

## DTR Payment and Receipts

Layout template: [Updated-BAT Connect DTR-Final.docx](#)

### Key Notions for Driver Transaction Receipt (DTR)

#### 1. One DTR per Lease

- Each lease agreement generates one DTR.
- If a Primary Driver holds multiple leases (e.g., multiple vehicles), a separate DTR is generated for each lease.

#### 2. Primary vs. Additional Drivers

- **Primary Drivers** (lessees) are the only ones who receive DTRs.
- **Additional Drivers** do not get DTRs since they don't have direct leases with BAT. Their earnings/settlements are managed by the Primary Driver.
- **Co-Leasing Drivers** (where two drivers share one car under a lease) each have their own DTR because both are lessees.

#### 3. Payment Hierarchy

- Deductions are applied in the following order:
- Taxes (MTA, TIF, Congestion, CBDT, Airport Fees)
- EZPass (*includes all outstanding balances as of the Payment Period, not just current-week charges*)
- Lease Charges
- Violations (PVB and TLC separately)
  - **PVB** includes all outstanding balances as of the Payment Period.
  - **TLC** covers violations/fees from TLC, kept separate per client request.
- Miscellaneous (repairs, car wash, chargebacks, etc.)

#### 4. Data Sources

- **CURB** → Trip details (Cash/CC earnings, taxes, surcharges, etc.)
- **EZPass** → Tolls linked to the vehicle/medallion (all outstanding amounts as of Payment Period)
- **PVB (Parking Violations Bureau)** → DOF CSV imports & manual entries (all outstanding amounts as of Payment Period)
- **TLC** → Violations, inspections, or related charges (kept separate from Misc)
- **Manual/Misc** → Fees such as repairs, chargebacks, car wash, outstanding balances

#### 5. Payment Modes

- Credit Card fares → deposited directly into BAT account.
- Cash fares → collected by the driver and reconciled at payment time.
- Adjustments → Cash payments at cashier desk reduce outstanding dues before DTR finalization.
- Payouts to drivers (net earnings after deductions) are done via ACH (NACHA file) or manual check.

#### 6. Period of Calculation

- Each DTR covers a **weekly Payment Period** from **Sunday 00:00 → Saturday 23:59**.

- DTRs are generated **every Sunday**, covering this fixed weekly window.

## 7. Validation Rules

- o All subtotals must reconcile:
  - Trip earnings (Cash + CC) must equal CURB totals.
  - EZPass and PVB totals must roll up from detailed records and include all outstanding balances as of the Payment Period.
  - Net Earnings = Gross Earnings – All Deductions.
- Receipts must be reproducible (no hidden/manual adjustments without entry in the system).

## Driver Transaction Receipt (DTR)

### DTR Identification Block

This section of the DTR contains the key identifiers required to uniquely associate the receipt with a lease, driver, and payment period. These values are either derived directly from the BAT System or defined during receipt generation.



### Fields & Rules

#### 1. Medallion

- **Source:** BAT Connect.
  - **Description:** The medallion number associated with the lease.
- 2. Driver / Leaseholder**
- **Source:** BAT Connect (lease agreement records).
  - **Description:** Name of the individual or entity who holds the lease with BAT.
  - **Rule:**
    - This field may represent:
      - A driver who is also the leaseholder, or
      - A leaseholder who does not drive and assigns only Additional Drivers.
    - The label always reads “**Driver / Leaseholder**” to cover both cases.

**3. TLC License**

- **Source:** BAT Connect (driver onboarding).
- **Description:** TLC Hack license number of the driver/leaseholder (if they are a licensed driver).
- **Rule:**
  - If the leaseholder is not a driver, this field may be blank.

**4. Receipt Number**

- **Source:** System-generated by BAT Connect.
- **Description:** Unique identifier for the DTR.

## 5. Receipt Date

- **Source:** System-generated.
- **Description:** Date the DTR was generated.

## 6. Receipt Period

- **Source:** System-calculated.
- **Description:** Payment Period covered by the DTR (Sunday 00:00 – Saturday 23:59).

## Gross Earnings Snapshot for Payment Period

This section captures the **total earnings for the driver during the Payment Period (Sunday 00:00 – Saturday 23:59)**, broken down by source. It includes both trip-based earnings and pre-arranged services.

**Gross Earnings Snapshot for Receipt Period:**

| Earnings Type            | Amount             |
|--------------------------|--------------------|
| Curb                     |                    |
| Credit Card Transactions | \$ 2,168.82        |
| <b>Total</b>             | <b>\$ 2,216.32</b> |

### Fields & Rules

#### 1. CURB

- **Source:** CURB trip data feed.
- **Breakdown:**
  - **Credit Card Transactions** → CC fares deposited directly into BAT's bank account.
- **Validation:** Totals must reconcile with CURB CC trip-level detail.

#### 2. Total

- **Formula:** Equal to Credit Card Transactions (*Myle earnings may be added later*).
- **Usage:** Provides the **Gross Earnings** value.

### Special Notes

- This snapshot is **pre-deductions** — it only reflects what the driver earned, not what they keep after expenses.

## Account Balance for Payment Period

This section consolidates **earnings vs. deductions** for the defined Payment Period (Sunday 00:00 – Saturday 23:59). It shows how Credit Card earnings, and deductions are reconciled to calculate the driver's Net Earnings and Total Due.

### Fields & Rules

**Account Balance for Receipt Period:**

| Credit Card Earnings                      | \$ 2,168.82        |                    |   |
|---|--------------------|--------------------|---|
| <b>Less:</b>                              |                    |                    |   |
| Lease Amount                              | \$ 1100.00         | \$ 1100.00         | - |
| MTA, TIF, Congestion, CBDT, & Airport Fee | \$ 269.00          | \$ 269.00          | - |
| EZ-Pass Tolls*                            | \$ 27.33           | 27.33              | - |
| Violation Tickets*                        | \$ 220.38          | \$ 220.38          | - |
| TLC Tickets                               | -                  | -                  | - |
| Repairs                                   | -                  | -                  | - |
| Driver Loans                              | -                  | -                  | - |
| Miscellaneous Charges and Adjustments     | -                  | -                  | - |
| <b>Subtotal</b>                           | <b>\$ 1,616.71</b> | <b>\$ 1,616.71</b> | - |
| <b>Prior Balance**</b>                    | -                  | -                  | - |
| <b>Net Earnings</b>                       | <b>\$ 552.11</b>   | <b>\$ 552.11</b>   | - |
| <b>Total Due to Driver</b>                |                    | <b>\$ 552.11</b>   |   |

\* Includes transactions where the driver is "unknown" – mapped by BATM

\*\* Negative Charges (displayed in parentheses) indicate credits or adjustments (e.g., payments received) that reduce the driver's outstanding charges

### 1. Fields & Rules

#### a. Credit Card Earnings

- **Source:** CURB (credit card trip transactions).
- **Description:** Total credit card earnings attributable to the driver/leaseholder for the Payment Period.

b. **Lease Amount**

- **Source:** BAT Connect (lease agreements).
- **Description:** Weekly lease fees tied to the medallion/vehicle lease.

c. **MTA, TIF, Congestion, CBDT, & Airport Fee (Taxes)**

- **Source:** CURB.
- **Description:** Mandatory taxes and surcharges (MTA Tax, TIF, Congestion Fee, CBDT, Airport Fee).

d. **EZ-Pass Tolls**

- **Source:** CSV uploads (EZ Pass).
- **Description:** Toll transactions associated with the TLC License/Vehicle.
- **Rule:** Includes all outstanding tolls up to the Payment Period (not limited to trips in that week).

e. **Violation Tickets (PVB)**

- **Source:** CSV uploads (NYC PVB).
- **Description:** Traffic/parking violations associated with the TLC License or “Unknown” (manually mapped by BAT).
- **Rule:** Includes all outstanding tickets up to the Payment Period.

f. **TLC Tickets**

- **Source:** BAT Connect (ticket uploads / manual entry).
- **Description:** Fines/fees issued directly by TLC (e.g., missed inspections).

g. **Repairs**

- **Source:** BAT Connect (repair invoices).
- **Description:** Repair costs billed to the driver. Only the **weekly installment** per invoice (per the Repair Payment Matrix) is deducted in this DTR.
- **Rule:** Remaining invoice amounts roll forward as Prior Balance and Balance.

h. **Driver Loans**

- **Source:** BAT Connect (loan/advance records).
- **Description:** Loan repayments scheduled against the driver's outstanding loan(s).
- **Rule:** Only the installment amount due in the Payment Period is deducted. Remaining balance is carried forward.

i. **Miscellaneous Charges and Adjustments**

- **Source:** BAT Connect (manual entries / adjustments).
- **Description:** Other charges not covered by categories above (e.g., one-off penalties, adjustments).

j. **Subtotal**

- Sum of all deductions (Lease, Taxes, EZ Pass, Violations, TLC Tickets, Repairs, Driver Loans, Miscellaneous).

k. **Prior Balance**

- **Source:** Previous DTRs.
- **Description:** Outstanding balances carried forward from prior periods.

l. **Net Earnings**

- Credit Card Earnings – Subtotal – Prior Balance.
- Represents the driver's earnings after all deductions for this Payment Period.

m. **Total Due to Driver**

- Net Earnings payable to the driver.
- If deductions exceed earnings, this value = \$0.

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**Validation Rules**

1. Each charge category must reconcile with its respective detail section.

2. Subtotal = sum of all charge line items.
3. Net Earnings = Credit Card Earnings – Subtotal – Prior Balance.
4. Total Due to Driver = Net Earnings if positive; \$0 if Net Earnings ≤ 0.
5. Negative Charges (displayed in parentheses) indicate credits/adjustments reducing outstanding charges.

#### Footnotes

1. *Unmapped transactions (e.g., where driver is marked as “unknown”) are resolved by BATM based on CURB login or manual investigation.*
  2. *Negative Charges indicate credits or adjustments (e.g., payments received) that reduce the driver’s outstanding charges.*
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### Payment Summary

This section specifies the **settlement details** of the driver’s payment after all calculations (earnings and deductions) are complete. It reflects how the driver is actually paid out for the Payment Period.

**Payment Summary:**

|                     |                |
|---------------------|----------------|
| <b>Payment Type</b> | Direct Deposit |
| <b>Batch no.</b>    | ACH[xxx]       |
| <b>Account no.</b>  | xxxxxx7896     |
| <b>Amount</b>       | \$ 552.11      |

#### Fields & Rules

##### 1. Payment Type

- **Options:** ACH (Direct Deposit) or Check.
- **Source:** Driver preference, collected during onboarding.
- **Usage:** Determines whether the driver is paid electronically or via manual check.

##### 2. Batch Number

- **Source:** System-generated when DTRs are processed.
- **Description:** Identifies the batch run in which this payment was included.
- **Format:** “ACH [####]” for ACH batches or “CHK [####]” for check batches.
- **Rule:** If **Total Due to Driver = 0**, this field will display “-”.

##### 3. Account Number

- **Source:** Collected during driver onboarding (masked in DTR for security).
- **Description:** Destination account for ACH payments.
- **Rule:** Display only the last 4 digits for compliance and privacy.

##### 4. Amount

- **Source:** Net Earnings from Account Balance section.
- **Description:** Final payout amount due to driver for the Payment Period.
- **Validation:** Must match the “Total Due to Driver” in the Account Balance section.
- **Rule:** If **Total Due to Driver = 0**, this field will display **0.00**.

#### Special Notes

- Check payments require a separate manual process but should still be logged with a batch number (unless Total Due = 0).
  - Payment Summary serves as the **link between DTR calculations and financial disbursement records**.
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### DTR Details - Leasing Charges

This section itemizes the lease charges for the driver during the Payment Period. Since each lease generates its **own DTR**, the leasing charges shown here pertain only to the lease associated with this DTR.

| Leasing Charges: |              |               |             |         |
|------------------|--------------|---------------|-------------|---------|
| Lease ID         | Lease Amount | Prior Balance | Amount Paid | Balance |
| 1                | \$1,100      | -             | \$1,100     | -       |

#### Fields & Rules

##### 1. Lease ID

- **Source:** BAT System (Lease Management).
- **Description:** Unique identifier for the lease agreement associated with the driver and vehicle.
- **Rule:** Each DTR corresponds to a single lease; therefore, only one Lease ID will be shown.

##### 2. Lease Amount

- **Source:** BAT System (Lease terms configured at lease creation).
- **Description:** The weekly lease fee for the medallion/vehicle associated with this DTR.
- **Validation:** Must match the configured lease amount for the lease ID.

##### 3. Prior Balance

- **Source:** Carry-forward from previous DTR(s).
- **Description:** Any unpaid lease amount from earlier periods that is still outstanding, **plus any interim payments received during the current Payment Period.**
- **Rule:**
  - “-” if no outstanding balance or interim adjustments exist.
  - Positive balance → unpaid dues carried forward.
  - Negative balance → interim payment/credit that reduces the lease charge.

##### 4. Amount Paid

- **Source:** DTR calculation engine.
- **Description:** Amount of the lease charge settled in the current Payment Period.
- **Rule:**
  - If Credit Card earnings + Interim Payments are sufficient → Amount Paid = Lease Amount.
  - If insufficient earnings → Amount Paid = available portion, with remaining balance carried forward.

##### 5. Balance

- **Source:** DTR calculation engine.
- **Description:** Outstanding unpaid portion of the lease after applying payments.
- **Rule:**
  - If fully paid → show “-”.
  - If partially paid → show remaining balance.

#### Alignment with Account Balance

- The Leasing Charges section must **line up exactly with the lease line in the Account Balance for Payment Period section.**
- Charges, Prior Balance, Amount Paid, and Balance must reconcile between both sections.

#### Special Notes

- Additional Drivers:** Not applicable; they do not hold leases, so no lease charges appear.
- Co-Leasing:** Each co-lessee has a separate DTR, and leasing charges are calculated independently per DTR.

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#### DTR Details – Taxes and Charges

This section itemizes the statutory taxes and regulatory charges applied to trips during the Payment Period. These charges are calculated from CURB trip data and shown as part of the DTR.

#### Charge Types

- **Airport Access Fee**

- **CBDT (Central Business District Toll)**
- **Congestion Tax (CPS)**
- **MTA Tax (TLC Rule 58-21(l)(14))**
- **Improvement Tax – TIF (TLC Rule 54-17(k))**

**Taxes and Charges:**

| Charge Type           | Amount          | Total Trips | Cash Trips | CC Trips |                       |
|-----------------------|-----------------|-------------|------------|----------|-----------------------|
| Airport Access Fee    | \$19.25         |             |            |          |                       |
| CBDT                  | \$35.25         |             |            |          |                       |
| Congestion Tax – CPS  | \$127.50        |             |            |          |                       |
| MTA Tax               | \$28.00         |             |            |          | TLC Rule 58-21(l)(14) |
| Improvement Tax – TIF | \$59.00         |             |            |          | TLC Rule 54-17(k)     |
| <b>Total</b>          | <b>\$269.00</b> |             |            |          |                       |

**Fields & Rules**

**1. Charge Type**

- The tax/fee applied.
- Fixed list as above.

**2. Amount**

- **Source:** CURB trip data.
- **Description:** Total dollar amount of this tax/fee for the Payment Period.

**3. Total Trips**

- **Source:** CURB.
- **Description:** Number of trips subject to this tax/fee.

**4. Cash Trips**

- **Source:** CURB.
- **Description:** Number of cash trips where this fee was applied.

**5. Credit Card Trips**

- **Source:** CURB.
- **Description:** Number of credit card trips where this fee was applied.

**6. Prior Balance**

- **Source:** Roll-up from previous DTRs.
- **Description:** Any unpaid tax amounts carried forward.

**7. Payment**

- **Source:** DTR calculation engine.
- **Description:** Amount of the tax charge settled in this Payment Period.

**8. Balance**

- **Source:** DTR calculation engine.
- **Description:** Any unpaid amount carried forward to the next DTR.

**Scenarios**

**A. Single Driver Vehicle (no Additional Driver)**

- The table shows **only the applicable taxes and charges** for that driver.
- No consolidation or role-based breakdown is required.

**B. Multiple Driver Vehicle (Primary + Additional Drivers)**

- The table shows a **consolidated total across all applicable drivers**.
- No per-driver breakdown is displayed.

**Validation Rules**

**1. Reconciliation with CURB**

- The **Amount per Charge Type** must equal the aggregated CURB trip-level data for the Payment Period.

## 2. Cross-Section Reconciliation

- The **Total (all charge types)** in this section must reconcile exactly with the “Taxes” line in the **Account Balance for Payment Period**.

## 3. Trip Validation

- Cash Trips + Credit Card Trips = Total Trips for each Charge Type.

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## DTR Details – EZPass Tolls

This section itemizes EZPass toll transactions associated with the vehicle as of the Payment Period end date (Sunday 00:00 – Saturday 23:59). Transactions are sourced via **CSV uploads from the EZPass system** and displayed in a single consolidated table.

Each transaction is tied to the relevant **TLC (Hack) License Number**, allowing tolls to be attributed to the correct driver, whether the lease involves one or multiple drivers.

EZPASS Tolls Detail:

| Transaction Date      | TLC License | Plate No       | Agency | Entry | Exit Lane | Toll            | Prior Balance | Payment         | Balance |
|-----------------------|-------------|----------------|--------|-------|-----------|-----------------|---------------|-----------------|---------|
| 7/31/2025<br>04:22 PM | 6087912     | NY<br>Y205342C | MTAB&T |       | MTAB&T    | \$ 9.11         | -             | \$ 9.11         | -       |
| 8/1/2025<br>04:52 PM  | 6087912     | NY<br>Y205342C | MTAB&T |       | MTAB&T    | \$ 9.11         | -             | \$ 9.11         | -       |
| 8/2/2025<br>12:29 AM  | 6087912     | NY<br>Y205342C | MTAB&T |       | MTAB&T    | \$ 9.11         | -             | \$ 9.11         | -       |
| <b>Total</b>          |             |                |        |       |           | <b>\$ 27.33</b> | -             | <b>\$ 27.33</b> | -       |

### Fields & Rules

#### 1. Transaction Date

- **Source:** EZPass CSV upload.
- **Description:** Date and time the toll was incurred.

#### 2. TLC License

- **Source:** CURB trip data mapping.
- **Description:** TLC (Hack) License Number of the driver associated with the trip when the toll was recorded.
- **Rule:**
  - If TLC license is available → allocate automatically.
  - If **UNKNOWN** → system attempts to map based on CURB login; if still unresolved, BAT staff manually assigns.

#### 3. Plate Number

- **Source:** EZPass CSV upload.
- **Description:** Vehicle plate number associated with the toll.

#### 4. Agency / Entry / Exit Lane

- **Source:** EZPass CSV upload.
- **Description:** Tolling agency and entry/exit lane details.

#### 5. Toll

- **Source:** EZPass CSV upload.
- **Description:** Toll amount charged for the transaction.

#### 6. Prior Balance

- **Source:** Roll-up from previous DTRs.
- **Description:** Any unpaid toll amounts carried forward into the Payment Period.

#### 7. Payment

- **Source:** DTR calculation engine.
- **Description:** Toll amount settled in the current Payment Period.

#### 8. Balance

- **Source:** DTR calculation engine.
- **Description:** Remaining unpaid toll balance carried forward to the next DTR.

#### Outstanding Ticket Rule

- The DTR includes **all outstanding tolls as of the Payment Period**, not only those incurred during the week.
- This ensures that tickets posted late by EZPass are still captured and shown until fully settled.
- BAT Connect eliminates duplicates** by checking the **ticket number**:
  - If a toll has already been included in a previous DTR, it will not be repeated.
  - Only open/unsettled tolls remain in the current DTR.

#### Consolidation Rules

- Single Driver Lease** → The table shows only that driver's transactions with their TLC license number.
- Multiple Driver Lease** → The table shows a consolidated list of all tolls, with each row carrying the **TLC license number** of the driver responsible.
- In all cases, the table is **one unified view** — no separate sub-tables for different drivers.

#### Validation Rules

##### 1. Reconciliation with EZPass CSV

- All outstanding tolls in the CSV as of the Payment Period must appear in this section.
- The total tolls must reconcile exactly with the **EZPass line in the Account Balance for Payment Period**.

##### 2. Driver Allocation Accuracy

- Each toll must display the TLC license number of the driver responsible.
- If TLC license is UNKNOWN, system attempts mapping via CURB login; unresolved cases require BAT manual mapping.

##### 3. Prior Balance Handling

- Prior Balance reflects only unpaid tolls from previous periods (no interim payments).

##### 4. Duplicate Elimination

- Ticket numbers are used to eliminate duplicates across DTRs, ensuring no toll is reported more than once.

#### DTR Details – PVB Tickets

This section itemizes parking and traffic violations from the **Parking Violations Bureau (PVB)** that are associated with the vehicle as of the Payment Period end date (Sunday 00:00 – Saturday 23:59). PVB data is sourced from **CSV uploads provided by the Department of Finance (DOF)** and displayed in a single consolidated table.

Each violation is tied to the relevant **TLC (Hack) License Number**, allowing tickets to be attributed to the correct driver, whether the lease involves one or multiple drivers.

| PVB Tickets            |            |             |                    |           |         |                 |               |                 |         |  |
|------------------------|------------|-------------|--------------------|-----------|---------|-----------------|---------------|-----------------|---------|--|
| All Drivers            |            |             |                    |           |         |                 |               |                 |         |  |
| Date & time            | Ticket #   | TLC License | Note               | Fine      | Charge  | Total           | Prior Balance | Payment         | Balance |  |
| 08/01/2025<br>06:48 PM | 4047049360 | 6087912     | BUS LANE VIOLATION | \$ 100.00 | \$ 2.50 | \$102.50        | -             | \$102.50        | -       |  |
| 08/05/2025<br>08:06 PM | 9223930881 | UNKNOWN     | NO STOPPING-       | \$ 115.00 | \$ 2.88 | \$117.88        | -             | \$117.88        | -       |  |
| <b>Total</b>           |            |             |                    |           |         | <b>\$220.38</b> | -             | <b>\$220.38</b> | -       |  |

#### Fields & Rules

##### 1. Date & Time

- Source:** DOF PVB CSV file.
- Description:** Date and time the violation occurred.

##### 2. Ticket Number

- Source:** DOF PVB CSV file.
- Description:** Unique identifier of the violation.

##### 3. TLC License

- **Source:** CURB trip data mapping (when available).
- **Description:** TLC license number of the driver at the time of violation.
- **Rule:**
  - If TLC license is available → violation is allocated automatically.
  - If UNKNOWN → system attempts to map based on CURB login; if still unresolved, BAT staff manually assigns.

#### 4. Note

- **Source:** DOF PVB CSV file.
- **Description:** Violation description (e.g., Bus Lane Violation, No Stopping).

#### 5. Fine

- **Source:** DOF PVB CSV file.
- **Description:** Base fine amount for the violation.

#### 6. Charge

- **Source:** System-calculated.
- **Description:** Processing fee applied on the fine (2.5%).

#### 7. Total

- **Formula:** Fine + Charge.
- **Description:** Total violation amount applied.

#### 8. Prior Balance

- **Source:** Roll-up from previous DTRs.
- **Description:** Any unpaid violation amounts carried forward into the Payment Period.

#### 9. Payment

- **Source:** DTR calculation engine.
- **Description:** Amount of the violation settled in the current Payment Period.

#### 10. Balance

- **Source:** DTR calculation engine.
- **Description:** Remaining unpaid violation amount (if any) carried forward to the next DTR.

#### Outstanding Ticket Rule

- The DTR includes **all outstanding PVB tickets as of the Payment Period**, not only those issued during the week.
- This ensures violations posted late by DOF are still captured and shown until fully settled.
- BAT Connect eliminates duplicates** by checking the **ticket number**:
  - If a ticket has already been included in a prior DTR, it will not be repeated.
  - Only open/unsettled tickets remain in the current DTR.

#### Consolidation Rules

- Single Driver Lease** → The table shows only that driver's violations with their TLC license number.
- Multiple Driver Lease** → The table shows a consolidated list of all violations, with each row carrying the **TLC license number** of the driver responsible.
- In all cases, the table is **one unified view** — no separate sub-tables for different drivers.

#### Validation Rules

##### 1. Reconciliation with DOF PVB CSV

- All outstanding tickets in the CSV as of the Payment Period must appear in this section.
- Total PVB charges in this section must equal the **PVB line in Account Balance for Payment Period**.

##### 2. Driver Allocation Accuracy

- Each violation must display the TLC license number of the driver responsible.
- If TLC license is UNKNOWN, system attempts mapping via CURB login; unresolved cases require BAT manual mapping.

### 3. Prior Balance Handling

- Prior Balance reflects only unpaid violations from previous periods (no interim payments).

### 4. Duplicate Elimination

- Ticket numbers are used to eliminate duplicates across DTRs, ensuring no violation is reported more than once.

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## DTR Details – TLC Tickets

This section itemizes violations issued by the **Taxi & Limousine Commission (TLC)** that are associated with the vehicle or medallion as of the Payment Period end date (Sunday 00:00 – Saturday 23:59).

Unlike PVB tickets (traffic/parking violations) or EZPass tolls, **TLC tickets are regulatory fines** tied to the medallion or operational compliance. Examples include missed inspections, license rule violations, or medallion-related infractions.

These violations are shown **only in the main DTR** (lease level) and are **not broken down or shown separately in Additional Driver DTRs**.

TLC Tickets

| Date & time | Ticket # | TLC License | Medallion | Note                       | Fine     | Payment  | Prior Balance | Payment | Balance |
|-------------|----------|-------------|-----------|----------------------------|----------|----------|---------------|---------|---------|
| 08/01/2025  | 40470    | -           | 1W47      | Missed Mile Run inspection | \$100.00 | \$102.50 | -             |         |         |
|             | Total    |             |           |                            |          | \$220.38 | -             |         |         |

### Fields & Rules

#### 1. Date & Time

- Source:** TLC violation report / data feed.
- Description:** Date and time the violation was issued.

#### 2. Ticket Number

- Source:** TLC violation record.
- Description:** Unique identifier of the TLC violation.

#### 3. TLC License

- Source:** TLC record.
- Description:** Hack license number of the driver responsible, if applicable.
- Rule:**
  - If tied to a specific driver → TLC license number is displayed.
  - If not tied to a driver (e.g., medallion violation) → this field may be blank.

#### 4. Medallion

- Source:** TLC violation record.
- Description:** The medallion number associated with the violation.

#### 5. Note

- Source:** TLC violation record.
- Description:** Brief description of the violation (e.g., “Missed Mile Run inspection”).

#### 6. Fine

- Source:** TLC violation record.
- Description:** Base penalty amount issued by TLC.

#### 7. Prior Balance

- Source:** Roll-up from previous DTRs.
- Description:** Any unpaid TLC violation amounts carried forward into the Payment Period.

#### 8. Payment

- Source:** DTR calculation engine.

- **Description:** Amount of the fine settled in the current Payment Period.

## 9. Balance

- **Source:** DTR calculation engine.
- **Description:** Remaining unpaid fine (if any) carried forward to the next DTR.

### Outstanding Ticket Rule

- The DTR includes **all outstanding TLC violations as of the Payment Period**, not only those incurred during the week.
- This ensures violations posted late by TLC are still captured and shown until fully settled.
- **BAT Connect eliminates duplicates** by checking the **ticket number**:
  - If a violation has already been included in a prior DTR, it will not be repeated.
  - Only open/unsettled violations remain in the current DTR.

### Consolidation Rules

- TLC tickets are **always presented at the DTR (lease) level**.
- They are **not broken down by driver**, even if multiple drivers are associated with the vehicle.
- Additional Driver DTRs **do not include a TLC Tickets section**.

### Validation Rules

#### 1. Reconciliation with TLC Records

- All outstanding TLC violations as of the Payment Period must appear in this section.
- Total TLC charges in this section must equal the **TLC Tickets line in Account Balance for Payment Period**.

#### 2. Driver/Medallion Allocation Accuracy

- If a violation is linked to a driver, the TLC license number is displayed.
- If the violation is linked only to a medallion, the medallion number is displayed instead.

#### 3. Prior Balance Handling

- Prior Balance reflects only unpaid TLC violations from previous periods.

#### 4. Duplicate Elimination

- Ticket numbers are used to eliminate duplicates across DTRs, ensuring no violation is reported more than once.

### DTR Details – Trip Log (*Credit Card Trips Only*)

This section itemizes all credit card transactions from CURB for the defined Payment Period (Sunday 00:00 – Saturday 23:59). Cash transactions are not captured in this table.

The Trip Log provides a complete record of trips and ensures reconciliation between trip-level data and the totals shown in the Gross Earnings Snapshot and Account Balance sections.

**Trip Log**

| Trip Date | TLC License | Trip Number | Amount |
|-----------|-------------|-------------|--------|
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |

  

| Trip Date | TLC License | Trip Number | Amount |
|-----------|-------------|-------------|--------|
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |

  

| Trip Date | TLC License | Trip Number | Amount |
|-----------|-------------|-------------|--------|
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |
|           |             |             |        |

*Note: This table lists only credit card transactions during the Receipt Period. Cash transactions are not captured in the above table.*

### Fields & Rules

#### 1. Trip Date

- **Source:** CURB system.
- **Description:** Date and time of the trip.

#### 2. TLC License

- **Source:** CURB system.
- **Description:** Hack license number of the driver associated with the trip.

- **Rule:**

- If TLC license is present → display as-is.
- If TLC license is missing → system attempts mapping via CURB login at the time of trip.
- If unresolved → flagged for BAT manual review before DTR finalization.

### 3. Trip Number

- **Source:** CURB system.
- **Description:** Unique identifier for the trip.

### 4. Amount

- **Source:** CURB system.
- **Description:** Credit card fare amount for the trip.

#### Layout Rules

- The Trip Log is displayed as **three side-by-side tables (columns)**.
- **Column 1 and Column 2** must have the same number of rows.
- **Column 3** may have the same number of rows or be **short by 1-2 rows** if the total number of trips is not divisible by three.
- Rows are ordered chronologically by **Trip Date** and split evenly across the columns, left to right.

#### Consolidation Rules

- Always presented as **one single consolidated Trip Log per DTR**.
- If multiple drivers are associated with the lease, their trips are combined in this log.
- Each row still displays the relevant **TLC License**, so responsibility is clear.
- There are **no separate sub-tables for Additional Drivers**.

#### Validation Rules

##### 1. Reconciliation with Gross Earnings Snapshot & Account Balance

- The **sum of Amounts** in this section must equal:
  - “Credit Card Transactions” in the **Gross Earnings Snapshot**, and
  - “Credit Card Earnings” in the **Account Balance for Payment Period**.

##### 2. Data Integrity

- Every row must map to a valid CURB Trip Number.
- No duplicate trips may appear.

##### 3. Driver Allocation Accuracy

- Each trip must show the TLC License of the responsible driver.
- If missing, follow mapping → manual BAT review process.

#### Footnote

*This table lists only credit card transactions during the Payment Period. Cash transactions are not captured here.*

---

#### DTR Details – Repairs

This section details all vehicle repair invoices and their associated installment schedules. Because repair costs can be significant, BAT allows drivers/leaseholders to pay them off gradually through installment plans, reducing financial pressure in any single Payment Period. Each installment is treated as an independent payable line item within the BAT Connect Ledger, similar to EZ Pass or PVB violations.

**Repairs**

| Repair ID    | Invoice No. | Invoice Date     | Workshop | Invoice Amount | Amount Paid | Balance |
|--------------|-------------|------------------|----------|----------------|-------------|---------|
| MM.DD.YYYY   | MM.DD.YYYY  | MM.DD.YYYY       |          |                |             |         |
| <b>Total</b> |             | <b>\$ 600.00</b> |          |                |             |         |

  

| Installment ID  | Due Date   | Amount Due | Amount Payable | Payment  | Balance |
|-----------------|------------|------------|----------------|----------|---------|
| DLN-2025-045-02 | 08/03/2025 | \$251.32   | \$151.32       | \$151.32 | \$0.00  |
| DLN-2025-045-03 | 08/10/2025 | \$251.32   | \$251.32       | \$200.00 | \$51.32 |
| <b>Total</b>    |            |            |                |          |         |

**Fields & Rules****1. Invoice-Level Details (Informational Only)**

Displayed for visibility and reconciliation but does not impact DTR computation directly.

| Field                        | Source   | Description / Rules  |
|------------------------------|--|--|
| <b>Repair ID</b>             | BAT Connect (Repair Master)                      | Unique internal ID assigned to each repair job.  |
| <b>Invoice Number</b>        | Uploaded from Repair Vendor / Big Apple Workshop | Invoice identifier for the repair transaction.   |
| <b>Invoice Date</b>          | Repair record                                    | Date when the repair invoice was issued.   |
| <b>Workshop Type</b>         | Repair record                                    | Indicates if the work was done by <b>Big Apple Workshop</b> or an <b>External Vendor</b> . |
| <b>Invoice Amount</b>        | Repair record                                    | Total cost of the repair job.  |
| <b>Amount Paid Till Date</b> | Ledger summary                                   | Aggregate payments made against this invoice up to the current Payment Period.             |
| <b>Outstanding Balance</b>   | Ledger summary                                   | Remaining unpaid balance as of the DTR generation date.                                    |

*Note: This table is for transparency and reconciliation only. It does not affect weekly DTR payout computation.*

**2. Installment-Level Details (Used for Computation)**

This table feeds the actual DTR computation and represents each repair invoice as a series of installments.

| Field                 | Source                       | Description / Rules  |
|-----------------------|------------------------------|--|
| <b>Installment ID</b> | BAT Connect (auto-generated) | Unique ID assigned to each scheduled installment, typically {RepairID}-{Installment#}. |

|                       |                                |  |
|-----------------------|--------------------------------|--|
| <b>Repair ID</b>      | Repair Master                  | Links the installment to the parent repair invoice.                            |
| <b>Due Date</b>       | BAT Connect (Payment Schedule) | Week-ending date when this installment is due.                                 |
| <b>Amount Due</b>     | Payment Schedule               | Total amount originally scheduled for the installment.                         |
| <b>Amount Payable</b> | Ledger_Balances                | Amount payable for this DTR cycle (same as Amount Due unless partial payment). |
| <b>Payment</b>        | Ledger_Postings                | Actual payment applied in this DTR cycle.                                      |
| <b>Balance</b>        | Ledger_Balances                | Remaining unpaid balance carried forward to future DTRs.                       |

#### Calculation Logic

- Each repair invoice generates one or more **installments** based on the **Repair Payment Matrix**.
- Each installment is treated as a **standalone payable item** in the Ledger.
- Only installments that are **due as of the Payment Period** are posted to the DTR.
- The **Payment** amount deducted in the DTR corresponds to the **installment due for that week**.
- Remaining unpaid balances roll forward and reappear in subsequent DTRs until cleared.

#### Repair Payment Matrix

| Invoice Amount    | Weekly Deduction                                  |
|-------------------|---|
| \$0 – \$200       | Pay in full (entire invoice cleared in one cycle) |
| \$201 – \$500     | \$100 per week                                    |
| \$501 – \$1,000   | \$200 per week                                    |
| \$1,001 – \$3,000 | \$250 per week                                    |
| > \$3,000         | \$300 per week                                    |

#### Ledger Alignment

- Ledger\_Balances** reflects all open repair installments (outstanding).
- Ledger\_Postings** captures the payments applied in the current cycle.
- DTRs are generated as a **snapshot of Ledger\_Balances** at the weekly cutoff (Sunday 00:00).

#### Validation Rules

- Invoice Integrity**
  - Every installment must be linked to a valid Repair ID and Invoice Number.
- Ledger Reconciliation**

- For each line:

Balance = Amount Payable – Payment .

- Across all lines:

$\Sigma(\text{Payment})$  = “Repairs” line item in Account Balance for Receipt Period.

### 3. Posting Eligibility

- Only installments with a Due Date ≤ the current Payment Period are included.

### 4. Carry Forward Logic

- Remaining unpaid balances are rolled forward automatically and displayed in future DTRs under **Prior Balance**.

### 5. Duplicate Prevention

- Each installment ID can appear only once in the Ledger\_Postings table.

#### Footnotes

- The **Invoice Table** provides informational visibility and audit traceability.
- The **Installment Table** drives financial computation and DTR deductions.
- Drivers see only the weekly deduction in the Account Balance; prior and remaining balances are managed automatically.

## DTR Details – Driver Loans

This section details all driver loan obligations and their associated repayment installments. Because loans are typically higher-value, BAT allows repayment through structured weekly installments. Each installment is treated as an independent payable line item within the BAT Connect Ledger, ensuring full transparency and accurate DTR deductions.

**Driver Loans**

| Loan Date    | Loan ID | Loan Amount      | Interest rate | Total Due | Amount Paid | Balance |
|--------------|---------|------------------|---------------|-----------|-------------|---------|
| MM/DD/YYYY   |         | \$ 87.00         |               |           |             |         |
| <b>Total</b> |         | <b>\$ 136.00</b> |               |           |             |         |

  

| Installment ID  | Due Date   | Principal | Interest | Total Due | Total Payable | Payment  | Balance |
|-----------------|------------|-----------|----------|-----------|---------------|----------|---------|
| DLN-2025-045-02 | 08/03/2025 | \$250.00  | \$1.32   | \$251.32  | \$151.32      | \$151.32 | \$0.00  |
| DLN-2025-045-03 | 08/10/2025 | \$250.00  | \$1.32   | \$251.32  | \$251.32      | \$200.00 | \$51.32 |
| <b>Total</b>    |            |           |          |           |               |          |         |

#### Fields & Rules

##### 1. Loan-Level Details (Informational Only)

Displayed for visibility and audit purposes but does **not** affect DTR computation directly.

| Field                           | Source                    | Description / Rules  |
|---------------------------------|---------------------------|--|
| <b>Loan ID</b>                  | BAT Connect (Loan Master) | Unique internal identifier for the loan record.                          |
| <b>Loan Date</b>                | Loan record               | Date when the loan was issued.   |
| <b>Principal Amount</b>         | Loan record               | Original loan principal amount.  |
| <b>Annual Interest Rate (%)</b> | Loan record               | Fixed simple annual interest rate used for installment interest accrual. |
| <b>Total Due</b>                | Computed                  | Principal + total accrued interest (based                                |

|                              |                |   |
|------------------------------|----------------|---|
|                              |                | on full repayment schedule).  |
| <b>Amount Paid Till Date</b> | Ledger summary | Aggregate payments made against this loan up to the current DTR period. |
| <b>Outstanding Balance</b>   | Ledger summary | Remaining unpaid balance as of the DTR generation date.                 |

*Note: Loan-level data provides audit traceability only; installment-level records drive actual DTR computation.*

## 2. Installment-Level Details (Used for Computation)

Each loan is broken into scheduled installments, each treated as an independent ledger line for posting and balance tracking.

| Field                 | Source                       | Description / Rules  |
|-----------------------|------------------------------|--|
| <b>Installment ID</b> | BAT Connect (auto-generated) | Unique ID per installment, typically {LoanID}- {Installment#} .  |
| <b>Loan ID</b>        | Loan Master                  | Links the installment to its parent loan.  |
| <b>Due Date</b>       | Loan Schedule                | Week-ending Sunday when this installment becomes due.  |
| <b>Principal Due</b>  | Loan Schedule                | Principal portion of the installment, determined by Loan Repayment Matrix.   |
| <b>Interest Due</b>   | Loan Schedule                | Simple interest accrued on outstanding principal up to the Due Date.<br>Formula: Interest = Outstanding Principal × (Annual Rate / 100) × (Days Accrued / 365) |
| <b>Amount Payable</b> | Ledger_Balances              | Sum of principal + interest due for this DTR period.   |

|                |                 |   |
|----------------|-----------------|---|
| <b>Payment</b> | Ledger_Postings | Actual payment applied in this DTR cycle.                 |
| <b>Balance</b> | Ledger_Balances | Remaining unpaid amount carried forward into future DTRs. |

#### Calculation Logic

- Each loan generates multiple **installments** based on the **Loan Repayment Matrix** (same as Repair Payment Matrix).
- Each installment is a **stand-alone payable** in the ledger.
- Interest is **simple interest**, accrued daily from the last payment date (or loan start date) to the current due date.
- Only installments with **Due Date ≤ Payment Period end date** are posted to the DTR.
- The **Payment** amount deducted from driver earnings equals the **installment due for the week**.
- Any remaining unpaid balance rolls forward automatically.

#### Loan Repayment Matrix

| Loan Amount       | Weekly Deduction |
|-------------------|------------------|
| \$0 – \$200       | Pay in full      |
| \$201 – \$500     | \$100 per week   |
| \$501 – \$1,000   | \$200 per week   |
| \$1,001 – \$3,000 | \$250 per week   |
| > \$3,000         | \$300 per week   |

#### Ledger Alignment

- **Ledger\_Balances** → Tracks all open installments (outstanding payables).
- **Ledger\_Postings** → Records actual payments deducted this week.
- DTRs are generated as a **snapshot of Ledger\_Balances** each Sunday (00:00).

#### Validation Rules

##### 1. **Installment Integrity**

- Each installment must be tied to a valid Loan ID and have a unique Installment ID.

##### 2. **Ledger Reconciliation**

- For each row:

$$\text{Balance} = \text{Amount Payable} - \text{Payment}$$

- Across all rows:

$$\Sigma(\text{Payment}) = \text{"Driver Loans" line item in Account Balance for Receipt Period.}$$

##### 3. **Posting Eligibility**

- Include only installments with a Due Date ≤ current Payment Period end date.

##### 4. **Interest Accuracy**

- Interest must be calculated using the approved formula and rate per loan record.

##### 5. **Carry Forward**

- Remaining unpaid balances are automatically rolled into subsequent DTRs as Prior Balance.

##### 6. **Duplicate Prevention**

- Each Installment ID can appear only once in **Ledger\_Postings**.

## Footnotes

- The **Loan Table** provides audit transparency; the **Installment Table** drives DTR computation.
- In the DTR computation, drivers see **only the current installment (Payment)**; remaining amounts appear as **Prior Balance** and **Balance** for internal tracking.
- Once a loan's Balance = \$0, it no longer appears in the DTR.

## DTR Details – Miscellaneous Charges and Adjustments

This section captures any **non-standard charges or adjustments** applied to the driver's account during the Payment Period (Sunday 00:00 – Saturday 23:59). These are items that do not fall under standard categories such as Lease, Taxes, EZPass, PVB, or TLC Tickets.

Examples may include:

- Repair charges
- Administrative fees
- Special adjustments approved by BAT management (e.g., credits, reversals, manual corrections)

Miscellaneous Charges and Adjustments

| Charge Type   | Note          | Amount    | Prior Balance | Payment | Balance |
|---------------|---------------|-----------|---------------|---------|---------|
| Repair charge | Invoice #2457 | \$ 87.00  |               |         |         |
| Total         |               | \$ 136.00 |               |         |         |

## Fields & Rules

### 1. Charge Type

- **Source:** BAT Connect manual entry / predefined list.
- **Description:** Category of the item (e.g., Repair charge, Admin fee, Adjustment).

### 2. Note

- **Source:** BAT Connect.
- **Description:** Reference or supporting detail (e.g., Invoice number, comment).

### 3. Amount

- **Source:** BAT Connect.
- **Description:** Value of the charge. Negative values represent credits or adjustments that reduce dues.

### 4. Prior Balance

- **Source:** Roll-up from previous DTRs.
- **Description:** Unpaid charges from earlier periods, carried into this Payment Period.

### 5. Payment

- **Source:** DTR calculation engine.
- **Description:** Portion of the charge settled in the current Payment Period.

### 6. Balance

- **Source:** DTR calculation engine.
- **Description:** Remaining unpaid amount carried forward into the next DTR.

## Outstanding Item Rule

- The DTR includes **all outstanding miscellaneous charges as of the Payment Period**, not only those created in the current week.
- **BAT Connect eliminates duplicates** by using the **transaction/reference ID**:
  - If an item was already included in a prior DTR, it is not repeated.
  - Only open/unsettled items remain in the current DTR.

## Consolidation Rules

- Always presented at the **DTR (lease) level**.

- If multiple drivers are associated, items remain consolidated since these charges are tied to the vehicle/lease, not to individual drivers.

#### Validation Rules

##### 1. Reconciliation with Account Balance

- The **Total** in this section must reconcile exactly with the “Miscellaneous Charges and Adjustments” line in the Account Balance for Payment Period.

##### 2. Row-level Validation

- Formula: Prior Balance + Amount – Payment = Balance.

##### 3. Negative Values

- Negative amounts represent credits or adjustments that reduce dues.

##### 4. Data Integrity

- Every row must include a valid Charge Type and a supporting Note/ID.

#### DTR Details – Alerts

The **Alerts section** provides visibility into upcoming regulatory or compliance deadlines for both the vehicle and the associated driver(s). It ensures that drivers and BAT management are aware of key expirations and inspection requirements, reducing the risk of penalties or operational downtime.

Alerts

| Vehicle          |                  |
|------------------|------------------|
| TLC Inspection   | December-12-2025 |
| Mile Run         | October-7-2025   |
| DMV Registration | December-4-2026  |

| Driver 1           |                 | Driver 2           |                 |
|--------------------|-----------------|--------------------|-----------------|
| TLC License Expiry | January-9-2026  | TLC License Expiry | January-9-2026  |
| DMV License Expiry | February-7-2028 | DMV License Expiry | February-7-2028 |

#### Fields & Rules

##### Vehicle Alerts

Always displayed at the DTR (lease) level.

##### 1. TLC Inspection

- **Source:** BAT Connect (integrated from TLC schedules).
- **Description:** Next scheduled TLC inspection date for the vehicle.

##### 2. Mile Run

- **Source:** BAT Connect (mileage tracking).
- **Description:** Scheduled mile run inspection date.

##### 3. DMV Registration

- **Source:** DMV data feed / manual entry.
- **Description:** Vehicle registration expiration date.

##### Driver Alerts

Displayed for each driver associated with the lease.

##### 1. TLC License Expiry

- **Source:** BAT Connect (driver onboarding data, updated from TLC).
- **Description:** Expiration date of the driver's TLC Hack license.

##### 2. DMV License Expiry

- **Source:** BAT Connect (driver onboarding data).

- **Description:** Expiration date of the driver's DMV-issued driver's license.

#### Consolidation Rules

- **Single-driver lease:**
  - One driver alert block is shown (Driver 1).
- **Multi-driver lease:**
  - Additional driver alert blocks are displayed (Driver 2, Driver 3, etc.).
  - Each block shows that driver's document expirations.
- **Vehicle alerts** are always shown once per DTR, regardless of the number of drivers.

#### Validation Rules

1. **Data Accuracy**
  - All expiration dates must be sourced from authoritative systems (TLC, DMV, or internal BAT Connect records).
  - Dates must be in valid future date format (MM-DD-YYYY).
2. **Completeness**
  - Every driver included in the lease must have an alert block if they have active documents on record.
3. **Reconciliation with Onboarding Records**
  - Driver alerts must match the official records collected at onboarding and subsequent updates (e.g., renewed license info).

#### Presentation Rules

- Vehicle alerts displayed in a **single table**.
- Driver alerts displayed as **separate labeled blocks (Driver 1, Driver 2, ...)**.
- If only one driver is associated with the lease, **Driver 2+ blocks are omitted**.

---

#### Additional Driver Details

The **Additional Driver DTR** is essentially a **pared-down version** of the main DTR, containing only items relevant to the specific additional driver (based on their TLC Hack license).

*Refer template.*

Specifically:

1. **Account Balance for Payment Period**
  - Includes: CC Earnings, Taxes, EZPass, PVB Violations, Prior Balance.
  - Excludes: Lease Amount, Miscellaneous, TLC Tickets (since these are lease-level).
  - Shows only items tied to the additional driver's hack.
2. **Taxes and Charges**
  - Only those taxes attributable to the additional driver (via TLC Hack in CURB trip data).
3. **EZPass Tolls**
  - Only tolls tied to the additional driver's hack.
4. **PVB Violations**
  - Only violations tied to the additional driver's hack.
5. **Trip Log**
  - Same structure (3-column log), but only for trips of the additional driver.
6. **Alerts**
  - Only **driver-related alerts** (TLC License Expiry, DMV License Expiry).
  - No vehicle alerts (since these belong to the lease).

👉 In short:

The Additional Driver DTR is a **filtered, driver-specific view** of the main DTR, showing only **that driver's earnings, charges, trips, and alerts** — no lease-level or vehicle-level items.