



WARRANTY SOLUTIONS®

AN AMYNTA COMPANY

PCRS+ TRAINING GUIDE

Remittance: Process Register

LEGEND

As you navigate this guide, you will come across several icons that signify general, important, and critical information. These icons are specifically designed to draw your attention to essential details related to the tasks you are performing within the PCRS+ system. Below is a legend explaining the icons and their significance.



General reminder to save your changes before moving on to the next step.



General information/reminder relevant or specific to the current step.



Important information/reminder relevant or specific to the current item of focus and/or must be completed before proceeding.



Critical information/reminder that must be completed prior to proceeding. The highest level of attention must be paid to this information.

Introduction

This Remittance: Process Register is used when the Dealer is going to submit payment to the TPA.

Guide leads you through the steps necessary to Process Register in the Policy Claims and Reporting Solutions (PCRS+) for Warranty Solutions.

This guide will cover:

- Remittance: Process Register

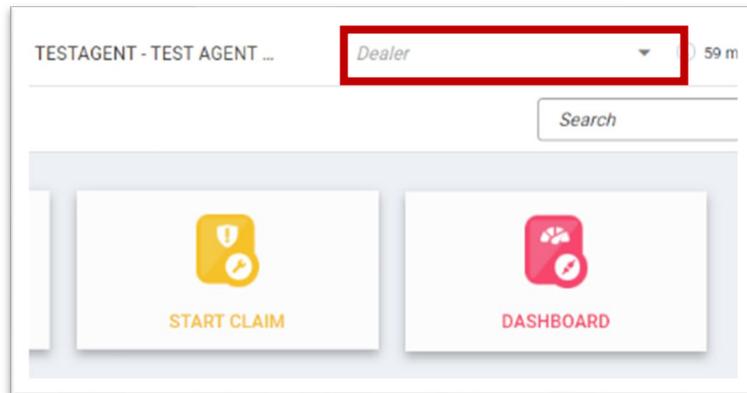
Disclaimer

This guide is created by and specific to the Warranty Solutions Program. All numbers are for demonstration purposes only. Portions of this training are from PCMI Corporation's PCRS software. All rights reserved.

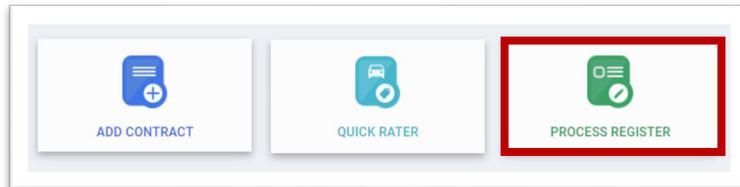
Process Register

The Process Register function allows you to view all contacts that require payment.

- From the PCRS Home screen, select the dealer you want to create a register for.

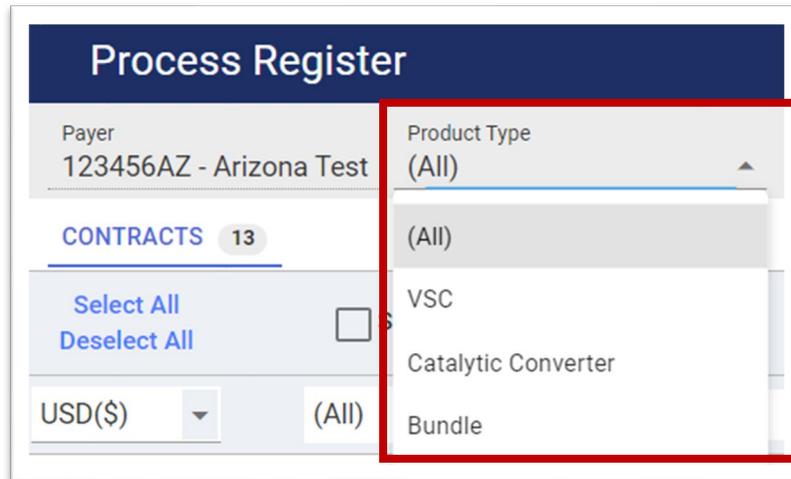


- Select **PROCESS REGISTER** to open the process register screen and begin remittance.

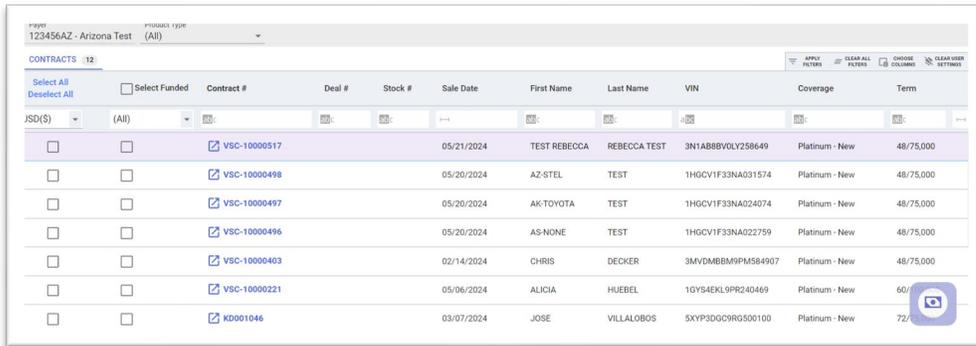


- Select a **Product Type** you wish to Remit through Process Register.

Payer = Dealer

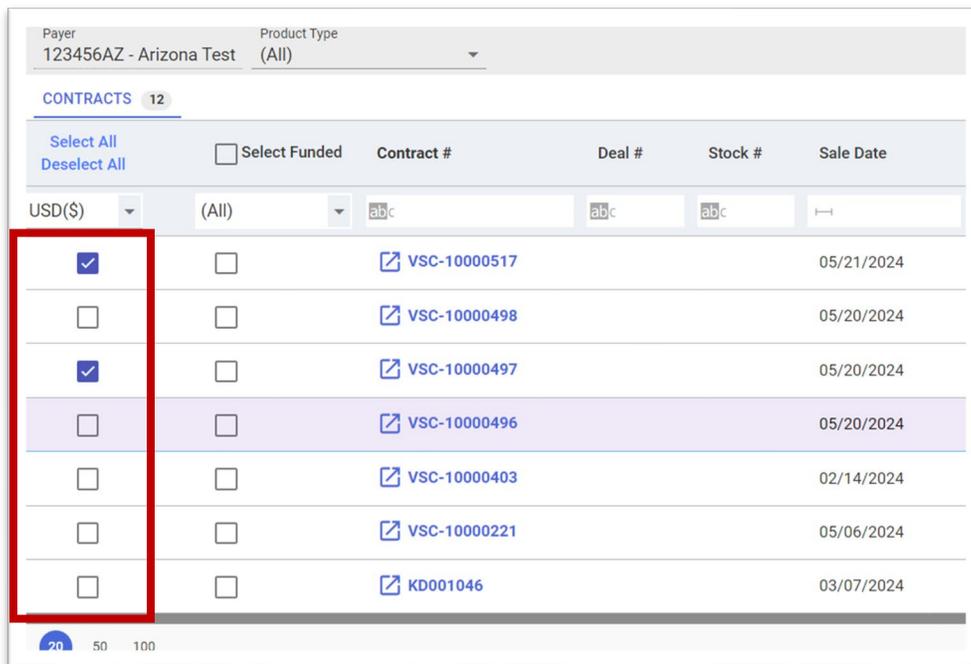


4. The Process Register Contracts page reflects New Business, Contract Adjustments and Cancellations



Contract #	Deal #	Stock #	Sale Date	First Name	Last Name	VIN	Coverage	Term
VSC-10000517			05/21/2024	TEST REBECCA	REBECCA TEST	3N1AB8BV0LY258649	Platinum - New	48/75,000
VSC-10000498			05/20/2024	AZ-STEL	TEST	1HGCV1F33NA031574	Platinum - New	48/75,000
VSC-10000497			05/20/2024	AK-TOYOTA	TEST	1HGCV1F33NA024074	Platinum - New	48/75,000
VSC-10000496			05/20/2024	AS-NONE	TEST	1HGCV1F33NA022759	Platinum - New	48/75,000
VSC-10000403			02/14/2024	CHRIS	DECKER	3MYDMBEM9PM584907	Platinum - New	48/75,000
VSC-10000221			05/06/2024	ALICIA	HUEBEL	1GYS4EKL9PR240469	Platinum - New	60/75,000
KD001046			03/07/2024	JOSE	VILLALOBOS	5XYP3DCC9R03500100	Platinum - New	72/75,000

5. Select which Contracts to pay by placing a check mark in the Select funded checkbox next to the appropriate Contract.



Contract #	Deal #	Stock #	Sale Date
<input checked="" type="checkbox"/> VSC-10000517			05/21/2024
<input type="checkbox"/> VSC-10000498			05/20/2024
<input checked="" type="checkbox"/> VSC-10000497			05/20/2024
<input type="checkbox"/> VSC-10000496			05/20/2024
<input type="checkbox"/> VSC-10000403			02/14/2024
<input type="checkbox"/> VSC-10000221			05/06/2024
<input type="checkbox"/> KD001046			03/07/2024

 Contracts will be voided after 120 Days of non-payment. Please ensure all remittances are submitted timely.

6. As you select the Contracts, the corresponding values and count will populate at the bottom of the register.

Summary bar showing: HUEBEL 1GYS4EKL9PR240469 Platinum - New 60/100,000
 CONTRACTS CLAIMS OTHER TOTAL
 2 | \$1,285.00 0 | \$0.00 0 | \$0.00 2 | \$1,285.00
 VILLALOBOS 5XYP3DGC9RG500100 Platinum - New 72/75,000

The full remittance amount of the contract will add as selected; you cannot adjust payment amount in the process register.

7. When all contracts have been selected for Remittance, select PAY to proceed with the remittance process.

Select All	Select Funded	Contract #	Deal #	Stock #	Sale Date	First Name	Last Name	VIN	Coverage	Term
<input checked="" type="checkbox"/>	<input type="checkbox"/>	VSC-10000517			05/21/2024	TEST REBECCA	REBECCA TEST	3N1AB8V0LY258649	Platinum - New	48/75,000
<input type="checkbox"/>	<input type="checkbox"/>	VSC-10000498			05/20/2024	AZ-STEL	TEST	1HGCV1F33NA031574	Platinum - New	48/75,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	VSC-10000497			05/20/2024	AK-TOYOTA	TEST	1HGCV1F33NA024074	Platinum - New	48/75,000
<input type="checkbox"/>	<input type="checkbox"/>	VSC-10000496			05/20/2024	AS-NONE	TEST	1HGCV1F33NA022759	Platinum - New	48/75,000
<input type="checkbox"/>	<input type="checkbox"/>	VSC-10000403			02/14/2024	CHRIS	DECKER	3MVDMBB9PM584907	Platinum - New	48/75,000
<input type="checkbox"/>	<input type="checkbox"/>	VSC-10000221			05/06/2024	ALICIA			Platinum - New	
<input type="checkbox"/>	<input type="checkbox"/>	KD001046			03/07/2024	JOSE			Platinum - New	

Summary bar at bottom right: HUEBEL 1GYS4EKL9PR240469 Platinum - New 60/100,000
 CONTRACTS CLAIMS OTHER TOTAL
 2 | \$1,285.00 0 | \$0.00 0 | \$0.00 2 | \$1,285.00
 VILLALOBOS 5XYP3DGC9RG500100 Platinum - New 72/75,000

8. The Payment screen will open, allowing you to select the payment type and enter the required information.

Recipient: The payment recipient's monies and contracts are being remitted.

Transactions: Breakdown of transaction type by \$ and count of each with a summary.

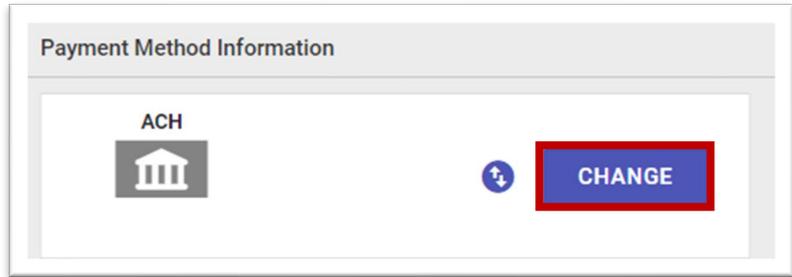
Payment

PREVIEW PAY ALL

#	Recipient	Transactions	Payment Method Information
1	WS Aftermarket Services Corporation	CONTRACTS 2 \$1,285.00 CLAIMS 0 \$0.00 OTHER 0 \$0.00 SUMMARY 2 \$1,285.00	ACH CHANGE

CLOSE

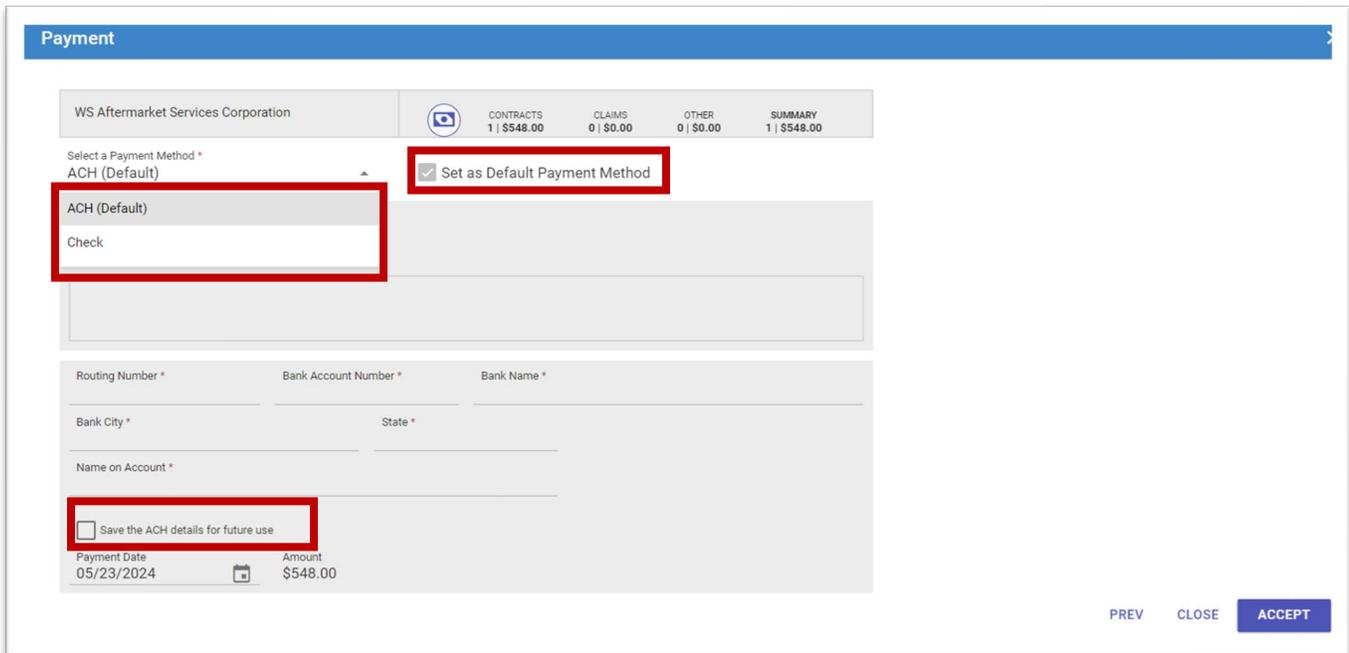
9. Under the Payment Method information, 'Click' on change to add a new payment method.



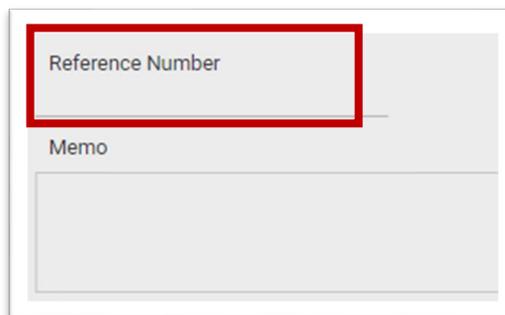
10. Select the method of payment to apply to this remittance. **The below example is for ACH.** Skip to step 14 to view the Check instructions.

You can select Set as Default Payment Method for future remittances.

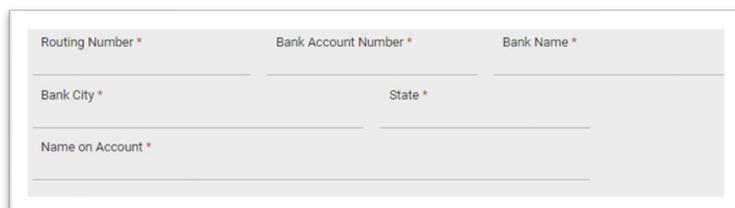
You can select Save the ACH details for future use.



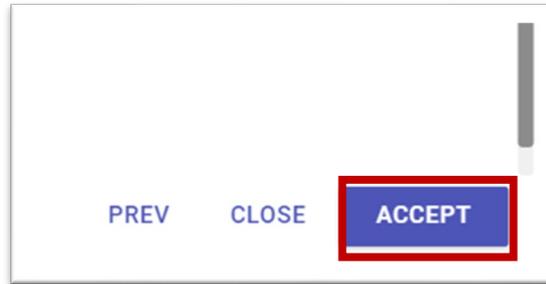
11. Reference number of the remittance you wish to apply for your records.



12. Enter the Banking information including Routing Number, Bank Account Number, Bank Name, Bank City, State and Name on Account. All fields are required to proceed.



13. When all payment details are correct and you wish to proceed, select **ACCEPT**. Skip to step 18 to submit payment.



14. To process a Check payment, Select Check from the Payment Method drop-down.

Payment

WS Aftermarket Services Corporation

CONTRACTS 1 | \$548.00 CLAIMS 0 | \$0.00 OTHER 0 | \$0.00 SUMMARY 1 | \$548.00

Select a Payment Method *
Check Set as Default Payment Method

ACH (Default)
Check

Routing Number Bank Account Number Bank Name
Bank City State
Name on Account
Check Number Check Date Amount \$548.00

PREV CLOSE ACCEPT

15. Reference number of the remittance you wish to apply for your records.

Reference Number

Memo

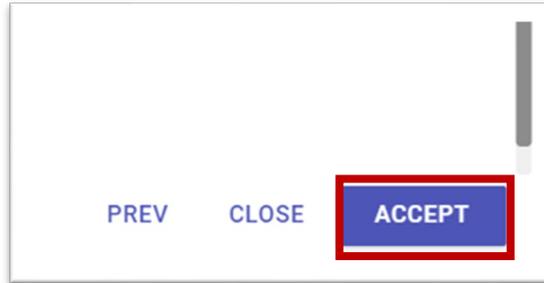
16. Enter the Check Number and Check Date.

Check Number 1231254 Check Date 05/23/2024 Amount \$548.00

To mail a check, use the below address.

WS AFTERMARKET SERVICES CORPORATION, P.O. Box 735639, Dallas, TX 75373
Overnight: JPMorgan Chase (TX1-0029), Attn: WS AFTERMARKET SERVICES CORPORATION 735639, 14800 Frye Road, 2nd Floor, Ft Worth, TX 76155

17. When all payment details are correct and you wish to proceed, select **ACCEPT**.



18. You will be returned to the payment screen. The payment type will display in the Action and Status of Payment area.

Payment
✕

PREVIEW
PAY ALL

#	Recipient	Transactions	Payment Method Information
1	WS Aftermarket Services Corporation	<div style="display: flex; align-items: center; gap: 10px;"> <div> <p style="margin: 0; font-size: 8px;">CONTRACTS</p> <p style="margin: 0; font-size: 8px;">2 \$1,285.00</p> </div> <div> <p style="margin: 0; font-size: 8px;">CLAIMS</p> <p style="margin: 0; font-size: 8px;">0 \$0.00</p> </div> <div> <p style="margin: 0; font-size: 8px;">OTHER</p> <p style="margin: 0; font-size: 8px;">0 \$0.00</p> </div> <div> <p style="margin: 0; font-size: 8px;">SUMMARY</p> <p style="margin: 0; font-size: 8px;">2 \$1,285.00</p> </div> </div>	<div style="border: 1px solid #ccc; padding: 5px; display: flex; align-items: center; justify-content: space-between;"> <div style="text-align: center;"> <p style="margin: 0; font-size: 8px;">CHECK</p> <p style="margin: 0; font-size: 8px;">123456</p> </div> <div style="text-align: right;"> <p style="margin: 0; font-size: 8px;">+</p> CHANGE </div> </div>

CLOSE

19. You can click the Preview button to verify the payment and open the **Sales Register Report**.

RPT200 - Sale Register Processed Report

2024-May-23 11:05 AM

RPT200 - Sales Register Preview

Payer Arizona Test - 123456AZ

Payee WS Aftermarket Services Corporation
REMITTANCE ADDRESS, P.O. BOX 735639, DALLAS, TX 75373

REGISTER		BANK		CHECK	
Register #	PREVIEW	Bank Name		Check Date	
Register Date	5/23/2024	Routing Number		Check Number	
		Account Number		Check Amount Due	\$1,285.00

	Contract #	Stock #	Sale Date	Customer/ Product Name	Coverage Term Months/ Miles	VIN Number	Vehicle	Retail	Amount Due	Submitted	NET Cost	Dealer Cost
1	VSC-10000497		5/20/2024	Ak-toyota TEST Platinum - New	48/75000	1HGCV1F33NA024074	2022 HONDA Accord Sport	\$1,737.00	\$737.00	\$0.00	\$737.00	\$737.00
2	VSC-10000517		5/21/2024	Test Rebecca Rebecca Test Platinum - New	48/75000	3N1A88BV0LY259649	2020 NISSAN Sentra S	\$1,548.00	\$548.00	\$0.00	\$548.00	\$548.00
Contracts Count:									2			
									\$1,285.00	\$0.00	\$1,285.00	\$1,285.00

20. After the payments are verified, you can go back to the Payment screen and select Pay All.

Payment

PREVIEW
PAY ALL

#	Recipient	Transactions	Payment Method Information								
1	WS Aftermarket Services Corporation	<table style="display: inline-table; vertical-align: middle; margin-left: 10px;"> <tr> <td>CONTRACTS</td> <td>CLAIMS</td> <td>OTHER</td> <td>SUMMARY</td> </tr> <tr> <td>2 \$1,285.00</td> <td>0 \$0.00</td> <td>0 \$0.00</td> <td>2 \$1,285.00</td> </tr> </table>	CONTRACTS	CLAIMS	OTHER	SUMMARY	2 \$1,285.00	0 \$0.00	0 \$0.00	2 \$1,285.00	<div style="border: 1px solid #ccc; padding: 5px;"> <p style="text-align: center; margin: 0;">CHECK</p> <div style="display: flex; justify-content: space-between; align-items: center;"> 123456 </div> <div style="text-align: right; margin-top: 5px;"> CHANGE </div> </div>
CONTRACTS	CLAIMS	OTHER	SUMMARY								
2 \$1,285.00	0 \$0.00	0 \$0.00	2 \$1,285.00								

21. The process Register will complete the process and payment of the remittance and **RPT200 – Sale Register Processed Report** will display.

This report will provide remitted contract information and have a **Register Number** assigned for reference.

RPT200 - Sale Register Processed Report

1 of 1
Find | Next
2024-May-23 11:09 AM

RPT200 - Sale Register Processed Report

Buyer: **Arizona Test - 123456AZ**

Buyer: **WS Aftermarket Services Corporation**
REMITTANCE ADDRESS, P.O. BOX 735639, DALLAS, TX 75373

REGISTER	BANK	CHECK
Register #	R20240523-11396250	Bank Name
Register Date	5/23/2024	Routing Number
		Account Number
		Check Amount Due

Check Date	5/24/2024
Check Number	123456
Check Amount Due	\$1,285.00

Contract #	Stock #	Sale Date	Customer/ Product Name	Coverage Term Months/ Miles	VIN Number	Vehicle	Retail	Amount Due	Submitted	NET Cost	Dealer Cost
VSC-10000497		5/20/2024	AK-TOYOTA TEST Platinum - New	48/75000	1HGCV1F33NA024074	2022 HONDA Accord Sport	\$1,737.00	\$0.00	\$737.00	\$737.00	\$737.00
VSC-10000517		5/21/2024	TEST REBECCA REBECCA TEST Platinum - New	48/75000	3N1A88BV0LV258649	2020 NISSAN Sentra S	\$1,548.00	\$0.00	\$548.00	\$548.00	\$548.00
Contracts Count:		2						\$0.00	\$1,285.00	\$1,285.00	\$1,285.00