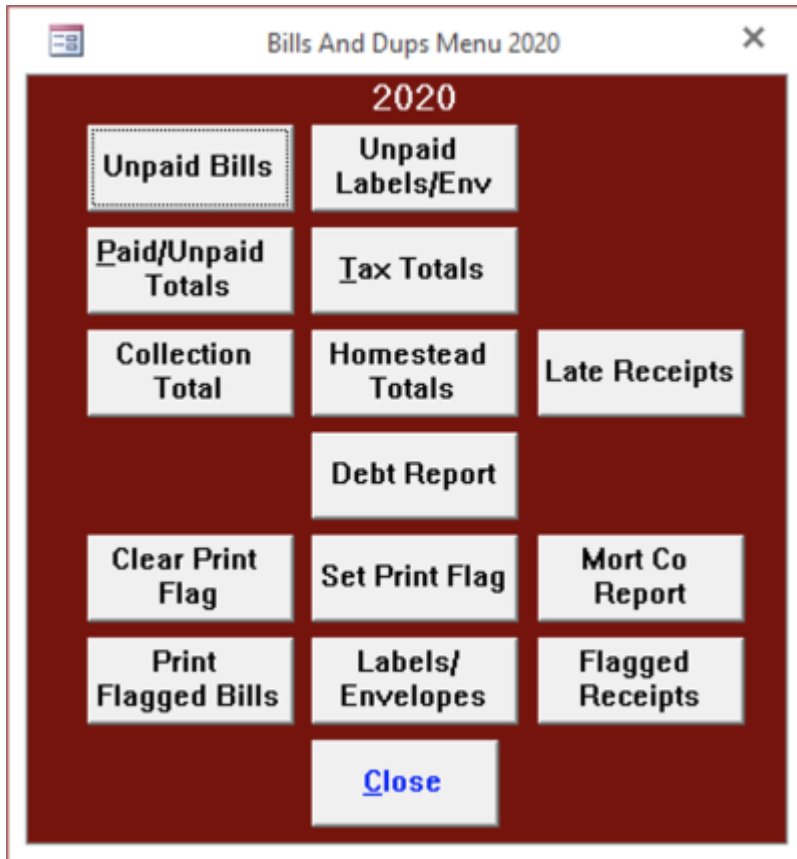


# Bills and Dups Menu



## Unpaid Bills

The Unpaid Bills button will print bills for those that remain unpaid. Real Estate and PerCapita/Occupation print separately. We have placed the address on the bill to show through a window envelope after folding.

An asterisk (\*) appears next to the bill number for properties that are for sale by Tax Claim. Unpaid bills can be selected by zip code, leave this field blank to print all unpaid bills.



## Unpaid Labels/Env

Unpaid Labels/Env will print labels or envelopes for unpaid bills.

5/19/2020 2:02:05 PM **Paid/Unpaid Taxes at Face** 5/19/2020

Per Capita/Occupation	Description	Amount	Paid	Unpaid	Count
Paid	County Tax				2
	State Tax				
	Borough Tax	\$15.00			
	<b>Total</b>	\$15.00	\$15.00		
Unpaid	County Tax				179
	State Tax				
	Borough Tax	\$200.00			
	<b>Total</b>	\$200.00	\$200.00		
Per Capita/Occupation Total		\$215.00	\$215.00		181
Real Estate	County Tax	\$74,798.75			187
	State Tax	\$1,083.40			
	Borough Tax	\$13,041.05			
	<b>Total</b>	\$78,923.20	\$78,923.20		
Real Estate Total		\$78,923.20	\$78,923.20		187
<b>Total</b>		\$79,337.70	\$79,337.70		208

## Paid/Unpaid Totals

Paid/Unpaid Totals prints a summary report of the current amounts of paid and unpaid tax bills. The amounts on this report will correspond to your duplicate when you receive the data file but will change as you add bills or change amounts.

5/19/2020 2:02:02 PM **Tax Totals**

Per Capita/Occupation	Per Capita	Total Assessment	Count
21 Prompton	County Total	\$650.00	24,750
	Municipal Tax	\$650.00	
	<b>Total</b>	\$650.00	
Real Estate	County Tax	\$67,798.00	11,909,400
	State Tax	\$1,080.00	
	Borough Tax	\$13,041.00	
	County Total	\$81,919.00	
	<b>Total</b>	\$13,041.00	
<b>Total</b>	\$79,337.70		

## Tax Totals

Tax Totals also produces a summary report. The amounts on this report will correspond to your duplicate when you receive the data file but will change as you add bills or change amounts.

Category	Amount	Count	Percentage
Property Tax	10000	100	100%
Income Tax	5000	50	50%
Other	5000	50	50%

## Collection Totals

Collection Total provides you with tax totals collected between dates that you specify.

## Homestead Totals

Homestead Totals provides counts of the paid/unpaid bills entitled to the Homestead exemption.

## Late Receipts

Late Receipts displays payments recorded between two user specified dates that were posted after their due date. Everyone realizes that some payments will be recorded after the due date because of mail delays or for other reasons so the inputs include a Grace Period that will cause the report to ignore payments recorded within that many days of the due date. The report displays payments where the Payment Date is after the Start of Face for discount payments, after the End of Face for face payments, or after the respective installment due date for face installment payments.

## Debt Report

<https://grandjean.net/wiki/todo?do=backlink>

## Set Print Flag

The set print flag button sets or the print flag for every record of a selected tax type. The print flag for an individual bill can be turned off and on from either the Receipt Form or the Change Form.

## Clear Print Flag

The clear print flag button clears the print flag for every record of a selected tax type. The print flag for



**Receipt**

PROPIPTON BOROUGH REAL ESTATE  
TAX NOTICE FOR 2020  
PROPIPTON BOROUGH, WAYNE COUNTY, PA

Central 026296 BILL # 24 Tax Map 21-0-0243-0098  
Date: \_\_\_\_\_ Payee: \_\_\_\_\_  
UNITED STATES OF AMERICA  
WASHINGTON, DC 20240-0881  
PROPIPTON, PA 15468

Total Bill at Face: 30.00

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Date: 2/21/2020 From: Zero Tax Bill

Payment Received at Face	
Amount	30.00
Check	
Return	30.00
Payment	30.00

Face Amount Satisfied: 30.00  
Face Amount Due: 30.00

## Flagged Receipts

The Flagged Receipts button will prompt you to select a mortgage company and tax type (Municipal or School), and then print receipts for all bills of that tax type for the selected mortgage company. If the mortgage company is left blank, then the program will print receipts for the bills with the print flag set. The Flagged Bills button will prompt you to select a mortgage company and tax type (Municipal or School), and then print bills for all bills of that tax type for the selected mortgage company. If the mortgage company is left blank, then the program will print bills for the bills with the print flag set.

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Last update: **2020/05/20 19:54 UTC**

