

RMR

Last Modified on 11/08/2016 10:08 pm EST

Accessing RMR Page

To access RMR information at a dealer level select "RMR" at the top of the page.

The RMR page will appear with a complete listing of your active RMR.

New Rate Change

If you would like to increase or decrease your RMR rates for customers click "New Rate Change" in the upper left corner of the page.

□

Select Parameters

Select the parameters for the rate change

Use Cycle Amount: <input type="checkbox"/>	Percentage: <input checked="" type="checkbox"/>	Rate Change: <input type="text" value="0.0000 %"/>	Reason: <input type="text" value="Please Select Reasons"/>
---	--	---	---

Use Cycle Amount

Check this box if you would like to adjust recurring items by cycle amount (instead of monthly amount).

Percentage

If you would like to adjust recurring items by a percentage instead of a dollar amount.

Rate Change

Enter the amount you wish to adjust the recurring items by. Enter a negative amount to decrease rates.

Reason

Select the reason for the rate change from the dropdown box.

Select Recurring Items

Select which recurring items you would like to change by checking the boxes to the left of each RMR.

□

If you would like to change all of your RMR rates click "Select All" on the left side of the page.

Preview Rate Change

Click "Preview Rate Change for Selected RMRs" to continue.

This will bring you to the Preview Rate Change for Selected RMRs tab where you can view details about the rate change before you confirm it.

New RMR Rate Change

◀ Back to RMR Selection and Rate Change Amount

Apply Rate Change

Select RMR's for Rate Change **Preview Rate Change for Selected RMR's**

Use Cycle Amount: Rate Change: 2.0000 % Reason: Rate Increase

Drag a column header and drop it here to group by that column

RMR#	Customer	Item Code	Cycle	Next Inv.	Old \$	New \$	Change \$
96	Misseri, April - 1003	Radio Backup	M	06/01/2016	\$15.00	\$15.30	\$0.30
101	Teller, Jackson - 1081	Radio Backup	M	06/01/2016	\$15.00	\$15.30	\$0.30

Export to Excel

You can download an excel file of this preview to your documents click "Export to Excel" on the right side of the page.

Make Changes

Click "Back to RMR Selection and Rate Change Amount" If you wish to make any adjustments to the current rate changes.

Apply Rate Change

Click "Apply Rate Change" on the upper right side of the page to confirm changes. Once you click "Ok" the changes cannot be undone.

New RMR Rate Change

◀ Back to RMR Selection and Rate Change Amount

📄 Apply Rate Change

Select RMR's for Rate Change Preview Rate Change for Selected RMR's

Use Cycle Amount: Rate Change: 2.0000 % Reason: Rate Increase 📄 Export to Excel

Drag a column header and drop it here to group by that column

RMR#	Customer	Item Code	Cycle	Next Inv.	Old \$	New \$	Change \$
96	Misseri, April - 1003	Radio Backup	M	06/01/2016	\$15.00	\$15.30	\$0.30
101	Teller, Jackson - 1081	Radio Backup	M	06/01/2016	\$15.00	\$15.30	\$0.30

This will take you back to the RMR tab.

RMR tab

This tab shows you a list of all your active recurring items.

RMR 127 RMR Rate Change History RMR Invoice Generation History

📄 Available Columns ⚙️ Custom Grid Layouts

📄 Export to Excel Show Cancelled RMR's

- Invoice To Master × - In Arrears ×

RMR#	Customer ^	Item Code ^	Cycle	Next Inv. ^	Canc. Date	Last Inv. ^	Custom Da	Monthly \$	Cycle \$ ^
▲ Invoice: To Customer									
▲ Billing: In Advance									
1218	A & N Construction, Inc...	Monitoring	M	10/01/16		09/01/16		\$34.65	\$34.65
1280	A & N Construction, Inc...	Referral Disc...	M	10/01/16		09/01/16		(\$30.00)	(\$30.00)
1139	Barker, Henry - 1064	Monitoring	Q	07/01/16		04/01/16		\$36.75	\$110.25

You can sort recurring items using custom grid layouts if you wish.

Show Cancelled RMRs

Check "Show Cancelled RMRs" to view canceled recurring items.

RMR ¹²⁷		RMR Rate Change History	RMR Invoice Generation History							
Available Columns		Custom Grid Layouts								
Export to Excel		Show Cancelled RMR's								
- Invoice To Master x		- In Arrears x								
RMR#	Customer ^	Item Code v	Cycle	Next Inv. v	Canc. Date	Last Inv. v	Custom Da	Monthly \$	Cycle \$ v	
Invoice: To Customer										
Billing: In Advance										
1218	A & N Construction, Inc...	Monitoring	M	10/01/16		09/01/16		\$34.65	\$34.65	
1280	A & N Construction, Inc...	Referral Disc...	M	10/01/16		09/01/16		(\$30.00)	(\$30.00)	
1139	Barker, Henry - 1064	Monitoring	Q	07/01/16		04/01/16		\$36.75	\$110.25	

Export to Excel

Click "Export to Excel" if you wish to download an excel file of your recurring items to your documents.

RMR ¹²⁷		RMR Rate Change History	RMR Invoice Generation History							
Available Columns		Custom Grid Layouts								
Export to Excel		Show Cancelled RMR's								
- Invoice To Master x		- In Arrears x								
RMR#	Customer ^	Item Code v	Cycle	Next Inv. v	Canc. Date	Last Inv. v	Custom Da	Monthly \$	Cycle \$ v	
Invoice: To Customer										
Billing: In Advance										
1218	A & N Construction, Inc...	Monitoring	M	10/01/16		09/01/16		\$34.65	\$34.65	
1280	A & N Construction, Inc...	Referral Disc...	M	10/01/16		09/01/16		(\$30.00)	(\$30.00)	
1139	Barker, Henry - 1064	Monitoring	Q	07/01/16		04/01/16		\$36.75	\$110.25	

RMR Details

To view the RMR Details Page click the blue "RMR#" hyperlink to the left of the recurring item.

RMR 127										
RMR Rate Change History			RMR Invoice Generation History							
Available Columns										Custom Grid Layouts
Export to Excel										Show Cancelled RMR's
- Invoice To Master x			- In Arrears x							
RMR#	Customer ^	Item Code v	Cycle	Next Inv. v	Canc. Date	Last Inv. v	Custom Da	Monthly \$	Cycle \$ v	
Invoice: To Customer										
Billing: In Advance										
1218	A & N Construction, Inc...	Monitoring	M	10/01/16		09/01/16		\$34.65	\$34.65	
1280	A & N Construction, Inc...	Referral Disc...	M	10/01/16		09/01/16		(\$30.00)	(\$30.00)	
1139	Barker, Henry - 1064	Monitoring	Q	07/01/16		04/01/16		\$36.75	\$110.25	

Customer Manager Page

To view the Customer Manager Page linked to an RMR click the blue "Customer" hyperlink on the left side of the page.

RMR 127										
RMR Rate Change History			RMR Invoice Generation History							
Available Columns										Custom Grid Layouts
Export to Excel										Show Cancelled RMR's
- Invoice To Master x			- In Arrears x							
RMR#	Customer ^	Item Code v	Cycle	Next Inv. v	Canc. Date	Last Inv. v	Custom Da	Monthly \$	Cycle \$ v	
Invoice: To Customer										
Billing: In Advance										
1218	A & N Construction, Inc...	Monitoring	M	10/01/16		09/01/16		\$34.65	\$34.65	
1280	A & N Construction, Inc...	Referral Disc...	M	10/01/16		09/01/16		(\$30.00)	(\$30.00)	
1139	Barker, Henry - 1064	Monitoring	Q	07/01/16		04/01/16		\$36.75	\$110.25	

RMR Rate Change History Tab

This tab shows a list of past RMR rate changes. To view which recurring items were changed in each batch click the black arrow to the left of the rate change.

RMR	RMR Rate Change History	RMR Invoice Generation History		
127				
Batch #	Reason	User	Run Date	Rate Change
11	Rate Increase	Savani, Barbie	8/5/2016 1:04 PM	5.0000 %
<input type="button" value="Export to Excel"/>				
RMR#	Customer	Old \$	New \$	Changed \$
1218	A & N Construction, Inc. - 5555	\$33.00	\$34.65	\$1.65
1159	Bob's Home Builder - 1121	\$30.00	\$31.50	\$1.50

RMR Invoice Generation History

The RMR Invoice Generation Tab provides a list of invoices generated from your recurring items. Click the black arrow to the left to view invoices in each batch.

RMR	RMR Rate Change History	RMR Invoice Generation History					
127							
Batch #	Master	User	Run Date	Process Date	Count	Invoice Date	Funding Date
10	No	Savani, Barbie	6/28/2016 2:34 PM	8/1/2016	25	8/1/2016	8/1/2016
<input type="button" value="Export to Excel"/>							
RMR#	Invoice Number	Customer	Months	Monthly \$			
Invoice Number: 10987							
1238	10987	Grossman, Matt - 1028	3	\$90.00			
1229	10987	Grossman, Matt - 1028	3	\$90.00			