

## Agency Future Commission Revenue Report

This report can be run for all agents and all branches or for selected agents and selected branches. The results are given for each agent by vendor and summarized by each branch and totaled for the agency. The report displays the "Agency's" Total Commission Revenue being tracked for the sale.

The report looks back one year from the current date for invoices and displays commission revenue due one year into the future.

The report is looking at any Supplier bookings closed by CC, any open Comm Track bookings and any Cash/Check Deposits. If the Final Pay Invoice from a Cash/Check Deposit Invoice is paid by Cash/Check then the Cash/Check Deposit Booking is suppressed and will no longer be displayed on the report as "Future Commission". Refunds are subtracted.

The report looks at the "Expanded Fare Tab" of the booking and if the "Final Payment Commission" Field is not equal to "0" will display that commission as due in the month of the departure date on the "General Booking Tab". It assumes that if information is in the Expanded Fare Tab the Invoice is a Deposit Invoice. Your agents MUST interface the \*FD (Final Payment Date), \*FA (Final Payment Amount) and \*FC (Final Payment Commission) for all Deposit Transactions.

When time to do the Final Payment Invoice they must remember to segment select and not interface the Deposit Record again. If they correctly segment select they will create a Final Payment Invoice which will NOT have any information in the Expanded Fare Tab.

For Final Payment Invoices, and for Sales where there is no Deposit Invoice, the report will ignore the Expanded Fare Tab and look for the commission on the General Tab and display that amount as revenue due the agent in the month of the departure date.

To not double commission revenue due when the Final Payment Invoice is created, the report looks at the "confirmation #" and when it finds matches suppresses the previous Deposit Invoices, so only the commission revenue showing in the commission field of the final payment invoice is displayed in the month of the departure date.