Billing Management & Maintenance Services

The Billing Management against Maintenance Services (BMMS) is designed & developed to cater the following day to day needs of services charges for a developed Housing Society or Commercial Project.

- Security
- Lights
- Parking
- Masjid Funds
- Internet / Cable
- Lift / Escalators
- Garbage   etc

Functionality of the system (BMMS) is briefly described in the following sections

Registration No

➢ Capturing the complete detail of member / Client for booking
   o Allocation of unique **Registration No.**
   o Member Name, Address and Contacts detail
   o Registration against unique ID (Prefer Computerized NIC)
   o Personal Information
   o Nominee Information
   o Picture and other Documents Images
   o Multiple Analysis Codes
   o Contact Officer
   o Refer By
   o Category A,B & C clients etc.

Society / Building Map

➢ Complete Building Map Entry
   o Shop / Office / Location floor and FloorWise.
   o Shop / Office / Sizes
   o Shop / Office / Status
   o Shop / Office / Types (Residential / Commercial)

Allocation / De Allocation

- ➤ Shop / Office / can allocate and de allocate.
    - o Allocation after Registration of Clients.
    - o De allocation at the time of end of Contract with Client.
    - o Allocation and De allocation Dates

Billing Schedules

- ➤ Multiple Rental / Billing payment plan generation facility
- ➤ Attach Rental / Billing plan against Registration
- ➤ Rental / Billing Payment plan information
    - o Multiple Rental / Billing Payment Schedule definition.
- ➤ One Time Payments
    - o Advance / Security Payments
    - o Any Processing Charges
- ➤ Monthly / Multi Time Payments
    - o Rent Charges
    - o Services Charges
    - o Any other Charges

Receivables

- ➤ Receivable Frequency
    - o Every Month
    - o One Time

- ➤ Multiple Payment types
    - o Security Charges
    - o Park Fee
    - o Parking Charges
    - o Mosque
    - o Cable Charges
    - o Fine   etc

Rebate / Adjustment against Receivables

- ➤ Rebate against multiple Receivable payment types
    - o Rebate on Rental / Billing Payment.
- ➤ Adjustment on payable payment.
    - o Adjustment of Advance / Security Payables on account of Receivables.

Bills Generation and Receipts

- ➢ Bills Generation.
  - o Bills generation for all.
  - o Bills generation for specific Shop/Office.

- ➢ Bills Reversal
  - o Bills can be regenerate.
  - o Bills can be reverse after finalization

- ➢ Bills Finalization
  - o Bills finalization after bills generation.
- ➢ Payment receiving against due amount.
  - o Auto / Manual Receipt no.
  - o Rebate at the time of payment receiving.
  - o Payment mode and instrument detail.
  - o Receipt printing
- ➢ Payment receiving as advance.
- ➢ Partial payment receiving against due amount.
- ➢ Auto Arrears amounts in next bill.
- ➢ Misc Bills Generation

Property Transfer

- ➢ Property Can be Transfer from one owner to other.
- ➢ Transfer charges bill Generation.

Bill Installment

- ➢ Installment can be done on any bill on member's request.
- ➢ Monthly installment amount will be add in next bills.

Care Alerts

- ➢ Multi care alerts can be assigned against and favor of clients
  - o VIP Client
  - o Reference of Chief Executive.
  - o Make a fraud with our officer last year
- ➢ Auto popup while accessing Registration No

Easy and User Friendly

- ➢ Multiple User can work
  - o User id and Password
  - o User working track.

Reports

- ➢ **Out Standing Payments Reports**
  - o Finalize Bills receivables.
  - o Clients receivable detail.
  - o Clients out standing detail.
  - o Clients Arrears detail.
- ➢ **Receiving Payments Reports**
  - o Clients Payment receiving.
  - o Clients Bills status.
  - o Clients Bills status in detail.
  - o Clients receiving payment wise.
  - o Clients receiving detail date wise.
  - o Daily Receipts summary.
  - o Advance / Adjustment receiving.
  - o Daily recovery.
  - o Electric bill with unit rate.
- ➢ **Clients Information Reports**
  - o Client's information detail.
  - o Premises owner information detail.
  - o Leaving clients payments status.
  - o Vacant and Booked Shop/ Apartment.
  - o Shop/ Apartment De-allocation detail.
  - o Leaving Clients detail.
- ➢ **Clients Bills Detail and Printing**
  - o Clients Bills printing.
  - o Clients Bills printing due date wise.
  - o Clients Payment printing.

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