

# Note Adjustment

**As Of:** This field is editable and it's a date control. It will contain minimum date as current date. It's a mandatory field.

- Notes Receivable system will allow the user to select the future date. If user selects the future date then that transaction will be saved in to the data base but transaction will not be effected to note until the system date reaches to transaction "As Of date".

**Type:** This field is non-editable but user has to select the Adjustment type from dropdown. User can perform two types of adjustment.

- Principal: If User is willing do the Principal adjustment for the note then he has to select the type as "Principal"
- Interest: If User is willing do the Interest adjustment for the note then he has to select the type as "Interest".

**Amount:** This is editable field. User has to enter amount how much he is willing do the adjustment.

**Comment:** This field is not mandatory. User can enter comments for the adjustment. It will accept maximum of 250 characters.

**Use Account:** This is used as the description for the adjustment transaction. It is a mandatory and non-editable but user has to select value from drop down. It contains following options.

- The adjustment amount will be credit to selected account if the adjustment amount is positive.
- The adjustment amount will be debit to selected account if the adjustment amount is negative.

**Show As:** Provided a way for Adjustments to be shown in different "transaction types" on various reports. User can select an entry from the dropdown, and that particular Adjustment will be shown under that selection but not as "Adjustment".

- The drop down options are set up under the Notes Receivable > Show Adjustment As.

**Integration with General Ledger:** when user makes the adjustment then two entries will be inserted into (Journal Entries) with an adjustment amount.

- If adjustment amount is positive then one record will be debit to "GL Notes Receivable" account which is configured in the Control file settings and another record will Credit to Account number which is selected in the "Use Account" field of Adjustment screen.
- If adjustment amount is negative then one record will be credit to "GL Notes Receivable" account which is configured in the Control file settings and another record will debit to Account number which is selected in the "Use Account" field of Adjustment screen.