G/L - General Ledger - Mapping

This area determines the structure of the General Ledger (G/L) messages we automate to accounting systems such as QuickBooks and others. It allows a property to use MyPMS to automate accounting postings via a JSON message to the setup of a customer's General Ledger system.

G/L Mapping

The mappings area are where all Inventory Groups and Items that are present on your Transaction Summary Report will allow you to 'map' the Item/Group and description inside of BookingCenter to the account codes & description you use in your accounting system. Further, it will allow you to place an 'offset' account code & description used in your accounting system so that the Transaction Summary GL file generated will also provide an 'offset' posting. The ability to post whether the file will have a 'credit' or 'debit' label - for either side of the Transaction Summary Ledger GL file - is also manageable in this area. If the use of **credit/debit** or **offsets** isn't important to you, you can ignore these elements when processing the Transaction Summary Ledger GL file.

Because the Transaction Summary Ledger GL file is a version of the Transaction Summary report, it is only applicable to single day, (the 'Site date') the MTD (month to date) and YTD (year to date) values are never included. In addition, for customers who use Direct Bills, the Direct Bill line on the Transaction Summary will not be sent in the GL file since that number is included in the Accounts Receivable Balance and should not be duplicated.

The columns that are enabled for mapping include

Receipt/ Item Group ID | Receipt/ Item Group Description | Site GL ID | Site GL Description | GL Credit/Debit option | Site Offset GL ID | Site Offset GL Description | Offset Credit/Debit option

Two 'special condition Groups' called 'Credit Cards' - which are the total of all active Receipt Types set as 'Credit Cards' - and Non Credit Card - which are the total of all active Receipt Types **NOT** set as 'Credit Cards' such as CASH, Write-Off, etc. are included as summaries of the 'Credit Card' and 'Non Credit Card' payments for the day. Each of these matches the values on the Transaction Summary Report for the day.

Besides these 2 'special condition Groups', the Transaction Summary Ledger GL file will include all Items and their respective summary numbers for the day. Your Transaction Summary Ledger GL file will contain all Items and Groups that are present on your Transaction Summary Report.

Transaction Summary Ledger GL file

For customers enrolled in the G/L program, BookingCenter will save an endpoint you will provide and during Night Audit, we trigger three messages to you when the System Date increments, as that is the indication that the day 'closes' in BookingCenter. This event happens when the staff does it, or if you are set to Auto Night Audit, when that time occurs. This is when the Transaction Summary Ledger GL file will trigger to your endpoint. The file is a JSON array that is equal to the 'Today' column in the Transaction Summary Report for that specific System Date. An example is included here:

Sample Transaction Summary Report output:

Transaction Summary June 6, 2023	Transaction Summary Ledger GL file System Date: June 6, 2023 **JSON Array Sample**	**JSON Array Sample** continued

Report	***American Express detail:***
	
	{
	  "success": true,
	  "data": [
	    {
	      "propertyID": "TEST",
	      "propertyName": "Test hotel",
	      "transactionDate": "2023-06-06",
	      "ItemID": "AX",
	      "Item description": "American Express",
	      "GLCode": "AX",
	      "GL description": "American Express",
	      "amount": 105.00,
	      "GLType": "debit"
	      "GLOffsetID": "AXCreditRc"
	      "GLOffsetDesc": "AX Credit Card Receivables"
	      "amount": 105.00,
		RENT detail:
		
		    {
		      "propertyID": "TEST",
		      "propertyName": "Test hotel",
		      "transactionDate": "2023-06-06",
		      "ItemID": "RENT",
		      "Item description": "Room Rent",
		      "GLCode": "RENT",
		      "GL description": "Room Rent",
		      "amount": 15.00,
		      "GLType": "credit"
		      "GLOffsetID": "AD"
		      "GLOffsetDesc": "Advance Deposit"
		      "amount": 15.00,
		      "GLOffsetType": "debit"
		    },
		TOT Tax:

Category	Type	TODAY	MTD	YTD
Credit Card				
	American Express	$-105.00	$-105.00	$-205.77
	Mastercard	$-100.44	$-100.44	$-150.78
	Visa	$-15.00	$-15.00	$-115.00
	TOTAL Credit Card:	$-220.44	$-220.44	$-471.55
Gift Certificates				
	Gift Certificate	$100.00	$100.00	$100.00
	TOTAL Gift Certificates:	$100.00	$100.00	$100.00
Non Credit Card				
	Cash	$-135.15	$-135.15	$-260.15
	Check	$0.00	$0.00	$0.00
	Gift Certificate Redeemed	$0.00	$0.00	$0.00
	TOTAL Non Credit Card:	$-135.15	$-135.15	$-260.15
Room Rent				
	Room Rent	$100.00	$100.00	$451.50
	TOTAL Room Rent:	$100.00	$100.00	$451.50
Tax				
	Sales tax	$9.00	$9.00	$16.03
	TOT	$5.00	$5.00	$22.58
	TOTAL Taxes:	$14.00	$14.00	$38.61
	GRAND TOTAL:	$-141.59	$-141.59	$-141.59

Advance Deposit : $1,235.90

Accounts Receivables: $9,465.23

        "GLOffsetType": "credit"

    },

Visa detail:

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "VI",

     "Item description": "Visa",

      "GLCode": "VI",

     "GL description": "Visa",

      "amount": 15.00,

      "GLType": "debit"

      "GLOffsetID": "VICreditRc"

      "GLOffsetDesc": "Visa Credit Card Receivables"

      "amount": 15.00,

      "GLOffsetType": "credit"

    },

TOTAL Credit Card summary:

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "Total Credit Card",

     "Item description": "Total Credit Card",

      "GLCode": "Total_Credit_Card",

     "GL description": "Total Credit Card",

      "amount": 135.15,

      "GLType": "debit"

      "GLOffsetID": "CreditCardRc"

      "GLOffsetDesc": "Credit Card Receivables"

      "amount": 135.15,

      "GLOffsetType": "credit"

    },

Cash detail:

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "Cash",

     "Item description": "Cash",

      "GLCode": "CASH",

     "GL description": "CASH",

      "amount": 135.15,

      "GLType": "debit"

      "GLOffsetID": "CASHRc"

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "TOT",

     "Item description": "TOT",

      "GLCode": "TOT",

     "GL description": "Transient Occupancy Taxt",

      "amount": 5.00,

      "GLType": "credit"

      "GLOffsetID": "TOTRecd"

      "GLOffsetDesc": "TOTRecd"

      "amount": 5.00,

      "GLOffsetType": "debit"

    },

Advanced Deposit:

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "AD",

     "Item description": "Advance Deposit",

      "GLCode": "AD",

     "GL description": "Advance Deposit",

      "amount": 1235.90,

      "GLType": "credit"

      "GLOffsetID": "TOTAL_BANK"

      "GLOffsetDesc": "Total BANK"

      "amount": 100.00,

      "GLOffsetType": "debit"

    },

Accounts Receivable:

  {

      "propertyID": "TEST",

      "propertyName": "Test hotel",

      "transactionDate": "2023-06-06",

      "ItemID": "AR",

     "Item description": "Accounts Receivables",

      "GLCode": "AR",

     "GL description": "Accounts Receivables",

      "amount": 9465.23,

      "GLType": "credit"

      "GLOffsetID": "TOTAL_BANK"

      "GLOffsetDesc": "Total BANK"

      "amount": 9465.23,

	"GLOffsetDesc": "CASH Receivables"	"GLOffsetType": "debit"
	"amount": 135.15,	},
	"GLOffsetType": "credit"	}
	},	
Example of JSON output:		

Advanced Deposit

Advanced Deposits balance in BookingCenter (AD) will be sent in the JSON message. The amount in this file will be equal to the Advanced Deposits Report that was accurate as of the Night Audit event. *note, this balance is dynamic and will likely *not* be identical if run at a later time, as bookings may have been checked in, canceled, or payments applied to future bookings, thus altering this dynamic balance.

Accounts Receivables File

Accounts Receivable Balance with current balance will be sent in the JSON message. The amount in this file will be equal to the Account Receivable Aging report that was accurate as of the Night Audit event. *note, this balance is dynamic and will likely *not* be identical if run at a later time, as the Accounts Receivable may have had more charges or payments applied to a Company Account.

Archived and Re-Try Messages

Upon triggering the file to your endpoint, BookingCenter will send an email with the array inside the body to the Property Address on file with a **sub ject**: *Night Audit GL File <SystemDate>* so that you have a backup to view what was posted at Night Audit. In addition, BookingCenter will provide an endpoint where you could validate using your Hotel/Site credentials, then pass in a date (the desired 'System Date'), and BookingCenter will send the message again to your endpoint for that date's data. The Transaction Summary with that System Date would be identical to what was sent at the initial time (ie, at original Night Audit event, as encapsulated in the archived email). The other Advanced Deposit Balance and Accounts Receivable Balance will likely *not* be identical, as those balances may have altered since that time, as these are dynamic balances. But this offers a 'retry' method.

Email Summary

Every night at Night Audit we send an email to the mail of the property with the subject: **BookingCenter General Ledger JSON for** <Hotel Name> **on** <date> and you should archive this in case you require a backup and can't access your JSON function.

PMS Tab