



## Owner Functionality

Title: Post Interest Payments

Path: Owner Management → Owner Posting Tools → Post Interest Payments

Purpose: This utility is used to generate interest payments to Owners based on a credit balance on a particular sub-folio as of a key date.

- Begin by selecting a single multi-property, if so enabled (or <blank> for all)
- Enter the interest percentage with which to calculate
- Enter the key date, transactions prior to which will be the basis of the balance calculation.
- Identify the sub-folio from which to calculate the balance
- Opt to view a projected (L)ist of postings or to (P)ost the transactions
- When (P)osting, enter the Transaction Code
- When (P)osting, identify the sub-folio to receive the transaction

Best Practice: Note the following:

- This utility is most frequently used to create interest payments to Owners on a credit balance maintained in an (E)scrow folio. Escrow balances are commonly managed to fund FF&E replacement purchases. Less frequently, some properties apply this to (M)aintenance folio balances.
- Regardless of the <sup>SMS</sup> | Host system's configuration, the transactions created by this utility will always have a posting date of "today".
- When (P)osting, a report of the results is automatically generated.