LONG TERM LOANS FORMAT ERROR RESOLUTION

for Relate Accounts Production





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LONG TERM LOANS

Format error; long terms loans total does not agree with the amount in the Compliance Database.

This format error occurs when there is a mismatch between the postings to the relevant long term loan nominal codes and the analysis entered in the Compliance database.

To resolve this issue please follows the steps below.

RESOLUTION

1. The only nominal codes which are taken into account for this format error are those from 901 to 910.02. Add the amounts posted to any nominal code in the range of 901:910.02 for the current year and take note of the amount. Do the same for the comparative year.

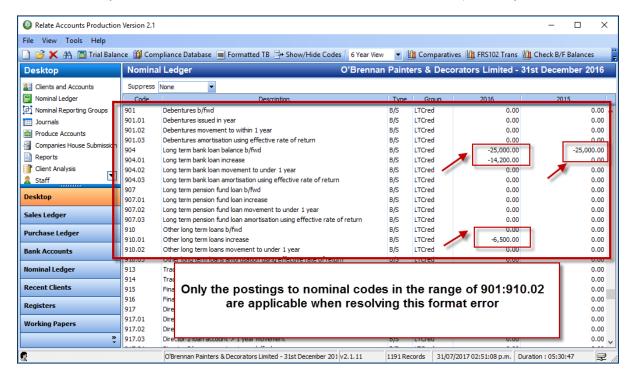


Figure 1

In Figure 1 we can see that in the current year there are postings to nominal's 904, 904.01 and 910.01. In the comparative year there is a posting to nominal 904.01.

In the current year the total amount posted in the range of 901:910.02 is €45,700 and in the comparative year the total amount posted in the range of 901:910.02 is €25,000.



2. When you have taken note of the amounts above, go to the Compliance Database, Liabilities, Provisions and Deferred Income, Creditors > 1 Year.

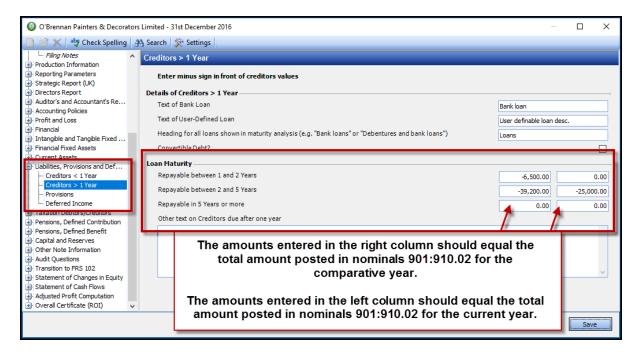


Figure 2

The amounts posted to the relevant nominal codes, should now be entered in the compliance database. As noted in Figure 2, the amounts entered in the right column should equal the total amount posted in nominal's 901:910.02 for the comparative year. The amounts entered in the left column should equal the amount posted in nominal's 901:910.02 for the current year.



Minus signs must be used if the figure represents a credit balance. If a minus sign is not used for credit figures the format error will not be resolved.

CRE DITORS Amounts falling due after more than one year	2016 €	2015 €
Bank loan User definable loan desc.	39,200 6,500	25,000
	45,700	25,000
Loans		
	•	5,000
Repayable between two and five years	39,200	25,000
	50,743	30,000
	Amounts falling due after more than one year Bank loan User definable loan desc. Loans Repayable in one year or less, or on demand (Note 9) Repayable between one and two years	Amounts falling due after more than one year Bank loan 39,200 User definable loan desc. 6,500 45,700 Loans Repayable in one year or less, or on demand (Note 9) 5,043 Repayable between one and two years 6,500 Repayable between two and five years 39,200

- 3. If having carried out steps 1 and 2, the figures are correct but the format error has not cleared, you will need to run a recalculation to update the balances. To do this go to Tools, Utilities, and Recalculation. When the routine has finished, re-run the accounts.
- **4.** If the format error is still showing on your accounts, please contact a member of the support team, details below.

SUPPORT SERVICES

Relate Software is committed to strong customer service and satisfaction. At all times you will be able to make contact with our company and our technical service teams. Relate Software will provide the highest level of customer service and will provide telephone support as well as online remote access support.

Relate Accounts Production is a comprehensive and detailed compliance product which involves a level of technical ability to use. Users must be trained in the use of the product. If you have not been trained please contact training@relate-software.com.

You can make contact with our support department in the following ways:

Telephone:

Ireland: +353 (0)1 4597800

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Email: support@relate-software.com

Opening Times for Support 09:00-13:00, 14:00-17.30

