



Multi-Company

Release 2015

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Introduction

Multi-Company Overview

The Multi-Company module in Microsoft Dynamics® SL performs the functions needed to generate inter-company transactions, update vendor, customer, and inventory site values by company, and capture 1099 balances by company. It enhances the multi-company processing capabilities within the software, providing the following features:

- Single-point entry for invoices and vouchers through Accounts Receivable and Accounts Payable, allowing entry of invoices or vouchers for all companies in the database in a single batch.
- Centralized cash control in Accounts Payable and Accounts Receivable, allowing central payment of invoices on behalf of all other companies in the database.
- Inter-company transaction processing in General Ledger, Accounts Payable, Accounts Receivable, and Cash Manager, allowing allocation of expenses and revenue among all companies in the database.
- Translation and consolidation support, allowing financial reports to be run for a single company, multiple companies, or all companies in the database.
- Flexible billing, time and expense tracking, and project management when using a single-database model.

Purpose

The Multi-Company module is intended for enterprises that are subdivided into companies maintaining multiple sets of financial books. These companies may have varying fiscal years, charts of accounts, and legal or tax requirements. The Multi-Company module supports these varied requirements and provides consolidated financial reports.

Activating Multi-Company allows users to cross-charge companies within one or more application databases. The system automatically generates all necessary entries to keep the books of each company in balance. Examples of supported functions include:

- Distributing expense charges from a vendor invoice to multiple companies during voucher and adjustment entry.
- Allocating expenses from a single company to multiple companies through the allocations process.
- Receiving cash centrally for multiple companies within a parent company.
- Paying outstanding payables for multiple companies from a centralized cash account.

The centralized cash feature is an additional processing option that enables payments to be applied (through Accounts Receivable) or checks to be written (through Accounts Payable) in a single Master Company on behalf of other companies. Each non-master company can still apply payments or make payments for its own company's documents. For more information about the centralized cash function, see "Using Centralized Cash" on page 31, as well as the *Accounts Payable* and *Accounts Receivable* online help or user guides.

Database Models

Before setting up Multi-Company, it is necessary to decide whether to record multiple companies in a single-application database or have separate companies in separate application databases. This choice is primarily based on whether an organization is made up of many similar companies, or companies that are distinctly different.

The single-database option works best for organizations made up of many similar companies (such as property management enterprises) where transaction volumes are lower and funds are normally

disbursed from a single company. A single-database environment should be used when all companies meet the following requirements:

- Shared chart of accounts
- Shared fiscal calendars
- Shared ledgers
- Shared flexkey definitions
- Shared base currency

Single-database implementation consolidates General Ledger, Accounts Payable, Accounts Receivable and Cash Manager functions within the database, including reporting by company.

A multiple-database environment should be used if any of the above items need to be unique for a given company. The multiple-database configuration is appropriate when the companies are very different, transaction volumes are high, and each company operates distinctly from the others. With a multiple-database configuration, there is no consolidation of Accounts Payable, Accounts Receivable, and Cash Manager information, such as vendor and customer records. Only the General Ledger transactions are consolidated.

Note: The centralized cash feature is only available when using Multi-Company with a single-database configuration.

For more information, see “Single-Database vs. Multiple-Database Configurations” on page 8.

Processing Multi-Company Transactions in Payroll

Adding Multi-Company to Microsoft Dynamics SL impacts the Payroll module in the following ways:

- Processes and reports can be run by company when there are multiple companies in a single database. A company ID field will be visible at the document level so a company can be linked to each individual document.
- During batch release, inter-company transactions will be automatically generated between companies so that all companies are in balance. A company ID will be entered on the transaction detail for checks, manual checks, net checks, and direct deposit advice slips.

Multi-Company Flowchart

The flowchart below shows how Multi-Company information is routed through the system in a multiple-database configuration.

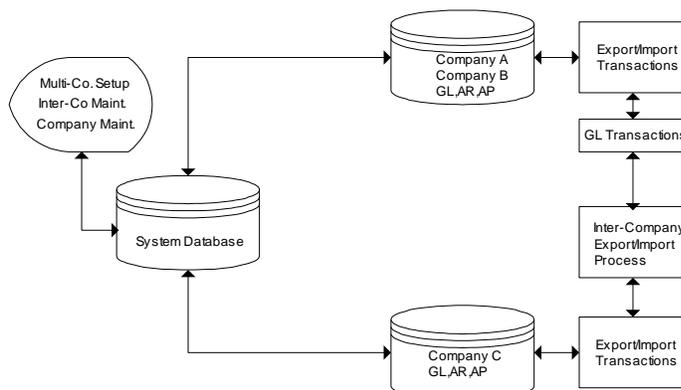


Figure 1: Multi-Company System Flowchart

User Guide Overview

This user guide provides information regarding the setup and use of the Multi-Company module. Reviewing the user guide can help you make informed decisions regarding the implementation of Multi-Company in your business.

What is Covered in the User Guide?

The user guide consists primarily of procedures and reference information that describe how to use the Multi-Company feature. The user guide also contains topics that help you become better acquainted with the capabilities of the module. Topics are arranged in a logical order that builds on information previously presented in other user guides.

Who Should Use the User Guide?

The user guide is designed for readers who are new to Microsoft Dynamics SL. The guide provides information necessary for making decisions regarding how to use Multi-Company in order to get the most from your system.

How to Use the User Guide

Read the appropriate section of the user guide before proceeding with any system setup. The user guide presents the procedures and steps required for completing the various setup processes. To assist you in locating information, the user guide contains:

- A Table of Contents of logically organized activities and tasks.
- An alphabetized Quick Reference Task List of commonly performed tasks.
- An alphabetized Index of the information provided in the user guide.

Quick Reference Task List

This list contains tasks that are commonly performed with the Multi-Company module. Each task is cross-referenced to a specific page in the user guide.

How Do I Export/Import Company Information...?

- Inter-company Export – see “Exporting Company Data from a Database” on page 30.
- Inter-company Import – see “Importing Company Data to a Database” on page 30.

How Do I Process Transactions...?

- In General Ledger – see “Processing Multi-Company Transactions in General Ledger” on page 25.
- In Accounts Payable – see “Processing Multi-Company Transactions in Accounts Payable” on page 27.
- In Accounts Receivable – see “Processing Multi-Company Transactions in Accounts Receivable” on page 28.
- In Cash Manager – see “Processing Multi-Company Transactions in Cash Manager” on page 29.

How Do I Set Up...?

- A company – see “Setting Up a Company” on page 14.
- A database model – see “Single-Database vs. Multiple-Database Configurations” on page 8.
- Multi-Company – see “Setting Up Multi-Company” on page 5.

How Do I Use...?

- Centralized Cash – see “Using Centralized Cash” on page 31.
- Centralized Cash Distributed Liability – see “Centralized Cash Distributed Liability (CCDL)” on page 33.

Setting Up Multi-Company

Overview

The “Setting Up Multi-Company” section provides information and procedures for customizing the Multi-Company module to fit your own business needs and practices. This section includes important information about database configurations and master companies, as well as procedures for the following tasks:

- Single-Database vs. Multiple-Database Configurations
- Activating Multi-Company
- Setting Up Multi-Company Options in the General Ledger
- Setting Up a Company
- Establishing Inter-Company Accounts

Setting Up Multi-Company

Use the following general procedure to set up the Multi-Company module.

1. Create system and application databases using System Manager’s *Database Administration* (98.270.00). See “Single-Database vs. Multiple-Database Configurations” on page 8 to help you decide whether to use one or more databases.
2. Log in to Microsoft Dynamics SL as SYSADMIN, with no company specified. Create a master company for each application database using System Manager’s *Company Maintenance* (98.280.00).
3. Log in to a master company and enter registration information using System Manager’s *Registration* (95.250.00).
4. Activate Multi-Company functionality using *Multi-Company Setup* (13.950.00).
5. Adjust the General Ledger setup for Multi-Company processing using *GL Setup* (01.950.00).
6. Set up the additional companies for this database using *Company Setup* (13.250.00).
7. Set up accounts and subaccounts that will be used for inter-company transactions in this database using General Ledger’s *Chart of Accounts Maintenance* (01.260.00) and *Subaccount Maintenance* (01.270.00).
8. If you are using multiple databases, log in to the next master company to set up the next application database.
9. After all application databases are defined, set up inter-company posting information using *Inter-Company Acct/Sub Maintenance* (13.260.00).

Multi-Company Setup Decision Tree

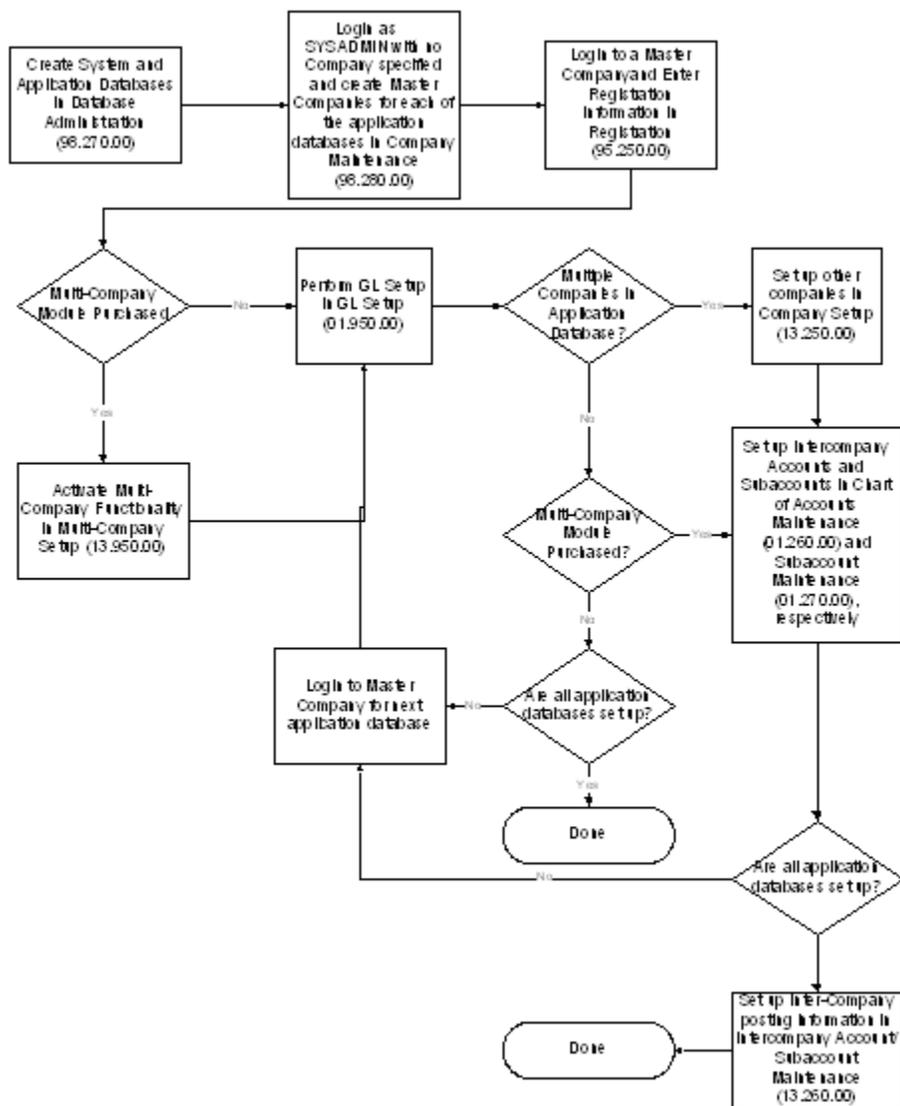


Figure 2: Multi-Company Setup Decision Tree

Multi-Company Setup Options

The following chart summarizes the options available when setting up the Multi-Company module:

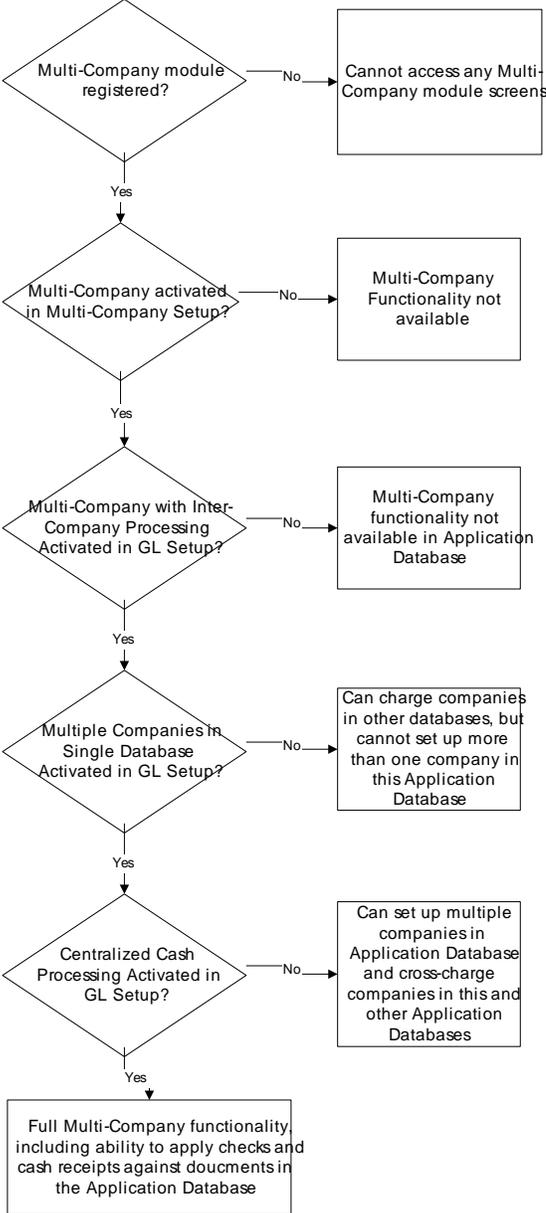


Figure 3: Setup Options Decision Tree

Single-Database vs. Multiple-Database Configurations

An important step in setting up Multi-Company is deciding whether to record multiple companies in one application database or to have separate companies in separate application databases. The single-database approach works best when the companies are similar, transaction volumes are low, and funds are normally disbursed from a single company. The multiple database approach is more appropriate when the companies are very different, transaction volumes are high, and each company operates distinctly from the others.

The first scenario is an organization that is made up of many similar companies. An example of this would be a property management enterprise. In this environment, there can be literally hundreds of separate reporting companies. Some characteristics of this enterprise are:

- Many small financial operating companies.
- May not be legally separate, but kept separate for reporting.
- Lower transaction volumes.
- Similar chart of accounts and fiscal calendars.
- Tend to have single fund disbursements.
- Centralized accounting staff.
- Shared customers and suppliers.

The second scenario involves companies which can be distinctly different. Some characteristics of these enterprises include:

- Companies may have different core businesses.
- Companies are legally separate companies.
- Several large operating companies with high transaction volumes.
- May have different fiscal calendars and chart-of-account structures.

Determining the correct database model is an important decision that must be made before implementing the Multi-Company option. The two possible configurations are described below. Note that it is also possible to use a combination by setting up multiple-application databases, each containing several similar companies.

Single-Database Model

This configuration provides the highest level of Multi-Company functionality. In this model, multiple companies are contained within a single-application database. In general, a single-database configuration is the best option when all of the companies require centralized cash control, have low transaction volumes, and have similar operating units with many standardized practices.

To combine companies in a single database, the following factors must be the same for each company:

- Accounts and subaccounts
- Fiscal calendar
- Closing schedule
- Ledgers
- Customer and vendor lists
- Price, currency, and quantity decimal places
- Credit checking parameters
- Document and reference numbering sequence
- Flexkey definitions
- Base currency

Note: Each module is set up once per application database. Therefore, in a single-database model, all companies share the same setup information, as well as all other master file information including accounts, subaccounts, allocation groups, budgets, and ledger IDs.

Implementing a single-database model allows access to full multi-company functionality in General Ledger, Accounts Payable, Accounts Receivable, and Centralized Cash functions along with Payroll and Project Management functions. For example, in Accounts Payable, you can see vouchers, checks, and memos for a specific vendor for all of the companies in the database (depending on access rights and setup information), or for a specific company. In addition, all standard reports can be generated for a single company or for all companies in the database.

Note: The single-database model is necessary to enable the centralized cash feature. For more information about this feature, see “Using Centralized Cash” on page 31.

Multiple-Database Model

If any of the following factors need to be unique for a given company, then you will need to use multiple-application databases:

- Accounts and subaccounts
- Fiscal calendar
- Closing schedule
- Ledgers
- Customer and vendor lists
- Price, currency, and quantity decimal places
- Credit checking parameters
- Document and reference numbering sequence
- Flexkey definitions
- Base currency

Note: If the base currency or flexkey definitions are different, multi-company transactions cannot occur between the databases.

With a multiple-database configuration, the only type of Multi-Company processing supported between different databases are General Ledger transactions processed through *Inter-Company Export/Import* (13.510.00) as ASCII files. There is no consolidation of Accounts Payable, Accounts Receivable, or Cash Manager information, such as vendor and customer records in the master file. Only the General Ledger transactions are consolidated. (The General Ledger transactions that are created by Accounts Payable, Accounts Receivable, and Cash Manager are considered General Ledger transactions and are consolidated.)

In addition, the following functions are not supported with a multiple-database configuration:

- Centralized cash processing
- Single-point entry for transaction documents for multiple companies
- Payroll, project management, distribution, and service series functions across databases
- Consolidated reporting (for example, trial balance reports)

Note: The financials in FRx® or Management Reporter can link multiple databases and companies.

Rules That Apply to Both Models

The following rules apply regardless of the database model:

- If inter-company processing is used, all accounts for all companies must share the same subaccount structure (the number of segments and the segment lengths must match). For example, if company A has a subaccount structure that is in three segments such as 01-02-01, then company B must also use this structure.

Note: When subaccount combinations differ in each database, you may use General Ledger's *Account/Subaccount Maintenance* (01.320.00) to establish the valid values for each company.

- Inter-company transaction processing requires that the companies have the same base currency. Note that multiple currencies can still be used, as long as the base currency is the same for each company. Companies with different base currencies can be consolidated using the Financial Statement Translation module.

Example: A transaction for company A entered in Pounds Sterling affects company B. When the export/import process is run, only the base currency transaction is brought to company B.

Activating Multi-Company

Activating Multi-Company makes multi-company features available in applicable modules.

To activate Multi-Company:

1. Choose **Module | Multi-Company | Screens | Multi-Company Setup**. *Multi-Company Setup* (13.950.00) displays.

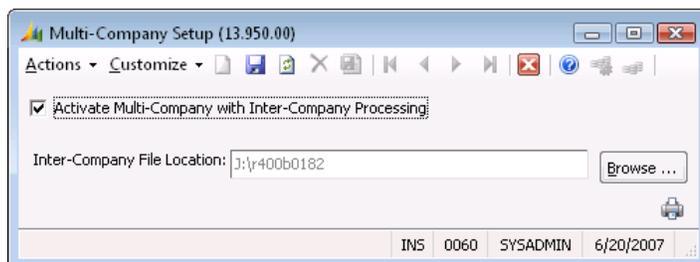


Figure 4: Multi-Company Setup (13.950.00)

2. Select **Activate Multi-Company with Inter-Company Processing** to run all application databases in Multi-Company mode.
3. Use **Browse** to select a directory where the inter-company file will be located for Multi-Company mode.

Note: This path is used only in the multiple-database configuration.

4. Click **OK**.
5. Click **Save** on the toolbar.
6. Close *Multi-Company Setup* (13.950.00).

Setting Up Multi-Company Options in the General Ledger

Part of the process of setting up Multi-Company in an application database is to select the appropriate options in *GL Setup* (01.950.00). The options that have an impact on Multi-Company functionality are discussed below. For complete information about setting up the General Ledger module, refer to the *General Ledger* online help or user guide.

To set up the General Ledger for Multi-Company operation:

1. Choose **Module | General Ledger | Screens | GL Setup**. The **Options** tab of *GL Setup* (01.950.00) displays.

Figure 5: GL Setup (01.950.00)

2. Select **Activate Multi-Company with Inter-Company Processing** to operate Microsoft Dynamics SL in Multi-Company mode with inter-company processing for the current application database.

Note: Even though you activated Multi-Company globally for all application databases in *Multi-Company Setup* (13.950.00), you can use this option to disable Multi-Company processing for a specific application database.

3. Select **Allow Multiple Companies in a Single Database** to operate Microsoft Dynamics SL in Multi-Company mode with multiple companies in the current application database. Select this option to run multi-company processing using a single-database model. Leave this option unchecked if the application database will contain only one company (see “Single-Database vs. Multiple-Database Configurations” on page 8 for more information).
4. Select **Activate Centralized Cash Processing** to activate centralized cash control operations in the current application database. This provides the ability to apply checks to Accounts Payable vouchers and to apply cash payments to Accounts Receivable invoices for all companies in the database from the master company as defined in *GL Setup* (01.950.00). The software creates all of the necessary entries in General Ledger, Accounts Payable, Accounts Receivable, and Cash Manager to facilitate control by the master company. This option is discussed further in “Using Centralized Cash” on page 31.

Note: This option is available only if **Allow Multiple Companies in a Single Database** is checked. Centralized cash applies only to companies that reside in a single-application database.

5. Click **Save** on the toolbar.
6. Close *GL Setup* (01.950.00).

Setting Up a Company

Company Setup (13.250.00) is used to add new companies to the current application database. Setting up a company involves entering all the pertinent data about a specific company. This includes company name, address, company database name, master chart of accounts, and the active/inactive status of the company. Before you add a company to an application database, make sure that you have established a master company by using System Manager's *Company Maintenance* (98.280.00) and assigned the application database to a system database by using *Database Administration* (98.270.00).

Note: The “master company” is the first company that is defined in a Multi-Company database and is shown in *GL Setup* (01.950.00). **Deciding which company will be designated as the master company is an extremely critical decision, because the master company cannot be changed after it is defined.** After the master company is established, the accounts and subaccounts defined for that company are used for all companies within the database.

To enter transactions for a company, each user or group must have access rights to the associated companies in which a Due To/Due From relationship is established. Assign access rights by using System Manager's *Access Rights Maintenance* (95.270.00). For detailed information, see the System Manager Help or user's guide.

Note: If no Due To/Due From relationships are defined for a company, it will not be available for inter-company transactions (see “Establishing Inter-Company Accounts” on page 16 for more information). If a Due To/Due From relationship is established but a user does not have rights to a company in a particular transaction input screen, the user cannot enter inter-company transactions involving that company.

To set up a company:

1. Log on to the master company in the appropriate application database.
2. Click **Foundation | Multi-Company | Company Setup**. *Company Setup* (13.250.00) appears. Press F4 to toggle between grid view and form view.

Company Setup (13.250.00) - Contoso, Ltd:Demo

(F4 - for grid/form view)

Company ID: 0060

Company Name: Contoso, Ltd:Demo

Database Name: SLDEMOAPP60

Active

Master Chart of Accounts: 0060

Master Subaccount Table: 0060

Address: 123 Main

City: Findlay

State/Province: OH Postal Code: 12345

Country/Region: US

Phone: (555) 555-0100

Fax: (555) 555-0187

Base Currency ID: BAS

Employer Tax ID: 123598750

Company Color: 16711680

BAS | INS | 0060 | SYSADMIN | 6/10/2013

Figure 6: *Company Setup* (13.250.00), form view

3. Type a unique company ID in **Company ID**.

4. Type the company name in **Company Name**. The current application database appears in **Database Name**.

Note: In order to enter companies for another application database, you must log on to the master company of that application database.

5. Select **Active** to indicate that the company is active. If this box is cleared, the company is inactive and you cannot add transactions.
6. The master company's company ID is displayed as the default in **Master Chart of Accounts** and **Master Subaccount Table**. The ID in these boxes cannot be changed.
7. Type address information for the company in **Address, City, State/Province, Country/Region**, and **Postal Code**.
8. Type the contact information for the company in **Phone** and in **Fax**.
9. The base currency ID from *GL Setup* (01.950.00) is displayed as the default in **Base Currency ID**. It cannot be changed.
10. Type the employer tax ID in **Employer Tax ID**.
11. Click the button that displays the company name and select a color. A number associated with the color appears in the **Company Color** box.

Note: The color and company name change the appearance of the **Switch Company** button.

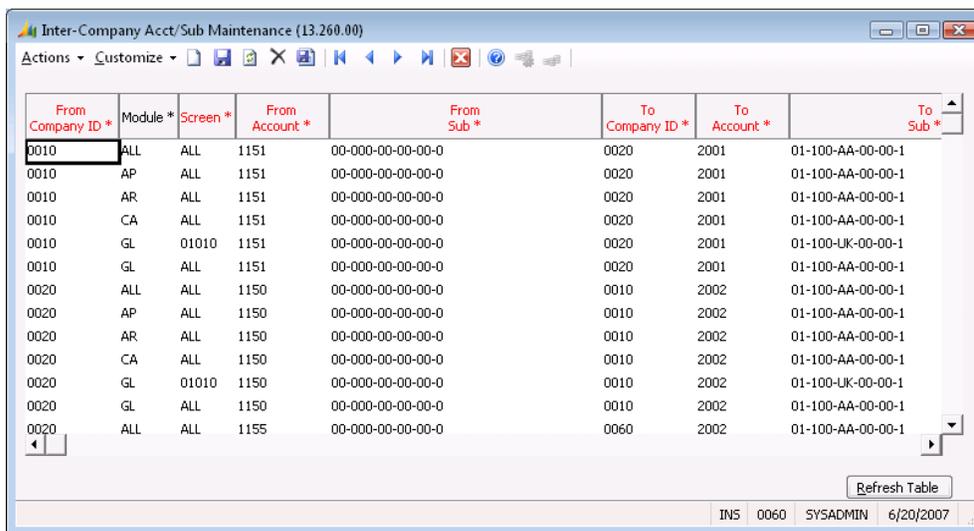
12. Click **Save** on the toolbar.
13. Close *Company Setup* (13.250.00).

Establishing Inter-Company Accounts

Establishing inter-company accounts identifies whether inter-company changes may be made between specific companies. It defines the account and subaccount to be used when the software creates inter-company entries. An inter-company relationship is required to process transactions between companies. The **Module** and **Screen** fields allow you to direct the software to a certain account for a specific module or screen, or for all modules or screens. See “Appendix A: Inter-Company Postings” on page 55 for a summary of the offsetting accounts.

To establish inter-company accounts:

1. Choose **Module | Multi-Company | Screens | Inter-Company**. *Inter-Company Acct/Sub Maintenance* (13.260.00) displays. Use F4 to toggle between grid and form view.



From Company ID *	Module *	Screen *	From Account *	From Sub *	To Company ID *	To Account *	To Sub *
0010	ALL	ALL	1151	00-000-00-00-00-0	0020	2001	01-100-AA-00-00-1
0010	AP	ALL	1151	00-000-00-00-00-0	0020	2001	01-100-AA-00-00-1
0010	AR	ALL	1151	00-000-00-00-00-0	0020	2001	01-100-AA-00-00-1
0010	CA	ALL	1151	00-000-00-00-00-0	0020	2001	01-100-AA-00-00-1
0010	GL	01010	1151	00-000-00-00-00-0	0020	2001	01-100-UK-00-00-1
0010	GL	ALL	1151	00-000-00-00-00-0	0020	2001	01-100-AA-00-00-1
0020	ALL	ALL	1150	00-000-00-00-00-0	0010	2002	01-100-AA-00-00-1
0020	AP	ALL	1150	00-000-00-00-00-0	0010	2002	01-100-AA-00-00-1
0020	AR	ALL	1150	00-000-00-00-00-0	0010	2002	01-100-AA-00-00-1
0020	CA	ALL	1150	00-000-00-00-00-0	0010	2002	01-100-AA-00-00-1
0020	GL	01010	1150	00-000-00-00-00-0	0010	2002	01-100-UK-00-00-1
0020	GL	ALL	1150	00-000-00-00-00-0	0010	2002	01-100-AA-00-00-1
0020	ALL	ALL	1155	00-000-00-00-00-0	0060	2002	01-100-AA-00-00-1

Figure 7: *Inter-Company Acct/Sub Maintenance* (13.260.00)

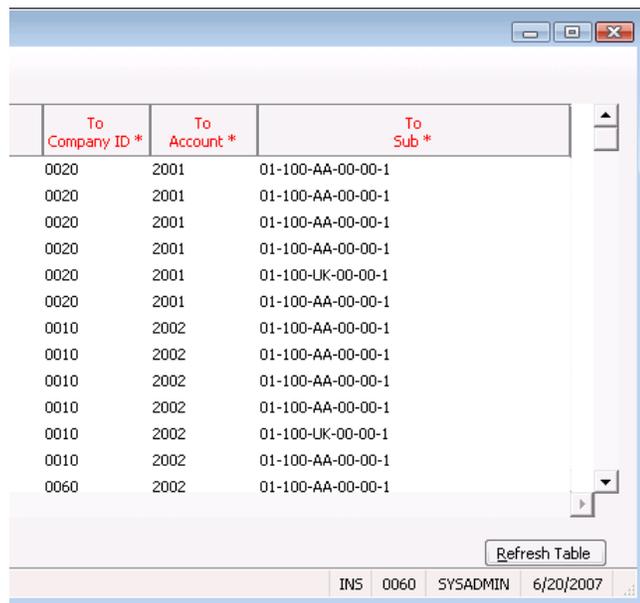
“From” columns

2. Type the company ID for the From company in **From Company ID**. The From company ID is generally the company ID entered at the document level. If a document level company ID is not available (for example, Journal Transactions), the company ID of the batch is used.
3. Select the module for which this inter-company relationship is being defined in **Module**. If all modules can use this relationship, select All.
4. Select the screen number for the From company in **Screen**. If all screens in the module should use this relationship, select All.

Note: The software looks first for the screen and then the module where the transaction is entered. If an entry does not exist for the specific screen or module, the All option is used for the appropriate To/From company.

5. Type the account number for the From company in **From Account**. The **From Account** can be either an inter-company “Due To/From” account (if all inter-company postings will be to one account) or to either an inter-company “Due To” (liability) or an inter-company “Due From” (asset) account. If the assets and liabilities are to be segregated, the inter-company relationships must be specified at the screen and/or module level.
6. Type the subaccount for the From company in **From Sub**.

“To” columns



To Company ID *	To Account *	To Sub *
0020	2001	01-100-AA-00-00-1
0020	2001	01-100-UK-00-00-1
0020	2001	01-100-AA-00-00-1
0010	2002	01-100-UK-00-00-1
0010	2002	01-100-AA-00-00-1
0060	2002	01-100-AA-00-00-1

Refresh Table

INS 0060 SYSADMIN 6/20/2007

Figure 8: Inter-Company Acct/Sub Maintenance (13.260.00)

7. Type the company ID for the To company in **To Company ID**. The **To Company ID** is the company ID entered at the detail line level.
8. Type the account number for the To company in **To Account**.
9. Type the subaccount number for the To company in **To Sub**.
10. Click **Save** on the toolbar.
11. Close *Inter-Company Acct/Sub Maintenance* (13.260.00).

Multi-Company Transactions

Overview

This section provides a general overview of how the Multi-Company module interfaces with other modules. Inter-company transactions can be entered through most transaction screens in the following financial modules:

- General Ledger
- Accounts Payable
- Accounts Receivable
- Cash Manager

Refer to the specific module for detailed instructions on the use of that module in a multi-company environment.

Typically, there are three companies associated with an input document.

- The **Batch Company** is the current login company; the only way to change this selection is to log in to another company.
- The **Document Company** is the company to which the document-level posting will be made; it is used as the “From” company in inter-company postings. Usually it is the same as the batch company, but this value can be overridden on some Accounts Payable and Accounts Receivable screens. The document company must be one of the companies in the current application database.
- The **Transaction Company** is the company listed in the transaction grid on various input screens. If it is different from the document company, then by definition the transaction is an inter-company transaction; the transaction company is used as the “To” company. If the transaction is a simple distribution entry (such as a voucher and adjustment entry), the transaction company can be any valid company. If the transaction will update one of the subsidiary systems (such as inventory receipts), then the transaction company must be one of the companies in the current application database.

For a company ID to be selected for a transaction, a Due To/Due From relationship must exist between the company selected as the document company (Due From) and the transaction company (Due To) in *Inter-Company Acct/Sub Maintenance* (13.260.00).

For information about Multi-Company functionality availability in specific input screens, see “Appendix C: Screen-Level Activation Constraints for Transaction Screens” on page 59.

Modifications To Existing Screens

Existing screens in most modules facilitate Multi-Company processing when the Multi-Company module is implemented. These screens include:

Transaction Screens

Transaction screens allow inter-company transactions to be identified so that the proper Due From/Due To entries can be created. When a batch containing inter-company transactions is released from the Accounts Payable or the Accounts Receivable modules, the actual Due To/Due From entries are added to the General Ledger batch.

Inter-company transactions are controlled through the use of company IDs. When the Multi-Company module is implemented, three **Company ID** fields are added to most financial transaction screens:

- **(Batch) Company ID** – This field appears on the status bar at the bottom of the screen. It indicates the login company at the time the batch was entered, and cannot be changed.
- **(Document) Company ID** – This field appears on the **Override** tab. It is used as the From company when generating inter-company transactions and defaults to the login company.

Note: In General Ledger's *Journal Transactions* (01.010.00), the batch company is the document (Due From) company, and there is no override available.

- **(Transaction) Company ID** – This field appears in the Detail grid. It is used as the To company when generating inter-company transactions and defaults to the document company.

Voucher and Adjustment Entry (03.010.00)

Actions ▾ Customize ▾

Batch
 Number: 000116 Status: Hold Total: 0.00
 Per to Post: 06-2007 Handling: Release Later Control: 2500.00

Document
 Ref Nbr: 000093 Vendor ID: VT0120 Date: 6/20/2007 Invoice Date: 6/20/2007
 Type: Voucher Circle Invoice Nbr: 012345 Balance: 2500.00
 Subcontract:

Voucher/Adjustment Defaults Override Manual Check Apply Adjustment

Company ID: 0060 Contoso, Ltd
 AP Account: 2050 A/P Trade-USD
 AP Sub: 01-100-AA-00-00-1 Administration-Controller

Detail (F4 - for grid/form view)

Company ID *	Line Type *	Account *	Project	Task	Subacct
0070	Invoice	4080	-	-	01-100-AA-00-00-1

Landed Cost Allocation... View Pay When Paid Link Info... Purchasing Detail... Tax...

INS 0060 SYSADMIN 6/20/2007

Figure 9: Voucher and Adjustment Entry (03.010.00), Override tab

Example: Inter-company transactions are created in transaction screens using **Company ID** in the **Override** tab as the From company and **Company ID** in the Detail grid as the To company.

Process Screens

When the Multi-Company module is implemented, the batches that can be released are limited by access rights and user-specified restrictions, and are filtered by company.

- Access rights limitations – In all release process screens, users can view batches only for those companies to which they have been granted access. Users can view outstanding batches if they have “view rights” within the current company. The level of access required to actually run the process is “insert rights” or higher.

Example: Suppose a database contains companies A, B, and C, but the user has access rights only to companies A and C. The user will be able to view and process data only for companies A and C.

- User-specified restrictions – In some release process screens, users can specify whether to release batches from all or specific companies by entering data into the following fields:
 - **Select Company** – The choices under Select Company are **Specific** and **All**. **Specific** is the default value, and limits the batches to be processed to the company specified in **Company ID**. **All** enables the user to process batches for all companies in the database, if they have appropriate access rights.
 - **Company ID** – This field is enabled if **Specific** is chosen under Select Company. It identifies the company for which batches are processed.

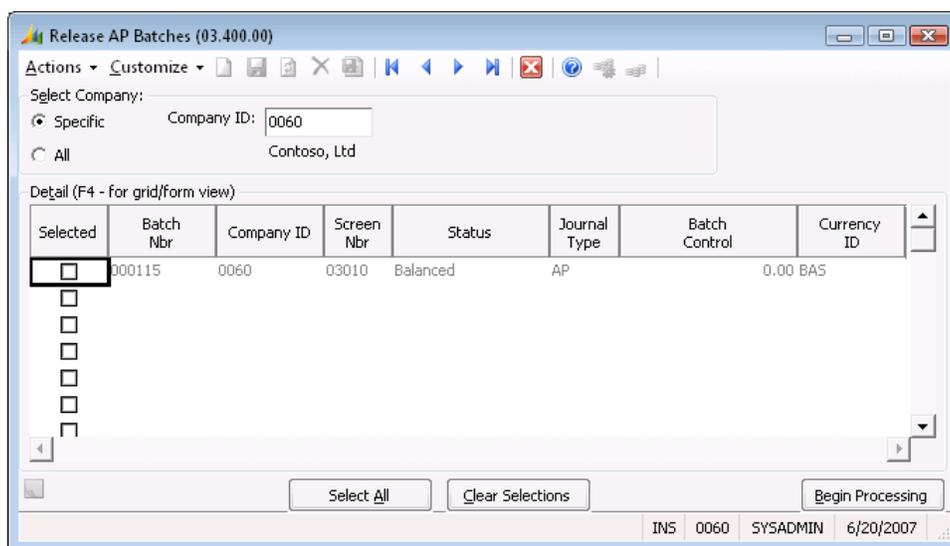


Figure 10: Release AP Batches (03.400.00)

Example: The Select Company fields **Specific**, **All**, and **Company ID** are activated in process screens like *Release AP Batches (03.400.00)* when the Multi-Company module is implemented.

Inquiry Screens

When the Multi-Company module is implemented, results of inquiries are limited by access rights and user-specified restrictions, and are filtered by company.

- Access rights limitations — In all inquiry screens, users can see only documents and/or transactions for those companies to which they have been given access. The access level required is “view rights” or higher.
- User-specified restrictions — In some inquiry screens, users can specify whether they wish to see all or a selected set of companies in the inquiry results by entering data into the following fields:
 - **Company Selection** — The choices under Company Selection are **Specific** and **All**. **Specific** is the default value, and limits the results of the inquiry to the company specified in **Company ID**. **All** enables the user to view results for all companies in the database, if they have appropriate access rights.
 - **Company ID** — This field is enabled if **Specific** is chosen under Company Selection. It identifies the company for which inquiry results are returned.

The screenshot shows the 'Vendor Inquiry (03.200.00)' window. The 'Vendor ID' field is highlighted with a red box and contains 'VT0123'. The 'Class ID' field contains 'TRADE' and the 'Status' dropdown is set to 'Active'. Under 'Company Selection', the 'Specific' radio button is selected, and the 'Company ID' field contains '0060'. The 'Vendor Balance' section shows 'Current' as 24147.49 and 'Future' as 0.00. The 'Last Voucher Date' and 'Last Check Date' are both set to 11/30/2000. A 'Purchase Orders ...' button is visible at the bottom right. The status bar at the bottom shows 'INS 0060 SYSADMIN 6/20/2007'.

Figure 11: Vendor Inquiry (03.200.00)

Example: The Company Selection fields **Specific**, **All**, and **Company ID** are activated in inquiry screens like *Vendor Inquiry* (03.200.00) when the Multi-Company module is implemented.

Reports

When the Multi-Company module is implemented, some reports are limited by access rights and user-specified restrictions, and are filtered by company.

- Access rights limitations – In report screens, users can view data only for those companies to which they have been granted access. Users can view reports if they have “view rights” within the current company.
- User-specified restrictions – Information included in reports is filtered by company, based on selections specified in the **Company Selection** tab. This tab is enabled only if **Allow Multiple Companies in a Single Database** was selected in *GL Setup (01.950.00)*. For reports containing company-specific information, users can specify which companies to include in the report using the following options:
 - **Current Company** – If this option is selected, the grid is cleared and data in the report is restricted to the current login company.
 - **Selected Companies** – If this option is selected, the grid is populated with companies that exist in the current application database, and for which the user has access rights.
 - **Show active companies only** – If this option is selected, the companies appearing in the grid are further restricted to companies which are active. This option is only available if **Selected Companies** is selected.

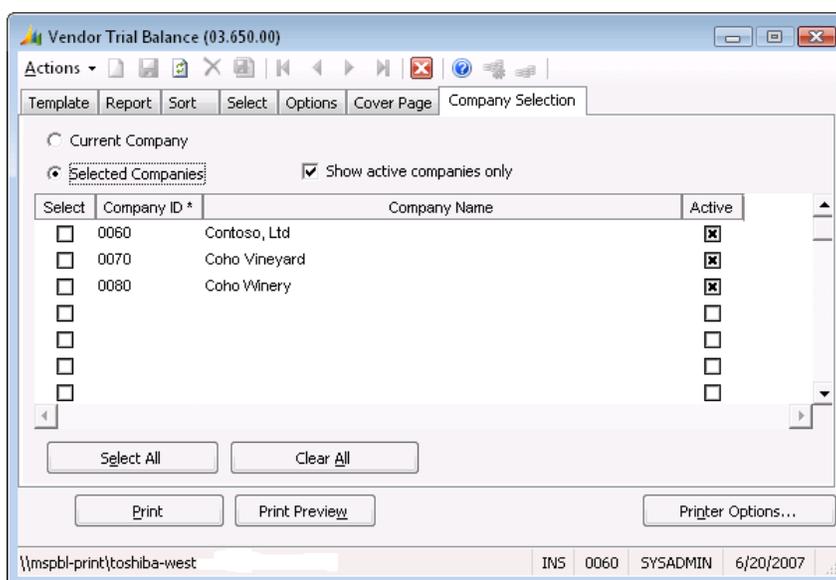


Figure 12: Vendor Trial Balance (03.650.00), Company Selection tab

Example: The **Company Selection** tab is added to reports like *Vendor Trial Balance (03.650.00)* when the Multi-Company module is implemented.

There are three basic types of Multi-Company reports.

- Company-specific reports — These reports have all their information segregated by company ID, as on the *Trial Balance* (01.610.00) report. As all of the information in a particular section of the report pertains to the same company ID, the company name and ID appear in the report header, but not in the detail lines or section headers.

Vendor	Current	Last	Future	Last	YTD	YTD	Terms	Phone	Check
Vendor	Voucher	Purchases	Name	Payments	Balance	Balance			
Date: "Monday, July 31, 2000" Page: 1 of 1 Hi-Tech Headquarters									
Time: 10:36AM									
03670S.rpt Report:									
User: SYSADMIN Vendors -									
Summary Company: 0060 Period: 12-									
99 As of: 07/31/2000									
Company: 0060									
E01181	0	Karolyn V. Mosinger		0	0	**		06	0
E01182	0	Michael J. Bockbrader		0	0	**		06	0
E01183	0	Rex W. Brown		0	0	**		06	0
E01184	0	Elizabeth V. Cardinal		0	0	**		06	0
E01186	0	D. Joseph Clifton		0	0	**		06	0
E01187	0	Bernice C. Coburn		0	0	**		06	0
E01189	0	William J. Courtney		0	0	**		06	0
Company: 0070									
E01181	0	Karolyn V. Mosinger		0	0	**		06	0
E01182	0	Michael J. Bockbrader		0	0	**		06	0
E01183	0	Rex W. Brown		0	0	**		06	0
E01184	0	Elizabeth V. Cardinal		0	0	**		06	0
E01186	0	D. Joseph Clifton		0	0	**		06	0
Company: 0080									
E01181	0	Karolyn V. Mosinger		0	0	**		06	0
E01182	0	Michael J. Bockbrader		0	0	**		06	0
E01183	0	Rex W. Brown		0	0	**		06	0
E01184	0	Elizabeth V. Cardinal		0	0	**		06	0
E01186	0	D. Joseph Clifton		0	0	**		06	0
E01187	0	Bernice C. Coburn		0	0	**		06	0
E01189	0	William J. Courtney		0	0	**		06	0
** No company activity recorded for vendors following notation									

Figure 13: Vendor List (03.670.00S) Report

Example: Vendor List (03.670.00S), segregated by company ID.

- Company-oriented reports — These reports are sorted by company, but the body of the report contains data related to multiple companies, as in the *AP Batch Register* (03.800.00) and the *GL Edit* (01.810.00) reports. The batch company name and ID are shown in the report header, and document and transaction level company IDs are displayed in the detail lines and section headers as appropriate.
- Non-company-oriented reports — These reports do not contain any company-oriented information, as in most master file listings. The login company is included in the header of the report to identify the application database with which it is associated.

Processing Multi-Company Transactions in General Ledger

Adding Multi-Company to Microsoft Dynamics SL impacts the General Ledger module primarily in two ways:

- Processes and reports can be selected and run by company when there are multiple companies in a single database.
- During batch release, inter-company transactions are automatically generated between companies so that all companies are in balance. The company ID entered for journal transactions and allocations is used to designate the company to which the accounting entry applies.

Part of setup for Multi-Company is done through *GL Setup (01.950.00)*. This screen is used to indicate whether the application database you are setting up will have Multi-Company enabled, whether the new application database will be using centralized cash control, and whether multiple companies can exist in the database.

Once Multi-Company has been activated, the software sets the batch company ID to the current login company. Company ID fields appear in the Detail grid on General Ledger transaction screens so that transaction company IDs can be entered for each journal transaction. (See “Transaction Screens” on page 20 for more information.)

Note: There is no **Override** tab on *Journal Transactions (01.010.00)* to select a document company. The document company is the login company.

Company	Account	Project	Task	Sub
0070	2020	-	-	03-440-AA-00-51-0
0070	1910	-	-	03-440-AA-00-51-0
0060	1156	-	-	00-000-00-00-00-0
0070	2006	-	-	03-440-AA-00-51-0
0060	1156	-	-	00-000-00-00-00-0
0070	2006	-	-	03-440-AA-00-51-0

Figure 14: Journal Transactions (01.010.00)

Example: Expenses may be allocated to multiple companies by assigning the appropriate company ID in **Company ID** of the Detail frame.

When the transaction company is different from the document company, the *Inter-Company Acct/Sub Maintenance (13.260.00)* is used to automatically create Due To/Due From entries. The login company is used as the From company, and the transaction company as the To company. If the From

company and To company reside in different databases, the *Inter-Company Export/Import* (13.510.00) process must be used.

Note: If you do not want to automatically create inter-company transactions, use the journal type IC to manually control the inter-company entries. If the journal type is set to IC, *Journal Transactions* (01.010.00) will do an additional check to make sure the debits and credits balance by company.

Processing Multi-Company Transactions in Accounts Payable

Adding Multi-Company to Microsoft Dynamics SL impacts the Accounts Payable module in the following ways:

- Processes and reports can be selected and run by company when there are multiple companies in a single database. Company IDs are visible at the document level so a company can be linked to each individual voucher. Historical summaries can be kept by company.
- During batch release, inter-company transactions are automatically generated between companies so that all companies are in balance. Company IDs are entered in the transaction detail during voucher entry and for recurring vouchers.

When the centralized cash option is activated, you can use the master company shown in *GL Setup* (01.950.00) to select and pay any outstanding vouchers and adjustments for any company in the database. An additional enhancement, Distributed Liability, uses the master company as a conduit through which to process vouchers; the actual payables reside in the subcompanies until the documents are actually paid. For more information about using centralized cash, see “Using Centralized Cash” on page 31.

Once Multi-Company has been activated, the software sets the batch company and the document company to the current login company. The document company (used as the From company for inter-company postings) can be overridden on certain screens. **Company ID** appears as the first field in the Detail frame on Accounts Payable screens so that a different transaction company ID (used as the To company for inter-company postings) can be entered for each transaction.

Voucher and Adjustment Entry (03.010.00)

Actions - Customize

Batch
 Number: 000116 Status: Hold Total: 0.00
 Per to Post: 06-2007 Handling: Release Later Control: 2500.00

Document
 Ref Nbr: 000093 Vendor ID: VT0120 Date: 6/20/2007 Invoice Date: 6/20/2007
 Type: Voucher Circle Invoice Nbr: 012345 Balance: 2500.00
 Subcontract:

Voucher/Adjustment Defaults Override Manual Check Apply Adjustment

Company ID: 0060 Contoso, Ltd
 AP Account: 2050 A/P Trade-USD
 AP Sub: 01-100-AA-00-00-1 Administration-Controller

Detail (F4 - for grid/form view)

Company ID *	Line Type *	Account *	Project	Task	Subacct
0070	Invoice	4080	-	-	01-100-AA-00-00-1

Landed Cost Allocation... View Pay When Paid Link Info... Purchasing Detail... Tax...

INS 0060 SYSADMIN 6/20/2007

Figure 15: Voucher and Adjustment Entry (03.010.00), Override tab

Example: Liability and tax expenses are recorded to the company specified in **Company ID** on the **Override** tab in *Voucher and Adjustment Entry* (03.010.00). Expenses may be assigned to multiple companies by using **Company ID** in the Detail frame.

Processing Multi-Company Transactions in Accounts Receivable

Adding Multi-Company to Microsoft Dynamics SL impacts the Accounts Receivable module primarily in two ways:

- Processes and reports can be selected and run by company when there are multiple companies in a single database. Company IDs are visible at the document level so a company can be linked to each individual voucher. Historical summaries can be kept by company.
- During batch release, inter-company transactions are automatically generated between companies so that all companies are in balance. Company IDs are entered in the transaction detail during invoice entry and for recurring invoices.
- The centralized cash feature allows you to use the master company shown in *GL Setup* (01.950.00) to enter and apply payments and credit memos against any outstanding invoice or debit memo issued by any company in the database. For more information about how centralized cash affects Accounts Receivable, see “Using Centralized Cash” on page 31.

Once Multi-Company has been activated, the software sets the batch company and the document company to the current login company. The document company (used as the From company for inter-company postings) can be overridden on certain screens. **Company ID** appears as the first field in the Detail frame on Accounts Receivable screens so that a different transaction company ID (used as the To company for inter-company postings) can be entered for each transaction.

The screenshot displays the 'Invoice and Memo (08.010.00)' window with the 'Invoice/Memo' tab selected. The interface includes a menu bar, a toolbar, and several data entry sections. Red boxes highlight the following fields:

- Batch Section:** Period to Post: 06-2007
- Document Section:** Customer ID: C300, Date: 6/20/2007
- Invoice/Memo Section:** Invoice/Memo Nbr: (empty), Terms: 01
- Account Override Section:** Company ID: 0060, Due Date: 7/20/2007
- Detail Section:** Cpany ID: 0060, Account: 3030, Project: 0, Sub: 03-430-AA-00-00-1

The status bar at the bottom shows: INS 0060 SYSADMIN 6/20/2007

Figure 16: Invoice and Memo (08.010.00), Invoice/Memo tab

Example: Accounts Receivable and tax account entries may be recorded to multiple companies in the same batch using **Company ID** on the **Account Override** tab in *Invoice and Memo* (08.010.00). Revenue may be recorded to multiple companies by using **Cpany ID** in the Detail frame.

Processing Multi-Company Transactions in Cash Manager

Adding Multi-Company to Microsoft Dynamics SL impacts the Cash Manager module primarily in two ways:

- Processes and reports can be selected and run by company when there are multiple companies in a single database. Company IDs are visible at the document level so a company can be linked to each individual voucher. Historical summaries can be kept by company.
- During batch release, inter-company transactions are automatically generated between companies so that all companies are in balance. Company IDs are entered in the transaction detail for cash transactions and recurring items.
- To keep control over each entity's cash, the software expects users to perform a "sweep" function that transfers cash between the entity's bank accounts and the master company (from the master company to the other companies in the database, and vice versa). Regardless of whether cash is swept or funded, this cash movement generates inter-company relationships.

Processing Inter-Company Transactions Between Different Databases

When transferring data between companies that reside in different application databases, it is necessary to export the data from one database and import it into the next.

Exporting Company Data from a Database

Use the following procedure to export data from an application database when transferring it to a company in a different application database.

1. Log in to the application database of the company from which the data is being exported.
2. Choose **Foundation | Multi-Company | Screens | Inter-Company Export/Import**. *Inter-Company Export/Import* (13.510.00) displays.
3. Select **Export Inter-Company Transactions**.
4. Enter the company ID from which transactions will be exported.
5. Enter the ledger ID from which transactions will be exported.
6. Enter the period for which transactions will be exported.
7. Enter the file path to which the data should be exported, or click the **Folder** icon to browse to the appropriate directory.
8. Click **Begin Processing**.

Note: Exported files are named by concatenating the Due From/Due To company ID, the batch number, and the module (for example, 0060-To-0010-000141-GL.exp).

Importing Company Data to a Database

Use the following procedure to import data from an application database when transferring it from a company in a different application database.

1. Log in to the application database of the company to which the data is being imported.
2. Choose **Foundation | Multi-Company | Screens | Inter-Company Export/Import**. *Inter-Company Export/Import* (13.510.00) displays.
3. Select **Import Inter-Company Transactions**.
4. Enter the company ID to which transactions will be imported.
5. Enter the ledger ID to which transactions will be imported.
6. Enter the period for which transactions will be imported.
7. Select the files to be imported by clicking **Select Files** and locating the files that you want to import. Those files listed in **Import Files** will be imported.
8. Click **Begin Processing**.

Using Centralized Cash

Overview

In many multi-company organizations, each company may have its own cash accounts and authority to make deposits and write checks. They may also have business transactions with other companies in the organization. The centralized cash feature is a processing option that allows organizations to manage their cash from a central company. With centralized cash, payments can be applied (through Accounts Receivable) or checks can be written (through Accounts Payable) by a single master company on behalf of other companies. Each non-master company can still apply payments or make payments for its own company.

Concentrating funds into a central company has several advantages:

- Helps make cash management easier.
- Assists in making investment decisions.
- Helps control payments.
- Reduces the complexity of inter-company relationships.

Note: The centralized cash option can be used only when **Allow Multiple Companies in a Single Database** is selected in *GL Setup* (01.950.00). See “Single-Database vs. Multiple-Database Configurations” on page 8 for more information about single- and multiple-database models.

The centralized cash option is activated by selecting **Centralized Cash** in *GL Setup* (01.950.00). Once the centralized cash option has been selected, the software creates all of the necessary entries in Accounts Payable, Accounts Receivable, General Ledger, and Cash Manager to facilitate control by the master company.

Note: When the centralized cash option is activated, the master company (as defined in *Company Maintenance* (98.280.00)) is the only company in which the ability to receive/disburse cash on behalf of multiple companies is enabled.

Centralized Cash in Accounts Receivable

The centralized cash feature allows you to use the master company to enter and apply payments and credit memos against any outstanding invoice or debit memo issued by any company in the database. If the document being paid is from another company in the database, inter-company Due To/Due From entries are generated.

Centralized cash does not affect the way invoices and debit memos are entered. They are still entered through *Invoice and Memo Entry* (08.010.00), and a non-master company can still enter and apply payments for its own invoices. If an invoice is entered where the document company is different from the transaction company, the inter-company entries are generated once the invoice is released, and the difference is noticed when the payment is applied.

When centralized cash is active and you access *Payment Application* (08.030.00) through the master company, the **Company** tab allows you to apply payments to invoices from all companies or a specific company. The master company can be used to apply payments to all invoices for any company; however, the other companies in the database can only apply payments to their own invoices. When you apply a payment through the master company for one or more companies in the database, Multi-Company makes the appropriate inter-company transactions.

Refer to the *Accounts Receivable* online help or user guide for more information about using the centralized cash feature with Accounts Receivable.

Centralized Cash in Accounts Payable

The centralized cash feature allows you to use the master company shown in *GL Setup* (01.950.00) to select and pay any outstanding vouchers and adjustments for any company in the database. If the document is being paid to another company in the database, inter-company Due To/Due From entries are generated.

Using the centralized cash feature without the distributed liability enhancement (see below) does not affect the way invoices and credit memos are entered. They are still entered through *Voucher and Adjustment Entry* (03.010.00).

When centralized cash is active and you access *Payment Selection* (03.500.00) through the master company, the **Company** tab allows you to select vouchers for all companies or a specific company. The disbursement company ID indicates the company issuing the check, and a credit to cash is recorded against this company when the check is printed. The credit to Accounts Payable is to the document company selected when the voucher was entered.

Refer to the *Accounts Payable* online help or user guide for more information about using the centralized cash feature with Accounts Payable.

Centralized Cash Distributed Liability (CCDL)

The Centralized Cash Distributed Liability (CCDL) functionality is used in those cases where the user wants to distribute the liability for a single vendor invoice to the companies to which the invoice is charged. The actual Accounts Payable liability is posted to the subcompanies, and no inter-company relationship exists until the documents are actually paid by the central company.

The CCDL functionality has the following differences:

- Documents entered using CCDL have the period-to-post at the document level.
- Accounts Payable balances are posted to the subcompany rather than the master company level.
- 1099 information is attributed to the master company when the documents for the subcompanies are paid by the master company. If the subcompany elects to pay their own documents, the subcompany's 1099 information will be updated rather than the master company.
- Discounts and realized gains/losses are credited to the expense company, not the centralized company.
- The subcompany can pay its own share of the voucher, if desired.
- Separate checks can be printed for the same vendor if it has multiple voucher master documents for different company IDs.

Using CCDL in Accounts Payable

The CCDL functionality is activated for each Accounts Payable document entered by using the *Voucher Entry - Distributed Liability* (03.025.00) screen. Note that even if the centralized cash option has been activated in *GL Setup* (01.950.00), users still have the option to pay checks from individual companies and receive and apply cash into individual companies. In addition, companies are still able to use the software's centralized cash process as well as the CCDL functionality.

The following sections describe how the CCDL feature affects Accounts Payable.

Entering Vouchers Using Distributed Liability

To use the CCDL functionality, enter vouchers through *Voucher Entry - Distributed Liability* (03.025.00). This screen is functional only if the centralized cash option has been activated in *GL Setup* (01.950.00).

Voucher Entry - Distributed Liability (03.025.00) operates much like *Voucher and Adjustment Entry* (03.010.00), with the following exceptions:

- **Batch Nbr**, **Handling**, and **Status** appear at the Master Document level.
- No batch level appears; only document and Accounts Payable transactions are on this screen.
- **Sub Ref Nbr** indicates the reference numbers of the "child documents" that are generated from the master document.
- **AP Account** and **AP Subacct** appear in the Detail record.

Note: When Multi-Company documents are entered in *Voucher Entry (03.010.00)*, the Accounts Payable liability portion of the transaction is posted to the document company Accounts Payable account. CCDL allows the liability to be distributed among the transaction companies.

Voucher Entry - Distributed Liability (03.025.00)

Master Document

Ref Nbr: 000094 Batch Nbr: 000117 Invoice Nbr: 009999

Status: Hold Date: 6/20/2007 Invoice Date: 6/20/2007

Per to Post: 06-2007 Vendor ID: V00152 Handling: Release Later

Adventure Works Balance: 6545.95

Voucher Defaults Override

Company ID: 0060 Contoso, Ltd

AP Account: 2050 A/P Trade-USD

AP Sub: 01-100-AA-00-00-1 Administration-Controller

Detail (F4 - for grid/form view)

Company ID: 0060 1099 Box: <None> Inv Unit Price: 6545.950

Ext Ref Nbr: 009999 UOM: EACH Inv Ext Price: 6545.95

Account: 7030 Tran Desc: V00152 Adventure Works Tax Cat:

Travel Expense - Entertainment Invoice Qty: 0 Tax ID:

Project: - Billable: Yes

Task: -

Sub Ref Nbr:

Subacct: 01-100-AA-00-00-1 Administration-Controller

AP Account: 2050 AP Subacct: 01-100-AA-00-00-1 Administration-Controller

A/P Trade-USD

Details Tax...

INS 0060 SYSADMIN 6/20/2007

Figure 17: Voucher Entry - Distributed Liability (03.025.00), Override tab

Batches are created in *Voucher Entry - Distributed Liability (03.025.00)* the same way as in *Voucher and Adjustment Entry (03.010.00)*. When you finish batch entry in *Voucher Entry - Distributed Liability (03.025.00)*, select **Finish** and **Insert Batch Record** on the toolbar just as in *Voucher and Adjustment Entry (03.010.00)*. However, for batches created in *Voucher Entry - Distributed Liability (03.025.00)*, the batch record period to post is irrelevant. All documents created on batch release use the *document* period to post.

Releasing Accounts Payable Batches

When using the CCDL functionality, users can specify which master vouchers to release in *Release AP Batches* (03.400.00) by selecting the master voucher (batch) rather than the individual documents. The selected batches generate new Accounts Payable voucher documents at the subcompany level for each transaction where the company ID or the Accounts Payable account/subaccount is unique. The new documents receive the “Unposted” status so they can be released through the normal Accounts Payable batch release process. The software assigns a batch number to the master document and reference numbers to the individual vouchers.

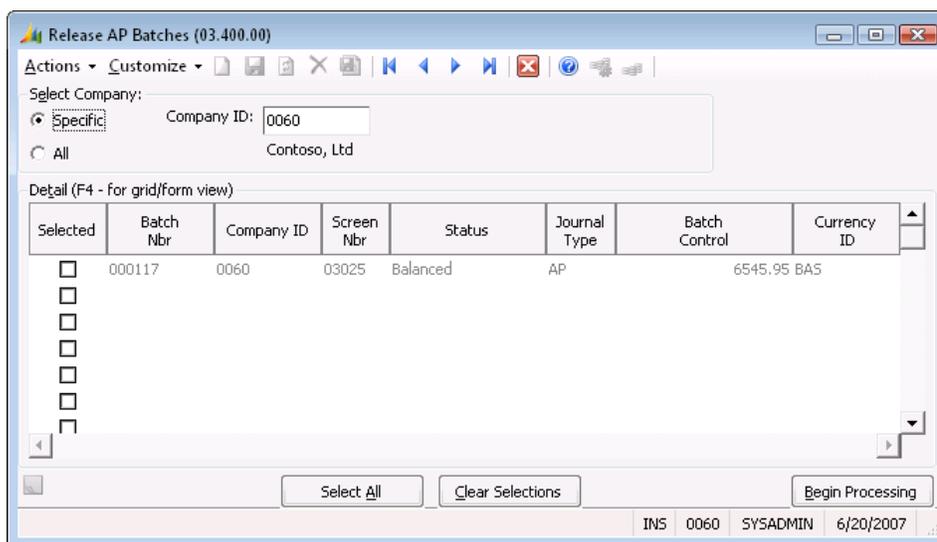


Figure 18: Release AP Batches (03.400.00)

As each master voucher is processed during batch release, new voucher documents are generated as follows:

- The software sorts through the Accounts Payable transactions associated with the master voucher (VM). For each original Accounts Payable account/subaccount entered on the transaction line, the program creates a new child voucher based on the company IDs in the Detail lines. A new voucher is generated for each distinct company in the Detail lines (for example, if more than one transaction exists in a master voucher with the same company ID and the same Accounts Payable account/subaccount, only one new child voucher, rather than multiple vouchers, is generated).
- For each newly generated child voucher, the master voucher number is entered in **Master RefNbr** and “VM” is entered in **Master DocType** on the **Defaults** tab of *Voucher and Adjustment Entry* (03.010.00).
- On the Accounts Payable transaction detail lines of the master voucher, the number of each newly generated child voucher is entered in **Sub RefNbr** in *Voucher Entry-Distributed Liability* (03.025.00).

Example: Suppose a voucher with two detail lines — one for company A and one for company B — is entered and assigned a reference number of 000094. When released, the company A detail line generates a new voucher document with a reference number of 000095, and the company B detail line generates a voucher with a reference number of 000096. **SubRefNum** in the CCDL screen will contain these values. Both vouchers are in the same batch and the master reference number, as shown in *Voucher and Adjustment Entry* (03.010.00), is 000094.

Processing Checks and Payments

Under the CCDL functionality, checks to pay vouchers are processed exactly as they are without the enhancement. If you decide to pay the master voucher, use *Payment Selection* (03.500.00) to select (a) all companies and (b) the reference number of the master voucher, vendor ID, or pay date. The preview of items to be paid will then display the generated (child) vouchers, not the master voucher.

Once the appropriate documents are selected for payment, follow the normal process for printing and keeping checks.

Figure 19: Selecting companies and vendors in Payment Selection (03.500.00)

Vendor ID	Reference Nbr	Company ID	Doc Type	Docum
VT0124	000042	0060	VO	
VT0124	000043	0060	VO	
VT0124	000044	0060	VO	
VT0124	000068	0060	VO	
VT0124	000069	0060	VO	
VT0124	000085	0060	VO	
VT0124	000086	0060	VO	

Figure 20: Sample preview of documents selected for payment when using the vendor ID option

As each voucher is processed in the check run, inter-company entries are generated as follows:

- The software sorts through the documents associated with the master voucher. For each payment entered, it creates the inter-company entries between the company on the detail line in the master voucher and the master company.
- The accounts affected are found on the inter-company table where the From company is the central company, the To company is the company associated with the Accounts Payable document, and the module is Accounts Payable. The Accounts Payable transaction inter-company entry is the *credit* and the central inter-company entry is the *debit*.

Separate checks will be printed for the same vendor when the vendor has multiple vouchers and the source company IDs on the master vouchers are different. Therefore, if the same vendor has three different vouchers with three different source companies, the vendor will receive three different checks – one for each of the companies. If the vendor has a mixture of regular vouchers (not from voucher master documents) and voucher master documents, the regular vouchers will be included on the check for the master company.

Note: It is possible to customize the AP Checks report to print the company name of the document company from the master voucher on the check, based on the value of the **APcheck.S4Future11** field.

Editing and Selecting Documents for Payment

With the CCDL feature, the master company can be used to select vouchers from all companies, and individual companies can cut Accounts Payable checks for their own company. In *Edit/Select Documents for Payment* (03.050.00), a CCDL document shows all of the generated documents (child vouchers) associated with the master voucher, along with their currently open balances.

This allows a company to pay an invoice out of its own account rather than wait for the central company to pay it. Alternatively, the master company can be used to select all documents with open balances for payment. You can select all documents for payment or indicate the amounts to be paid to each generated document if the payment amount differs from the master voucher's open balance.

Note: This screen shows the generated child vouchers, not the master voucher.

Reference Nbr *	Status *	Vendor ID	Payment Amt	Disc Take
000046	Active	VT0125	46414.21	
000047	Active	VT0125	402600.52	
000048	Active	VT0125	309.95	

Figure 21: Edit/Select Documents for Payment (03.050.00)

Void Checks

Void checks are handled exactly the same way, with or without the CCDL functionality. The entries to Accounts Payable are made for the full amount to the voucher company, and the inter-company entries are generated automatically. The inter-company entries that were generated by the check are all reversed when the check is voided.

Entering Vouchers and Adjustments

Generated vouchers cannot be updated when using the CCDL functionality, because this could have unpredictable results on discounts and other transactional relationships represented by the master document. However, the generated documents can be reviewed using *Voucher and Adjustment Entry* (03.010.00). All reference numbers that were assigned when the batch was released will appear on *Voucher and Adjustment Entry* (03.010.00) so that the user can cross-reference the generated documents back to the master document.

Since separate vouchers are created, sales taxes, discounts, and freight are allocated to each expense company. With separate vouchers, the individual companies can pay their part of the bill themselves or have the master company pay it for them.

Vendor Trial Balances

The Open Distributed Liability format of the *Vendor Trial Balance* (03.650.00) report shows all VMs (master vouchers) and all other Accounts Payable documents that are not child documents of a VM (where *SfFuture11* <> "VM").

Contoso, Ltd												
Vendor Trial Balance - Open - Distributed Liability												
Period: 12-99 As of: 12/31/1999												
Account	SubAccount	Vendor	Name		Periods							
2050	01-100-AA-00-00-1	VT0125	Trey Research									
Ref Nbr	Company ID	Invoice Number	Doc Date	Invoice Date	Pay Date	DocType	Master DocType/RefNbr	Entered	Posted	Closed	Doc Amount	Doc Balance
Vendor: VT0125 Trey Research												
000045	0060		10/1/1999	10/1/1999	10/1/1999	VO		10-99	10-99		25.25	25.25
000046	0060		10/31/1999	10/31/1999	10/31/1999	VO		10-99	10-99		46,414.21	46,414.21
000047	0060		10/15/1999	10/15/1999	10/15/1999	VO		10-99	10-99		402,600.52	402,600.52
000048	0060		10/19/1999	10/19/1999	10/19/1999	AC		10-99	10-99		309.95	309.95
000072	0060		11/15/1999	11/15/1999	11/15/1999	VO		11-99	11-99		402,600.52	402,600.52
000088	0060		12/1/1999	12/1/1999	12/1/1999	VO		12-99	12-99		25.25	25.25
000089	0060		12/1/1999	12/1/1999	12/1/1999	VO		12-99	12-99		46,414.21	46,414.21
000090	0060		12/1/1999	12/1/1999	12/1/1999	AD		12-99	12-99		-25.25	-25.25
000095	0060		12/6/1999	12/6/1999	12/6/1999	VM		12-99	12-99		275.00	275.00
Vendor Total											898,639.96	

** This Document has a different AP Account/SubAccount from default Vendor Account/SubAccount .

Figure 22: Vendor Trial Balance (03.650.00) report

Unreleased Accounts Payable Batches

The *Unreleased AP Batches* (03.820.00) report displays all unreleased batches. This report includes a document report line showing the document total by document, and a batch total.

Date:		Thursday, June 28, 2007				Page:		1 of 1	
Time:		03:07PM				Report:		03820S.rpt	
User:		SYSADMIN				Company:		0060	
Contoso, Ltd									
Unreleased AP Batches - Summary									
Period: 12-99 As of: 6/28/2007									
Batch Number	Batch Status	Vendor	Reference Nbr	Entry Screen	Document			Original Amount	
					Company	Date	Status		
Company: 0060									
000115	H	VT0100	000093	03010	0060	6/8/2007	A	10.00	
Batch Totals:								10.00	
000116	B	VT0100	000094	03010	0060	6/8/2007	A	106.75	
Batch Totals:								106.75	
000117	H	VT0125	000095	03010	0060	6/8/2007	A	500.00	
Batch Totals:								500.00	
000119	H	VT0100	000097	03020	0060	6/8/2007	A	0.00	
Batch Totals:								0.00	
000123	H			03070					
Batch Totals:									
000124	K	VT0124	000025	03620	0060	6/19/1999	T	46,414.21	
Batch Totals:								46,414.21	
000127	H	VT0124	000100	03010	0060	6/19/2007	A	1,000.00	
Batch Totals:								1,000.00	
000128	H	VT0124	000101	03010	0060	6/19/2007	A	0.00	
Batch Totals:								0.00	
Grand Total:								48,030.96	

Figure 23: Unreleased AP Batches (03.820.00) report

Tips for Processing CCDL

Keep the following important points in mind when processing Accounts Payable documents using the CCDL functionality:

- Manual checks can only be paid to voucher type (VO) Accounts Payable documents. They cannot be paid to voucher master (VM) Accounts Payable documents.
- *Voucher Entry - Distributed Liability* (03.025.00) cannot be used to generate recurring vouchers.
- *Voucher Entry - Distributed Liability* (03.025.00) cannot be used to generate multiple installments.
- *Voucher Entry - Distributed Liability* (03.025.00) supports multiple periods to post for documents in the same batch. You do not need to specify the batch-level period to post.

Documents entered using *Voucher Entry - Distributed Liability* (03.025.00) can only have detail-level sales tax, not document-level sales tax.

Screens

Company Setup (13.250.00)

Use *Company Setup* (13.250.00) to add new companies (in addition to the master company) to the current application database and to maintain company information for all companies in all application databases related to the current system database. This screen is available only if **Allow Multiple Companies in a Single Database** is selected for the current application database in *GL Setup* (01.950.00).

Note: The master company, which is the central company from which all inter-company transactions and centralized cash transactions are controlled, is set up by using System Manager's *Company Maintenance* (98.280.00). The master company is the first company defined in an application database. If centralized cash is to be used, the master company is the company that can make and receive payments for other companies. It is also the company where account and subaccount maintenance may be performed.

Figure 24: *Company Setup* (13.250.00)

The following are the field descriptions for *Company Setup* (13.250.00).

Company ID

Specify a unique code to identify the company. The **Company ID** is used during data entry to indicate the company to which a transaction would be posted. For ease of data entry, we recommend that the company IDs be defined as either all alphabetical or all numeric characters. This same logic applies to account numbers, subaccount numbers, customer and vendor IDs.

Company Name

Specify the name of the company.

Database Name

Database Name is a display-only field that uses the current logged on application database when a new record is added. You must be logged on to the correct application database where the new company is to be created.

Active

Select **Active** to indicate that the company is available for all purposes. This includes transaction entry. If **Active** is cleared, the company is available for inquiries and reports only.

Master Chart of Accounts

Master Chart of Accounts displays the company ID of the master company for the company's application database. All companies in an application database have the same ID in this box. The master company is the company in which the Chart of Accounts for the database is maintained.

Master Subaccount Table

Master Subaccount Table displays the company ID of the master company for the company's application database. All companies in an application database have the same ID in this box. The master company is the company in which the master subaccount table is maintained.

Address, City, State/Province, Country/Region, Postal Code

Specify the address information for the company. The state or province and country/region must first be defined in *State/Province Maintenance* (21.290.00) and in *Country/Region Maintenance* (21.300.00) in Shared Information.

Phone

Specify the telephone number of company, including area code.

Fax

Specify the fax number of company, including area code.

Base Currency ID

Base Currency ID displays the base currency for the application database. All companies in the same application database must have the same base currency.

Note: You can use multiple currencies to enter documents.

Employer Tax ID

Specify the appropriate employer tax ID for the company. This is used as the employer tax ID for 1099 processing.

Company Color

This defines the color that displays on the **Switch Company** button together with the company name. Click the button that displays the company name, and then select a color.

Inter-Company Acct/Sub Maintenance (13.260.00)

Use *Inter-Company Acct/Sub Maintenance* (13.260.00) to define the Due From and Due To relationships between various companies, including relationships between companies in different databases. The data entered in this screen helps the software to determine whether inter-company entries are supported between various companies, and to generate the actual inter-company entries required when cross-charging companies.

Note: There are other requirements not related to this screen that also impact whether inter-company transactions will be supported between various companies. See “Multi-Company Setup Options” on page 7 for more information.

Inter-company entries are supported when the From company/To company combination has been defined in this screen so that inter-company account and subaccount entries can be determined. The appropriate account and subaccount used for a particular inter-company entry is determined based on the following hierarchy:

1. If the screen, module, From company, and To company combination has been specified, use the values found in that record.
2. If the module, From company, and To company combination has been specified and **Screen** has been set to All, use the values found in that record.
3. If the From company and To company combination has been specified and **Screen** and **Module** have been set to All, use the values found in that record.

If none of the above combinations have been specified, the inter-company transaction is not allowed.

Note: The above hierarchy does not apply to companies in separate databases, since *Inter-Company Export/Import* (13.510.00) uses 01010 for the screen and GL for the module for all transactions generated via the import process regardless of the screen used for original entry.

The screenshot displays the 'Inter-Company Acct/Sub Maintenance (13.260.00)' window. It features a toolbar with various icons and a 'Refresh Table' button. The main area is divided into two sections: 'From' and 'To'. The 'From' section includes fields for Company ID (0010), Module (ALL), Screen (ALL), Account (1151), and Sub (00-000-00-00-00-0). The 'To' section includes fields for Company ID (0020), Account (2001), and Sub (01-100-AA-00-00-1). The status bar at the bottom indicates 'INS 0060 SYSADMIN 6/20/2007'.

Figure 25: Inter-Company Acct/Sub Maintenance (13.260.00)

Following are the field descriptions for *Inter-Company Acct/Sub Maintenance* (13.260.00).

From

Use this section of the screen to enter From company information.

Company ID

Enter, or select from the possible values list, the ID for the From company. The From company ID is the company ID entered at the document level, except for Journal entries, where the batch company ID is used.

Module

If different accounts should be used depending on the module, select from the drop-down list the two-character code identifying the module in which the transaction entry is being performed (AP, AR, GL, etc.).

Screen

If different accounts should be used depending on the screen, select the seven-character code identifying the screen in which the transaction entry is being performed.

Account

Enter, or select from the list of possible values, the account to which the From company inter-company transaction should be posted.

Sub

Enter, or select from the list of possible values, the subaccount to which the From company inter-company transaction should be posted.

To

Use this section of the screen to enter To company information.

Company ID

Enter, or select from the possible values list, the ID for the To company. The To company ID is the company ID entered in the detailed transaction line.

Account

Enter, or select from the list of possible values, the account to which the To company inter-company transaction should be posted.

Sub

Enter, or select from the list of possible values, the subaccount to which the To company inter-company transaction should be posted.

Refresh Table (button)

Click to refresh the grid view with the inter-company account/subaccount relationships that have been created.

Inter-Company Export/Import (13.510.00)

Use *Inter-Company Export/Import* (13.510.00) to export or import inter-company transactions relating to companies that exist in other application databases associated with the same system database.

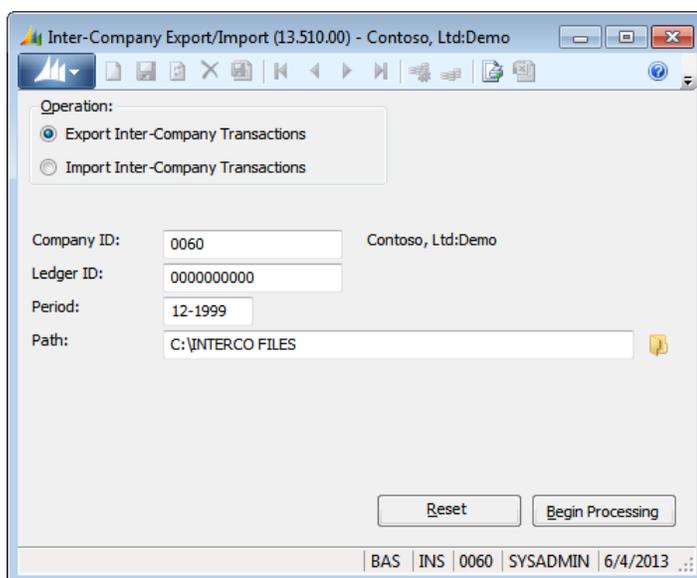


Figure 26: *Inter-Company Export/Import* (13.510.00), Export view

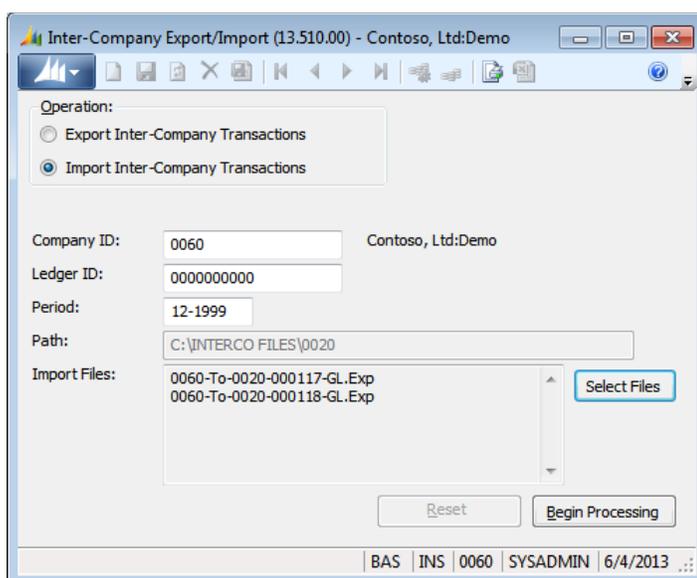


Figure 27: *Inter-Company Export/Import* (13.510.00), Import view

Following are the field descriptions for *Inter-Company Export/Import* (13.510.00).

Export Inter-Company Transactions

Select **Export Inter-Company Transactions** to export from the current database for the company shown in **Company ID**. If this option is selected, the process creates an ASCII file when **Begin Processing** is clicked.

Import Inter-Company Transactions

Select **Import Inter-Company Transactions** to import from the file specified to the current database for the company shown in **Company ID**. If this option is selected, the process will read in ASCII files and generate released journal transaction batches when **Begin Processing** is clicked.

Company ID

Enter, or select from the list of possible values, the ID of the company from which transactions will be exported or into which transactions will be imported. This must be a company within the current application database, and defaults to the current login company. When importing transactions, the software will verify that the transactions being imported are related to the company specified.

Ledger ID

Enter, or select from the list of possible values, the ID of the ledger from which the transaction will be exported or into which it will be imported. This must be a ledger ID within the current application database, and defaults to the ledger ID specified in *GL Setup* (01.950.00). This ledger ID should also be defined in the destination database.

Period

Enter the fiscal period of the transaction being exported or imported. This must be a valid fiscal period in the current application database, and defaults to the current period. Note that the export period and the associated import period do not need to be the same, since the different application databases do not necessarily have the same fiscal calendars.

Path

Path displays the directory to which ASCII files will be written if exporting, or from which ASCII files will be read if importing. This defaults to the directory specified in *Multi-Company Setup* (13.950.00).

Note that when files are generated during export operations, they are written to a subdirectory of the directory specified. The name of the subdirectory is the company code for the transactions being generated. For example, if company 0010 transactions are exported from company 0080 and the path is specified as C:\Interco Files, then the ASCII files to be imported into company 0010 will be written to C:\Interco Files\0010.

Folder (button)

Click the **Folder** button to open *Browse for Folder* and change the directory shown in **Path**.

Import Files

Import Files contains a display-only list of the files that you selected to import. Click **Select Files** to populate this list.

Select Files (button)

Click **Select Files** to open a window locate the previously exported file that you want to import.

Reset (button)

Click **Reset** to open *Reset Transactions* (13.510.02), which is used to reset inter-company batch transactions in the current database. Once a batch has been included in an export file, it is flagged to indicate that it has been exported. **Reset** recreates an export file for a batch that has already been exported.

Begin Processing (button)

Click **Begin Processing** to start the export or import process depending on the option chosen for Operation.

If Operation is set to **Export Inter-Company Transactions**, the process generates ASCII files which are stored in the directory shown in **Path**. The import process should then be run to import the ASCII files to the proper company subdirectory.

If Operation is set to **Import Inter-Company Transactions**, the process reads in the ASCII files specified in **Import Files** and perform the following functions:

- Validate the company ID, account, subaccount, and currency ID
- Generate batch records
- Generate General Ledger transaction records
- Change the extensions on the ASCII files read from “exp” to “imp”

Reset Transactions (13.510.02)

Use *Reset Transactions* (13.510.02) to reset inter-company batch transactions in the current database. Once a batch has been included in an export file, it is flagged to indicate that it has been exported. *Reset Transactions* (13.510.02) recreates an export file for a batch that has already been exported.

Access this screen by clicking **Reset** in *Inter-Company Export/Import* (13.510.00).

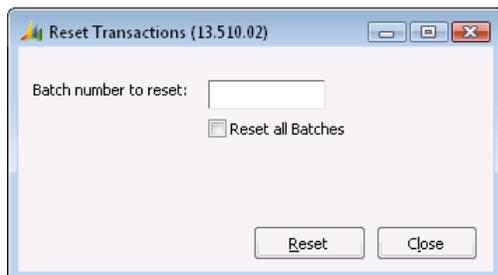


Figure 28: *Reset Transactions* (13.510.02)

Following are the field descriptions for *Reset Transactions* (13.510.02).

Batch number to reset

Enter the number of the inter-company batch transaction to be reset.

Reset all Batches

Select **Reset all Batches** to select all inter-company batch transactions for resetting.

Reset (button)

Click **Reset** to start the inter-company batch transaction reset process. This recreates an export file for a batch that has already been exported.

Multi-Company Setup (13.950.00)

Use *Multi-Company Setup* (13.950.00) to activate the Multi-Company With Inter-Company processing feature within Microsoft Dynamics SL, and to specify the default location for inter-company transaction files.

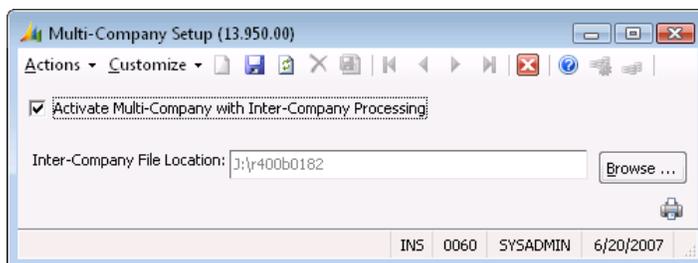


Figure 29: Multi-Company Setup (13.950.00)

Following are the field descriptions for *Multi-Company Setup* (13.950.00).

Activate Multi-Company with Inter-Company Processing

When checked, **Activate Multi-Company with Inter-Company Processing** enables Multi-Company functionality in all application databases associated with the current system database.

Note: To complete setup, you must select Multi-Company processing in *GL Setup* (01.950.00).

Factors to consider when enabling Multi-Company functionality include:

- Registration of the Multi-Company module
- *GL Setup* (01.950.00) parameters

See “Multi-Company Setup Options” on page 7 for more information about factors to consider when setting up Multi-Company, and the options available.

Inter-Company File Location

Inter-Company File Location specifies the directory storage location for inter-company transactions which must be sent from one database to another. Select the file path by clicking **Browse**. This path is only used when companies are stored in multiple application databases.

Browse (button)

Click **Browse** to open *Browse for Folders*. The directory structure selected is returned to *Multi-Company Setup* (13.950.00) and written to **Inter-Company File Location**.

Quick Print (printer icon)

Click the printer icon to print the *MC Setup Report*, which shows all information that has been entered within the MC Setup record. This report can be used as a record to review MC Setup options.

Reports

Multi-Company Definition (13.600.00)

The *Multi-Company Definition* (13.600.00) report lists information for all companies in the database, as defined in *Company Setup* (13.250.00), and whether or not they are active.

Contoso, Ltd									
Multi-Company Definition									
Period: 12-99 As of: 10/25/05									
Company ID	Company Name	Active	DatabaseName	City	CpnyCOA	CpnySub	Phone	InterCpnyID	
Address					State	Zip	Country/Region	Fax	Emp TaxID
0010	Graphic Design Institute	Y	DemoSolomonApp10	Costa Mesa	CA	22222	0010	(555) 555-0140	
123 Main Blvd								(555) 555-0141	019876543
0020	Humongous Insurance	Y	DemoSolomonApp10	Pleasanton	CA	33234	0010	(555) 555-0130	
12345678 Main								(555) 555-0135	123456999
0080	Contoso, Ltd	Y	DemoSolomonApp00	Findlay	OH	12345	0080	(555) 555-0100	
123 Main								(555) 555-0187	123508750
0070	Coho Vineyard	Y	DemoSolomonApp00	Naples	FL	44444	0080	(555) 555-0120	
1234 Main								(555) 555-0125	123508750
0080	Coho Winery	Y	DemoSolomonApp00	Chicago	IL	33333	0080	(555) 555-0188	
1234567 Main	Suite 1300							(555) 555-0187	123508750

Figure 30: Multi-Company Definition (13.600.00) report

Inter-Company Acct/Sub (13.610.00)

The *Inter-Company Acct/Sub* (13.610.00) report lists inter-company relationships information – including From company/To company, From account/To account, module, screen, and subaccounts – as defined in *Inter-Company Acct/Sub Maintenance* (13.260.00).

Date: Monday, July 02, 2007		Contoso, Ltd				Page: 1 of 2	
Time: 04:24PM		<u>Inter-company Acct/Sub - Standard</u>				Report: 13610.rpt	
User: SYSADMIN						Company: 0060	
From Company	To Company	Module	Screen	From Account	From Subaccount	To Account	To Subaccount
0020	0010	ALL	ALL	1150	00000000000	2002	01100AA00001
0020	0010	AP	ALL	1150	00000000000	2002	01100AA00001
0020	0010	AR	ALL	1150	00000000000	2002	01100AA00001
0020	0010	CA	ALL	1150	00000000000	2002	01100AA00001
0020	0010	GL	01010	1150	00000000000	2002	01100UK00001
0020	0010	GL	ALL	1150	00000000000	2002	01100AA00001
0020	0060	ALL	ALL	1155	00000000000	2002	01100AA00001
0020	0060	AP	ALL	1155	00000000000	2002	01100AA00001
0020	0060	AR	ALL	1155	00000000000	2002	01100AA00001
0020	0060	CA	ALL	1155	00000000000	2002	01100AA00001
0020	0060	GL	01010	1155	00000000000	2002	01100UK00001
0020	0060	GL	ALL	1155	00000000000	2002	01100AA00001
0060	0010	ALL	ALL	1150	00000000000	2006	01100AA00001

Figure 31: *Inter-Company Acct/Sub* (13.610.00) report

Inter-Company Export/Import (13.620.00)

The *Inter-Company Export/Import* (13.620.00) report lists inter-company export/import information, including originating company, batch number, and period to post, as generated by the *Inter-Company Export/Import* (13.510.00) process.

Date:		Wednesday, October 21, 2009		Time:		04:24PM		User:		SYSADMIN		Page:		1 of 2	
												Report:		13620E.rpt	
												Company:		0060	
Contoso, Ltd															
Inter-Company Export/Import - Export Summary															
Period: 12-99 As of: 10/21/2008															
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0010	12-99	000109												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
1911	000000000000				1/1/900	Journal Entry	125.25	0.00							
1030	01100AA00001				1/1/900	Journal Entry	0.00	125.25							
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0010	12-99	000110												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
1040	000000000000				1/1/900	Journal Entry	658,425.39	0.00							
2030	000000000000				1/1/900	Journal Entry	0.00	658,425.39							
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0010	12-99	000111												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
6070	01100AA00001				1/1/900	Journal Entry	78.50	0.00							
6510	000000000000				1/1/900	Journal Entry	1,500.00	0.00							
6520	000000000000				1/1/900	Journal Entry	962.30	0.00							
2065	000000000000				1/1/900	Journal Entry	0.00	2,140.80							
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0010	12-99	000112												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
6540	01100AA00001				1/1/900	Journal Entry	81,562.00	0.00							
1850	000000000000				1/1/900	Journal Entry	0.00	50,000.00							
1850	01100AA00001				1/1/900	Journal Entry	0.00	31,562.00							
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0010	12-99	000113												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
1191	01100AA00001				1/1/900	Journal Entry	7,568.42	0.00							
1170	01100AA00001				1/1/900	Journal Entry	6,895.14	0.00							
3031	01100AA00001				1/1/900	Journal Entry	0.00	7,568.42							
3031	01100AA00001				1/1/900	Journal Entry	0.00	6,895.14							
Orig Company Id	Company ID	Per Post	BatchNbr												
0060	0020	12-99	000114												
Account	Sub	ProjectID	TaskID	RefNbr	TranDate	TranDesc	DrAmt	CrAmt							
1910	01100AA00001				1/1/900	Journal Entry	25.25	0.00							
1030	01100AA00001				1/1/900	Journal Entry	0.00	25.25							

* This report represents transactions that have been exported

Figure 32: Inter-Company Export/Import (13.620.00) report

Appendices

Appendix A: Inter-Company Postings

One of the main purposes of the Multi-Company module is to automatically post the inter-company entries necessary to balance the books of the various companies without having to make the individual entries using data entry screens. This is done by specifying the offsetting accounts to be posted to using *Inter-Company Acct/Sub Maintenance* (13.260.00). The posted entries are listed below.

Companies in same Application Database

In this case, the entries include the information entered in the screen, plus the offsetting entries defined in *Inter-Company Acct/Sub Maintenance* (13.260.00).

Case	Company	Account	Subaccount
Document level posting is a debit (for example, AR Invoice and Memo)			
Document Company Debit	Doc Company ID	Doc Account	Doc Subaccount
Document Company Credit	Doc Company ID	From Account	From Subaccount
Transaction Company Debit	Tran Company ID	To Account	To Subaccount
Transaction Company Credit	Tran Company ID	Tran Account	Tran Subaccount
Document level posting is a credit (for example, AP Voucher and Adjustment Entry)			
Document Company Debit	Doc Company ID	From Account	From Subaccount
Document Company Credit	Doc Company ID	Doc Account	Doc Subaccount
Transaction Company Debit	Tran Company ID	Tran Account	Tran Subaccount
Transaction Company Credit	Tran Company ID	To Account	To Subaccount

Companies in different Application Databases

In this case, the ultimate effect is the same as the single-database entries. The difference is that the entries to the company in the other application database are reversed out so you do not end up with balances in companies that do not exist in the document database. The entries in the other application database occur through *Inter-Company Import/Export* (13.510.00).

Case	Company	Account	Subaccount
Document level posting is a debit (for example, AR Invoice and Memo)			
Posting in Document Application Database			
Document Company Debit	Doc Company ID	Doc Account	Doc Subaccount
Document Company Credit	Doc Company ID	From Account	From Subaccount
Transaction Company Debit	Tran Company ID	Tran Account	Tran Subaccount
Transaction Company Credit	Tran Company ID	Tran Account	Tran Subaccount
Posting in Transaction Application Database			
Transaction Company Debit	Tran Company ID	To Account	To Subaccount
Transaction Company Credit	Tran Company ID	Tran Account	Tran Subaccount
Document level posting is a debit (for example, AP Voucher and Adjustment Entry)			
Posting in Document Application Database			
Document Company Debit	Doc Company ID	From Account	From Subaccount
Document Company Credit	Doc Company ID	Doc Account	Doc Subaccount
Transaction Company Debit	Tran Company ID	Tran Account	Tran Subaccount
Transaction Company Credit	Tran Company ID	Tran Account	Tran Subaccount
Posting in Transaction Application Database			
Transaction Company Debit	Tran Company ID	To Account	To Subaccount
Transaction Company Credit	Tran Company ID	Tran Account	Tran Subaccount

In addition to these standard postings, there are a number of other Multi-Company oriented postings as follows:

Posting	Comments
Sales Tax Expense — AP	Posted to the Document Company of the voucher
Discounts Taken — AP	Posted to the Document Company of the check (Paying Company)
Sales Tax Liability — AR	Posted to the Document Company of the Invoice
Discounts Given — AR	Posted to the Document Company of the Receipt
1099 Information	Posted to the Document Company of the Voucher
Reclassification of previous inter-company entries by AP check posting	If a voucher is paid by another company (by the Master Company using Centralized Cash feature), and that voucher originally generated some inter-company transactions due to transaction lines distributed to another company, the original inter-company transactions are reversed and new inter-company transactions are generated between the Master Company and the original Transaction Company.

Appendix B: Current Status of Multi-Company Integration

The current status of Multi-Company implementation for various modules is summarized in the following table.

Modules	Status
Financial Management	
General Ledger	Fully enabled for both Single- and Multiple-Database setups.
Accounts Receivable	Fully enabled for Single-Database setup. Currently, the only Multi-Company functionality available with multiple database setup is the transfer of GL transactions generated by the module between databases via <i>Inter-Company Export/Import</i> (13.620.00).
Accounts Payable	Fully enabled for Single-Database setup. Currently, the only Multi-Company functionality available with multiple database setup is the transfer of GL transactions generated by the module between databases via <i>Inter-Company Export/Import</i> (13.620.00).
Cash Manager	Fully enabled for Single-Database setup. Currently, the only Multi-Company functionality available with multiple database setup is the transfer of GL transactions generated by the module between databases via <i>Inter-Company Export/Import</i> (13.620.00).
Financial Statement Translation	Enables consolidations of companies with different base currency ID's.
Shared Information	Not applicable.
Multi-Company	Module required to enable Multi-Company.
Currency Manager	Multi-currency transactions are allowed, but the application databases must have the same base currency.
FRx and Management Reporter	FRx and Management Reporter fully support reporting against a single company and consolidated reporting for multiple companies across multiple databases.
Inventory and Order Processing	
Inventory	All transactions are input within same company, so it does not support any automatic inter-company processing.
Order Management	All transactions are input within same company, so it does not support any automatic inter-company processing.
Purchasing	All transactions are input within same company, so it does not support any automatic inter-company processing.

Modules	Status
Project Management and Accounting	
Project Controller	<ul style="list-style-type: none"> • Multi-Company partially supported for Single Database. Limitations include: <ul style="list-style-type: none"> – Revenue Recognition process only sends revenue to the company that owns the project even if recognition done at Task level. – Reports and Inquiries limited to Login Company Data. – Allocator limitations. • Multi-Database not supported.
Allocator	<ul style="list-style-type: none"> • Multi-Company partially supported. • Primary limitation is that the various company ID's are not available as key fields in Rate Table Definition. As a result, it is not possible to specify rate schedule by company. This precludes performing allocations such as different billing rates by company, or charging inter-company overhead charges for inter-company transactions.
Timekeeper	<ul style="list-style-type: none"> • Fully enabled for Single-Database setup. • Does not support Multiple Databases.
Analyzer	<ul style="list-style-type: none"> • Does not conform to Multi-Company access standards for Inquiries and Reports. • Does not support Multiple Databases.
Communicator	Not applicable.
Flexible Billing	<ul style="list-style-type: none"> • Fully enabled for Single-Database setup. • Does not support Multiple Databases.
Project Budgeting	<ul style="list-style-type: none"> • No Multi-Company functionality (everything at project level, which has only project-level company). • Does not support Multiple Databases.
Contract Management	<ul style="list-style-type: none"> • Contract Management has no Multi-Company functionality (everything at project level, which has only project-level company). • Subcontracts are Multi-Company enabled. • Does not support Multiple Databases.
Field Service Management	
Service Dispatch	All transactions are input within same company, so it does not support any automatic inter-company processing.
Service Contracts	See Service Dispatch.
Equipment Maintenance	See Service Dispatch.
Flat Rate Pricing	See Service Dispatch.
Payroll	Not Multi-Company enabled.

Appendix C: Screen-Level Activation Constraints for Transaction Screens

Following is a list of the transaction input screens for all modules. The inter-company information associated with each is broken down into the following categories:

Doc – Indicates whether the document company can be overridden on the screen. If not, the document company must be the login company.

Tran – Indicates whether the transaction company can be overridden on the screen. If not, the transaction company must be the document company.

Comp – Indicates which companies may be charged in the transaction grid of the screen. The possible values are:

- All – All valid companies for which inter-company relationships have been defined can be entered in the transaction grid.
- App DB – Only companies within the current application database for which inter-company relationships have been defined can be entered in the transaction grid.
- Doc – All transactions are posted to the document company (cannot override at the transaction level).
- Login – All transactions are posted to the login company (cannot override at the document or transaction level).

Screen	Doc	Tran	Comp	Comment
<i>Journal Transactions (01.010.00)</i>	No	Yes	All	Batch company used as Doc Company.
<i>Voucher and Adjustment Entry (03.010.00)</i>	Yes	Yes	All	
<i>Quick Voucher and Pre-Payment Entry (03.020.00)</i>	Yes	Yes	All	
<i>Voucher Entry - Distributed Liability (03.025.00)</i>	Yes	Yes	All	
<i>Manual Check Entry (03.030.00)</i>	No	Yes	App DB	Login Company displayed on form, but cannot be changed. Transaction company only available if Activate Centralized Cash Processing enabled in <i>GL Setup (01.950.00)</i> and user is logged into the Master Company. Otherwise, Transaction Company limited to Login Company.
<i>Void Check Entry (03.040.00)</i>	No	No	Login	Restricted to voiding checks in the Login Company.
<i>Edit/Select Documents for Payment (03.050.00)</i>	No	Yes	App DB	Login Company displayed on form, but cannot be changed. Transaction company only available if Activate Centralized Cash Processing enabled in <i>GL Setup (01.950.00)</i> and user is logged into the Master Company. Otherwise, Transaction Company limited to Login Company.
<i>Invoice and Memo (08.010.00)</i>	Yes	Yes	All	

Screen	Doc	Tran	Comp	Comment
<i>Payment Application (08.030.00)</i>	No	Yes	App DB	Login Company always as Document Company. Payments can be applied to documents in other companies if Activate Centralized Cash Processing enabled in <i>GL Setup (01.950.00)</i> and user is logged into the Master Company. Otherwise, Transaction Company limited to Login Company.
<i>Payment Entry (08.050.00)</i>	No	No	Login	All postings done to Login Company.
<i>Cash Account Transactions (20.010.00)</i>	Yes	Yes	All	Currently allows all companies to be entered.
<i>Cash Account Transfers (20.020.00)</i>	No	Yes	App DB	Should use the Source Company ID as the From company and the Destination Company ID as the to company for inter-company transaction generation.
<i>Receipts (10.010.00)</i>	No	No	Login	All Inventory functions done with Login Company.
<i>Issues (10.020.00)</i>	No	No	Login	All Inventory functions done with Login Company.
<i>Adjustments (10.030.00)</i>	No	No	Login	All Inventory functions done with Login Company.
<i>Transfers (10.040.00)</i>	No	No	Login	All Inventory functions done with Login Company.
<i>Kit Assembly (10.050.00)</i>	No	No	Login	All Inventory functions done with Login Company.
<i>Sales Orders (40.100.00)</i>	Yes	No	Doc	Can specify different companies at document level, but cannot distribute line items to other companies.
<i>Shippers (40.110.00)</i>	Yes	No	Doc	Can specify different companies at document level, but cannot distribute line items to other companies.
<i>Manifest Entry (40.115.00)</i>	No	No	Login	Only Shippers from Login Company can be entered.
<i>Shipment Confirmation (40.117.00)</i>	No	No	Login	Only Shippers from Login Company can be entered.
<i>Purchase Orders (04.250.00)</i>	Yes	No	Docu- mentation	Can specify different companies at document level, but cannot distribute line items to other companies.
<i>Receipts/Invoice Entry (04.010.00)</i>	No	No	Login	Only PO's from Login Company can be received.
<i>Payroll Time Entry (02.010.00)</i>	No	No	Login	All Payroll functions are done through the Login Company.
<i>Payroll Time and Dollar Entry (02.020.00)</i>	No	No	Login	All Payroll functions are done through the Login Company.
<i>Review/Edit Payroll Check (02.030.00)</i>	No	No	Login	All Payroll functions are done through the Login Company.

Screen	Doc	Tran	Comp	Comment
<i>Manual Check Entry (02.040.00)</i>	No	No	Login	All Payroll functions are done through the Login Company.
<i>Void Check Entry (02.070.00)</i>	No	No	Login	All Payroll functions are done through the Login Company.
<i>Project Charge Entry (DA.CHG.00)</i>	No	Yes	App DB	Does not post to financial system directly, so no inter-company implications.
<i>Revenue Recognition (PV.REV.00)</i>	No	No	Login	Revenue Recognition posting process posts to company that owns the project.
<i>Allocation Method Setup (PA.MET.00)</i>	No	Yes	App DB	The companies can be set to either fixed values or to the company of the Project, Employee or Source Transaction. If the Debit and Credit companies generated differ, for the lookup in the Inter-company table, the company of the credit transaction serves as the From company, the company of the debit transaction serves as the To company.
<i>Timecard Entry (TM.TCE.00)</i>	Yes	Yes	App DB	The Document Company is based on the company of the employee. It can effectively be changed by selecting employees from various companies.
<i>Timecard with Rate/Amount Entry (TM.TEA.00)</i>	No	Yes	App DB	The Document Company is based on the company of the employee; it can effectively be changed by selecting employees from various companies.
<i>Project Timesheet Entry (TM.PTE.00)</i>	No	Yes	App DB	The Document Company is based on the company of the employee or equipment; it can effectively be changed by selecting employees or equipment from various companies.
<i>Project Timesheet with Rate/Amount Entry (TM.PTA.00)</i>	No	Yes	App DB	The Document Company is based on the company of the employee or equipment; it can effectively be changed by selecting employees or equipment from various companies.
<i>Travel & Expense Report Entry (TM.ENT.00)</i>	No	No	App DB	Company comes from employee. Can enter data for non-Login Company employees, but they must be approved from their respective Login Company.

Screen	Doc	Tran	Comp	Comment
<i>Service Call Entry (SD.200.00)</i>	No	No	Login	The branch ID's carried at the header level are specific to company, but only branch ID's from the Login Company may be specified. Various attributes at the service call level are associated with specific companies, but selection is restricted to those related to the Login Company. Does not appear to have any inter-company capabilities.
<i>Dispatch (SD.201.00)</i>	No	No	Login	Restricted to Login Company.
<i>Invoice Entry (SD.202.00)</i>	No	No	Login	Restricted to Login Company.
<i>Service Contract Entry (SN.001.00)</i>	No	No	Login	Restricted to Login Company.
<i>Service Contract Adjustments and Deposits (SN.009.00)</i>	No	No	Login	Restricted to Login Company.
<i>Service Contract Miscellaneous Entry (SN.010.00)</i>	No	No	Login	Restricted to Login Company.

Glossary of Terms

Application Database

Contains all accounting data for one or more companies.

Centralized Cash Processing

A type of processing that allows payments to be made in Accounts Payable or received in Accounts Receivable by a single master company on behalf of other companies.

Company ID

A unique code used to identify each company in the system; used when entering company information on transactions.

Distributed Liability

An enhancement to Centralized Cash which enables vouchering activities to be processed through the master company. Actual payables reside in the subcompanies; inter-company relationships are not established until the documents are paid.

Ledger ID

A unique code found only in General Ledger, used to identify the ledger for the specified company. Ledger IDs allow you to maintain multiple balanced sets of books within a single company. Ledgers are used to store budgets, statistics, or foreign currency balances for the chart of accounts.

Master Company

The first company that is defined in a Multi-Company database. **The designation of the master company is critical, since it cannot be changed once it has been defined.** When centralized cash processing has been activated, the master company performs specific functions in Accounts Payable and Accounts Receivable.

Multiple-Database Model

A database model where companies reside in multiple-application databases connected to the same system database.

Single-Database Model

A database model where several companies reside in a single application database. Information is captured and reported by company; customer and supplier balances can be viewed by company or for all companies across a single database.

System Database

The system database contains shared site-specific data such as database field attributes, edit characteristics, product registration, customizations, and screen level security.

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