





Statements - Member

The Online Member Statement module allows you to view existing account information. View past and present statements and even view copies of chits. You have the option of printing the online statement and have the convenience of making their payments online by way of the pay now feature.

Account Summary View

The Account Summary Tab view provides members with a summary of their account information including the balance of last statement, current balance, and minimum information (optional). Additionally, members can access their current statement as well as any statements from the previous 12 months.

To view their account information, members must first log in to your site and then navigate to the Online Statements module.

Account Summary	Statement Period	Credit Book	Levy																																																								
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Within this section of the Account Summary, you will find:

Today's Date: Displays the current date.



Updated On: This indicates the date on which the statement information was last updated

Member Name: Displays the name of member

Member Number: Displays the member's number

Pay Now: Members have the ability to make payments online by way of ACH or Credit Card.

Below the member is provided with a quick snapshot of their account information, specifically the balance of their last statement as well as the details of the current, unbilled statement. Clicking on the view button will allow members to view the Statement Period tab for either of these statements.

	Balance of Last Statement	\$3,380.91
View	Date of Last Statement	August 31, 2010
	Unbilled	\$0.00
View	Current Balance	\$3,380.91
	Remaining Minimum to Spend	\$100.00
	Minimum End Date	September 30, 2010

Statement information is also listed in a grid, grouped by unbilled and billed statements. Members can view what their Charge, Amount Paid and Balance Due is for the last 12 months.

If they want more details of the transactions they can click on a particular statement date to view details within the Statement Period Tab.

Unbilled Statement	Charge	Amount Paid	Current Balance
September 30, 2010	\$0.00	\$0.00	\$3,380.91

Billed Statement	Charge	Amount Paid	Balance Due
August 31, 2010	\$355.88	\$0.00	\$3,380.91
July 31, 2010	\$576.70	\$1,260.00	\$3,025.03
June 30, 2010	\$2,496.93	\$50.00	\$2,448.33
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August 31, 2009	\$111.30	\$0.00	\$51.25

Statement Period View

Account Summary	Statement Period	Credit Book	Levy			
Select Statement Period			Smith, Mr. Roger Member #: 0001			
Statement Transactions between 9/1/2010 - 9/30/2010			Balance Due: \$3,380.91			
Print Statement	Contact Accounting	Pay Now				
Date	Description	Chit	Amount	Serv. Charge	Taxes	Total
Balance Forward						\$3,380.91
Total				\$0.00	\$0.00	\$3,380.91
Minimums						
Plan Name	Min. To Spend	Spent To Date	Balance	Starting	Ending	
MIDMTH	\$100.00	\$0.00	\$100.00	9/1/2010	9/30/2010	
Statement Message						
Your delay in payment may cause suspension of privileges.						
SIGN UP FOR THE MEMBER-GUEST in SEPTEMBER!						
Don't forget to take this opportunity to invite your colleague, relative, or friend and impress them! This event features great golf, live music, Surf and Turf, and a Scotch tasting! To register click here .						

Statement Period Tab

The Statement Period Tab allows members to view details of a particular statement.

This tab shows the current month and not the last billed statement.

Account Summary	Statement Period	Credit Book	Levy
Select Statement Period			Smith, Mr. Roger Member #: 0001
Statement Transactions between 9/1/2010 - 9/30/2010			Balance Due: \$3,380.91
Print Statement	Contact Accounting	Pay Now	

Select Statement Period

To obtain a list of your previous statements, members can click on the drop-down list box and select the desired statement period. Members can access up to 12 months of previous statements at any given time. You must choose the statement ending the last day of the previous month to view the statement you just received.

Select Statement Period

Statement Transactions between 9/1/2010 - 9/30/2010	▼
Statement Transactions between 10/1/2010 - 10/31/2010	
Statement Transactions between 9/1/2010 - 9/30/2010	
Statement Transactions between 8/1/2010 - 8/31/2010	
Statement Transactions between 7/1/2010 - 7/31/2010	
Statement Transactions between 6/1/2010 - 6/30/2010	
Statement Transactions between 5/1/2010 - 5/31/2010	
Statement Transactions between 4/1/2010 - 4/30/2010	
Statement Transactions between 3/1/2010 - 3/31/2010	
Statement Transactions between 2/1/2010 - 2/28/2010	
Statement Transactions between 1/1/2010 - 1/31/2010	
Statement Transactions between 12/1/2009 - 12/31/2009	
Statement Transactions between 11/1/2009 - 11/30/2009	
Statement Transactions between 10/1/2009 - 10/31/2009	
Statement Transactions between 9/1/2009 - 9/30/2009	

Print Statement Icon: Enables members to print their online statement.

Contact Accounting: Clicking on this will launch a message to the Office Manager.

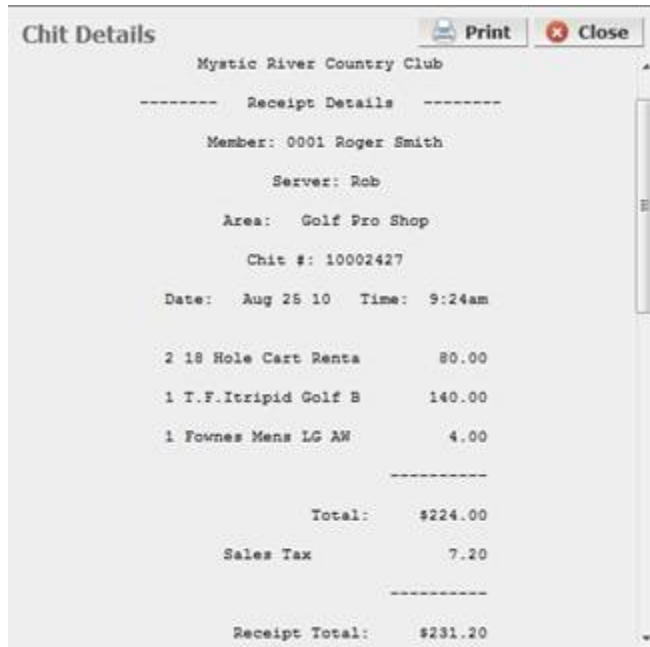
Balance Due: Indicates the amount that is currently due.

Pay Now: Members have the ability to pay online by clicking on this button.
Statement Information and Chit Detail

This section of the online statement displays the details of transactions that took place during the selected statement period.

Date	Description	Chit	Amount	Serv. Charge	Taxes	Total
Balance Forward						\$3,025.03
8/25/2010	Golf Cart and Club Rental	10002427	\$80.00	\$0.00	\$0.00	\$80.00
8/25/2010	Merchandise	10002427	\$144.00	\$0.00	\$7.20	\$151.20
8/25/2010	Beer	02001163	\$7.00	\$1.05	\$0.35	\$8.40
8/25/2010	Food	02001163	\$33.25	\$4.99	\$1.66	\$39.90
8/25/2010	Food	02001164	\$63.65	\$9.55	\$3.18	\$76.38
Total			\$327.90	\$15.59	\$12.39	\$3,380.91

To access details of a particular transaction, click on the associated chit number link.



Print: Clicking on this button prints the chit currently being viewed.

Close: Clicking on this button closes the chit detail window.

Minimums and Aging

Minimums

Plan Name	Min. To Spend	Spent To Date	Balance	Starting	Ending
MIDMTH	\$100.00	\$187.90	\$0.00	8/1/2010	8/31/2010

Aging

Current	30 Days	60 Days	90 Days	120 Days
\$355.88	\$1,836.70	\$1,188.33	\$0.00	\$0.00

Located beneath the statement details, this section provides members with details of their minimum(s). The minimum to spend amount is a predefined amount set by your club in the accounting software that your members must spend within a given period of time. The starting and ending fields indicate the starting and ending dates of the minimum period. Any amounts they have spent to date will show and any remaining balance of that minimum to spend amount still remains.

Aging is displayed within the online member statements. AR Aging is a periodic report that classifies outstanding receivable balances from a member. This information is broken up into five specific periods within the online member statement. It shows any current amounts owing, balance owing from 30 days past, 60 days past, 90 days past, and over 120 days. Note: that the Aging details will only appear within billed statements.

Statement Message

Statement Message

Your delay in payment may cause suspension of privileges.
