User cannot reverse after done that process and all other account reports of quarter update when quarter calculation.
- When the clicking the “Update” button

7. OTHER SPECIAL FEATURE

7.1. Mange fields officers

Field Officer Details

Officer ID : *
Full Name : [Select] v *

Address : *
Contact Number :

Add New

	Officer ID	Officer Name	Address	Tel. No
	1000220107	MR.B.N. PRIYADARSHANA FERNANDO	NO 406/4, RADDOLUWA, KOTUGODA	0777888888

Figure 22-Add field Officer Details

- This form for manage fields officers.
- Then the user enter to the “Officer ID”, “Full Name”, “Address”, “Contact Number” and the select the honorary title with the “Full Name”.
- When the user click the “Add New” that data will be save.

7.2. Bill issue for the Field officers

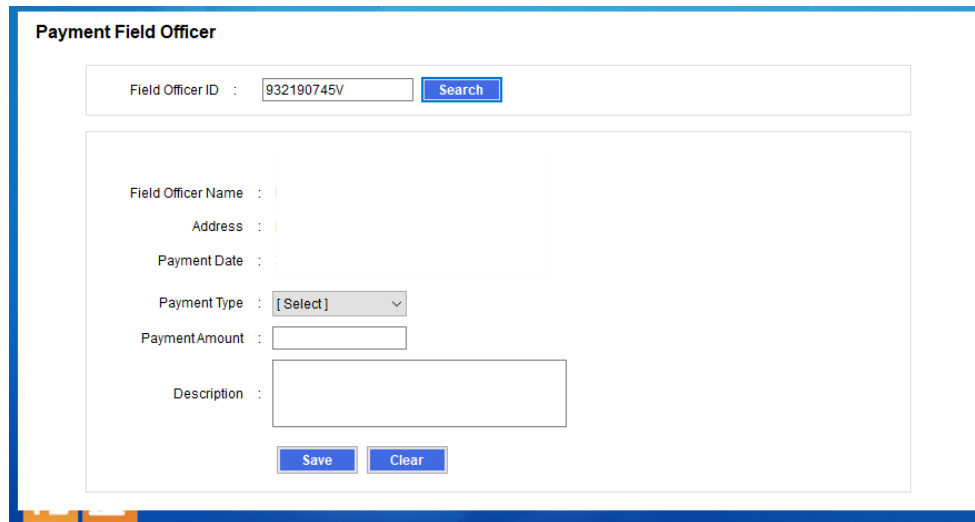


Figure 23- Payment Field Officer

- System facilitates the user to issue a bill for the field officer.
- User searches field office details by searching the field Officer ID.
- Then the system displays the Field officer details, and the user has to select the Payment Type, Payment amount, and Description of the payment.
- User can save the details.

7.3. Update Credits for property

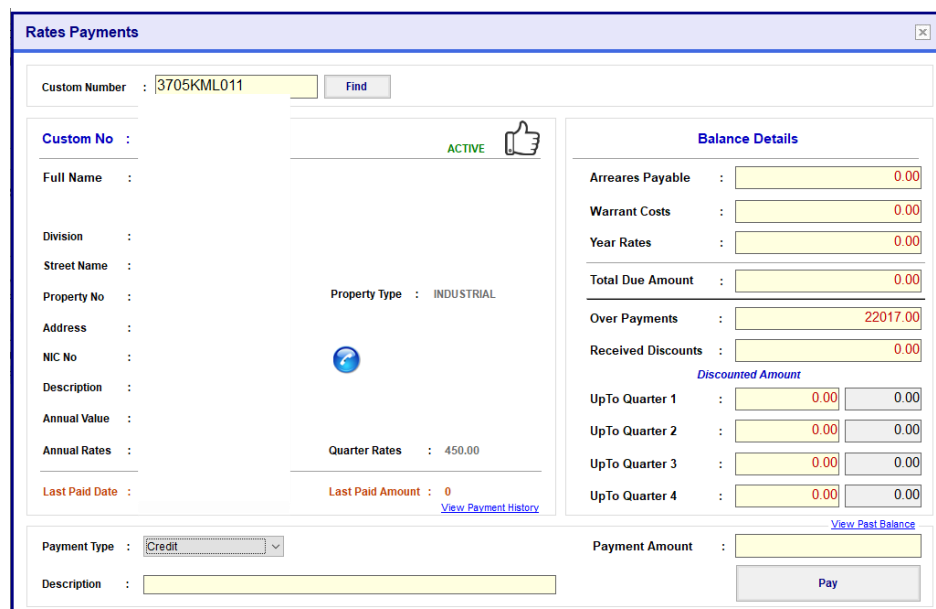


Figure 24- Update credit for property

- User can update payment type as Credit using this interface.
- User clicks the payment.

- Then open the Rates Payment overview.
- User can select the payment type as credits.
- Also can add the Description and Payment amount.
- Then clicks the “Pay button.”

7.4. Update Debit for property

The screenshot shows a software window titled "Rates Payments". At the top, there is a search bar with "Custom Number : 3705KML011" and a "Find" button. Below this, the main area is divided into two columns. The left column contains property details: "Custom No : 3705KML011" (with an "ACTIVE" status and a thumbs-up icon), "Full Name :", "Division :", "Street Name :", "Property No :", "Address :", "NIC No :", "Description :", "Annual Value :", "Annual Rates :", "Property Type : INDUSTRIAL", "Quarter Rates : 450.00", "Last Paid Date :", "Last Paid Amount : 0", and a "View Payment History" link. The right column shows "Balance Details": "Arrears Payable : 0.00", "Warrant Costs : 0.00", "Year Rates : 0.00", "Total Due Amount : 0.00", "Over Payments : 22017.00", and "Received Discounts : 0.00". Below these is a section for "Discounted Amount" with four rows: "UpTo Quarter 1", "UpTo Quarter 2", "UpTo Quarter 3", and "UpTo Quarter 4", each with two input fields showing "0.00". At the bottom, there is a "Payment Type" dropdown menu set to "Debit", a "Payment Amount" input field, a "Description" input field, and a "Pay" button. A "View Past Balance" link is also present.

Figure 25- Update debit for property

- User can update payment type as debit using this interface.
- User clicks the payment.
- Then open the Rates Payment overview.
- User can select the payment type as debits.
- Also can add the Description and Payment amount.
- Then clicks the “Pay button.”

7.5. Cancel receipt

Receipt No	Payment Type	Paid Amount
------------	--------------	-------------

Figure 26-Daily Receipt Summery

- This form for daily receipt summery for canceled receipt.
- User can get the cancel receipt summary report.
- User can search the cancel recipe by selecting the Location, Date Duration, Account Year, user, Receipt Order (Ascending, Descending), and category.
- User can Save, Print, and view the Cancel Receipt report.

7.6. Property Search

Property Search Dashboard

Common Search

Division: 3701

Street Name: [Select]

Assessment No:

Description:

Side: Left

Type of Property: [Select Type]

State: Active

☐ Search By Custom Number

Custom Number:

☐ Search By Person

Custom Name:

1920 Peremises were found.

Search New Property Future Quarter

Property Overview Edit Property Property Balance Payment Payment Next Year

Custom No	Owner Name	Assessment No	Type	Description	Rate	Annual Value	Quater Am
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Figure 27- Property search Dashboard

- This form for property search
- There are three ways to the property searching
 - common search
 - The user selects the “Division”, “Street Name”, “Side”, “Type of Property” and “State” Users insert the “Assessment No” and “description” on the form and click the “Search button” you can find the information for each person.
 - If you don’t need to fill everything, only “Division” and “Street Name” are enough for the finding system
 - search by customer number
 - The “Customer Number” is the only inserting option in this field
 - After the insert the customer number you can search the details by clicking the “Search” button.
 - search by person
 - The user enters the “Customer Name” and “NIC”.
 - When the user doesn’t know the full name he can write between the percentage marks and the knowing name (ex :- %Perera%).
 - After user finish filling in relevant data user can clicking the “Search” button and find the data.

By Division, street, property no

- User can search the property details list using division (a dropdown box within the option of division number), street name, and property Number.

By Customer number.

- User can search property details using Customer Number.
- Then system displays the property details regarding the customer.

By Owner Name / NIC

- Using the customer name and NIC number user can search the property.
- Also, users can search property details click by the standard search option.

By Description

- System facilitates the user to get the result of property details searching by the Description.

By Property Type

- System facilitates the user to get the result of property details searching by the Property Type.
- Property Types are included in the drop-down menu.

BY Property Status

7.7. Add Manual Warrant for Properties

Manual Warrent Calculation

Division : 3701

Street Name : GRAMODAYA MAWATA LEFT

Search

Premises ID	Property No	Property Discription	Full Name	Annual Value
-------------	-------------	----------------------	-----------	--------------

Add Warent

Figure 28-Add manual warrant for property

- This form for add manual warrant for properties
- The user insert the “Division” and “Street Name
- After click on a “Search button” user can find the property information by using the chart.
- Then the system displays the list of property details (Premises ID, Property No, Property description, Full Name, Annual value.
- When the user clicking the “Add Warrant” he can add the warrant for the form.

7.8. Manage Bill Printer Settings

Bill Setting Management

Rates Bill Printing

☐ Three Copy

☒ Single Print With Carbon Copy

☐ Payment Receipt Assessment Tax

Save

DO Bill Printing

☐ Normal Paper

☒ For Printed Rate Bill

Save

Other Income Bill Printing

☒ Normal Paper

☐ Printed Paper with Carbon copy

Save

Figure 29- Bill setting Management

- System allow the user to manage the bill printer settings. There are options to print bills.
 - Rates bill printing
 - Do Bill printing
 - Other income bill printing
- After setting the bill printing option user has to save settings using the “Save” button.

7.9. Manage K Form Printer Settings

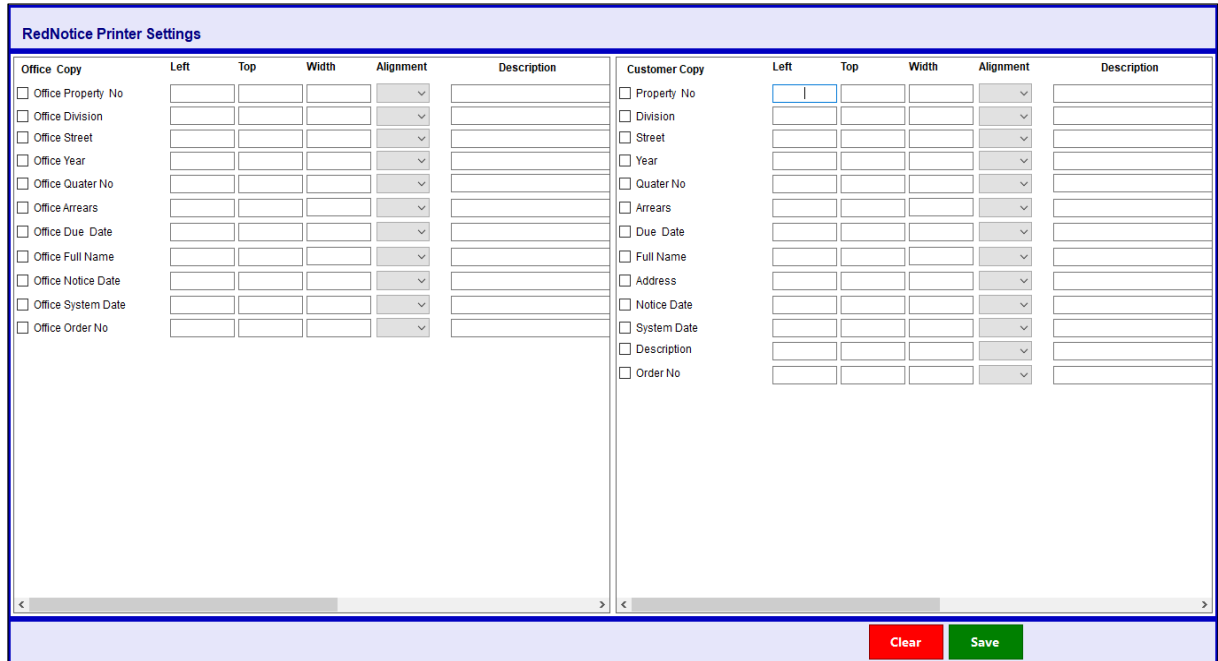
The screenshot shows the 'K Form Settings' window with two main sections: 'Office Copy' and 'Customer Copy'. Each section has a table with columns for 'Left', 'Top', 'Width', 'Alignment', and 'Description'. The 'Office Copy' section includes settings for 'No of Notice', 'Office Print Date', 'Name Mr/Mrs', 'Ward No', 'Obsolete No', 'New No', 'Name of Street', 'Annual Value Assessed', 'Rate Payable Per 1/4 Year', 'Rate of Year', 'System Name', 'Office Assessment No', 'Office Quater 1 Rate 1', 'Office Quater 2 Rate 2', 'Office Quater 3 Rate 3', 'Office Quater 4 Rate 4', 'Penalty', 'Office Arrears', 'Office Address', and 'Office Mobile No'. The 'Customer Copy' section includes settings for 'Full Name', 'Assessment No', 'Customer Ward No', 'Name / No Of Property / Situation', 'Annual Value', 'Quater 1 Year', 'Quater 2 Year', 'Quater 3 Year', 'Quater 4 Year', 'Quater 1 Rate 1', 'Quater 2 Rate 2', 'Quater 3 Rate 3', 'Quater 4 Rate 4', 'Customer Print Date', 'Arrears', 'Print By', 'Customer Street Name', 'Customer Obsolete No', 'Customer Premises ID', 'Address', and 'Notice Assessment'. At the bottom right, there are 'Clear' and 'Save' buttons.

K Form Settings											
Office Copy						Customer Copy					
	Left	Top	Width	Alignment	Description		Left	Top	Width	Alignment	Description
<input checked="" type="checkbox"/> No of Notice	500	600	500	Left		<input checked="" type="checkbox"/> Full Name	8000	2200	5000	Left	
<input checked="" type="checkbox"/> Office Print Date	1200	8650	2000	Left	Print Date-	<input checked="" type="checkbox"/> Assessment No	6750	5000	2000	Left	
<input checked="" type="checkbox"/> Name Mr/Mrs	100	1900	4000	Left		<input checked="" type="checkbox"/> Customer Ward No	7800	5000	2000	Left	
<input checked="" type="checkbox"/> Ward No	100	2600	2000	Left		<input checked="" type="checkbox"/> Name / No Of Property / Situation	0	0	0	Left	
<input type="checkbox"/> Obsolete No	0	0	0	Center		<input checked="" type="checkbox"/> Annual Value	12800	5000	2000	Left	
<input type="checkbox"/> New No	0	0	0	Center		<input checked="" type="checkbox"/> Quater 1 Year	15000	4750	2000	Left	
<input checked="" type="checkbox"/> Name of Street	100	4800	4000	Left		<input checked="" type="checkbox"/> Quater 2 Year	15000	5450	2000	Left	
<input checked="" type="checkbox"/> Annual Value Assessed	600	5750	2000	Left		<input checked="" type="checkbox"/> Quater 3 Year	15000	6150	2000	Left	
<input checked="" type="checkbox"/> Rate Payable Per 1/4 Year	100	6500	500	Left		<input checked="" type="checkbox"/> Quater 4 Year	15000	6900	2000	Left	
<input checked="" type="checkbox"/> Rate of Year	1200	6500	2000	Left		<input checked="" type="checkbox"/> Quater 1 Rate 1	17675	5000	2000	Left	
<input checked="" type="checkbox"/> System Name	0	0	0	Left	System By NEK	<input checked="" type="checkbox"/> Quater 2 Rate 2	17675	5650	2000	Left	
<input checked="" type="checkbox"/> Office Assessment No	100	4100	2000	Left		<input checked="" type="checkbox"/> Quater 3 Rate 3	17675	6350	2000	Left	
<input type="checkbox"/> Office Quater 1 Rate 1	0	0	0	Center		<input checked="" type="checkbox"/> Quater 4 Rate 4	17675	7100	2000	Left	
<input type="checkbox"/> Office Quater 2 Rate 2	0	0	0	Center		<input checked="" type="checkbox"/> Customer Print Date	8500	10000	2000	Left	Arrears, Warrant, Year Rates up to -
<input type="checkbox"/> Office Quater 3 Rate 3	0	0	0	Center		<input checked="" type="checkbox"/> Arrears	8500	9300	2000	Left	
<input type="checkbox"/> Office Quater 4 Rate 4	0	0	0	Center		<input type="checkbox"/> Print By	0	0	0	Center	
<input type="checkbox"/> Penalty	0	0	0	Center		<input checked="" type="checkbox"/> Customer Street Name	8500	5000	4000	Left	
<input type="checkbox"/> Office Arrears	0	0	0	Center		<input type="checkbox"/> Customer Obsolete No	0	0	0	Center	
<input type="checkbox"/> Office Address	0	0	0	Center		<input checked="" type="checkbox"/> Customer Premises ID	8500	6000	2000	Left	
<input type="checkbox"/> Office Mobile No	0	0	0	Center		<input checked="" type="checkbox"/> Address	9000	8000	6000	Center	
						<input checked="" type="checkbox"/> Notice Assessment	8500	6200	5000	Left	

Figure 30- K form settings

- This form for the K-Form printing setting.
- The system facilitates managing Office copy and Customer copy of K form printer settings.
- The user has to mark the available details.
- After setting the details user can save, and if not needed to save user can clear the details.

7.10. Manage Red Notice Printer Settings



Office Copy						Customer Copy					
	Left	Top	Width	Alignment	Description		Left	Top	Width	Alignment	Description
<input type="checkbox"/> Office Property No				▼		<input type="checkbox"/> Property No				▼	
<input type="checkbox"/> Office Division				▼		<input type="checkbox"/> Division				▼	
<input type="checkbox"/> Office Street				▼		<input type="checkbox"/> Street				▼	
<input type="checkbox"/> Office Year				▼		<input type="checkbox"/> Year				▼	
<input type="checkbox"/> Office Quarter No				▼		<input type="checkbox"/> Quarter No				▼	
<input type="checkbox"/> Office Arrears				▼		<input type="checkbox"/> Arrears				▼	
<input type="checkbox"/> Office Due Date				▼		<input type="checkbox"/> Due Date				▼	
<input type="checkbox"/> Office Full Name				▼		<input type="checkbox"/> Full Name				▼	
<input type="checkbox"/> Office Notice Date				▼		<input type="checkbox"/> Address				▼	
<input type="checkbox"/> Office System Date				▼		<input type="checkbox"/> Notice Date				▼	
<input type="checkbox"/> Office Order No				▼		<input type="checkbox"/> System Date				▼	
						<input type="checkbox"/> Description				▼	
						<input type="checkbox"/> Order No				▼	

Figure 31-Red Notice Printer settings

- User can manage the Red notice printer settings; in this functionality, the user has to mark each related detail as available.
- Also user has to settings each property. (Left, Top, Width, Alignment (Dropdown box), and Description).
- Then, the user can save or clear the setting data using the Clear and Save buttons.

7.11. Rate validation

- User can get the rate validation details by using the following details.
 - Division – Drop -down
 - Street- Drop -down
 - Year- Drop -down
 - Quarter- Drop -down
- Following details are displayed in the details of the Rate validation process.
 - Customer Number
 - Customer
 - Property
 - Balance
 - Warranties

8. RATES PAYMENT FEATURE

The screenshot shows a software window titled "Rates Payments". At the top, there is a search bar with "Custom Number : *37113JR022" and a "Find" button. Below this, the window is divided into several sections:

- Customer Information:** Includes fields for Custom No, Full Name, Division, Street Name, Property No, Address, NIC No, and Description. A "REMOVE" button with a close icon is next to the Custom No field.
- Property Details:** Shows "Property Type : COMERCIAL" and "Quarter Rates : 43.28".
- Balance Details:** A table showing financial data:

Arrears Payable	:	0.00
Warrant Costs	:	0.00
Year Rates	:	0.00
Total Due Amount	:	0.00
Over Payments	:	0.00
Received Discounts	:	0.00
Discounted Amount		
UpTo Quarter 1	:	0.00
UpTo Quarter 2	:	41.12
UpTo Quarter 3	:	82.24
UpTo Quarter 4	:	123.36
- Payment Information:** Includes "Last Paid Date", "Last Paid Amount : 155.80", and a "View Payment History" link.
- Payment Action:** A "Payment Type" dropdown menu set to "Cash", a "Payment Amount" input field, and a "Pay" button.

Figure 32- Rates Payments

- User can view the payment window by searching the Customer Id.
- If user enter invalid customer number, system displays the error message.
- When user enter valid customer ID user can view the basic details of the rate payments.
- User can view the last payment information.
- There is an option for the view payment history details.
- As well as system calculate the discount amount automatically considering the current rate.
- Following arrears details are displays by the system.
 - Arrears payable
 - Warrant cost
 - Year Rates
 - Total Due Amount
 - Over payment
 - Receive discount.
- System facilitates following payment types for the payment.
 - Payment by cash
 - Payment by cheque
 - Payment by credit card
- User has to enter the payment amount to the system.
- After save, payment is successful system generate the invoice and send SMS to the customer.

8.1. Auto discount calculation.

8.2. Ability to pay any amount

- In the rate payment section, the user can search customer details by searching Customer ID.
- The system displays the customer details and Balance details.
- Also, the system facilitates paying payment amounts by cash, cheque, or credit card.

8.3. Payment between Branches

- System facilitates to user to payment between two branches.
Location – Drop-down menu
- System update report daily in related branches.

8.4. Check Online Receive Payment

- System facilitates the user to check the details of online received payment.

8.5. Multiple Property Payment

- User searches property details of the customer.
- System displays the multiple payments overview.
- User selects the Payment Type.
- User clicks the 'Go to multiple payments ".
- Following details are displays in the multiple payment list view.
 - Premises ID
 - Payable Amount for end of Q4
 - Discount for end of Q4
 - Pay amount
- System displays the following details.
 - Total due amount
 - Total Pay amount
- User can select the payment method using the drop-down menu.
- Then system displays the following details
 - Receipt Number
 - Amount
- System facilitates to display the all receipt.

8.6. Payment for Upcoming year tax

- System facilitates users to pay for the upcoming years.
- System displays the following details
 - Customer Details
 - Balance Details
 - Discount
 - Amount for each quarter.
- User can view the payment history and Past Balance.
- User has to select the Payment Type, Description, and Payment amount for the pay.

8.7. Re-copy function

- If user cannot to do bill some reason, user can print again that bill without change the details.

9. SMS FOR RATE

- System sends Discount details to the Owner
- System sends Arrears details to the Owner
- System sends SMS API based.
- User can view sent SMS using SMS portal.

10. RATES REPORT

10.1. Daily Receipts

➤ View Daily Paid Receipts

Daily Receipt Summary

Receipt Date : 2/ 1/2023
User Name : All User

Receipt Order
☒ Ascending
☐ Descending

Search Report Print Report Export Report View Report

Paid Receipt Cancel Receipt Summary

Receipt No	Payment Type	Bill Issued	Bill Owner	Paid Amount
------------	--------------	-------------	------------	-------------

Figure 33-Daily Receipt Summery

- This form for view daily paid receipt
- When the user select the “Receipt date”, “User Name” and “Receipt Oder”
- After doing this step user can click the “search report” button user can get the data according to this.
- Also, users can search, view, print, and export reports.

➤ View Daily Cancel Receipts

The screenshot shows a web application window titled "Daily Receipt Summary". It features a search section with a "Receipt Date" dropdown set to "2/ 1/2023", a "User Name" dropdown set to "All User", and "Receipt Order" radio buttons for "Ascending" (selected) and "Descending". A green "Search Report" button is present. Below the search section are three tabs: "Paid Receipt", "Cancel Receipt" (active), and "Summary". The "Cancel Receipt" tab displays a table with the following headers: "Receipt No", "Payment Type", "Paid Amount", "ID", "ispaid", "PaidLocation", and "IssuedLocation". The table body is currently empty. At the bottom right, there are three orange buttons: "Print Cancel Report", "Export Cancel Report", and "View Cancel Report".

Figure 34-Daily cancel Receipt summary

- User can select the receipt date and search the details of the canceled receipt on the particular date.
- There is a facility to get receipt details in ascending or descending order.
- User can print the cancel report, export the cancel report, and view the cancel report.

➤ View Daily Receipt Summary Report

The screenshot shows the same "Daily Receipt Summary" window, but the "Summary" tab is active. It displays a summary report for canceled receipts. The report includes the following data:

Number Of Paid Invoice	:	69
Total cash Payment Amount	:	18696.77
Total Cheque Payment Amount	:	16490.88
Total Credit Card Payment Amount	:	0
Total DO Cash Payment Amount	:	15000.00
Total DO Cheque Payment Amount	:	0
Total Online Payment Amount	:	0
Total Payment Amount	:	218457.65
Bank Fee Chargers	:	0.00
Number Of Canceled Invoice	:	0
Total Canceled Payment Amount	:	0

Figure 35- daily Receipt summary report

- In this section, the user can get a summary of all types of payment summary details on a particular date.
- System facilitates print, search, export, and view the summary report.

10.2. View Rate Tax Daily Credit Report

- User has to select the payment type (Multiple select) using the drop-down menu, date duration, and division.
- Then, the user has to select the type of category.
- System fetches the search result and displays it as a list.
- User can search, view, export, and print the daily credit summary report according to the particular time. Also, the system has facilitated changes in the payment type.
- System facilitates to search, view, and print, export, save the Rate Tax Daily credit report.

10.3. Credit Summary Report

Figure 36-credit Summary report

- User can view all credit summary report details.
- User can get the details by searching the following options.
 - Time duration

- Change Property Type
- Receipt issue category
- The Following section is included in the Credit summary report.

➤ Credit Details

Following details are include in the credit details report

- Date
- Arrears Payment
- Warrant Payment
- Rate payment
- Overpayment
- Bank Fee
- Discount
- Paid Amount
- Credit

➤ Summery details report

Following details are include in the summary details report.

- Total Arrears
- Total warrant
- Total Yearly Rate
- Future Payment
- Total Bank fee
- Total Discount
- Total Credit

- Total Debit System facilitates the user to Export, Print, and View the Credit details and Summary details report.

10.4. Get Credit Summary Report Division wise

Credit Summary Report Division Wise

From Date : 1/ 1/2023

To Date : 2/28/2023

Division :

Search Report

Export Report

Print Report

View Report

[Change Property Type](#)

☒ Receipts issue from owner branch to owner branch only. (ඔබ ආයතනය විසින් ඔබ ආයතනයට පමණක් නිකුත් කරන ලද ලදුපත් පිළිබඳ තොරතුරු)
 ☐ Receipts issue from owner branch to owner branch and other sub office to owner branch. (ඔබ ආයතනය විසින් ඔබ ආයතනයට හා Sub Office මගින් ඔබ ආයතනයට නිකුත් කරන ලද ලදුපත් පිළිබඳ තොරතුරු)
 ☐ Receipts issue from owner branch to owner branch and other sub office . (ඔබ ආයතනය විසින් ඔබ ආයතනයට හා වෙනත් Sub Office සඳහා නිකුත් කරන ලද ලදුපත් පිළිබඳ තොරතුරු)

Credit Details

Summary Details

Date	Arrears Payment	Warrent Payment	Rate Payment	Over Payment	Bank Fee	Discount	Paid Amount	Credit	Debit

Figure 37-Get credit summery division wise

- ## 10.5. View Current Arrears Report

Figure 38- View current Arrears report

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10.6. Current Arrears Summary Report

Arrears Summary Report

Division : 3701
Side : Both
☐ Remove Quarter Rate ☐ With 0 Arrears [Change Property Type](#)
☐ Apply Filtering Method **Search**

Arrears Details Summary Details

Street Name	Arrears	Warrant	Rate Payable	Total Payable
GRAMODAYA MAWATA LEFT	111885.60	1338.02	12634.72	125858.34

Save Report **Print Report** **View Report**

Figure 39- Current arrears summary report

- System has given the option to search using division, side, and property type.
- User can get details less than, more than, between wise arrear reports.
- Also there is option for get the last year's arrears report.
- System has given the option to export, print, and view the summary report.

10.7. Past Arrears Report Management

- User can search using division, street, side, owner name, and property type.
- Apply less than, more than, between arrears
- After getting the report user can View, print, Export, or Export to the excel sheet.

10.8. Rate Tax Current Balance Report Management

- User can get the Rate Tax Current Balance Report by searching the division, Street Name, and Side.
- Also, the system has facilitated the printing, saving, and viewing of the report using each icon.

Rate Tax Quarter Balance Report

Division : All Street Name : Side : Both

Date : 2/28/2023 [Change Property Type](#) [Search By Name](#)

☐ Only Plus Balances ☐ Only Minus Balances ☐ Both Plus and Minus Balances

☒ Print For Opening Balance ☐ Print For End Balance ☐ Data With Current Owner ☐ Data with Current Description ☐ Data with Absolute Number **Search**

Search using Amount

☒ All ☐ Less than ☐ Between ☐ Grater than

No Data Found

No Of Customers : Total :

View Report **Print Report** **Export Report** **Export to Excel**

Figure 40-Rate tax Quarter Balance report

- System facilitates giving current balance summary report division-wise.
- System displays the total Arrears, Warrant, Rate, Future amount, and Total.
- User can Print, Export, and View the balance summary.

10.10. Rate Tax Current Balance Summary Report

Rate Tax Quarter Balance Report

Division : [Select] Street Name : [] Side : [Both]

Date : 3/ 9/2023 [Change Property Type](#) [Search By Name](#)

☐ Only Plus Balances ☐ Only Minus Balances ☐ Both Plus and Minus Balances

☒ Print For Opening Balance ☐ Print For End Balance ☐ Data With Current Owner ☐ Data with Current Description ☐ Data with Absolute Number **Search**

Search using Amount

☒ All ☐ Less than ☐ Between ☐ Grater than

No Of Customers : Total :

View Report **Print Report** **Export Report** **Export to Excel**

Figure 41- Rate tax current Balance summary report

- User can search the details of Rate Tax current Balance summary report by searching the Division, Street name, and Side.
- Then, the system displays the list of details for each Customer.
- Also system facilitates the print, save, and View the Current balance Summary.

10.11. Current Arrears Summary Report (Streetwise) Management

Current Balance Street Wise

Division ID [] **Search**

Code	Street Name	Arrears	Warrent	Rate	Future amount	Total
------	-------------	---------	---------	------	---------------	-------

Print **Export** **View**

Figure 41 -Current Balance Summary (Streetwise)

- User can search the current balance streetwise using Division ID.
- User can print, export, and view the streetwise current balance report using Print, Export, and View icons.

10.12. Get Past Arrears Street-wise Summary Report

Past Arrears Summary Report

Division : [Select] [Change Property Type](#)

Date : 3/9/2023 ☒ Only Plus Balances ☐ Only Minus Balances ☐ Both Plus and Minus Balances

Search using Amount
☒ All ☐ Less than ☐ Between ☐ Grater than

Street Name	Balance Forward	Warrant	Billing	Arrears	Total
-------------	-----------------	---------	---------	---------	-------

Total :

Figure 42- Past Arrears summary report

- Following options have to select by the customer.
 - Only plus Balance
 - Only Minus Balance
 - Both plus and Minus Balance.
- User can search amount all, less than, greater than, or between.
- User can change the property type.
- System facilitates user to Search, Export, and Print the past Arrears summary report by search division and Date.

10.13. Manage Rate forecast report

- User can search the forecast rate using the Division, Street Name, and side.
- Also, after the search system fetched and displayed the result.
- User can export the report to the excel sheet.

10.14. Manage Arrears Division-wise Summary Report

- System displays the Total arrears according to each Division ID.
- User can Save and print the report using the Save and Print icons.

10.15. Mange Warrant division-wise Summary Report

- System displays the current and past total warrant after the calculation.
- Use can select the options current or past warrant.
- System facilitates the user to search current warrant and save or print option.

10.16. Manage current Billing Rate division-wise Report

- System displays the rate for the current billed report details.
- For quarter open bill.
- User can search current arrears, save the report, and print the report.

10.17. Get Print Current future payment report

- System facilitates user to get details reports of current future payments.
- User must select Division number, Side, Street Name, and Property Type.
- System fetches the result from the database and displays it for the user.
- User can save or print the report.

10.18. Manage Rate Accounting Listing Report

- System facilitates the user to list the rate account selected by the year.
- System displays the total amount of the follows in each quarter.
 - Forward Balance
 - Warrant
 - Rate Billing
 - Debit

 - Future payment
 - Payments
 - Discount
 - Credit
- User can search, export, and print the rate Account List.

10.19. View Discount Summary Report

- User can get the Discount Summary Report by searching the Start Date, End Date, and Discount Limit.
- Also system displays the Number of Discount Invoices and Total Discounts.
- System facilitates the user to print or save the summary report.

10.20. View the Property Book Report

- User can search the Property Book by searching the Division, Side, and Street Name.
- System filters the result and displays it to the user
- User can Export, Print, and View the report.

10.21. View Property Summary Report division wise

- System facilitates the user to get the Property Summary Report division-wise by searching the Division.
- Following details are consistent in the summary report for each Division.
 - Division
 - Street Code
 - Street Name
 - Number of Property
 - Total Annual Value
- System facilitates the user to Export, Print, and View the report.

10.22. View Property Annual Value Report

- User can search details report of the Property Annual Value Report using division, street, side, type of property
- Annual value can filter less than, greater than, and between.
- Following details are consistent in the Property Annual Value Report.
 - Customer Number
 - Property Number
 - Owner Name
 - Address
 - Property Type.
 - Value.
 - Rate
 - Street Name
 - Division
- Also, user can save, print, and view the report

10.23. View Temporarily Disabled Property Value Report

- User can get the Temporary Disable Property Value Report by searching using division, street, side, type of property
- User can get the report result less than, greater than, between wise the Annual report.
 - Following details are displayed as a result.
 - Customer Number
 - Property Number
 - Owner Name
 - Address
 - Property Type
 - Value
 - Rate
- Also user can save, Print, and View the Temporarily Disable Property Value Report.

10.24. View Remove Property in duration Report

- User can search the report of Remove property in time duration.

-
- Also system facilitates the user to select a particular date duration using the calendar.
 - If there is no result system displays the message “No records were found.”
 - Also user can save or print the Remove Property in the duration Report.

10.25. Get Disable Property in duration Report

- User can get the Disable property report in time duration by searching the Type (Enable or Disable), From Date to date.
- System facilitates the user to select date duration using the calendar.
- Also, Users can search, Save and print the report.

10.26. View Property Book Report

- User can get the Property Book report by searching the Division, Street Name, and Side.
- Following details are included in the Property Book Report.
 - Oid Number
 - Premises Number
 - Owner Name
 - Property Type
 - Property Value
 - Entered By
 - Ented date.

10.27. View Property Registration Report

- User can get the Property Registration Report by searching the Division and time duration.
- Following details are displayed in the report.
 - Premises ID,
 - Registered Date
 - Rate.
- Also system gives the option to the user to Search, Print, and Save the report.

10.28. View Register of rate Tax

- User can get the report of Register of Rate Tax.
- Following details are required to search the report details.
 - Year
 - Quarter
 - Division
 - Rate
- Also user can get the details by searching by the Owner’s Name.
- User can Export, print, and Export to an excel sheet of the report.

10.29. Register of rate Tax Street summary

- System facilitates to user to get details of Rate Tax Street summary report by searching division, year, and quarter
- Also user can export or print the report.

10.30. View Property Change Report

- User can search the Property change report by searching the date duration and Division; also, the user can select the change types.
- Change type listed as follows.
- Owner name change
- Property Description change
- Property Type change
- Annual value change
- Year Rate change
- Property Number change
- Following details are displayed in the Property change Report.
 - Property Number
 - Description
 - Previous Value
 - New Value
 - Date
 - User
- User can View, Export, and Print the Property change Report.

10.31. Make payment

- User can get the list of paid property searches by the Field office ID.

10.32. Make payments for the duration

- User can get the Do payments report by searching the Field office ID and selecting the time duration.

10.33. Do Summary report

- System facilitates the user to get payment details summary report by searching the Field office ID and selecting the time duration.

10.34. Do analyze the report

- System facilitates user to analyze report by searching the Field office ID and selecting the time duration.

10.35. View Notice of assessment

- User can search the notice of Assessment by Division, Street name, Side, Year, and Property Type.
- Then, the system displays the following details.
 - Id
 - Premises Id
 - Division Street Name
 - Full Name
 - Address

- Annual value
- Notice Assessment
- Year
- User can Export and Print the Notice Assessment

10.36. Get Daily Receipt Summary report

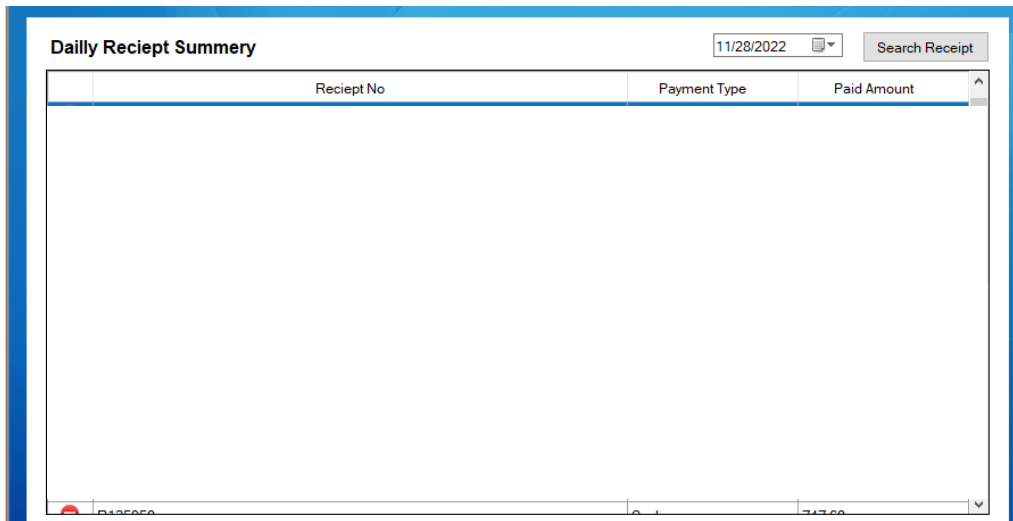


Figure 43- Daily receipt summary

- User can get the summary report of Daily receipts by selecting the Search by Date or Receipt Number option.
- Then, the system displays the details of the Daily Receipt summary.
- Also system facilitates the user to View, Export, and Print the report.

10.37. View Receipt details overview

- System facilitates users to get paid Receipts, Cancel Receipts, and Receipt summary reports.
- User has to select the time duration, Account Year, User, and Recipe Order (Ascending, Descending).
- User can Save, Print, and View the Summary Report.

10.38. View Daily receipt overview summary

- User can get the daily Receipt summary report by searching the date or Receipt number.
- After getting the Daily receipt list user clicks raw of details.
- Then, the system displays the Daily Rate Tax summary overview.

10.39. View Red note

- User can search the Red Notice by selecting the following details.

Red Notice [X]

Division : [Select] Street Name : [] [Red Notice Printer Settings](#)

Year : [] Quarter No : [] Due Date : 3/ 9/2023 Notice Date : 3/ 9/2023 [Change Property Type](#)

Description : [] ☐ Limit

Search using Amount
☒ All ☐ Less than ☐ Between ☐ Greater than

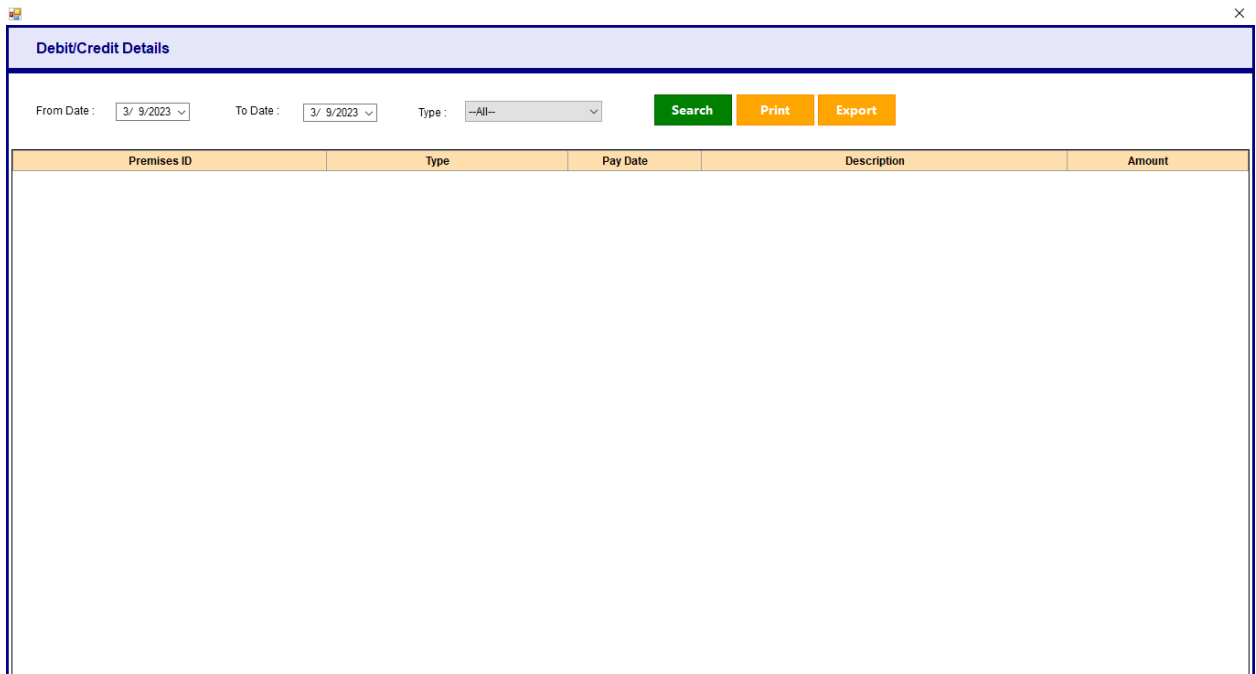
Search **Print**

ID	Full Name	Address	Division	Property No	Street Name	Arrears
----	-----------	---------	----------	-------------	-------------	---------

Figure 44- View red note

- Division
- Street Name,
- Year
- Quarter
- Due Date
- Notice Date
- Amount (Has given the option select to All, Less than, Greater than, between)
- Also user can change the property type.
- User can direct into print setting by clicking the “Red Notice Printer Settings.”

10.40. Get Credit/Debit details



The screenshot shows a web application window titled "Debit/Credit Details". At the top, there is a header bar with the title. Below the header, there is a search and filter section with three dropdown menus: "From Date" (set to 3/ 9/2023), "To Date" (set to 3/ 9/2023), and "Type" (set to --All--). To the right of these dropdowns are three buttons: "Search" (green), "Print" (orange), and "Export" (orange). Below the search section is a table with five columns: "Premises ID", "Type", "Pay Date", "Description", and "Amount". The table is currently empty, showing only the header row.

Premises ID	Type	Pay Date	Description	Amount
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Figure 45- Credit/ Debit Details

- System facilitates to user get details of credit and debit details report by selecting the “From date”, “To date” and “Type”.
- Also, the user can search, export, and print the details report of credit and Debit.

