



PM2000 Property Management for MAS90 MAS200

Advanced Computer Solutions Group

For Version 4.20

PM2000 provides property managers, owners and developers with a seamless integrated Property Management solution for MAS90 and MAS200.

It is uniquely equipped to track Lease, Property and Unit detail. It allows you easily bill tenants according to lease and escalation setup, process CAM/Reimbursements assessments, Late Fees, Pass Thru charges from Accounts Payable.

A full range of property management reports are provided in Crystal, so users can get powerful reporting options and yet change them for their reporting needs.

General Ledger postings are automatically allocated to the General Ledger segments, so it is easy to use and yet get accurate financial information on Properties and Units. Cash and accrual accounting is provided.

The screenshot displays the MAS 90 Desktop application. The main window is titled "Property Management - Main" and shows a tree view of modules including Library Master, Common Information, Business Insights, General Ledger, Accounts Receivable, Accounts Payable, and Property Management. The Property Management module is expanded, showing sub-modules like Main, Billing, Receipts, Inquiries, Assessments, Reimbursements, Reports, Setup, Utilities, Custom Reports, and Explore.

The "Tenant Lease Maintenance (PM1) 4/30/2008" window is open, showing details for a lease. The window includes a menu bar with options like Main, Additional, Charges, UDF's, Insurance, Tax, Late Fees, Invoices, and History. The main area contains several input fields and buttons for managing lease information.

Field	Value
Tenant No.	10-ALL
Property Code	COPPER-1
Unit Code	SUITE 101
Lease Start Date	1/1/2004
No of Months	96
Lease End Date	12/31/2011
Month to Month	<input type="checkbox"/>
Billing Cycles	Semi-Monthly
Days of Month	
Day of week	
Move In Date	1/1/2004
Move Out Date	
Rent Due	32,944.75
Other Due	.00
Prepayments	.00
Balance Due	32,944.75
Deposits Held	3,500.00
Current Rent Amount	24,570.00
Sq Feet	5,400.00
Current Other Charges	600.00
Lease Status	Current
Lease Type	
Billed Date	4/4/2006
Rate Changes	1/1/2006
Comment	

Contact your reseller for more information:

Phone: 888-323-8800

Fax: 714-438-2228

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Lease Management

Tenant Lease Maintenance (PM1) 4/30/2008

Tenant No: 10-ALL
Property Code: COPPER-1
Unit Code: SUITE 101

All Terrain Hiking Corp HQ
Coppertree Building 1
Suite 101

1. Main | 2. Additional | 3. Charges | 4. UDF's | 5. Insurance | 6. Tax | 7. Late Fees | 8. Invoices | 9. History

Item Code	Amount	Billing Method Desc	Next Billing Date
1 C-RENT	10,800.00	Monthly	5/1/2006
2 C-MAIN	300.00	Monthly	5/1/2006
3	.00		

Custom Lease Rate Maintenance

Start Date: 1/1/2005
Description: Anniversary Increase
End Date: 12/31/2005
Type: Add On
Exercised Option: Yes
Roll Up To Next Rate:

Index Changes

Calculate Against: Base Index
Index Code: JAN
Prior Date: 1/1/2004
Current Date: 1/1/2004
Last Update Date: 1/1/2004

January Index
Prior Index: 94.500
Current Index: 175.100

Sales Changes

Sales Amount: 65,021.01

Up to	Percent
25,000.00	2.10
50,000.00	1.50
	1.10

Index Changes

Rate Amount	Increase Amount	Percent Increase
Minimum: .00	.00	5.00
Maximum: .00	.00	20.00

Tenant Lease Maintenance (PM1) 4/30/2008

Tenant No: 10-ALL
Property Code: COPPER-1
Unit Code: SUITE 101

All Terrain Hiking Corp HQ
Coppertree Building 1
Suite 101

1. Main | 2. Additional | 3. Charges | 4. UDF's | 5. Insurance | 6. Tax | 7. Late Fees | 8. Invoices | 9. History

Inv Date	Invoice No.	Trans Type	Trans Code	Amount	Balance	Trans Desc
3/1/2004	MAR0002	Finance Charge	FINCHG	15.00	0.00	FINANCE CHARGE
1/1/2004	0000157	Invoice	C-RENT	10,800.00	0.00	Rent - Commercial
1/1/2004	0000225	Invoice	C-DEP	3,500.00	0.00	Sec. Deposits - Commercial
2/1/2004	0000217	Invoice	C-RENT	10,800.00	0.00	Rent - Commercial
10/24/2005	0000346	Invoice	C-CARP	50.00	0.00	Carpet Replacer
11/1/2005	0000385	Invoice	C-RENT	11,700.00	8,374.75	Rent - Commercial
11/1/2005	0000385	Invoice	C-MAIN	0.00	0.00	Maintenance - Commercial

Trans Date	Trans Type	Trans Amount	Pay Date	Check No.	Payment Ref	Cr Card
3/1/2004	Invoice	15.00				
10/31/2005	Payment	15.00	10/31/2005	1511	1511	

Trans Code	Trans Desc	Trans Amount
C-CARP	Carpet Replacement - Commercial	0.00
C-DEP	Sec. Deposits - Commercial	0.00
C-MAIN	Maintenance - Commercial	0.00
C-RENT	Rent - Commercial	32,944.75

Features of Leases

- Commercial, Residential, Shopping Centers, Warehouses, Condominiums
- Handles co-tenants, future tenants and others. Future tenants can be automatically moved in.
- Unlimited amount of Lease Charges are possible. Provides for comments for any line billing information and automatic lease escalations.
- Escalations, an unlimited number are possible for each charge. Choose automatic changes Fixed, Percentage, CPI and tenant sales methods.
- Automatic proration of move-in and move-out rent.
- CAM assessments provides for two tiers of calculates for Units and Projects. It can be based on a calculated square foot or overwritten.
- Actual CAM expenses are automatically tracked from Accounts Payable.
- Flexible Late Fees assessments are possible. Choose to calculate fees on rent Only and then provides for 4 tiers of possible late fee options.
- Rents, late fees, deposits and other charges, it tracks balance due information and payment history for details of lease charges.
- Insurance policy and expiration handling
- Sales taxes
- Provides for special assessments for Insurance and Taxes
- Create user fields for Leases.
- Deposit Interest calculation and billing.
- FASB 13—rent proration.
- Quick Print user changeable crystal Leases, Late Notices and Tenant charges. In addition, the core Sage MAS 90 MAS200 prints crystal Invoices and Statements.



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Report Management, Invoices and Statements

Rent Roll Report
Sorted by Property Code
active leases to 12/31/2006

pm1 sample company data (PM1)

Property Unit	Tenant Name	Square Foot	Actual Rent Other Chgs	Price/ Sq Foot	Potential Rent	Price/ Sq Foot	Deposits Held	Starts/ Expires
Property COPPER-1								
STORAGE	Storage Closet Building * Vacant *		0.00	0.00	0.00	3.75	0.00	1/1/2004
	Unit Type: C-STORAGE	240	0.00					12/31/2004
SUITE 101	Suite 101 All Terrain Hiking Corp HQ		24,570.00	4.55	0.00	8.24	3,500.00	1/1/2004
	Unit Type: C-SUITE	5,400	600.00					12/31/2011
SUITE 102	Suite 102 Rock the Boat Power Boats		7,800.00	1.56	0.00	8.25	0.00	1/1/2004
	Unit Type: C-SUITE	5,000	0.00					12/31/2006
SUITE 103	Suite 103 * Vacant *		0.00	1.56	0.00	8.90	0.00	1/1/2004
	Unit Type: C-SUITE	4,900	0.00					12/31/2006
SUITE 202	Suite 202 Get Wet Wet Suites Corp. HQ		23,050.00	2.10	0.00	6.42	0.00	1/1/2004
	Unit Type: C-SUITE	11,000	0.00					12/31/2006
Total Units:		5	26540	55,420.00	1.95	0.00	7.11	3,500.00
Total Occupied:		3		600.00				
Percent Occupied:		60.00						

Occupancy Report
Sorted by Property Code
active leases to 01/01/2005

pm1 sample company data (PM1)

key: o=occupied, m=mo to mo, i=move in, x=move out, blank=vacant

Property Unit	Tenant Name	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units	Occ Units
Property COPPER-1 Coppertree Building 1													
STORAGE	* Vacant *												
SUITE 101	All Terrain Hiking Corp HQ	o	o	o	o	o	o	o	o	o	o	o	o
SUITE 102	Rock the Boat Power Boats	o	o	o	o	o	o	o	o	o	o	o	o
SUITE 103	Power Your Own Kayaks	o	o	o	o	o	o	o	o	o	o	o	o
SUITE 202	Get Wet Wet Suites Corp. HQ	o	o	o	o	o	o	o	o	o	o	o	o
Total Units:		5											
Number of Units Occupied:		4	4	4	4	4	4	4	4	4	4	4	4
Percent Occupied:		80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%

Report Management and Invoices

All reports can be selected and sorted by Owner, Project and Property. Reports are in crystal forms which allows users to change the reports to their needs. Format these reports for internal purposes, owners and banks.

- Property and Unit Listings
- Lease Abstract
- Lease Expiration Report
- Lease Deposit Report
- Occupancy Report, periodic
- Vacancy Report, periodic
- Insurance Verification Report
- Rent Rolls
- Rolling Period Unit Revenue Report
- Aged Charges
- Transaction History
- Cash Reconciliation by Property
- Owner's Income Cash Reconciliation
- Lease Printing
- Form Letters - late, 3 day, others
- Invoices and balance due

Lease Abstract Report
Sorted by Property Code
active leases to 12/31/2999

pm1 sample company data (PM1)

LEASE FOR:	COPPER-1 SUITE 101	Unit Description:	Suite 101	Owner Code:	RICH
	151 Kalmus Drive, Costa Mesa, CA 92626			Project Code:	COPPER
Unit Type:	C-SUITE	Sq foot:	5,400		
	All Terrain Hiking Corp HQ	Lease Term:	1/1/2004 to 12/31/2011		
Lease Status:	Current				
Move in Date:	1/1/2004	Moveout Date:			
Charge Code	Description	Line Next Bill Date	Allocation Code	Charge Amount	
C-RENT	Rent - Commercial	5/1/2006		10,800.00	
C-MAIN	Maintenance - Commercial	5/1/2006		300.00	
LEASE FOR:	COPPER-1 SUITE 102	Unit Description:	Suite 102	Owner Code:	RICH
	151 Kalmus Drive, Costa Mesa, CA 92626			Project Code:	COPPER
Unit Type:	C-SUITE	Sq foot:	5,000		
	Rock the Boat Power Boats	Lease Term:	1/1/2004 to 12/31/2006		
Lease Status:	Current				
Move in Date:		Moveout Date:			
Charge Code	Description	Line Next Bill Date	Allocation Code	Charge Amount	
C-RENT	Rent - Commercial	5/1/2006		7,800.00	

Insurance Verification Report
Sorted by Property Code
current status leases

pm1 sample company data (PM1)

Property Unit	Unit Type	Tenant Name	Lease Expiration	Insurance Expiration	Insurance Company	Alerts
Property COPPER-1 Coppertree Building 1						
STORAGE	C-STORAGE	All Terrain Hiking Corp HQ	12/31/2004			Lacks Ins Info
SUITE 101	C-SUITE	All Terrain Hiking Corp HQ	12/31/2011			Lacks Ins Info
SUITE 102	C-SUITE	Rock the Boat Power Boats	12/31/2006	5/31/2004	Safeco Insurance	Policy Expired
SUITE 103	C-SUITE	* Vacant *	12/31/2006	3/31/2004	ABC Insurance Company	
SUITE 202	C-SUITE	* Vacant *	12/31/2006			
Total Units:		5				



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Automated Billing, Cash Receipts, Properties and Units

P/Z Lease Billing Selection

Invoice Date: 4/30/2008 Include Tenants on Hold:

Rate Selection Date: 4/30/2008 Next Invoice Number: 0000556

Select Field	Operand	Value
Property Code	All	
Customer Number	All	

Day of Month: All

Billing Cycle: All

Billing Sensitivity: In the Month

Invoice Comment: MAY CHARGES

Include Passthru - Mgmt Charges?: No

Include Property Taxes?: No

Include Reimbursement Charges?: No

Reimbursement Charges From: To:

Property Tax Year: 2002

Property Maintenance (PM1) 4/30/2008

Property Code: LAKESIDE

Description: Lakeside Apartments

Address: 4595 Culver Drive Site Manager: Mary-Beth Rockwell

Zip: 92614 Category Code: R Residential

City: Irvine State: CA Owner Code: MONEY Max Money

Country: Project Code: COPPER Coppertree Business Park

Phone: 9492415650 Square Feet: 18,009

Fax: 9492415651

Comment: Units History: 2006

Period	Period to Date	Year to Date	Last Year
Accrued Income	.00	.00	.00
Accrued Expense	.00	.00	.00
Cash Received	.00	.00	.00
Cash Paid	.00	.00	.00
Disb. Expenses	.00	.00	.00

Vacancies	0
No of Units	36
Percent Occupied	100.000%
Deposit Held	.00
Last Gas Reading Date	
Last Electric Reading Date	

Unit Maintenance (PM1) 4/30/2008

Property Code: COPPER-1

Name: Coppertree Building 1

Unit Code: SUITE 102 Name: Suite 102

Address: 151 Kalmus Drive Current Tenant: Rock the Boat Power Boats

Suites 101-202 Next Tenant:

Zip: 92626 Unit Type: C-SUITE Req Months: 36

City: Costa Mesa State: CA Square Feet: 5,000 Price / Sq Feet: .000%

Country: Sales/Costs to G/L Sub Acct:

Phone: Last Move-Out Date:

Fax: Deactivate Unit:

Comment: Default Billing Cycles: Monthly

Period to Date	Year to Date	Last Year
Months Occupied	.00	.00
Cash Received	.00	.00
Cash Paid	.00	.00

Unit Charges History: 2006

Rooms: 0 Baths: 0

Patios: 0 Parking: 0

Lease Billing

From one menu option all leases, pass thru charges, CAM and Taxes are billed to the tenant.

- Fully integrated with MAS90 MAS200 Invoice Entry, Printing and Statements.
- Automatically charges tenant according lease setup and escalation.
- Automatically knows when to bill
- Prorates move-in and move-out charges
- Selects the General Ledger segments from Property and Unit setup.

Cash Receipts

- Automatically allocates cash receipts based on user settings for priorities. Can pay late fees before rent and other charges.
- Automatically assess NSF charges

Property and Unit Management

- Maintain information on properties and units.
- Designate owners and projects.
- View occupancy, income and cash reconciliation.
- Provides user fields and user definable descriptions.
- Automatically knows when to bill
- Prorates move-in and move-out charges
- Management Fee handling
- Designate General Ledger segments from Property and Unit setup.
- Designate square footage
- Store pictures and memos

