User Guide

04. Valuation and Assessment-MA-11-Valuation and Assessments-Valuation and Assessment-Valuation Counter Billing Ver 2.0.0

For

Supply, delivery, installation, Commissioning, Training and Maintenance of Enterprise Resource Planning System (DMMC-ERP）

For

DEHIWALA MOUNT-LAVINIA MUNICIPAL COUNCIL

By

EMETSOFT (PVT) LTD

1. REVISION HISTORY

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--------------------------------------------------------------------
Date        Version    Description               Author
--------------------------------------------------------------------
08-03-2022  0.0.1 Initial version               EMETSOFT IMP Team
26-04-2022  0.1.1 Modifications to the report   EMETSOFT IMP Team
28-04-2022  1.0.0 Final Release                 Project Manager
19-05-2022  2.0.0 Enhancements for the manual   Project Manager
```

2. TABLE OF CONTENTS

Page No.

VALUATION COUNTER BILLING

Miscellaneous Income

Banners, bookings, Gully bowser, ..

READ MORE

3. THE PROCESS

Subject Officer Login into the TRMS → Prepare a Receipt → Save and Print → Issue a bill to the customer → End

4. VALUATION COUNTER BILLING

Miscellaneous Income

Banners, bookings, Gully bowser, ..

READ MORE

Log In to your account

sahan_Emet

...

Advanced Options   Log In

STEP: 03 Then click on Miscellaneous Income

Rates Income ⊞

Rates Master Data ⊞

Miscellaneous Income

Miscellaneous Master Data ⊞

Bank Deposit Sessions ⊞
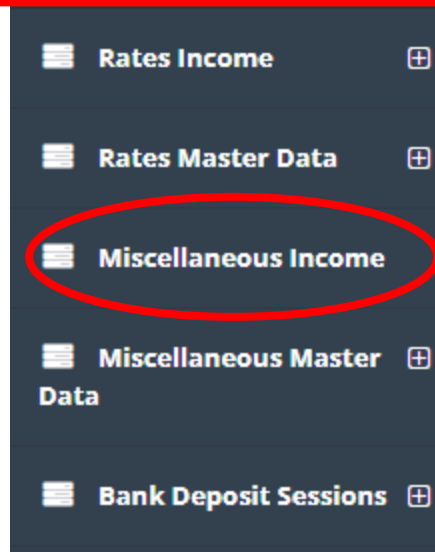
STEP: 04 Then click on Other Bill Receipts

Other Bill Receipts Temp

STEP: 05 Enter Department Mater data

Field	Value
Receipt No **01**	55943
Date **02**	4/7/2022
Receipt ID **03**	-472182
Billing Type **04**	CEMETERY-BURIAL

Print / Save

Save Only

Exit

● Payee ○ Field Officer
Payee **05**
sahan Chathuranga

Remarks **06**
No: 110/12 Saranankara Road, Dehiwala

File No./Refference **07**
100

| Reg. No	Discription **08**	Amount **09**	Account No **10**	
>>	CEMETERY-BURIAL	500	30-445300 : Cemetery Burials & Cremat	

☐ VAT Included   ☐ NBT Included   ☐ StampDuty Included   Copy Fees   0.00

MOP	Date	Cheque No	Amount	Bank / Branch	Remarks	Date Re-pay	Re-Pay Date
Cheque	4/7/2022		0.00			☐	

Printing Formats
TempBill_Receiptt_Preprinted.rpt

Total **11**
500

01. Receipt Number (Auto Generate)
02. Date (Auto Generate)
03. Receipt Id (Auto Generate)
04. Select Bill type
05. Select payee
06. Enter Remarks
07. Enter File Number/ Reference
08. Enter description
09. Enter Amount
10. Select Account Number
11. Check Total
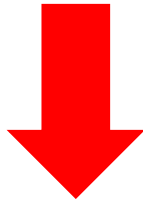
STEP: 06 Click on Print/Save Button

Print / Save

Save Only

Exit
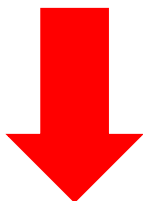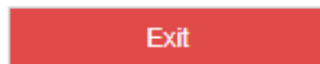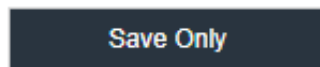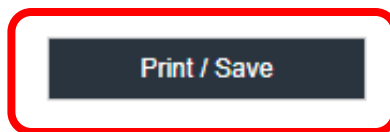
STEP: 07 Issu Bill to Customer.

END

The next is authorized by Shorff