

LEADERS IN LEISURE TECHNOLOGY



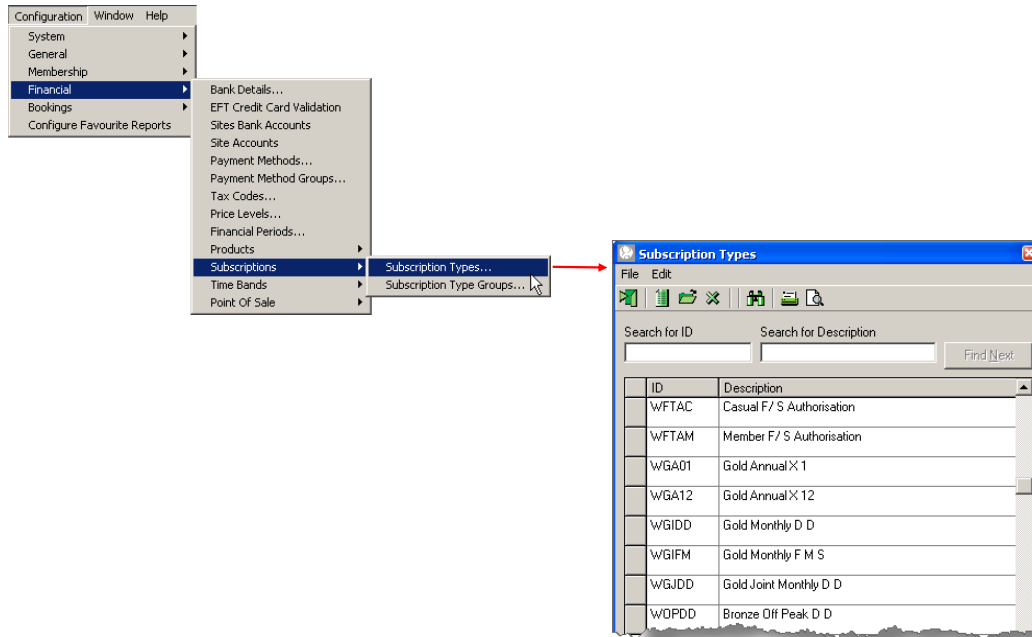
2 EFT No AUDDIS Subscription Configuration

www.gladstonemrm.com



NOTES:

EFT - No AUDDIS Configuration



Your Site Configuration

Configure an Electronic Funds Transfer (Direct Debit) Subscription -

Open the Configuration menu, choose Financial, choose Subscriptions, and then select Subscription Types. The Subscription Types screen will be displayed.

Click on the New icon on the tool bar, the Subscription screen will be displayed.

NOTES:

EFT - No AUDDIS Configuration

The screenshot shows the 'Subscription Types' window with the following configuration:

- ID:** WGIDD
- Description:** Gold Monthly D D
- 2nd Language Description:** (empty)
- Payment Method:** DD
- Calendar:** STAND
- Site Group:** WOW
- Priority:** 1
- Prevent Concurrency:**
- Allow Usage at POS:**
- Members Only:**
- Allow Duplicate Subscriptions:**
- Ticket:** (empty)

The lookup windows are as follows:

- Payment Methods:**

ID	Description
CHQ	Cheque
DD	Direct Debit
- Calendars:**

ID	Description
STAND	Standard
WFITS	Fitness Suite
- Site Groups:**

ID	Description
ALL	All Sites
FLC	Fairview Leisure Centre
- Ticket Layouts:**

ID	Description
CONFH	Confirmation Letter Hosts
CONFP	Confirmation Letter Party

General Details

Payment Method - How the Member is expected to pay, but not necessarily how they will pay.

Calendar - Controls when a Member who holds this Subscription has access to the facilities.

Site Group - Controls at which Site this Subscription may be sold to a Member.

Priority - In the Members and Reception Screen, should a Member hold more than one Subscription, which will be shown in the Priority Subscription Field. Also used in conjunction with the Prevent Concurrency Field.

Prevent Concurrency - Used to prevent the allocation of a second Subscription, with overlapping dates, with the same Priority.

Allow Usage at POS - Should a number other than 0 be used in the Max Usage Field and this Subscription is not linked to an Activity or Reservation, a tick in this field will allow the countdown of the Subscription on POS.

Members Only - Does the person have to be on the database in order to purchase this Subscription.

Allow Duplicate Subscriptions - A tick in this field allows the Subscription to be seen when accessing the Subscription Icon.

Ticket - A barcoded ticket can be produced for Non Members in order to allow access through a barrier.

Your Site Configuration

The screenshot shows the 'Subscription Types' window with the following configuration:

- ID:** (empty)
- Description:** (empty)
- 2nd Language Description:** (empty)
- Payment Method:** CASH
- Calendar:** STAND
- Site Group:** ALL
- Priority:** 10
- Prevent Concurrency:**
- Allow Usage at POS:**
- Members Only:**
- Allow Duplicate Subscriptions:**
- Ticket:** (empty)

Buttons: Save, Cancel

NOTES:

EFT - No AUDDIS Configuration

Your Site Configuration

Creation / Renewal

Duration Type - Does the Subscription last for Months or Days?

Duration - Used in conjunction with Duration Type. Define the number of Months/Days it is to last.

Start Day/Cut Off Day - Start Day defines the End Date of the Subscription. Cut Off Day also controls the End Date of the Subscription based on the day of the month. Used to calculate a Pro Rata price - normally for Direct Debit Subscriptions where the first payment is taken by Cash.

Start Month/Cut Off Month - As above but for 12 month duration Subscriptions.

Automatic Renewal - Is it required for the Subscription to be 'rolled' over to the next month. A tick is required for Direct Debit Subscriptions.

Expired Subs Retention Period - How long, after the Subscription has expired by date, would you require this Subscription to be held on the Member Record. 0 = it will be held indefinitely.

Include in Entry Point Checks - Is the End Date of the Subscription important when swiping the customer.

Max Usage - Is the Member limited to the amount of times that they can visit or use an activity in the Duration? 0 = Unlimited

Instalment Due Date - Left at Not Fixed results in the monies being due today. The subsequent Instalment will be forced by the End Date of the Subscription.

Instalments- How many times during the Duration of the Subscription are you expecting the monies?

Apply To Links- Is this a Joint or a Family Subscription which, when allocated needs to be applied to another Member Record without a second Sale?

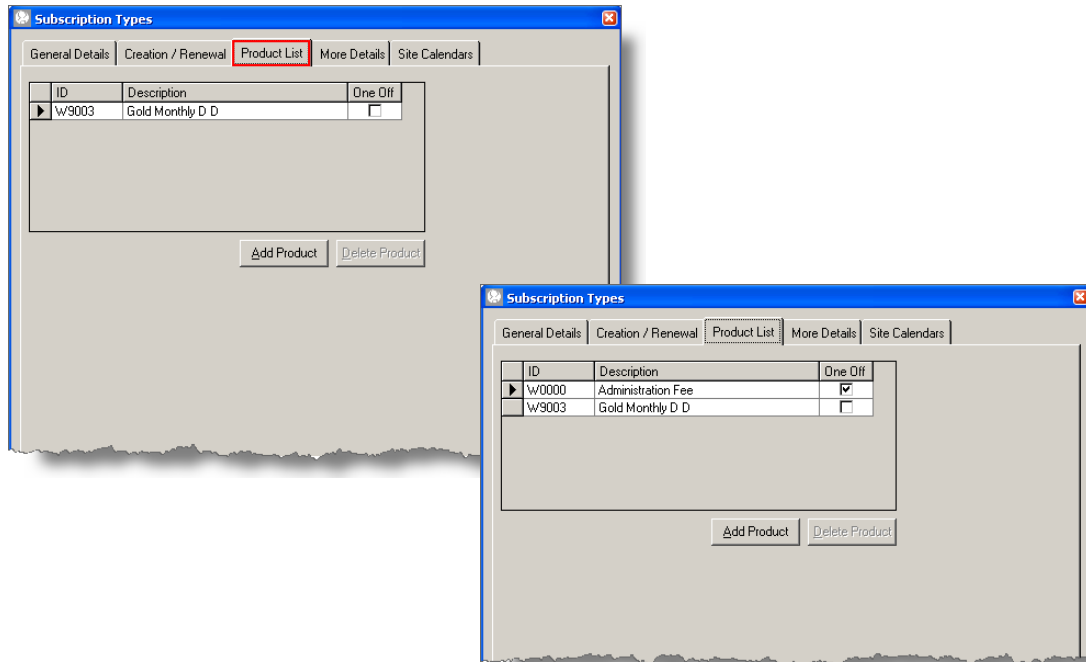
Apply to Corporate Links - As above

Restrict to Corporate Links - If ticked only Corporate Links can be sold this Subscription.

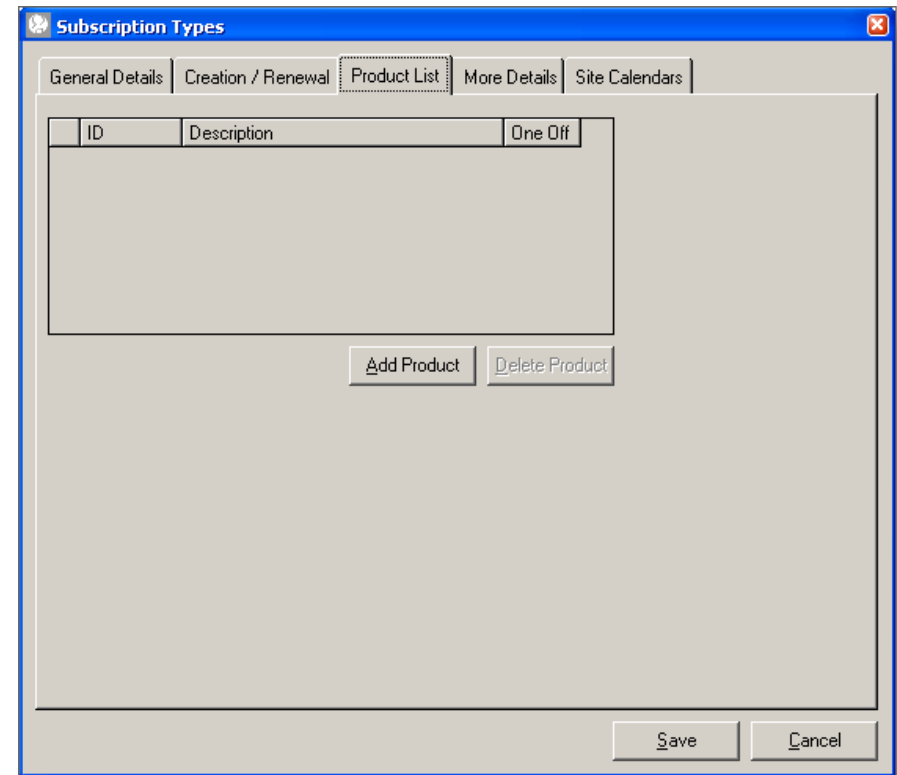
Calculate Pro Rata Price - Do you require the software to calculate a pro rata fee?

Automatic Calculate Pro Rata Refund - If this is ticked, when the End Date of the Subscription is brought forward refund amount is calculated.

EFT _ No AUDDIS Configuration



Your Site Configuration



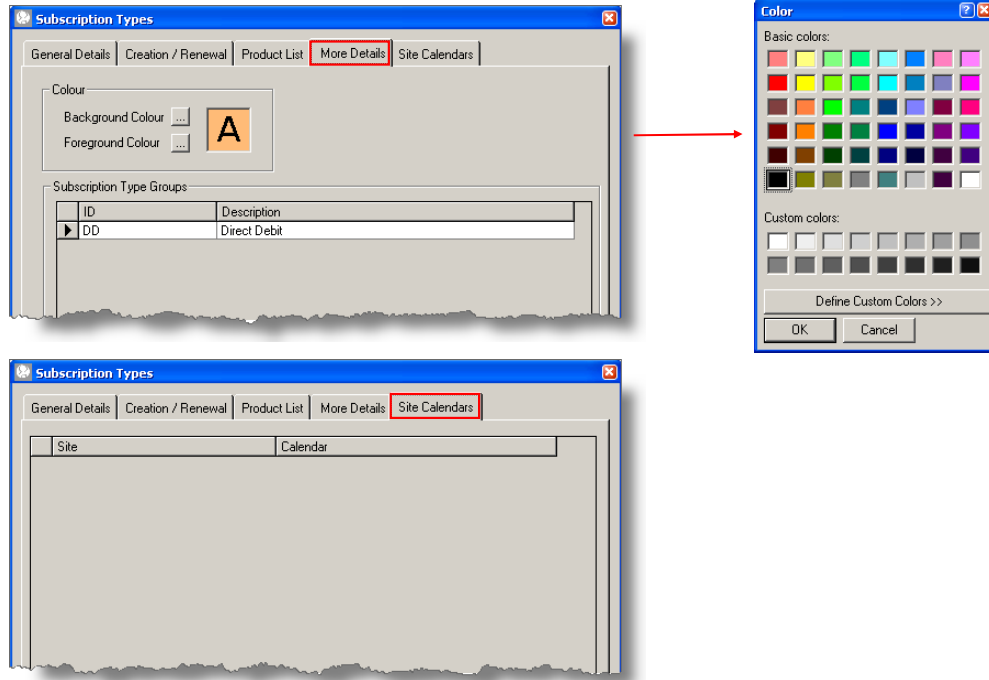
Product List

Products listed in the Product List Tab will all be charged on the initial allocation of the Subscription.

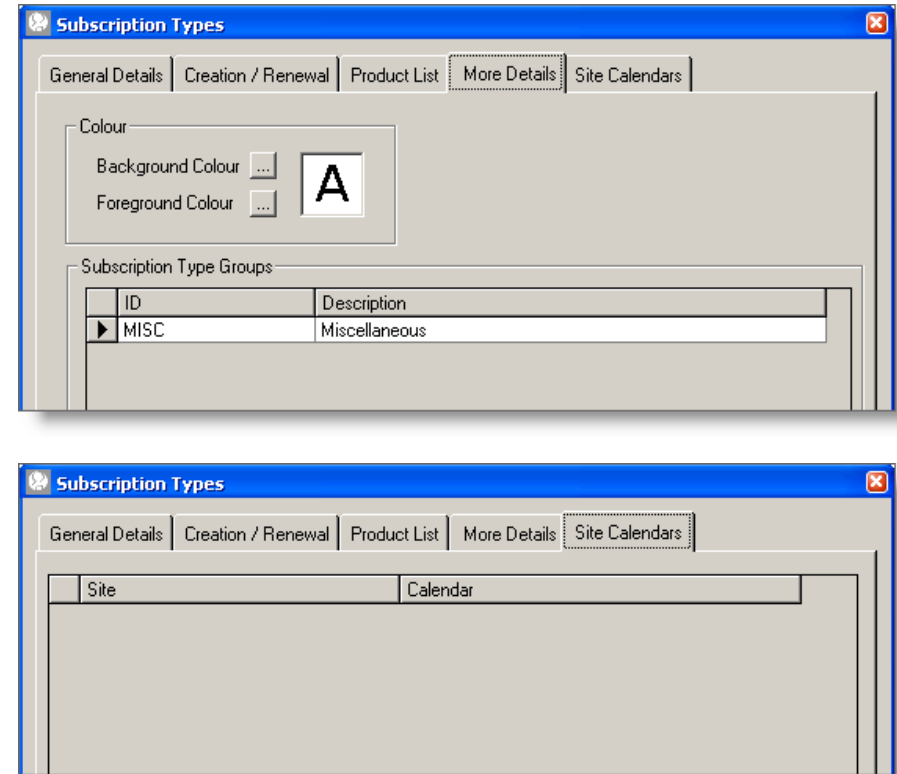
Products with a tick against One Off will be charged on the initial allocation but not charged subsequently.

NOTES:

EFT - No AUDDIS Configuration



Your Site Configuration



More Details

A colour can be added to the Subscription which will then be displayed in the Priority Subscription Field on the Reception or Members Screen.

Subscription Type Groups - A Subscription has to be allocated to one or more Subscription Type Groups. This Subscription Type Group can then be added as a Report criterion in order to aid Reporting.

They are also used in Wizard Configuration.

Site Calendars

Used to control different access times at different Sites. Leave blank if access times are the same at all Sites

NOTES:
