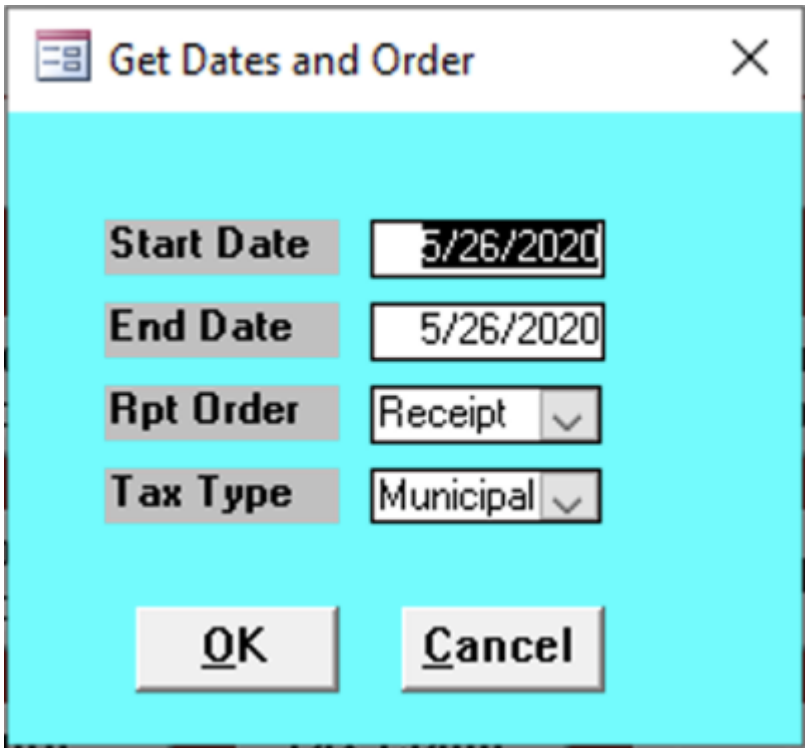
# Receipt Report

## Running the Report




### Start Date

Enter the start date of the reports you wish to get.

### End Date

Enter the end date of the reports you wish to get.

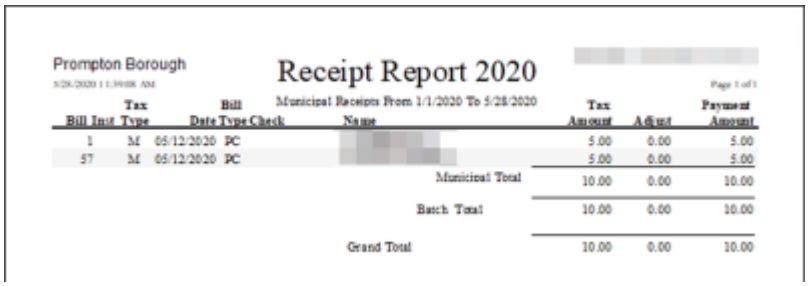
### Rpt Order

Enter the type of order you wish the receipts to be in.

### Tax Type

Enter the tax type of the reports.

# Report Contents



Prompton Borough

Receipt Report 2020

Municipal Receipts From 1/1/2020 To 5/28/2020

| Bill | Inst | Tax Type | Bill Date | Type | Check | Name | Tax Amount | Adjust | Payment Amount |
|---|---|---|---|---|---|---|---|---|---|
| 1 | | M | 05/12/2020 | PC | | | 5.00 | 0.00 | 5.00 |
| 57 | | M | 05/12/2020 | PC | | | 5.00 | 0.00 | 5.00 |
| | | | | | | Municipal Total | 10.00 | 0.00 | 10.00 |
| | | | | | | Batch Total | 10.00 | 0.00 | 10.00 |
| | | | | | | Grand Total | 10.00 | 0.00 | 10.00 |

## Bill

Bill number of the paid bill.

## Inst

Installment number (only applies to some school payments).

## Tax Type

Tax type of the bill paid:

- M: Municipal
- S: School

## Date

Date that the payment was posted.

## Bill Type

Bill type of the bill paid:

- RE: Real Estate
- PC: Per Capita/Occupation

## Check

Check number of the check used to pay the bill.

## Name

Name of the payer as entered into the Receive Payments form.

## Tax Amount

Tax amount due based on the payment period selected when posting payment.

## Adjust

Amount of underpayment or overpayment based on the payment period.

## Payment Amount

Actual amount of the payment.

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