

APT #.

LAST

SOC SEC #

EMPLOYER

CITY

RENT

PARK FEE

EMERGY.

ADDRESS

PHONE

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FreeBooter(tm) Software
P.O. BOX
Portland, OR 97219
(503)244-4800

The Apartment Renter template is designed to totally replace the `pegboard' type of journal entry that is currently being used in many apartment complexes.

Sheet1

This software is not free. This is shareware. It's continued use requires registration of \$35.00. For this registration you'll receive a updated copy of the Apartment Renter and it's accompanying manual.

Please remit payment to:

FreeBooter(tm) Software
Portland, OR 97219

APT #.

Received from:

Rent Paid

Parking

\$0.00

Rent Due

Bal. Due

Credit

APT #.

204

Received from:

Rent Paid

\$244.00

Bal. Due

\$0.00

Credit

\$0.00

PET FEE ----- \$
PROCESSING/CLEANING FEE - \$
KEY FEE ----- \$
PARKING FEE ----- \$
LATE FEE CHARGED ON DAY -
LATE CHARGE IS- ----- \$
ADDITIONAL LATE CHARGES -
ADDITIONAL LATE CHG/DAY - \$
REQUIRED MOVING NOTICE- -

The apartment tenant that is leaving has in rent that has not been used. If the apartment is re-rented before the previous rental has expired then this tenant is entitled to a refund.

If you wish to keep track of this money until the apartment is re-rented do not post this unit vacated.

Enter Q for Quit - Do not Post Vacancy

Enter P for Post - Post Vacancy

Move Notices -

Notice
Total Occupancy - Apt. #

Notice
Adv. Paymnt. Report - Apt. #

Notice
Delinquent Report - Apt. #

Notice
Parking Report - Apt. #

Notice
Vacancy Report - Apt. #

Notice Apt. #
Total Occupancy -

Notice Apt. #
Total Occupancy -

NOTICE APT#
03/January 4

BEDRMS

FIRST

CAR MAKE

ADDRESS

BUS PH #

PET FEE

RENT PD.

THE APARTMENT RENTER

COPYRIGHT NOTICE

19624

THE APARTMENT RENTER

VISA and MC cards are accepted.

HAPPY HOME APARTMENTS

Pet Fee

HAPPY HOME APARTMENTS

BILL

COMPLEX OPTION SCREEN

***** IMPORTANT

HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

Sheet1

Condition

HAPPY HOME APARTMENTS

Last

First
HAPPY HOME APARTMENTS

LAST
VACANCY

FIRST
CLEANED

Sheet1

BATHS

SQ.FT.

LICENSE #

RES PH #

PROC FEE

KEY FEE

RENT DUE

(c) FreeBooter(tm) Software

1991

FreeBooter(tm) Software
Version 1.01

P.O. Box 19624
(800) 366-4012

DATE:

Proc. Fee

Key Fee

Manager

DATE:

06/23/1986

BAXTER

Unit Rent

\$210.00

Park Fee

\$0.00

NO PETS

\$0.00

\$0.00

\$0.00

0 OF THE MONTH

\$0.00

\$0.00

30

\$0.00

		01/29/23
# Bdrm.	# Bath	Sq. Ft. 01/29/23
Car	Lic. #	Account 01/29/23
Credit		01/29/23
Past Due		01/29/23
Car	Lic. #	Park Fee 01/29/23

Sheet1

# Bdrm.	# Bath	Sq. Ft.	
		01/29/23	
Car	Lic. #	Account	
		01/29/23	
BEDROOM	BATH	SQ.FT.	SS#
	4	1	2

*

This section allows for the start-up of new rental data. If you proceed, all old records will be erased. Please ensure that this is the operation you wish to perform before continuing.

On the initial data start-up, enter the total number of studios, 1BR, 2BR, 3BR, and 4BR units. With each classification add the rent and square footage.

If individual variations exist within classifications, they can be entered on a case by case basis later.

E.G. - Most 1BR units are 950 sq.ft. but unit #103 is 980 sq.ft. Enter 950 sq.ft. for most units and unit #103's change can be made when resident data is entered.

Number of Studio Apts. -

Number of 1 Bedrm Apts.-

Number of 2 Bedrm Apts.-

Number of 3 Bedrm Apts.-

Number of 4 Bedrm Apts.-

Note: The values for rent and Sq. Ft. are for the majority of

CAR

WARNING! STARTING THIS SECTION WILL ERASE OLD RECORDS

INITIAL COMPLEX SET-UP DATA SCREEN

the apartments. Variations can be taken care of later.

Proceeding further into the manual spreadsheet entry
will invalidate your warranty.

Call DSF Associates at (503)244-4800 before activating

the proceed command. Only in this way will your warranty be preserved.

Naturally some individuals will want to customized this spreadsheet for their own purposes but we also feel that we need some control of the warranty when this occurs.

Once the proceed is activated a flag will be posted that indicates a breach of the spreadsheet's security.

LIC #



Complex Name- - -

HAPPY HOME APARTMENTS

0 RENT

0 RENT

0 RENT

2 RENT

\$2.00

2 RENT

\$2.00

IMPORTANT!!!! PLEASE READ CAREFULLY!

Sheet1

\$0.00
0.00
\$0.00

EMPLOYER

ADDRESS CITY

BUS PH#

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Sq. Ft.

Sq. Ft.

Sq. Ft.

Sq. Ft. 2

Sq. Ft. 2

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RES PH#	RENT	PET FEE	PROC FEE
	2		

THE APARTMENT RENTER

HAPPY HOME APARTMENTS

(C) 1986 FreeBooter(tm) Software

Version 1.01

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*

You have exceeded 399 units.

To expand the program you must split
the complex into two separate tem-
plates. This can be done by categor-
izing units by floors or by number
of bedrooms. Return to the initial-
ization startup and continue.

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Please wait! - - - Depending on the
number of apartment units, the file
building process may require several

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minutes to complete. When the macros
are completed, a fresh screen will
appear.

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DO NOT INTERRUPT!

~~~~~  
Please be patient!.....

The program is developing the month  
start and new rents. When complete  
it returns to the main menu.

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DO NOT INTERRUPT!

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~~~~~  
Please be patient!.....

The program is developing several
month end figures and preparing to
print the month end results.

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DO NOT INTERRUPT!

KEY FEE

RENT PD.

Sheet1

6 2 LOOP	# UNITS	Y	
4 LOOP	4		0
2 STUDIOS		baxter	
4 1 BEDRM			34
0 2 BEDRM			1
0 3 BEDRM			0
0 4 BEDRM			0
21 TOTAL			

OLD

2
8
0
1

31
31

PAST DUE EMERGY ADDRESS2 PHONE PARK FEE POINTER
/CA401..Y401~AA5~{RETURN}~

NOTICE

```
{BREAKOFF}{GOTO}COPYRIGHT~{WINDOWSOFF}{PANELON}~  
/WGRM/WGZY  
/WGPD~{BRANCH AA405}  
{WINDOWSOFF}/REAA400..AX800~/FS~R{WINDOWSON}~  
/PPCAOML3~MR80~  
MT0~MB0~QQ{WINDOWSON}~  
{GETLABEL "Push <ENTER> Key when ready... ",LOC1}~{GOTO}WARNING~{IF (@DAY(@NOW))<DAY}{LET LOC5,1}~  
{GETLABEL "Push <ENTER> Key when ready... ",LOC1}{WINDOWSOFF}  
/DQCBA1..BG2~OA400..Z800~IAA1..AZ400~Q~{LET FORM,0}{LET CORRECT,0}~  
{GOTO}TITLE~{INDICATE}{WINDOWSON}{BREAKOFF}~WGPD{MENUBRANCH AA413}~
```

UNITS

```
Post Rent Payments    Edit Existing Rentals    Post NSF Checks  
{IF INDEX=100}{BEEP}{GETLABEL "Deposit Log Full - Run Deposit Reports - Press <ENTER> Key to Continue... ",LOC1}{B  
{LET SAVER,"UNSAVED"}~{MENUBRANCH AC416}
```

FEE STRUCTURE

```
Review Current Settings  
{GOTO}OPTIONSCREEN~  
{GETLABEL "PRESS <ENTER> KEY TO RETURN....",LOC1}~  
{WINDOWSOFF}~  
{BRANCH STARTER}~
```

CANCEL

```
Return to Program  
{BRANCH STARTER}~  
{GOTO}WAITER2~{WINDOWSOFF}~  
/CBH6~BC6~/REA401..Z800~/DQIAA1..AZ400~CBA5..BE6~OA400..Z800~EQ~/REBC6~  
{LET RENT_DUE,(@SUM(U401..U800))}~  
/REA401..Z800~/DQCBA7..BE8~EQ~  
{LET PREPAID,@SUM(U401..U800)}~{LET PREPAID,-PREPAID}{LET RENT_TOTAL,RENT_TOTAL+PREPAID}~  
/CAT2..AT400~BI2~{CALC}~  
/RVBJ2..BJ400~AU2~  
/REAT2..AT400~  
/REA401..Z800~/DQEQ~
```

Sheet1

```
{LET RENT_NEXT,@SUM(U401..U800)}~{LET RENT_NEXT,-RENT_NEXT}~  
{LET MONTH,@MONTH(@NOW)}{IF @DAY(@NOW)>24}{LET MONTH,MONTH+1}~{IF MONTH=13}{LET MONTH,1}~  
{CALC}~{BRANCH STARTER}
```

```
{IF A401>0}{BRANCH AB463}  
{IF H18>=(P401+Y401)}{BRANCH AB463}  
{GETNUMBER "PARTIAL PAYMENT - HOW MUCH TO RENT... $",LOC1}  
{GETNUMBER "PARTIAL PAYMENT - HOW MUCH TO PARKING... $",LOC2}  
{IF (LOC1+LOC2)<>H18}{BEEP}{GETLABEL "RENT & PARK DON'T EQUAL PAYMENT - PRESS <ENTER> KEY TO CONTINUE"}  
{LET FEES,FEES+H20}{LET T401,H18}{LET BW2,B401}{LET BX2,C401}{LET BV2,T401}~{INDEX}~{IF U401<=(P401+Y401)}  
{IF T401-(U401-(P401+Y401))>=0}{LET LOC7,U401-(P401+Y401)}~{LET T401,T401-LOC7}{LET E14,T401}{LET U401,U401-LOC7}  
{LET RENT_TOTAL,RENT_TOTAL+LOC1}{LET PARKING_TOTAL,PARKING_TOTAL+LOC2}{LET U401,U401-T401}{LET H18,H18-LOC7}  
{BRANCH AB466}
```

APT#

- 1
- 2
- 3
- 4

CREDITS

Post Rent Credits

{FINDER}~

{LET SAVER,"UNSAVED"}~{WINDOWSON}~{PANELON}~

{GETLABEL "Enter Rent Credit..\$ ",LOC1}~{LET F16,"Current Rent Credit"}~{LET F17,@VALUE(LOC1)}~

{GETLABEL "Is the Rent Credit Correct (Y/N)... ",LOC2}~{IF LOC2<>"Y"}{BRANCH AB417}~

{LET T401,@VALUE(LOC1)}~{LET B90,T401}{LET RENT_CREDIT,RENT_CREDIT+B90}{LET RENT_TOTAL,RENT_TOTAL

{GETLABEL "Print a Receipt (Y/N)... ",LOC2}~{IF LOC2<>"Y"}{BRANCH AB422}~

{GOTO}RECEIPT2~{WINDOWSOFF}~{GETLABEL "Align Printer and Press <ENTER> Key... ",LOC1}~/PPRRECEIPT2~OM

/REF16..F19~{BRANCH STARTER}~

CHANGE FEES

Change Current Settings

/REE104..E120~/REF110..H110~

{OPTION}~

{BRANCH STARTER}~

START MONTH

Post Rents Due

{IF @MONTH(@NOW)<>MONTH}{BRANCH AA433}~

{BEEP}~{GETLABEL "CURRENT MONTH HAS ALREADY BEEN POSTED - PRESS <ENTER> KEY TO RETURN",LOC1}~

{BRANCH STARTER}~

{FINDER}~{IF R401<0}{BRANCH AD437}

{LET LOC2,0}{LET LOC7,0}~{IF AA417<>AA418}{BRANCH AA404}

Sheet1

```
{WINDOWSON}{PANELON}~{IF U401<=0}{BRANCH AB452}
{IF MONTH>@MONTH(@NOW){BRANCH AB452}
{IF @DAY(@NOW)<DAY}{LET LOC4,0}~{BRANCH AB452}
{LET LOC4,LATE+((@DAY(@NOW)-DAY)*ADDLATE)}~
{GETLABEL "Tenant Has Incurred a LATE CHARGE - Post Late Charge (Y/N)... ",LOC1}
{IF LOC1="N"}{LET LOC4,0}{LET LOC7,0}~{BRANCH AB452}
{IF LOC1="Y"}{BRANCH AB450}
{BEEP}~{GETLABEL "Post Late Charge (Y/N)... ",LOC1}{BRANCH AB447}
{LET F16,"Rent & Late Chg. "}
{LET U401,U401+LOC4}{LET H16,U401}{LET H14,U401}~{IF A401>0}{LET F20,"MOVE OUT NOTICE"}~
{IF T401<0}{LET F20,"NSF CHARGE"}~{LET H20,(T401*(-1))}~{LET U401,U401+H20}~{LET H14,U401}~
{LET F18,"Current Payment"}~{GETNUMBER "Enter Rent Payment...$ ",H18}~{GETLABEL "Enter Check Bank Number or C"}
{IF LOC1="Y"}{LET B90,H18}{LET E14,H18}~{BRANCH AB457}
{IF LOC1="N"}{BRANCH AB452}
{BEEP}{BRANCH AB453}
{IF U401<=0}{LET T401,H18}~{BRANCH AB463}
{IF H18>=U401}{BRANCH AA451}
{BEEP}~{GETLABEL "Payment is LESS Than Due - Reenter (Y/N)... ",LOC3}
{IF LOC3="Y"}{BRANCH AB452}
{IF LOC3="N"}{BRANCH AA453}
{BEEP}{BRANCH AB459}
{LET FEES,FEES+H20}{LET T401,H18}{LET BW2,B401}{LET BX2,C401}{LET BV2,T401}~{INDEX}~{IF U401<=(P401+Y401}
{IF T401-(U401-(H20+P401+Y401))>=0}{LET LOC7,U401-(H20+P401+Y401)}~{LET T401,T401-LOC7}{LET E14,T401}{LET
{LET RENT_TOTAL,RENT_TOTAL+(T401-(Y401*AA464))+LOC7-H20}{LET PARKING_TOTAL,PARKING_TOTAL+(Y401*A}
{POINTER}~{LET AA464,1}~
{GETLABEL "Print Receipt (Y/N)... ",LOC1}~
{IF LOC1="Y"}{BRANCH AB471}
{IF LOC1="N"}{BRANCH STARTER}
{BEEP}~{BRANCH AB467}
{LET B86,B401}{LET C88,D401}{LET E88,C401}{LET G90,P401}{LET G92,Y401}{LET G86,@DATEVALUE(@NOW)}
{IF U401>0}{LET B92,U401}{BRANCH AB475}
{LET B92,0}{IF U401<0}{LET B94,(U401*(-1))}{BRANCH AB475}
{LET B94,0}
{GOTO}RECEIPT2~{WINDOWSOFF}~{BEEP}~{GETLABEL "Align Printer and Press <ENTER> Key... ",LOC1}
/PPARA81..H100~OML2~QGPQ{BRANCH STARTER}
```

APT #.

LAST

SOC SEC #

EMPLOYER

CITY

RENT

PARK FEE

EMERGY.

ADDRESS

PHONE

APT #.

Received from:

Rent Paid

Parking

Rent Due

Bal. Due

Credit

APT #.

Received from:

Rent Paid

Bal. Due

Credit

LAST
VACANCY
VACANCY
VACANCY
VACANCY

MARCO SEC

MONTH START

Start Month - Charge Rents

{LET SAVER,"UNSAVED"}~{MENUBRANCH AA430}~

CANCEL

Return to Main Menu

{BRANCH STARTER}

{LET AE430,@DATEVALUE(LOC1)}{IF @ISERR(AE430)=1}{BEEP}{GETLABEL "What is the Start Date (MM/DD/YY)... ",LOC1}
{BRANCH AD430}

{IF T401<U401}{BEEP}{GETLABEL "Insufficent Rent - Press <ENTER> Key to Continue... ",LOC1}{BRANCH AD437}
{LET U401,(U401-T401)}{LET H14,U401}{LET FEES,(FEES+S401+Q401)}{LET BV2,T401}{LET T401,(T401-(S401+Q401))}
{IF Y401>0}{LET LOC1,(Y401/(P401+Y401))}{LET LOC1,(T401*LOC1)}{LET PARKING,(PARKING+LOC1)}{LET T401,(T401

Sheet1

```
{LET RENT_TOTAL,(RENT_TOTAL+T401)}  
{LET H14,U401}{LET BW2,B401}{LET BX2,C401}~{INDEX}{LET T401,0}{LET E14,0}{LET B74,H14}{LET R401,(R401*(-1))}~  
{LET U401,U401-T401}{LET H14,U401}{LET BW2,B401}{LET BX2,C401}{LET BV2,T401}~{INDEX}{LET E14,0}~{BRANCH A  
{LET T401,(T401-(S401+R401+Q401+B72+B74))}{IF T401>0}{LET RENT_NEXT,(RENT_NEXT+T401)}{LET RENT_TOTAL,  
{BRANCH AD447}
```

```
NAME  
CORRECT NAME  
{BRANCH AJ431}
```

```
)}
```

FIRST
CLEANED
CLEANED
CLEANED
CLEANED

TION*****

REPORTS

Vacancy Next Lates Parking All Units Deposit Month End

{LET SAVER,"UNSAVED"}~{MENUBRANCH AK404}~

POST RENTS

Post Rent Payments

{BRANCH AB440}

CANCEL

Return to Program

{BRANCH STARTER}~

{WINDOWSON}{GETLABEL "Start Rent Today (Y/N)... ",LOC1}{IF LOC1="Y"}{BRANCH AD431}

{IF LOC1="N"}{GETLABEL "What is the Start Date (MM/DD/YY)... ",LOC1}{BRANCH AC428}

{BEEP}{BRANCH AD427}

{RECALC AF430}~{BRANCH AD432}

{LET AE430,@INT(@NOW)}

/RUF16..H17~{GETLABEL "Collect Next Month's Rent Also (Y/N)... ",LOC1}{IF LOC1="Y"}{LET AE432,P401+Y401}

{LET F16,"Prorated Rent"}{LET F17,"& Parking"}~

{LET B74,@ROUND((P401-(P401*((@DAY(AE430)-.9999)/AF430))),2)}

{LET B72,@ROUND((Y401-(Y401*((@DAY(AE430)-.9999)/AF430))),2)}

{LET H16,(B72+B74)}~{LET U401,(@INT((H16+Q401+R401+S401)*100))/100}~{LET H14,(U401+AE432)}~{LET AE432,0}

{GETLABEL "Enter Rent Paid...\$ ",LOC1}{GETLABEL "Enter Bank # or CASH... ",BU2}

{LET T401,@VALUE(LOC1)}{LET E14,T401}{LET B70,T401}~{GETLABEL "Rent Payment Correct (Y/N)... ",LOC2}{IF LOC2="

{IF R401<0}{BRANCH AC439}

{IF T401>=U401}{BRANCH AD446}

{IF T401<U401}{GETLABEL "Insufficient RENT - Is This a Deposit Only (Y/N)...? ",LOC2}{IF LOC2="N"}{BRANCH AD437}

Sheet1

```
{IF LOC2="Y"}{BRANCH AD444}
{BEEP}{BRANCH AD441}
{IF T401<>R401}{GETLABEL "Incorrect Deposit - Press <ENTER> Key to Continue...$ ",LOC1}{BRANCH AD437}
{LET FEES,FEES+R401}{LET U401,H14-T401}{LET H14,U401}{LET BW2,B401}{LET BX2,C401}{LET BV2,T401}{INDEX}
{LET RENT_TOTAL,RENT_TOTAL+B74}{LET TOTAL_PARK,TOTAL_PARK+B72}{LET FEES,FEES+Q401+R401+S401}{E
{IF R401<0}{LET FEES,(FEES-R401)}{LET R401,(R401*(-1))}
{WINDOWSOFF}{LET T401,0}{POINTER}{GOTO}APPLICATION~{WINDOWSON}~/REF16..H20~/REBU2..BX2~{GETLAB
/CAPP2~APPLICATION~{BRANCH STARTER}~
{LET B66,B401}{LET C68,D401}{LET E68,C401}{LET D72,Q401}{LET F72,R401}{LET H72,S401}{LET G66,@DATEVALUE(
{IF U401>0}{LET B76,U401}{BRANCH AD454}
{LET B76,0}{IF U401<0}{LET B78,(U401*(-1))}{BRANCH AD454}
{LET B78,0}
{GOTO}RECEIPT~{GETLABEL "Align Paper and Press <ENTER> Key... ",LOC1}~{WINDOWSOFF}~/PPRA61..H80~OML2~
/CAPP2~APPLICATION~/CRECEIPT1~RECEIPT~{BRANCH STARTER}~
STUDIO
CORRECT STUDIO LINE
{BRANCH AJ434}
```

BEDRMS

Pet Fee

BEDROOM

OUT/IN

Move Out Move Notices Ready to Rent Tenant Move In
{LET SAVER,"UNSAVED"}~{MENUBRANCH AD423}~

EDIT UNITS

Edit Existing Tenants

{FINDER}~{LET SINGLE1,0}{LET FORM,0}~{BRANCH AK479}

MOVE OUT

Post Tenant Move Out Post Notice to Move.
{MENUBRANCH AE460}

/CA395..G397~A398~/RNDSTOPPER~

{GETLABEL "ALIGN PAPER AND PRESS <ENTER> KEY..",LOC1}~{GOTO}B401~{LET V8,3}~/RLRA401..G800~
{DOWN}{IF @CELLPOINTER("CONTENTS")<>""}{LET V8,V8+1}~{BRANCH AE435}

{GOTO}A398~{LET V2,1}~/RNCSTOPPER~.{RANGER}{RIGHT}{RIGHT}{RIGHT}{RIGHT}{RIGHT}{RIGHT}~

/PPLRSTOPPER~AGPQ

/CAA1..AZ1~A400~

/REBA2..BG2~

{BRANCH STARTER}~

{BEEP}~{WINDOWSON}~

Sheet1

```
{GETLABEL "APARTMENT HAS NOT BEEN CLEANED-PROCEED ANYWAY? (Y/N) ... ",LOC1}  
{IF LOC1="Y"}{BRANCH AG429}  
{BRANCH STARTER}~  
{BEEP}~  
~{GETLABEL "APARTMENT IS ALREADY OCCUPIED - PROCEED ANYWAY? (Y/N)... ",LOC1}~  
{IF LOC1="Y"}CAPP2~APPLICATION~{LET B2,B401}{LET D2,E401}{LET F2,F401}{LET H2,G401}{LET B12,P401}~{BRANCH  
{BRANCH STARTER}~
```

```
1 BEDRM  
CORRECT 1 BEDRM LINE  
{BRANCH AJ438}
```

```
CANCEL  
Return to Main Menu  
{BRANCH STARTER}
```

FIRST

CAR MAKE

ADDRESS

BUS PH #

RENT PD.

HAPPY HOME APARTMENTS

HAPPY HOME APARTMENTS

BATH

SEARCH

Name License Number

{MENUBRANCH AN439}~

NSF CHECKS POSTING

Post NSF Checks

{FINDER}~

{GETNUMBER "Post NSF Check Returned...\$ ",LOC1}~{LET U401,U401+LOC1}~{LET H14,U401}~{LET RENT_TOTAL,(RE

{GETLABEL "Post NSF Charge (Y/N)... ",LOC1}~{IF LOC1="N"}{POINTER}{BRANCH STARTER}

{IF LOC1="Y"}{GETNUMBER "NSF Service Charge...\$ ",LOC2}~{LET T401,(LOC2*(-1))}~{POINTER}{BRANCH STARTER}

{BEEP}{BRANCH AF420}

READY TO RENT

Post Ready Apartment

{FINDER}~

{BRANCH AH445}~

{FOR V2,1,V8,1,DOWNER}

2 BEDRM
CORRECT 2 BEDRM LINE
{BRANCH AJ442}

MOVE OUT
Tenant Move Out
{FINDER}~
{BRANCH AI445}~

BATHS

Proc. Fee

Unit Rent

Park Fee

SQ.FT.

UNSAVED
EXIT
File Save System Return to DOS Leave Macro Loop
{MENUBRANCH AM418}~

CANCEL
Return to Program
{BRANCH STARTER}

TENANT RENTAL
Initialize Rental on a Single Unit.
{IF INDEX=100}{BEEP}{GETLABEL "Deposit Log Full - Run Deposit Reports - Press <ENTER> Key to Continue... ",LOC1}{B
{FINDER}~{IF R401<0}{BRANCH AD437}
{IF C401<>"VACANCY"}{BRANCH AE445}
{IF D401<>"CLEANED"}{BRANCH AE441}
/REC401..D401~/REH401..O401~/REQ401..Y401~{LET SINGLE1,1}{LET RENT,1}{LET H14,0}{LET CORRECT,0}{BRANCH

{GOTO}BLANKER~
{BRANCH STARTER}~

```
{GETLABEL "Are Entries Correct (Y/N)... ",loc1}~  
{IF LOC1="Y"}{LET CORRECT,1}{GOTO}WAITER~{BRANCH AJ455}~  
{IF LOC1="N"}{BRANCH AH453}~  
{BEEP}{BRANCH AG451}~
```

```
3 BEDRM  
CORRECT 3 BEDRM LINE  
{BRANCH AJ446}
```

```
NOTICE TO MOVE  
Tenant Move Notice  
{FINDER}~  
{LET A401,(@INT(@NOW+E120))}  
{WINDOWSOFF}{POINTER}  
{BRANCH STARTER}
```

DATE:

DATE:

SS#

INITIALIZE

Single Unit Fee Structure Entire Complex
{LET SAVER,"UNSAVED"}{MENUBRANCH AG418}

SINGLE UNIT

Initialize Information on Single Unit.

{FINDER}/CAPP2~APPLICATION~{LET D2,E401}{LET F2,F401}{LET H2,G401}{LET B2,B401}{LET B12,P401}~/REC401..D
{BRANCH STARTER}

```
{IF C401="VACANCY"}{BRANCH AH447}  
{BEEP}~{GETLABEL "NOT VACANCY POSTED - PRESS <ENTER> KEY TO CONTINUE ",LOC1}~{BRANCH STARTER}  
{LET D401,"CLEANED"}~  
{POINTER}  
{BRANCH STARTER}
```

```
{LET CORRECT,0}  
{MENUBRANCH AC456}
```

```
4 BEDRM  
CORRECT 4 BEDRM LINE  
{BRANCH AJ450}
```

```
DELETE NOTICE  
Delete Move Out Notice  
{FINDER}~  
/REA401~  
{WINDOWSOFF}{POINTER}  
{BRANCH STARTER}
```

SQ.FT.

LICENSE #

RES PH #

RENT DUE

Key Fee

Manager

Manager

CAR

FEE CHANGES
Change Fee Structures
{MENUBRANCH AA423}~

CANCEL
Return to Main Menu
{BRANCH STARTER}~

```
/REBA2..BG2~{LET A401,0}~  
{GETLABEL "Select Apartment Number... ",BB2}  
{WINDOWSOFF}~/REA401..Z800~  
/DQIAA1..AZ400~OA400..Z800~CBA1..BG2~EQ  
{IF B401=BB2}{BRANCH AI437}  
{BEEP}~{GOTO}TITLE~{WINDOWSON}~{GETLABEL "Apartment Number Not Found- - Press <ENTER> Key to Continue... "  
{BRANCH STARTER}  
{GOTO}APPLICATION~{LET B2,B401}{LET B4,C401}{LET E4,D401}{LET D2,E401}{LET F2,F401}{LET H2,G401}{LET B6,H  
{LET H10,O401}{LET B12,P401}{LET D12,Q401}{LET F12,R401}{LET H12,S401}{LET B14,Y401}{LET E14,T401}{LET H14,I  
{GETLABEL "Correct Apartment ? (Y/N)... ",LOC1}  
{IF LOC1="Y"}{BRANCH AI443}  
{IF LOC1="N"}{BRANCH STARTER}
```

Sheet1

```
{BEEP}~{BRANCH AI430}~  
{WINDOWSON}~{RETURN}
```

```
{IF @NOW>=A401}{BRANCH AI449}  
{LET LOC1,(P401/DAYSN)*((A401+1)-@INT(@NOW))}{IF LOC1<=0}{BRANCH AI449}  
{IF @MONTH(@NOW)<MONTH}{IF U401<=0}{LET LOC2,(P401/DAYS+)*@DAY(A401)}{LET LOC1,LOC1+LOC2}{IF LOC1<0}{WINDOWSON}{LET G127,LOC1}~{GOTO}OVERAGE~  
{GETLABEL "Post Entry or Quit (P/Q)... ",LOC1}{GOTO}APPLICATION~{WINDOWSOFF}{IF LOC1="Q"}{BRANCH AI453}  
{IF LOC1<>"P"}{BEEP}{BRANCH AI449}  
{LET RENT_OVERAGE,RENT_OVERAGE+G127}~{LET G127,0}  
{LET C401,"VACANCY"}{LET D401,"NOT CLEANED"}~/REA401~/REH401..O401~/REQ401..Y401~  
{POINTER}~{BRANCH STARTER}~
```

LIC #

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```

INITIALIZE COMPLEX

**** WARNING - ALL OLD DATA WILL BE LOST ****

```
{GOTO}SETUP~{BEEP}  
{MENUMBRANCH AI423}
```

PROCEED

Continue

```
{WINDOWSOFF}{LET SINGLE1,0}{LET MONTH,0}  
{LET CORRECT,1}~  
{LET FEES,0}{LET MODEL,0}{LET PREPAID,0}{LET RENT_VACANCY,0}{LET RENT_OVERAGE,0}{LET RENT_DUE,0}{LE  
{WINDOWSON}{GOTO}WAITER~{WINDOWSOFF}~/REM25~/REL27..L35~  
/REN27..N35~  
/REP27..P35~/DFAA2..AY400~1~~399~{CALC}  
{WINDOWSON}{GOTO}SETUP2~{GETLABEL "Enter Complex Name... ",M25}~  
{LET S9,M25}{LET D63,M25}{LET D83,M25}  
/RLCS9~{IF CORRECT=0}{BRANCH AG451}~  
{PANELON}{GETNUMBER "Enter Number of Studio Apartments... ",L27}~  
{IF L27=0}{BRANCH AJ438}  
{GETNUMBER "Enter Studio Apartment Rent... $",N27}~  
{GETNUMBER "Enter Studio Apartment Sq. Ft... ",P27}~{IF CORRECT=0}{BRANCH AG451}  
{GETNUMBER "Enter Number of 1 Bedrm Apartments... ",L29}~  
{IF L29=0}{BRANCH AJ442}  
{GETNUMBER "Enter 1 Bedrm Apartment Rent... $",N29}~  
{GETNUMBER "Enter 1 Bedrm Apartment Sq. Ft... ",P29}~{IF CORRECT=0}{BRANCH AG451}
```

Sheet1

```
{GETNUMBER "Enter Number of 2 Bedrm Apartments... ",L31}~
{IF L31=0}{BRANCH AJ446}
{GETNUMBER "Enter 2 Bedrm Apartment Rent... $",N31}~
{GETNUMBER "Enter 2 Bedrm Apartment Sq. Ft... ",P31}~{IF CORRECT=0}{BRANCH AG451}
{GETNUMBER "Enter Number of 3 Bedrm Apartments... ",L33}~
{IF L33=0}{BRANCH AJ450}
{GETNUMBER "Enter 3 Bedrm Apartment Rent... $",N33}~
{GETNUMBER "Enter 3 Bedrm Apartment Sq. Ft... ",P33}~{IF CORRECT=0}{BRANCH AG451}
{GETNUMBER "Enter Number of 4 Bedrm Apartments... ",L35}~
{IF L35=0}{BRANCH AJ454}
{GETNUMBER "Enter 4 Bedrm Apartment Rent... $",N35}~
{GETNUMBER "Enter 4 Bedrm Apartment Sq. Ft... ",P35}~
{BRANCH AG451}
{WINDOWSOFF}~{LET X2,L27+L29+L31+L33+L35}~/REA401..Y401~{GOTO}AB2~
{IF X2<400}{BRANCH AJ458}
{BEEP}{GOTO}ERROR1~{BRANCH STARTER}~
{LET V2,0}~
{IF L27=0}{BRANCH AJ463}
{LET G401,P27}{LET P401,N27}{LET E401," STUDIO"}{LET F401,1}
/CB401..Y401~{LET V2,V2+1}~{DOWN}~
{IF V2<L27}{BRANCH AJ461}~
{IF L29=0}{BRANCH AJ467}
{LET G401,P29}{LET P401,N29}{LET E401,1}{LET F401,1}
/CB401..Y401~{LET V2,V2+1}~{DOWN}~
{IF V2<(L27+L29)}{BRANCH AJ465}~
{IF L31=0}{BRANCH AJ471}
{LET G401,P31}{LET P401,N31}{LET E401,2}{LET F401,1}
/CB401..Y401~{LET V2,V2+1}~{DOWN}~
{IF V2<(L27+L29+L31)}{BRANCH AJ469}~
{IF L33=0}{BRANCH AJ475}
{LET G401,P33}{LET P401,N33}{LET E401,3}{LET F401,1}
/CB401..Y401~{LET V2,V2+1}~{DOWN}~
{IF V2<(L27+L29+L31+L33)}{BRANCH AJ473}~
{IF L35=0}{BRANCH AJ479}
{LET G401,P35}{LET P401,N35}{LET E401,4}{LET F401,1}
/CB401..Y401~{LET V2,V2+1}~{DOWN}~
{IF V2<(L27+L29+L31+L33+L35)}{BRANCH AJ477}~
{LEFT}{IF V8>399}{BRANCH AJ481}
/RE~
/REE104..E120~/REF110..H110~{OPTION}~
{BRANCH BUILDER2}
```

EMPLOYER

CANCEL
Return to Main Menu
{BRANCH STARTER}~

{LET CORRECT,0}~/REA401..Y401~{WINDOWSON}/CAPP2~APPLICATION~{GOTO}APPLICATION~{INDICATE}{WINDOWSON}/REBA2..BG2~{MENUBRANCH AM430}

{LET V2,0}~
{LET V2,V2+1}
{LET BA2,V2}~
/DQEQ~{LET B12,P401}{LET D2,E401}{LET F2,F401}{LET H2,G401}
{WINDOWSON}{PANELON}~{IF CORRECT=2}{LET C401,"VACANCY"}{LET D401,"CLEANED"}~
{IF SINGLE1<>1}{IF FORM>1}{GETLABEL "Enter Apartment Number... ",B401}~{LET B2,B401}~{IF CORRECT>0}{BRANCH AK479}
{GETLABEL "Enter Last Name... ",C401}~{LET B4,C401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter First Name... ",D401}~{LET E4,D401}~{IF CORRECT=1}{BRANCH AK479}~

Sheet1

```

{IF SINGLE1<>1}{GETLABEL "Enter Number of Bathrooms (If Different)... ",F399}~
{IF SINGLE1<>1}{IF F399=""}{BRANCH AK445}
{IF SINGLE1<>1}{LET F401,@VALUE(F399)}~{LET F2,F401}~{IF CORRECT=1}{BRANCH AK479}~
{IF SINGLE1<>1}{GETLABEL "Enter Square Footage (If Different)... ",G399}~
{IF SINGLE1<>1}{IF G399=""}{BRANCH AK448}
{IF SINGLE1<>1}{LET G401,@VALUE(G399)}~{LET H2,G401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Social Security Number... ",H401}~{LET B6,H401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Car Make... ",I401}~{LET E6,I401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Car License Number... ",J401}~{LET H6,J401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Tenant's Employer... ",K401}~{LET B8,K401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Employer's Address... ",L401}~{LET E8,L401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Employer's City & State... ",M401}~{LET B10,M401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Business Phone... ",N401}~{LET E10,N401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Residence Phone... ",O401}~{LET H10,O401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Rent (If Different)...$ ",P399}~
{IF P399=""}{BRANCH AK459}
{LET P401,@VALUE(P399)}~{LET B12,P401}~{IF CORRECT=1}{BRANCH AK479}~
{IF PET="NO PETS"}{LET Q401,0}~{LET D12,0}~{BRANCH AK463}
{GETLABEL "Apply Pet Fee (Y/N)... ",LOC1}{IF LOC1="N"}{LET Q401,0}~{LET D12,0}~{BRANCH AK463}
{IF LOC1="Y"}{IF PET>0}{LET Q401,PET}~{LET D12,PET}~{BRANCH AK463}
{IF LOC1="Y"}{GETLABEL "Enter Pet Fee...$ ",LOC1}~{LET Q401,@VALUE(LOC1)}~{LET D12,Q401}~{IF CORRECT=1}{BRANCH AK463}
{IF PROCESSING="NO"}{LET R401,0}~{LET F12,0}~{BRANCH AK467}
{GETLABEL "Apply Processing Fee (Y/N)... ",LOC1}{IF LOC1="N"}{LET R401,0}~{LET F12,0}~{BRANCH AK467}
{IF LOC1="Y"}{IF PROCESSING>0}{LET R401,PROCESSING}~{LET F12,PROCESSING}~{BRANCH AK467}
{IF LOC1="Y"}{GETLABEL "Enter Processing Fee...$ ",LOC1}~{LET R401,@VALUE(LOC1)}~{LET F12,R401}~{IF CORRECT=1}{BRANCH AK467}
{IF KEY="NO"}{LET S401,0}~{LET H12,0}~{BRANCH AK471}
{GETLABEL "Apply Key Fee (Y/N)... ",LOC1}{IF LOC1="N"}{LET S401,0}~{LET H12,0}~{BRANCH AK471}
{IF LOC1="Y"}{IF KEY>0}{LET S401,KEY}~{LET H12,KEY}~{BRANCH AK471}
{IF LOC1="Y"}{GETLABEL "Enter Key Fee...$ ",LOC1}~{LET S401,@VALUE(LOC1)}~{LET H12,S401}~{IF CORRECT=1}{BRANCH AK471}
{IF PARKING="NO"}{LET Y401,0}~{LET B14,0}~{BRANCH AK475}
{GETLABEL "Apply Parking Fee (Y/N)... ",LOC1}{IF LOC1="N"}{LET Y401,0}~{LET B14,0}~{BRANCH AK475}
{IF LOC1="Y"}{IF PARKING>0}{LET Y401,PARKING}~{LET B14,PARKING}~{BRANCH AK475}
{IF LOC1="Y"}{GETLABEL "Enter Parking Fee...$ ",LOC1}~{LET Y401,@VALUE(LOC1)}~{LET B14,Y401}~{IF CORRECT=1}{BRANCH AK475}
{IF FORM<1}{IF SINGLE1<>1}{GETLABEL "Enter Rent Paid...$ ",LOC1}~{LET T401,@VALUE(LOC1)}~{LET E14,T401}~{IF CORRECT=1}{BRANCH AK475}
{GETLABEL "Enter Emergency Contact... ",V401}~{LET B16,V401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Emergency Address... ",W401}~{LET B18,W401}~{IF CORRECT=1}{BRANCH AK479}~
{GETLABEL "Enter Emergency Phone... ",X401}~{LET B20,X401}~{LET CORRECT,0}~
{GETLABEL "Are Entries Correct (Y/N)... ",LOC1}~
{IF LOC1="N"}{BRANCH AL470}
{IF LOC1="Y"}{BRANCH AK483}
{BEEP}{BRANCH AK479}
{IF RENT=1}{LET RENT,0}{LET SINGLE1,0}~{BRANCH AD427}
{IF FORM=2}{BRANCH AK486}
{IF CORRECT<2}{LET CORRECT,0}~{POINTER}/CAPP2~APPLICATION~{BRANCH STARTER}
{POINTER}~/CAPP2~APPLICATION~{IF V2>=(L27+L29+L31+L33+L35)}{BRANCH AK489}
{IF CORRECT<2}{LET CORRECT,0}~
{BRANCH AK435}
{LET FORM,0}/REAA2..AA400~{BRANCH STARTER}

```

ADDRESS

VACANCY

Print All Vacant Apartments

{WINDOWSOFF}~/CA392..G394~A395~

/REBA2..BG2~{LET BC2,"VACANCY"}~/REA400..G800~/CBA1..BG1~A400~

/DQIAA1..AZ400~OA400..G800~CBA1..BG2~E~Q

{BRANCH AE433}~

/RE~

{DOWN}

{RETURN}~

{DOWN}

{GOTO}OPTIONSCREEN~{WINDOWSON}~{INDICATE}~

{GETLABEL "Are Pets Allowed (Y/N)... ",LOC1}~

Sheet1

```
{IF LOC1="N"}{LET PET,"NO PETS"}~{BRANCH AL451}~
{IF LOC1="Y"}{GETLABEL "Is a Pet Fee Charged (Y/N)... ",LOC1}~{BRANCH AL445}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AL441}~
{IF LOC1="N"}{LET PET,0}~{BRANCH AL451}~
{IF LOC1="Y"}{GETLABEL "Is The Pet Fee Fixed or Variable (F/V)...",LOC1}~{BRANCH AL448}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{LET LOC1,"Y"}{BRANCH
{IF LOC1="F"}{GETNUMBER "Enter The Pet Fee Amount...$ ",PET}~{BRANCH AL451}~
{IF LOC1="V"}{LET PET,"VARIABLE"}~{BRANCH AL451}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{LET LOC1,"Y"}~{BRANCH
{GETLABEL "Is a Processing/Cleaning Fee Charged (Y/N)... ",LOC1}~
{IF LOC1="N"}{LET PROCESSING,0}~{BRANCH AL458}~
{IF LOC1="Y"}{GETLABEL "Is The Pocessing/Cleaning Fee Fixed or Variable (F/V)...",LOC1}~{BRANCH AL455}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AL451}~
{IF LOC1="F"}{GETNUMBER "Enter The Proceessing/Cleaning Fee Amount...$ ",PROCESSING}~{BRANCH AL458}~
{IF LOC1="V"}{LET PROCESSING,"VARIABLE"}~{BRANCH AL458}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{LET LOC1,"Y"}~{BRANCH
{GETLABEL "Is a Key Fee Charged (Y/N)... ",LOC1}~
{IF LOC1="N"}{LET KEY,0}~{BRANCH AL465}~
{IF LOC1="Y"}{GETLABEL "Is The Key Fee Fixed or Variable (F/V)...",LOC1}~{BRANCH AL462}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AL458}~
{IF LOC1="F"}{GETNUMBER "Enter The Key Fee Amount...$ ",KEY}~{BRANCH AL465}~
{IF LOC1="V"}{LET KEY,"VARIABLE"}~{BRANCH AL465}~
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{LET LOC1,"Y"}~{BRANCH
{BRANCH AM440}~
```

```
{IF CORRECT=0}{LET CORRECT,1}~
{IF CORRECT=2}{BRANCH AK439}~
{WINDOWSON}{GETLABEL "Enter Correction Column... ",LOC1}
{GETLABEL "Enter Correction Row... ",LOC2}{LET LOC2,@VALUE(LOC2)}~
{IF LOC2<>2}{BRANCH AL480}
{IF SINGLE1,1}{BEEP}{GETLABEL "No Row 2 Value Changes Here - Press <ENTER> key to continue... ",LOC1}{BRANCH A
{IF LOC1<"C"}{BRANCH AK439}
{IF LOC1<"E"}{BEEP}{GETLABEL BEDROOMS CAN NOT BE ALTERED - PRESS <ENTER> KEY TO CONTINUE ,LOC1}{L
{IF LOC1<"G"}{BRANCH AK442}
{IF LOC1>"F"}{BRANCH AK445}
{IF LOC2<>4}{BRANCH AL483}
{IF LOC1<"D"}{BRANCH AK440}
{IF LOC1>"D"}{BRANCH AK441}
{IF LOC2<>6}{BRANCH AL487}
{IF LOC1<"D"}{BRANCH AK448}
{IF LOC1<"F"}{BRANCH AK449}
{IF LOC1>"F"}{BRANCH AK450}
{IF LOC2<>8}{BRANCH AL490}
{IF LOC1<"D"}{BRANCH AK451}
{IF LOC1>"D"}{BRANCH AK452}
{IF LOC2<>10}{BRANCH AL494}
```

Sheet1

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{IF LOC1<"D"}{BRANCH AK453}
{IF LOC1<"G"}{BRANCH AK454}
{IF LOC1>"F"}{BRANCH AK455}
{IF LOC2<>12}{BRANCH AL499}
{IF LOC1<"C"}{BRANCH AK456}
{IF LOC1<"E"}{LET LOC1,"Y"}{BRANCH AK462}
{IF LOC1<"G"}{LET LOC1,"Y"}{BRANCH AK466}
{IF LOC1>"F"}{LET LOC1,"Y"}{BRANCH AK470}
{IF LOC2<>14}{BRANCH AL504}
{IF LOC1<"C"}{LET LOC1,"Y"}{BRANCH AK474}
{IF SINGLE1,1}{BEEP}{GETLABEL "No Value Changes Here - Press <ENTER> key to continue... ",LOC1}{BRANCH AK479}
{IF LOC1<"F"}{BRANCH AK475}
{IF LOC1>"F"}{GETNUMBER "Entire Amount Due...$ ",U401}{LET H14,U401}~{BRANCH AK479}
{IF LOC2<>16}{BRANCH AL506}
{BRANCH AK476}
{IF LOC2<>18}{BRANCH AL508}
{BRANCH AK477}
{IF LOC2<>20}{BRANCH AL510}
{BRANCH AK478}
{BEEP}{GETLABEL A WRONG ROW WAS ENTERED - PRESS <ENTER> KEY TO CONTINUE ,LOC1}{LET CORRECT,0}
```

CITY

NEXT
Rents Paid in Advance
{WINDOWSOFF}~/CA383..G385~A395~/REA400..Z800~
/REA400..G800~/CBA7..BG7~A400~
/DQIAA1..AZ400~OA400..G800~CBA7..BG8~E~Q
{BRANCH AE433}~

CANCEL
Return to Program
{BRANCH STARTER}~

APARTMENT NUMBER
Enter Only The Apartment Number
{WINDOWSOFF}~{LET CORRECT,2}{LET FORM,2}~{BRANCH AK434}~

{GETLABEL "Is There a Parking Fee Charged (Y/N)... ",LOC1}~
{IF LOC1="N"}{LET PARKING,0}~{BRANCH AM447}~

Sheet1

```
{IF LOC1="Y"}{GETLABEL "Is The Parking Fee Fixed or Variable (F/V)...",LOC1}~{BRANCH AM444}~  
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AM440}~  
{IF LOC1="F"}{GETNUMBER "Enter The Parking Fee Amount...$ ",PARKING}~{LET F110,"TOTAL SPACES"}~/RFGH110~{  
{IF LOC1="V"}{LET PARKING,"VARIABLE"}~{LET F110,"TOTAL PARK RENT"}~/RFC2~H110~{GETNUMBER "Enter Total P  
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{LET LOC1,"Y"}~{BRANCH  
{GETLABEL "Is There a Late Rent Fee Charged (Y/N)... ",LOC1}~  
{IF LOC1="N"}{LET LATE,0}~{LET DAY,0}{LET ADDLATE,0}~{BRANCH AM456}~  
{IF LOC1="Y"}{GETNUMBER "On Which Day of The Month is The Late Fee Charged (1-31)... ",DAY}~{BRANCH AM451}~  
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AM447}~  
{GETNUMBER "What is The Amount of The Late Charge...$ ",LATE}~  
{GETLABEL "Is There Charges Per Additional Days Late (Y/N)... ",LOC1}~  
{IF LOC1="N"}{LET ADDLATE,0}~{LET ADDDAY,"NO"}~{BRANCH AM456}~  
{IF LOC1="Y"}{LET ADDDAY,"YES"}~{GETNUMBER "Enter The Additional Charge Per Day Amount...$ ",ADDLATE}~{BRAN  
{BEEP}~{GETLABEL "INCORRECT ENTRY - PRESS <ENTER> KEY TO CONTINUE... ",LOC1}~{BRANCH AM452}~  
{GETNUMBER "Enter Required Move-Out Notice in Days... ",MOVING_NOTICE}~  
{GETLABEL "Are All Entries Correct (Y/N)... ",LOC1}~  
{IF LOC1="Y"}{RETURN}~  
{IF LOC1="N"}~/REE104..E120~/REF110..H110~{OPTION}~  
{BEEP}{GOTO}AM457
```


BUS PH#

REPORTS MACRO

LATES

Past Due Accounts

{WINDOWSOFF}~/CA386..G388~A395~/REA400..Z800~
/REA400..G800~/CBA5..BG5~A400~
/DQIAA1..AZ400~OA400..G800~CBA5..BG6~E~Q
{BRANCH AE433}~

FILE SAVE

Save Existing File

{GOTO}COPYRIGHT~
/FS~R~
{LET SAVER,"SAVED"}{BRANCH STARTER}~

ENTIRE APPLICATION

Fill In The Entire Application

{WINDOWSOFF}{LET FORM,2}{BRANCH AK434}~

CANCEL

Return to Main Menu

{BRANCH STARTER}

RES PH#

```
*****  
PARKING  
Residents Paying Parking  
{WINDOWSOFF}~/CA389..G391~A395~/REA400..Z800~  
/REA400..G800~/CBA3..BG3~A400~  
/DQIAA1..AZ400~OA400..G800~CBA3..BG4~E~Q  
{BRANCH AE433}~
```

```
*****  
SYSTEM  
Go to DOS - Type EXIT to Return  
{GOTO}TITLE~{WINDOWSOFF}~  
{GOTO}BLANKER~  
/S~  
{BRANCH STARTER}
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```
NAME  
Search by Last Name  
{GETLABEL "Enter Last Name... ",LOC3}{LET LOC2,0}{WINDOWSOFF}
```

Sheet1

```
/REBA4..BG4~{LET BC4,LOC3}/DQIAA1..AZ400~CBA3..BG4~OA400..Z800~EQ
/CBH4~BG4~{IF LOC3=C401}{BRANCH AO445}
{BEEP}{GETLABEL "No Matching Records - Press <ENTER> Key to Continue... ",LOC1}{BRANCH AP450}
{GOTO}APPLICATION~{LET B2,B401}{LET B4,C401}{LET E4,D401}{LET D2,E401}{LET F2,F401}{LET H2,G401}{LET B6,H
{LET H10,O401}{LET B12,P401}{LET D12,Q401}{LET F12,R401}{LET H12,S401}{LET B14,Y401}{LET E14,T401}{LET H14,U
{GETLABEL "Correct Tenant (Y/N)... ",LOC1}{IF LOC1="Y"}{BRANCH AP446}
{IF LOC1="N"}{LET LOC2,1}{WINDOWSOFF}/MA402..Z800~A401~/RNCPOINTER~Z401~/CAPP2~APPLICATION~{BRANC
{BEEP}{BRANCH AO446}
```

RENT

2
2
2
2

ALL UNITS

List All Units

{WINDOWS OFF}~/CA380..G382~A395~
/REA400..G800~/CBA9..BG10~A400~
/DQIAA1..AZ400~OA400..G800~CBA9..BG10~E~Q
{BRANCH AE433}~

QUIT

CAUTION - Return to DOS - File Saved?

{IF SAVER="SAVED"}{BRANCH AP424}
{BEEP}~{GETLABEL "WARNING - FILE IS NOT SAVED - Save File (Y/N)... ",LOC1}{IF LOC1="Y"}{BRANCH AN420}
{IF LOC1="N"}{BRANCH AP424}
{BEEP}~{BRANCH AP420}
/QYY~

AUTO LICENSE NUMBER

Search by Auto License #

{GETLABEL "Enter Auto License Number... ",LOC1}{WINDOWS OFF}{LET LOC2,0}~

Sheet1

```
/REBA4..BG4~{LET BF4,LOC1}/DQIAA1..AZ400~CBA3..BG4~OA400..Z800~EQ  
/CBH4~BG4~{IF LOC1=J401}{BRANCH AO445}  
{BEEP}{GETLABEL "No Matching Records - Press <ENTER> Key to Continue... ",LOC1}{BRANCH AP450}  
  
{GETLABEL "Print Record (Y/N)... ",LOC1}{IF LOC1="N"}{BRANCH AP450}  
{IF LOC1="Y"}{BRANCH AP449}  
{BEEP}{BRANCH AP446}  
{GETLABEL "Align Printer and Press <ENTER> Key... ",LOC1}{WINDOWSOFF}/PPRAPPLICATION~AOML2~QGPO  
{WINDOWSOFF}~{IF LOC2=1}/RNCPOINTER~Z401~  
{BRANCH STARTER}
```


PET FEE

DEPOSIT

Deposit Slip

{GETLABEL "Align Printer and Press <ENTER> Key... ",LOC1}{WINDOWSOFF}

{DEPOSIT_PRINT}

{GETLABEL "Erase Deposit Storage (Y/N)... ",LOC1}{IF LOC1="N"}{BRANCH AQ411}

{IF LOC1="Y"}/REBZ2..CE50~/CCF2~INDEX~/CCG2~DEPOSIT_PRINT~{BRANCH AQ411}

{BEEP}{BRANCH AQ408}

{BRANCH STARTER}

#REF!

MANUAL ENTRY

Leave Macro Loop

{GOTO}WARNING2~{WINDOWSON}

{MENUBRANCH AQ423}

CANCEL

Return to Main Menu

{BRANCH STARTER}

PROC FEE

MONTH END

Complex Month End Tally Sheet

{GOTO}WAITER3~{WINDOWSOFF}~/CA377..G379~A395~{SUMMER}~

{GETLABEL "Align Printer and Press <ENTER> Key... ",LOC1}{WINDOWSOFF}

/PPRBK1..BS41~OML0~QAGPQ

{WINDOWSON}{GETLABEL "Reset Monthly Report to Zero (Y/N)... ",LOC1}

{WINDOWSOFF}{IF LOC1="N"}{BRANCH AR414}

{IF LOC1="Y"}{BRANCH AR413}

{BEEP}{BRANCH AR409}

{LET FEES,0}{LET MODEL,0}{LET PREPAID,0}{LET RENT_VACANCY,0}{LET RENT_OVERAGE,0}{LET RENT_DUE,0}{LE

/REBA2..BG2~/CBH2~BA2~

/DQIAA1..AZ400~OA400..G800~CBA1..BG2~E~Q{BRANCH AE433}

PROCEED

Proceed to Manual Spreadsheet Entry

{LET VALIDATION,"SECURITY BREACHED"}

/WGPE

{BREAKON}

KEY FEE RENT PD.

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+124C41

PAST DUE

```
/CBH6~BC6~/REA401..Z800~/DQIAA1..AZ400~CBA5..BE6~OA400..Z800~EQ~/REBC6~  
{LET RENT_DUE,(@SUM(U401..U800))}~  
/REA401..Z800~/DQCBA11..BG12~EQ~  
{LET RENT_VACANCY,@SUM(U401..U800)}~  
{WINDOWSON}{GETLABEL "Are there any vacant units being used as models (Y/N)... ",LOC1}~  
{IF LOC1="N"}{LET MODEL,0}{BRANCH AU411}  
{IF LOC1="Y"}{BRANCH AU410}  
{BEEP}{BRANCH AU406}  
{GETNUMBER "Enter total rent for models...$ ",LOC1}~{LET MODEL,LOC1}{LET RENT_TOTAL,RENT_TOTAL+LOC1}~  
{WINDOWSOFF}{RECALC BM1..BQ42}~  
{WINDOWSON}~{GETLABEL "Normalize Vacancy Figure for the End of the Month (Y/N)... ",LOC1}{IF LOC1="Y"}{LET RENT  
{IF LOC1="N"}{BRANCH AR407}  
{BEEP}{BRANCH AU412}
```


Sheet1

EMERGY	ADDRESS2	PHONE	PARK FEE	POINTER	NOTICE	APT#
				/CA401..Y401-AA2~{RETURN}~		4
				/CA401..Y401-AA3~{RETURN}~	NOTICE	APT#
				/CA401..Y401-AA4~{RETURN}~		
				/CA401..Y401-AA5~{RETURN}~	NOTICE	APT#
				/CA401..Y401-AA6~{RETURN}~		
				/CA401..Y401-AA7~{RETURN}~	NOTICE	APT#
				/CA401..Y401-AA8~{RETURN}~		
				/CA401..Y401-AA9~{RETURN}~	NOTICE	APT#
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				/CA401..Y401-AA11~{RETURN}~	NOTICE	APT#
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Sheet1

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Sheet1

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Sheet1

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Sheet1

LAST	FIRST	BEDROOM	BATH	SQ.FT.	2	28		
							FALSE	\$2.00
LAST	FIRST	CAR	LIC #	PARK FEE	0	\$2.00		COMPLEX:
baxter				FALSE	FALSE	\$2.00		
LAST	FIRST	PAST DUE				\$2.00		
		FALSE			TRUE	\$0.00		
LAST	FIRST	PAST DUE				\$0.00		TOTAL PAYMENTS
		FALSE				\$0.00		
LAST	FIRST	CAR	LIC #	PAST DUE		\$0.00		LATE PAYMENTS (-)
						\$0.00		
LAST	FIRST	BEDROOM	BATH	SQ.FT.		\$0.00		NEXT PAYMENTS (-)
VACANCY						\$0.00		
						\$0.00		OVERAGE (-)
						\$0.00		
						\$0.00		DUE (+)
						\$0.00		
						\$0.00		VACANCY (+)
						\$0.00		
						\$0.00		TOTALS
						\$0.00		
						\$0.00		E.O.M. POSSIBLES
						\$0.00		
						\$0.00		=====
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		TOTAL PAYMENTS
						\$0.00		
						\$0.00		RENT CREDITS (-)
						\$0.00		
						\$0.00		PREPAIDS (-)
						\$0.00		
						\$0.00		MODEL (-)
						\$0.00		
						\$0.00		TOTALS
						\$0.00		
						\$0.00		GRAND TOTAL
						\$0.00		RENT+PARK+FEES
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
						\$0.00		
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Sheet1

\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00

BALANCE END OF MONTH POSSIBLE
HAPPY HOME APARTMENTS

DATE:

RENT

PARKING

NAME:

\$0.00

\$0.00

\$0.00

<<-----

CHECKED BY:

\$0.00

<<-----

\$0.00

<<-----

\$0.00

<<-----

\$0.00

\$0.00

\$0.00

\$0.00

\$8.00

0.00

=====

RENT

PARKING

\$0.00

\$0.00

\$0.00

<<-----

\$0.00

<<-----

\$0.00

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\$0.00

\$0.00

\$0.00

Sheet1

DATE	BANK#	AMOUNT	APT#	LAST
Err:502	cash	\$244.00	204	BAXTER

Err:502

MANAGER

=====

FEES

\$0.00

\$0.00

\$0.00

Sheet1

DATE	BANK#	AMOUNT	APT #	LAST NAME
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Sheet1

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100

Sheet1

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