

SECTION 6: REVENUE

Add Accounts Receivable

INTRODUCTION

Add Accounts Receivable provides procedures for establishing accounts receivable open items in AKSAS. Accounts receivable are asset open items for which the financial impact is recorded in the fund at the time the receivable is recorded. Accounts receivable are defined as: restricted revenues from a contract or agreement earned, but not yet received; federal or program receipts earned under a recovery program, but not yet received; and unrestricted revenues that have been earned and billed, but not yet received. “Earned” means that portion of a program for which the state has performed the service.

Although accounts receivable open items are used mostly by large departments, such as the Department of Transportation and Public Facilities, any agency with a need to keep detailed ledger information on a receivable can use accounts receivable open items. Receivables are established in accordance with the *Alaska Administrative Manual (AAM) 45.040 - Accounts Receivable*.

Accounts receivable are not designed for normal day-to-day agency receipts and should not be established if an encumbered revenue open item meets reporting requirements. The differences between accounts receivable and encumbered revenue open items are:

- Accounts receivable are recorded as earned receipts. The journal entry that records or increases the receivable also records the receipts. Encumbered revenues are planned receipts; the revenue is recorded when the receipts are collected.
- Accounts receivable are maintained as asset balances and are increased or decreased over time as the result of ongoing activities, such as loan management.
- Accounts receivable are used to record accruals of assets at period-end for financial reporting purposes.

Refer to *Add Encumbered Revenue* in this Section for more information on using encumbered revenue open items.

Accounts receivable are not recorded for Reimbursable Services Agreements (RSAs) unless the RSA is with an outside entity, such as the University of Alaska or the Alaska Housing Finance Corporation. Refer to *Section 12: Reimbursable Services Agreements*.

Accounts Receivable and Journal Entries

The 130-10: Add Receivable transaction records the receivable open item shell, which includes descriptive and reference data. Financial lines for accounts receivable are recorded through 430-25: Accounts Receivable Journal Entry transactions. The journal entry transactions add, adjust, and liquidate financial lines for accounts receivable open items, identifying the open item number and the financial coding. The financial coding identifies the accounting structures (fund, appropriation, organization, external program) through which the receivable is managed, the asset account describing the nature of the receivable, and related entities through which the receivable is reported.

Accounts receivable asset accounts are related to groups of revenue accounts. The asset account used to record a receivable must be associated with the offsetting revenue account. For example, if the restricted revenue account is 59530 (a lower level of 54010), the asset account must be 10106. Refer to the *AKSAS Handy Guide* for a list of accounts receivable asset accounts and corresponding revenue account groups.

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Liquidate Accounts Receivable

Accounts receivable are generally liquidated by agency receipt open items. Agency receipts record revenue collected by the agencies and transmitted to Treasury for deposit. Refer to the procedure for *Add Agency Receipts* in this Section. Accounts receivable can also be liquidated by treasury and agency journal entries.

Accounts Receivable Detail Inquiry

Accounts receivable are maintained on the Open Item File and can be viewed online through IO - Open Item Inquiry (enter RC in the OPEN ITEM TYPE field, select DETAIL, and enter the OPEN ITEM NUMBER on the Open Item Inquiry - Selection screen). Reference and descriptive information processed on the add accounts receivable transaction is maintained on the Open Item File along with the financial data processed on the agency journal entry transaction. When the original agency journal entry processes, the total of the asset financial lines is recorded as the ORIGINAL PLACED and initial CURRENT BALANCE of the accounts receivable on the Open Item File. The asset financial lines entered on the agency journal entry are displayed in the FIN lines area of the open item. Subsequent journal entries increase or decrease the ADJUST TO PLACED or TOTAL LIQUIDATIONS and CURRENT BALANCE amounts.

Transactions that liquidate the receivable (agency receipts, agency journal entries) increase the TOTAL LIQUIDATIONS on the Open Item File and decrease the CURRENT BALANCE accordingly.

AKSAS TRANSACTIONS

130-10: Add Receivable

430-25: Accounts Receivable Agency Journal Entry

PROCEDURES

I. Determine the need to set up an Accounts Receivable open item.

Accounts receivable open items are established in accordance with *AAM 45.040 - Accounts Receivable* and are supported by accounting documents reporting assets to be accrued, loan or advance agreements, source documents associated with investments, etc. An accounts receivable should not be established if an encumbered revenue open item will meet reporting requirements. Refer to *Add Encumbered Revenue* in this Section.

II. Verify an Accounts Receivable shell exists for the receivable to be recorded.

- A. Check your department's accounts receivable open item log.
 - 1. If a shell exists for the receivable, make note of the RECEIVABLE NUMBER for the shell and go to Step IV.
 - 2. If a shell does not exist, go to Step III.

III. Process a 130-10: Add Receivable transaction to record an open item shell.

For more information on entering this transaction, refer to the *130-10: Add Receivable Screen and Field Entry Table* following this procedure.

- A. From the AKSAS Main Menu, start (or restart) a financial batch. On the Financial Data Entry Menu:
 - 1. Enter **RC** (Receivable) in the **SELECTION** field and **A** (add) in the **ACTION** field.

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2. If your agency uses an easytran shell for adding an accounts receivable open item, enter the easytran number for the transaction in the **EASYTRAN NUM** field.
 3. Press <Enter> to display the 130-10: Add Receivable transaction screen.
- B. Enter data in the following fields. For more detailed information on these fields, refer to *Section 4: Financial Transactions & Batch Processing*.
1. **RECEIVABLE NUMBER** - Enter a seven-digit accounts receivable number from your department's open item number log.
 2. **DOCUMENT NUMBER** - Defaults to the batch and sequence number assigned by AKSAS. No entry necessary.
 3. **DATE DUE** - Enter the expected collection date of the receivable as **MM DD CCYY**.
 4. **SOURCE RD CODE** - Defaults to the AKSAS input (sign-on) RD code. If the default RD code is not authorized to record add receivable transactions, enter a SOURCE RD CODE as authorized according to department procedures.
 5. **DATE ESTABLISHED** - Defaults to the current date. If adding an accounts receivable for a prior date, enter the date as **MM DD CCYY**.
 6. **DESCRIPTION SHORT** - Enter a brief description, up to 20 characters, identifying the accounts receivable as it should appear on reports. If left blank, this field defaults to the first 20 characters of the first line of the DESCRIPTION LONG field.
 7. **DESCRIPTION LONG** - Enter detailed descriptive information, up to 120 characters, for the transaction. The first 20 characters of the first line are used for reporting purposes if the DESCRIPTION SHORT field is left blank.
 8. **LIQ RULE** - Defaults to **LN** (line number). May be changed to **FR** (fractional), **NB** (net balance), or **PL** (placed).
 9. **RETENTION (Y/N)** - Defaults to **N** (no, do not retain this record on the Open Item File after all activity is complete). May be changed to **Y** (yes, retain this record).
- C. Enter data in the **REFERENCE** line fields. Refer to *Section 4: Financial Transactions & Batch Processing* for more information about reference fields.
1. **TYPE** - Enter appropriate reference types for this transaction.

NOTE: For a list of reference types, press <PF12-Help> on the AKSAS Main Menu. On the System Table Inquiry screen, selection VALID/MANDATORY REFERENCES and press <Enter>. In the ENTER OPEN ITEM TYPE field, enter RC and press <Enter>.
 2. **REFERENCE NUMBER** - Enter an identifier associated with the reference TYPE.
 3. **AMOUNT** - Enter a dollar amount associated with the reference TYPE.
 4. **DATE** - Enter a date associated with the reference TYPE as **MM DD CCYY**.
 5. **COMMENTS** - Enter additional descriptive information for the reference line.

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- D. Press <Enter> to display online errors. Correct errors until the message NO ONLINE ERRORS TO DISPLAY is received. Press <Enter> again to submit the transaction for certification and processing. Refer to the *Appendix* for a list of online errors, warning messages, and corrective actions.

NOTE: Review any WARNING messages displayed. If these messages do not require correction, press <PF3> to override.

IV. Process a 430-25: Agency Journal Entry to record accounts receivable financial information.

- A. From the Financial Data Entry Menu:

1. Enter **AJ** (Agency Journal Entry) in the **SELECTION** field. Leave the **ACTION** field blank.
2. If your agency uses an easytran shell for adding an accounts receivable journal entry, enter the easytran number for the transaction in the **EASYTRAN NUM** field.
3. Press <Enter> to display the 430-xx: Agency Journal Entry transaction screen.

- B. Enter data in the following fields. For more detailed information on these fields, refer to *Section 4: Financial Transactions & Batch Processing*.

1. **TRANS CODE MINOR** - Enter **25** (Accts Receivable JE).
2. **ADDITIONAL AUTH RD** - If this transaction requires additional authorization, enter the RD code of the person who will authorize this transaction.
3. **DOCUMENT NUMBER** - Defaults to the batch and sequence number assigned by AKSAS. No entry necessary.
4. **SOURCE RD CODE** - Defaults to the AKSAS input (sign-on) RD code. If the default RD code is not authorized to record accounts receivable journal entries, enter a SOURCE RD CODE as authorized according to department procedures.
5. **TOTAL DEBIT AMOUNT** - Enter the total outstanding balance for the receivable as a positive number.
6. **DESCRIPTION LONG** - Enter an explanation for the journal entry, for example, "To record an Accts Rec for Grant #."
7. **FISCAL PERIOD CODE** - Defaults to **C** (current fiscal year). If the transaction is not for the current year, enter the FISCAL PERIOD CODE as defined in the *AKSAS Handy Guide*.

- C. Enter **asset (debit)** information in the **FINANCIAL** line fields. This transaction must be a balanced journal entry with the asset (debit) financial lines equal to the revenue (credit) financial lines. Refer to *Section 4: Financial Transactions & Batch Processing* for more information about financial fields.

1. **AMOUNT** - Enter the total dollar amount for this financial line as a positive number.
2. **SY** - Defaults to the fiscal year associated with the FISCAL PERIOD CODE if no entry is made. If the default value is not correct, enter the two-digit set-up year associated with the collocation code.
3. **CC** - Enter the eight-digit collocation code for this financial line.

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4. **PGM** - Enter a five-digit program code if required by your agency for this financial line.
 5. **LC** - Enter an eight-digit ledger code if required by your agency for this financial line.
 6. **ACCT** - Enter the five-digit asset account that corresponds to the offsetting revenue (credit) financial line.
 - 57002 and lower levels: Enter 10105 (Federal Grants-in-Aid)
 - 54005 and lower levels: Enter 10106 (Program Receipts)
 - 59500 and lower levels: Enter 10108 (Other Restricted Revenue)
 - 59900 and lower levels: Enter 10200 or a lower level (Interfund Receivables)
 - 60012 and lower levels: Enter 10115 (Unrestricted Revenues)
 7. **FY** - Defaults to the current federal fiscal year if no entry is made. If a federal fiscal year is required by your agency and the default value is not correct, enter the two-digit federal fiscal year.
 8. Enter information in the **asset (debit)** financial line **OPEN ITEM** fields. When this transaction is processed, the asset financial coding in this transaction is used to record the financial activity for the accounts receivable open item.
 - a. **TYPE** - Enter **RC** (Receivable).
 - b. **NUM** - Enter the open item number of the accounts receivable shell to which this financial line will be recorded. See Step II.
 - c. **LINE** - Leave this field blank.
 - d. **FLI** (Fully Liquidate Indicator) - Leave this field blank.
 9. **IEAX LINE** (Interentity Account Cross-Reference) - Leave this field blank.
 10. **LINE DESC** - If necessary, enter additional descriptive information for the financial line.
- D. Enter **revenue (credit)** information in the **FINANCIAL** line fields. This transaction must be a balanced journal entry with the asset (debit) financial line amounts equal to the revenue (credit) financial line amounts.
1. **AMOUNT** - Enter the total dollar amount for this financial line with a leading minus (-) sign.
 2. **SY** - Defaults to the fiscal year associated with the **FISCAL PERIOD CODE** if no entry is made. If the default value is not correct, enter the two-digit set-up year associated with the collocation code.
 3. **CC** - Enter the eight-digit collocation code for this financial line.
 4. **PGM** - Enter a five-digit program code if required by your agency for this financial line.
 5. **LC** - Enter an eight-digit ledger code if required by your agency for this financial line.
 6. **ACCT** - Enter a five-digit restricted revenue (50000 and LLs) or unrestricted revenue (60000 and LLs) account. The revenue account entered must be correct for the offsetting asset (debit) financial line (see Step IV.C.6).

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7. **FY** - Defaults to the current federal fiscal year if no entry is made. If a federal fiscal year is required by your agency and the default value is not correct, enter the two-digit federal fiscal year.
 8. Leave the **OPEN ITEM** fields blank for the revenue financial lines.
 9. **IEAX LINE** (Interentity Account Cross-Reference) - Leave this field blank.
 10. **LINE DESC** - If necessary, enter additional descriptive information for the financial line.
- E. Press <Enter> to display online errors. Correct errors until the message NO ONLINE ERRORS TO DISPLAY is received. Press <Enter> again to submit the transaction for certification and processing. Refer to the *Appendix* for a list of online errors, warning messages, and corrective actions.

NOTE: Review any **WARNING** messages displayed. If these messages do not require correction, press <PF3> to override.

V. Submit the transactions for certification.

Add receivable and associated agency journal entry transactions require certification. Submit the transactions and related backup to the appropriate individual in your agency for certification according to department procedures. Refer to *Section 2: AKSAS Security & Authorities, Certifying Officer Authority* for more information.

VI. Verify the transactions processed.

For more information regarding batch maintenance, refer to *Section 4: Financial Transactions & Batch Processing*.

- A. The next morning, check DM - Maintain Batches to determine if the add receivable and associated agency journal entry transactions processed successfully. If a transaction did not process, view the transaction and determine the corrective action. If necessary, resubmit the corrected transaction for certification and processing. Refer to the *Appendix* for a list of error messages and corrective actions.
- B. Once the transactions have processed successfully, review the Financial Transaction (FTP) Registers to verify all processed information for the transactions are correct. If the results of a processed transaction are not as intended:
 1. **For the 130-10: Add Receivable transaction**, correct the error using a 130-20: Change Receivable transaction. Refer to the procedure for *Change Accounts Receivable* in this Section.
 2. **For the 430-25: Accounts Receivable Agency Journal Entry transaction**, correct the error with a 430-25: Accounts Receivable Agency Journal Entry transaction. Refer to *Change Accounts Receivable* in this Section.

VII. Archive/file processed transactions.

Maintain copies of the processed transactions and related backup according to department procedures.

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ACCOUNTING ENTRIES

The following table shows the actual accounting entries recorded in AKSAS as a result of processing a 130-10: Add Receivable and corresponding 430-25: Accounts Receivable Agency Journal Entry transaction. The accounting entries with a financial source code of OC (open item change) and UD (user-defined) are entered in the 430-25 transaction by the user. The financial effect of each entry is indicated in parentheses () after the debit or credit indicator in the first column.

By itself, the 130-10: Add Receivable transaction has no financial impact in AKSAS. Financial effects occur when an accounts receivable journal entry (430-25) transaction is recorded. The financial lines initially recorded for a receivable through a journal entry are posted as the original balance. Subsequent increases or decreases to the original balance are recorded through journal entries as adjustments to the original balance, or through a 210-10 /11: Add Agency Receipts transaction liquidating the receivable.

130-10: Add Receivable/430-25: Accounts Receivable Journal Entry

	Collocation Code	Account	Posting Type	Financial Source
Record Original Balance				
Debit (increase)	Entered by user	Asset account associated w/Revenue Group	01	OC
Credit (increase)	Entered by user	Restricted or Unrestricted Revenue	01	UD

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130-10: Add Receivable Field Entry Table		
Field Name	Field Value	Comments
FDE	DISPLAY ONLY	Displays the financial data entry transaction code for this open item.
B	SYSTEM-ASSIGNED	System-assigned batch number.
S	SYSTEM-ASSIGNED	System-assigned sequence number for this batch.
RECEIVABLE NUMBER	<p>REQUIRED</p> <p>Enter a 7-digit accounts receivable open item number from your department's open item log as DDYYNNN, where</p> <p>DD Department number Y Last digit of chart of accounts year NNNN Number assigned by agency</p>	Identifying number used to change, liquidate, and report on an accounts receivable open item.
DOCUMENT NUMBER	<p>REQUIRED, defaults to the batch and sequence number assigned by AKSAS if left blank.</p> <p>An agency-assigned processed document identifier, up to 13 alphanumeric characters, may be entered.</p>	Processed document identifier.
DATE DUE	<p>OPTIONAL</p> <p>Enter the expected collection date of the receivable as MM DD CCYY.</p>	Expected collection date of the open item.
SOURCE RD CODE	<p>REQUIRED, defaults to the AKSAS input (sign-on) RD code.</p> <p>If the default RD code is not authorized to record add receivable transactions, enter a SOURCE RD CODE as authorized according to department procedures.</p>	Identifies the person authorized to record this transaction.
DATE ESTABLISHED	<p>REQUIRED, defaults to the current date.</p> <p>If the default value is not correct, a prior date may be entered as MM DD CCYY.</p>	Date the open item is created.
DESCRIPTION SHORT	<p>REQUIRED, defaults to the first 20 characters of the first line of the DESCRIPTION LONG field if left blank.</p> <p>Enter up to a 20-character description of this open item as it should appear on reports.</p>	A description of the open item as it should appear on reports.
DESCRIPTION LONG	<p>REQUIRED</p> <p>Enter descriptive information, up to 120 characters, for this open item. The first 20 characters are used on reports if the DESCRIPTION SHORT field is left blank.</p>	Additional descriptive information for the transaction.

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130-10: Add Receivable Field Entry Table		
Field Name	Field Value	Comments
LIQ RULE	REQUIRED, defaults to LN. LN Line number FR Fractional NB Net balance PL Placed Refer to <i>Section 4: Financial Transactions & Batch Processing</i> for additional information.	Identifies how liquidations of this open item are distributed across financial lines.
RETENTION (Y/N)	REQUIRED, defaults to N. N No, do not retain this open item on the Open Item File. Y Yes, retain this open item.	If this indicator is set to N, the open item is deleted from the Open Item File once the balance is zero. The open item is deleted based on the number of days from the date of last activity as specified on the SMF Open Item Purge Parameters Table (SPO).
Reference Line Fields - The following fields contain reporting cross-reference information. Reference fields allow access to open item information by identifiers other than the open item number, such as grant, loan, or vendor number. For additional information about reference fields, refer to Section 4: Financial Transactions & Batch Processing.		
REF	DISPLAY ONLY	Reference line number.
TYPE	OPTIONAL Enter appropriate reference types for this transaction. For a list of reference types, press <PF12-Help> on the AKSAS Main Menu. On the System Table Inquiry screen, select VALID/MANDATORY REFERENCES and press <Enter>. In the ENTER OPEN ITEM TYPE field, enter RC and press <Enter> to display valid references.	Identifies a reporting reference, such as grant, loan, or vendor number.
NUMBER	REQUIRED, if reference TYPE is entered. Enter an identifier, up to 22 alphanumeric characters, associated with the reference TYPE.	The identifier associated with the reference TYPE. If the reference TYPE refers to an AKSAS file (RD code, vendor number, etc.), AKSAS verifies the REFERENCE NUMBER entered is valid.
AMOUNT	OPTIONAL Enter a dollar amount associated with the reference TYPE. Up to 11 digits (9 to the left of the decimal, 2 to the right).	Dollar amount associated with the reference line.
DATE	OPTIONAL Enter a date associated with the reference TYPE as MM DD CCYY.	Date associated with the reference TYPE.
COMMENTS	OPTIONAL Enter additional descriptive information, up to 30 characters, for the reference.	Additional descriptive information for the reference.

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430-25: Agency Journal Entry Screen (Accounts Receivable)															
FDE 430-XX: AGENCY JOURNAL ENTRY										B 1179463 S 0001					
TRANS CODE MINOR ____					ADDITIONAL AUTH RD _____										
DOCUMENT NUMBER _____															
SOURCE RD CODE _____															
TOTAL DEBIT AMOUNT _____															
DESCRIPTION LONG _____															

FISCAL PERIOD CODE C															
												-----OPEN ITEM-----		IEAX	
FIN	AMOUNT	SY	CC	PGM	LC	ACCT	FY	TYPE	NUM	LINE	FLI	LINE			
1	_____	__	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	
	LINE DESC _____														
2	_____	__	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	
	LINE DESC _____														
3	_____	__	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	
	LINE DESC _____														
4	_____	__	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	
	LINE DESC _____														
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11--PF12---															
UPDAT QUIT				SUBMT ERRS BASE FINS				PFKYS				HELP			

SCREEN ACCESS

Use the 430-xx: Agency Journal Entry transaction screen to record accounts receivable financial information in AKSAS.

1. At the AKSAS Main Menu, enter **DS** (Start/Restart Batch) in the **SELECTION** field. Press <Enter> to display the Start/Restart Batch - Selection screen.
2. At the Start/Restart Batch - Selection screen, enter **F** (Financial) in the **BATCH TYPE** field. Press <Enter> to display the Financial Data Entry Menu.
3. At the Financial Data Entry Menu, enter **AJ** (Agency Journal Entry) in the **SELECTION** field. Press <Enter> to display the 430-xx: Agency Journal Entry screen.

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430-25: Agency Journal Entry (Accts Receivable) Field Entry Table		
Field Name	Field Value	Comments
FDE	DISPLAY ONLY	Displays the financial data entry transaction code for this agency journal entry.
B	SYSTEM-ASSIGNED	System-assigned batch number.
S	SYSTEM-ASSIGNED	System-assigned sequence number for this batch.
TRANS CODE MINOR	REQUIRED 25 Accts Receivable JE	Identifies the specific type of journal entry.
ADDITIONAL AUTH RD	OPTIONAL If this transaction requires additional authorization, enter the RD code of the person who will authorize this transaction.	Identifies an approval authority associated with this accounts receivable journal entry transaction.
DOCUMENT NUMBER	REQUIRED, defaults to the batch and sequence number assigned by AKSAS if left blank. An agency-assigned processed document identifier, up to 13 alphanumeric characters, may be entered.	Processed document identifier.
SOURCE RD CODE	REQUIRED, defaults to the AKSAS input (sign-on) RD code. If the default RD code is not authorized to record accounts receivable journal entry transactions, enter a SOURCE RD CODE as authorized according to department procedures.	Identifies the person authorized to record this transaction.
TOTAL DEBIT AMOUNT	REQUIRED Enter the total outstanding balance for the receivable as a positive number. Up to 13 digits (11 to the left of the decimal, 2 to the right).	This field must equal the sum of the debit financial line AMOUNT fields.
DESCRIPTION LONG	REQUIRED Enter descriptive information, up to 120 characters, for this transaction. The first 20 characters are used on reports.	A description of the transaction as it should appear on reports.
FISCAL PERIOD CODE	REQUIRED, defaults to C. C Current fiscal year P Prior fiscal year F Future fiscal year If the default value is not correct for this transaction, refer to the <i>AKSAS Handy Guide</i> to determine the code.	Identifies the state fiscal year (chart of accounts year) associated with this transaction.
Financial Line Fields - The following fields define the accounting structures to which the accounts receivable is recorded. The transaction must be a balanced journal entry with equal debits (asset financial lines) and credits (revenue financial lines). For additional information about financial fields, refer to Section 4: Financial Transactions & Batch Processing.		
FIN	DISPLAY ONLY	Financial line number.

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430-25: Agency Journal Entry (Accts Receivable) Field Entry Table		
Field Name	Field Value	Comments
AMOUNT	<p>REQUIRED</p> <p>Asset (debit) financial lines: Enter the amount as a positive number.</p> <p>Revenue (credit) financial lines: Enter the amount with a leading minus (-) sign.</p> <p>Up to 11 digits (9 to the left of the decimal, 2 to the right).</p>	The dollar amount associated with this financial line.
SY	<p>REQUIRED, defaults to the fiscal year associated with the FISCAL PERIOD CODE if no entry is made.</p> <p>If the default value is not correct, enter the 2-digit set-up year associated with the collocation code.</p>	Identifies the set-up year associated with the collocation code. The set-up year must be valid for the FISCAL PERIOD CODE entered.
CC	<p>REQUIRED</p> <p>Enter the 8-digit collocation code for this financial line.</p>	With the set-up year, identifies the accounting structure (fund, appropriation, organization, internal program) for this financial line.
PGM	<p>OPTIONAL</p> <p>Enter a 5-digit program code if required by your agency for this financial line.</p>	Identifies the external program for this financial line.
LC	<p>OPTIONAL</p> <p>Enter an 8-digit ledger code if required by your agency for this financial line.</p>	Identifies a combination of project, contract, and/or grant for this financial line.
ACCT	<p>REQUIRED</p> <p>Asset (debit) financial lines: Enter the 5-digit asset account associated with the offsetting revenue financial line. If the revenue account is:</p> <p>57002 or LLs: Enter 10105 (Fed Grants-in-Aid) 54005 or LLs: Enter 10106 (Program Receipts) 59500 or LLs: Enter 10108 (Other Rst Rev) 59900 or LLs: Enter 10200 or LLs (Interfund Rec) 60012 or LLs: Enter 10115 (Unrst Rev)</p> <p>Revenue (credit) financial lines: Enter a 5-digit restricted revenue (50000 and LLs) or unrestricted revenue (60000 and LLs) account for the AMOUNT entered.</p>	Identifies the account to which this financial line will be recorded.
FY	<p>REQUIRED, defaults to the current federal fiscal year if no entry is made.</p> <p>If a federal fiscal year is required by your agency and the default value is not correct, enter the 2-digit federal fiscal year.</p>	Identifies the federal fiscal year if a federal program is associated with this financial line.
<p>Open Item Fields - Data is entered in the asset (debit) line OPEN ITEM fields to identify the accounts receivable open item number for this transaction and to record the financial coding for the accounts receivable. When this transaction is processed, AKSAS uses the asset financial coding in this transaction to record the financial activity for the accounts receivable open item. For additional information about open item fields, refer to Section 4: Financial Transactions & Batch Processing.</p>		

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430-25: Agency Journal Entry (Accts Receivable) Field Entry Table		
Field Name	Field Value	Comments
TYPE	<p>REQUIRED, for asset financial lines.</p> <p>Asset (debit) financial lines: Enter RC (Receivable).</p> <p>Revenue (credit) financial lines: Leave blank.</p>	Identifies the type of open item associated with this financial line.
NUM	<p>REQUIRED, for asset financial lines.</p> <p>Asset (debit) financial line: Enter the 7-digit open item number of the accounts receivable open item to which this financial line will be recorded.</p> <p>Revenue (credit) financial lines: Leave blank.</p>	Identifies the specific open item number associated with this financial line.
LINE	NOT USED FOR THIS TRANSACTION	Identifies the financial line number being liquidated.
FLI	NOT USED FOR THIS TRANSACTION	Fully Liquidate Indicator. For encumbrance open item lines, indicates if the line should be fully liquidated (reduced to zero), regardless of the AMOUNT specified on this financial line.
IEAX LINE	NOT USED FOR THIS TRANSACTION	Interentity Account Cross-Reference. The offsetting entry in a balanced interentity transfer journal entry.
LINE DESC	<p>OPTIONAL</p> <p>Enter additional descriptive information, up to 40 characters, for the financial line.</p>	Additional descriptive information for the financial line.