

CONTRACT AGREEMENTS



FUJITSU GLOVIA



Contract Agreements provides a flexible, productive and intuitive solution to regularly invoicing customers where there are no product or service deliveries recorded.

Capabilities

The GLOVIA G2 Contract Agreements functionality provides a solution to a wide variety of billing needs that includes but is not limited to: Equipment rentals, Annual Support Contracts, Service/Repair contracts, subscription billing, warranty/contract auto-renewal, utility/services/support consumption billing, etc.

Each Contract Agreements provides for the definition of a multi-line agreement. Each line of the agreement may have totally different payment schedules in terms of both amounts and billing intervals that can range from daily to annual billing cycles.

The user interface is designed to provide the user with immediate visibility of the Agreement, Invoiced and Projected Amounts along with a very clear indication of the Status of the Billing Lines and the overall Agreement.

The screenshot displays the 'Contract Agreement Maintenance' window for 'ACME 1'. The interface includes a top navigation bar with 'Home Page' and 'Contract Agreement Maintenance' tabs. Below the navigation bar is a toolbar with buttons for 'Cancel', 'Save', 'New', 'Change', 'Select', 'Delete', 'Inquiry', 'Insert', and a 'QA GENERIC' dropdown. The main form area is divided into several sections:

- Company Information:** ACME 1, ACME MANUFACTURING INC, Agreement Number 10, Agreement ID HK12897562, Customer COMP-001, Buy Location LAX, Category Lease (30), Terms STD.
- Status and Financials:** Status Partial Billed (Late), Stage Current, Currency USD, Agreement Amt \$129,548.00, Invoiced Amt \$72,568.00, Projected Amt \$125,950.00.
- Summary Table:** A table with columns for Line, Item Type, Item, Revision, Effective From, Effective To, and Agreement Amount. It lists two lines: Line 0001 for Telehandler Rental and Line 0002 for Equipment Repair Contract.
- Drag and Drop Area:** A section for grouping columns, with a prompt 'Drag a column header and drop it here to group by that column'.

Payment Schedule Wizard

The Payment Schedule Wizard provides a quick and easy way of generating the Payment Schedules.

The screenshot displays the 'Payment Schedule Wizard' window. The interface includes a top navigation bar with 'Cancel', 'Save', 'New', 'Change', 'Select', 'Delete', 'Inquiry', 'Insert', and a 'QA GENERIC' dropdown. The main form area is divided into several sections:

- Item Information:** Item Type NSD, Description Rental of Telescopic Handler (up to 10,000 LBS), Agreement Description \$257 per Day, Effective From Date 05/06/2018, To Date, Number of Payments 52, Agreement Amount \$1,799.00.
- Distribution type:** Radio buttons for 'Spread' and 'Equal'.
- Schedule Payment Condition:** A section for defining the payment schedule, including options for 'Yearly on', 'Monthly on A specific Day', 'Quarterly on A specific Day', and 'Every Fixed No of Days'.
- Due on Workday:** A checkbox for 'Due on Workday'.

Append and Replace

The Append and Replace capabilities of the wizard make it easy to extend the agreement any time by adding additional schedules or replacing un-billed schedules.

Once the Payment schedules have been generated by the wizard – they can be fine-tuned where necessary to accommodate any adjustments to dates or amounts required, including the manual addition and removal of any un-billed lines.

The screenshot shows the 'Payment Schedules' wizard. At the top, there are tabs: Cancel, Save, New, Change (selected), Select, Delete, Inquiry, Insert, and a QAGENERIC dropdown. Below the tabs, there are input fields for Agreement ID (HK12897562), Monthly Charges, Internal Agreement Number (10), Agreement Line (0001), and Agreement Line Description (\$257 per Day). A section for Item details includes Item (Telehandler Rental), Revision, Effective From Date (05/06/2017), To Date (04/06/2018), and Number of Payments (52). To the right, a summary table shows: Total Agreement Amount (net) \$93,548.00, Total Invoiced Amount (net) \$59,068.00, and Total Projected Amount (net) \$91,450.00. The main table has columns: Sequence, Schedule Date, Schedule Amount, Schedule Amount (net), Invoiced Date, Invoiced Amount (net), and Cancel. It contains six rows of data for the year 2017, all with a schedule amount of \$1,799.00 and an invoiced amount of \$1,500.00. At the bottom, there are buttons for Export and Export All, and a page indicator '1 - 6'.

Where the Invoice amount is not finalized until the Invoice is due to be created – The Amounts can be reviewed and quickly adjusted during the billing process without having to amend the Agreement Schedules. This can be useful when the billed amount is dependent on usage, consumption or some other variable that means the value may vary at some or all billing intervals. Where the detailed information regarding the consumption, usage, etc. is stored on a separate document, spreadsheet, etc. the standard GLOVIA G2 Upload capability can be leveraged to provide instant visibility of that detailed information via the GLOVIA G2 Contract Agreements screens.

The screenshot shows the 'Change Agreement Billing Amount' wizard. It has the same top navigation as the previous screen. The main form contains fields for Customer (COMP-001), Bill To Location (DAL), Buy Location (LAX), Agreement ID (HK12897562), Internal Agreement # (10), Item (Telehandler Rental), and Billing As of Date (01/01/2018). A table shows 'Agreement Amounts' and 'Changed Billing Amounts' for the period 01/01/2018 to 03/04/2018, with a net billing amount of \$1,699.00. Overlaid on the right are two windows: 'G2 File Manager' showing a file named 'January Support Hours for COMP-001.xlsx' and a 'File Upload' dialog box showing a list of files in a folder named 'crm upload', including '2017 - August Pipeline Analysis worksh...' and 'January Support Hours for COMP-001.xlsx'.

As with all GLOVIA G2's applications – The Contract Agreements application is part of our one database, one application, built from the ground up solution. Contract Agreements capabilities are fully integrated with the other parts of the G2 application including Items/ Parts/Services, Sales Orders, Equipment and Warranty register, Costs, Contacts, Customers, Billing, Accounts Receivable and General Ledger.

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