



# ALFA for agents

Hamburg • Manila • Miami • Singapore

## Disbursements Accounting (AIDA)

Automating and streamlining your disbursement accounting process



**AIDA is an integrated disbursement accounting system. It will consolidate all your revenues and costs to generate a disbursement account report for each of your principals in a format of their choosing. It will also manage your cash receipting and pass all transaction information to your central accounts package.**

### Managing your principals

Recognising that each of your principals is using different charts of accounts, AIDA allows the setting of individual rules for each principal. This enables you to maintain your own internal accounting requirements whilst meeting the demands of your various principals. AIDA will automatically switch codes allowing you to work for a range of principals and provide them with regular reports in a format of their choosing.

### Revenue and cash receipting

As AIDA is tightly integrated with your commercial applications it will post revenues against the correct voyage account and apply the appropriate revenue codes for each principal. This occurs automatically for all principal related invoices or credit notes. Received payments are registered against each voucher and receipts can be easily issued.

CostRevenue Group X

Search Edit Delete Insert Copy Add Query Export to Excel Default Criteria...

Search

Cost Code System: contains Group: contains

Group Title: contains Protect Flag: Y

Deletion Flag: Y Separate Accounting: Y

Cost Revenue: contains

| Cost Code System | Group        | Group Title                   | Protect Flag             | Deletion Flag            | Separate Accounting      | Cost Revenue |
|------------------|--------------|-------------------------------|--------------------------|--------------------------|--------------------------|--------------|
| SFO              | AGCOMM       | Agency commission             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | BUNKER       | Bunker cost                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | CARGO_COST   | Cargo Cost                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | CONT_COST    | Container Cost                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | DEMURRAGE    | Demurrage revenues            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | R            |
| SFO              | OTHER_COST   | Other cost                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | OTHERS       | Others                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | R            |
| SFO              | PORT_COST    | Port cost                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | REVENUES     | Revenues                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | R            |
| SFO              | SETTLE       | Settlement                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | SETTLEMENT_P | Disbursement Account Purchase | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |
| SFO              | SETTLEMENT_S | Disbursement Account Sales    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | R            |
| SFO              | VOYAGE_COST  | Voyage Cost                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C            |

Controlling surcharges

PAID COMMERCIAL

DATE OF EXPIRATION

SHIPPER/EXPORTER FROM

PAID

DATE OF EXPIRATION

SHIPPER/EXPORTER FROM

PAID

DATE OF EXPIRATION

SHIPPER/EXPORTER FROM

Disbursement account

Voyage: 001

Vessel: Softship

Port: HAMBURG

Costcodes Summary

REVENUES / CHARGES

1-2 FREIGHT

3-5 BAF

6-8 CAF

9-10 THCD

11-17 LONDISCHARGE

18-20 PILOTAGE

21-24 TUG BOAT IN

25-27 TUG BOAT OUT

REVENUES/CHARGES

Balance

# Disbursements Accounting (AIDA)

## Disbursements

Supplier invoices are automatically posted against the correct voyage account and cost code. To minimise the workload, invoices may also be imported through an interface into AIDA.

## Disbursement accounts

AIDA will consolidate all your revenues and costs to generate the daily disbursement account report for each port call. Pro-forma disbursement accounts are created and, once finalised, are archived for immediate recall. All disbursement accounts will be consolidated into the statement of account for your principals.

| Surchage    | Description          | +/- | Currency  | Rate   | Per     | VAT | Inv. Pay. | Σ | +Σ | Sep. Inv. cur. | Minimum | Maximum | Comm. | Print      |
|-------------|----------------------|-----|-----------|--------|---------|-----|-----------|---|----|----------------|---------|---------|-------|------------|
| X THCL (TE) | Terminal Handling Ch |     | UNITED ST | 785.00 | TEU     |     | Prepaid   |   |    | USD            |         |         |       | PRINT ON I |
| X DOC (DO)  | Documentation Fee    |     | EURO (EL) | 2.00   | % (%)   |     | Prepaid   |   |    | USD            |         |         |       | PRINT ON I |
| X BAF (BUN) | Bunker Surcharge     |     | UNITED ST | 828.00 | 20' (2) |     | Prepaid   |   |    | USD            |         |         |       | PRINT ON I |
| X CAF (CUR) | Currency adjustment  |     | UNITED ST | 10.20  | % (%)   |     | Prepaid   |   |    | USD            |         |         |       | PRINT ON I |

*Managing costs and revenues*

## Interface with your accounting package

Recognising that your central accounts package is a core business resource, we will ensure that AIDA integrates directly with this important application. Through an intelligent interface, AIDA will facilitate the flow of data such as debit and credit notes and received payments to eliminate the need for duplication.

## Management reporting

Maintaining an overview of your accounting data is important and AIDA allows a wide-range of reports to be created and displayed. Outstanding freights, expenses, received debit notes and weekly/monthly evaluations of each vessel or voyage are just a few examples of AIDA's capabilities.

## Business Benefits

- Simplification of the disbursement account and statement of account for your principals
- Follow the cost and revenue code structure of your principals
- Input and process all incoming and outgoing invoices and credit notes
- Integrated information flow from commercial to disbursement account and your central accounts package.

## Key Features

- Cost code system by principal
- Disbursement accounts
- Statement of account
- Cash receipting
- Management reporting facility
- Integration with your commercial system
- Interface with your accounting software

Softship Germany  
T +49 (0) 40 89 06 8-0  
E team\_ham@softship.com

Softship Singapore  
T +65 6 227 24 97  
E team\_sin@softship.com

Softship USA  
T +1 954 606 5672  
E team\_mia@softship.com

©Softship AG 2016

[www.softship.com](http://www.softship.com)