



YARDI™® Collection Interface

RentDebt is fully integrated with Yardi Voyager™® and part of an elite group of collection agencies approved by YARDI™® to utilize the Collection Interface.


Using the Yardi Voyager™® Interface includes the document management functionality, to create a paperless placement process. The benefits to using this process include:


- Automated compliance with company policies regarding bad debt collections.
- Increased productivity of on-site teams by eliminating the burden of managing their collection placements manually.
- Streamlined checks and balances to ensure placements are submitted.
- Empowers management at all levels to better manage their portfolio.

YARDI™® publishes a Setup Guide that will take you step by step to complete the needed initial configurations. The following are examples of the steps the on-site staff would complete to submit an account using the interface:

The screenshot displays the 'Resident' management interface. On the left, there is a form with the following fields: First Name (Miles), Last Name (Tone), Address (1234 My New House), City State (Happy Town TX), and Zip (75213). Below the form are 'Edit', 'Close', and 'Help' buttons. On the right, a 'Function' dropdown menu is open, showing a list of options: Cancel Move Out, Quick Charge, Adjust Deposit Accounting, Prorate Calculator, Comm Agent, Utility One, Utility Two, Bond, Collections Interface (highlighted with a red box), Renters Insurance Interface, and Screening. A red arrow points to the 'Function' dropdown. At the bottom, a navigation bar contains tabs for Lease Info, Deposit Info, Lease Charges, Late Fee & Accounts, Other Info, and Personal Info.

Collections History for Miles Tone

New  Collections Agency ▼

 Collections Status	Notes	Marked For Collections	Date Sent To Collections	Agency	Amount Sent	Date Canceled	Attachments	Edit
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Edit Collections

Collections Status

Notes:

The **Collections History** for the resident is displayed and the **New** button will be active is the resident is in **Past** status.

1. Select **New**
2. Select appropriate **Status**:
 - a. **Ready**-file is ready to be sent to agency
 - b. **In-house**-file has an approved payment arrangement
 - c. **Collected**-file that has already been paid in full or payment plan fulfilled
3. **Save and Close**

Adding Attachments:

Collections History for Miles Tone

New

Collections Agency: RentDebt Automated Collectic

Collections Status	Notes	Marked For Collections	Date Sent To Collections	Agency	Amount Sent	Date Canceled	Attachments	Edit
Ready		12/04/2015		RentDebt Automated Collections	0.00		0/3	

Collections Attachments

Save Close

Attach	Description	Attachment	Type	Attached Date
<input type="checkbox"/>	2015 Non-Exempt US Timesheet.xlsx	2015 Non-Exempt US Timesheet.xlsx		12/04/2015
<input type="checkbox"/>	Jellyfish.jpg	Jellyfish.jpg		12/04/2015
<input checked="" type="checkbox"/>	Moveout_Statement.pdf	Moveout_Statement.pdf		12/04/2015

1. Select the number link in the **Attachments** column
2. **Collections Attachments** window will display all attachments associated with this resident
3. Select attachments to include with placement
4. **Save and Close**

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