



WILLIAM McNAMARA  
COMPTROLLER

# Commonwealth of Massachusetts

## OFFICE OF THE COMPTROLLER

ONE ASHBURTON PLACE, 9TH FLOOR  
BOSTON, MASSACHUSETTS 02108  
(617) 727-5000  
MACOMPTROLLER.ORG



TO: Chief Fiscal Officers

FROM: Jeffrey Shapiro, First Deputy Comptroller

Date: July 11, 2022

RE: Fiscal Year 2022 Statutory Receivable Instructions

Comptroller Memo FY#2022-29

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### Executive Summary

The statutory receivable instructions provide guidance to departments on reporting receivables due from a governmental body that are related to expenses incurred on or before June 30<sup>th</sup> and where the revenue is received by the Commonwealth between July 1<sup>st</sup> and August 31<sup>st</sup>. The preliminary estimate is due on August 2<sup>nd</sup> and the final report is due on September 2<sup>nd</sup>.

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The Office of the Comptroller (CTR) annually prepares the Statutory Basis Financial Report (SBFR), which includes an overview of the activity and balances of budgeted funds, non-budgeted special revenue funds, capital project funds, and the non-appropriated funds of higher education. This overview of fund activity includes statutory receivables as defined below.

Statutory receivables are defined as receivables due from a governmental body that are related to expenses incurred on or before June 30<sup>th</sup> and collected between July 1<sup>st</sup> and August 31<sup>st</sup>. The funds included in this exercise are listed on Attachment 1. CTR will centrally compile and report the statutory receivable amounts for all federal grant awards (Funds 0100 and 0142).

### Financial Reporting Website

All Chief Fiscal Officers (CFOs) are asked to review their Fiscal Year 2022 receivables via the Financial Reporting website accessed via PartnerNet. The website is estimated to be live on July 19<sup>th</sup>. Departments will be asked to confirm whether or not a statutory receivable should be reported for each unit/fund/revenue source code. Instructions are attached. All CFOs and GAAP Liaisons should have access to CTR's Financial Reporting website. CFOs can designate other department personnel to transmit the preliminary estimates and financial reports on PartnerNet. CFO designated users will need system access. Department Security Officers can request access for additional users by submitting a [PartnerNet Security request form](#).

If you have any questions concerning the website and or if you make a data entry mistake, please contact Ivy Chen at 617-973-2542.

**Preliminary Estimate – Due August 2, 2022**

The *Preliminary Estimate* for Statutory Receivables should include actual revenues related to Fiscal Year 2022 activity received from July 1<sup>st</sup> to date, plus any anticipated revenues related to Fiscal Year 2022 activity through August 31<sup>st</sup>.

**Final Report – Due September 2, 2022**

The *Final Report* for Statutory Receivables should include actual revenues related to Fiscal Year 2022 activity received from July 1<sup>st</sup> through August 31<sup>st</sup>.

**Please note:** We anticipate the weekly automatic balance forward will be suspended on September 3rd in order to properly record and analyze the Fiscal Year 2022 statutory receivables. While we recognize that there are many tasks competing for your attention during this period, we ask that you assign this assignment as a high priority since it serves as the basis for required statewide reporting.

Thank you for your attention to this request.

If you have any questions about this requirement or this memo, please contact Ivy Chen of CTR's General Accounting Team, at 617-973-2542.

Enc. Attachment 1 – List of Funds included in Statutory Receivable Exercise  
Statutory Receivable How-to Guide  
PartnerNet Browser Best Practices Using Edge in Internet Explorer Mode Instructions

Cc: MMARS Liaisons  
General Counsels  
Payroll Directors  
Security Officers  
Internal Distribution

Statutory Accounts Receivable Fund List  
 FY2022

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Funds	Name
0010	General Fund - Include 3(8)(c) Revenue
0039	Health Insurance Portability & Accountability Act Fund
0086	Health Information Technology Trust Fund
0087	Build America Bonds Subsidy Trust Fund
0095	Community First Trust Fund - Budgeted
0097	Community First Trust Fund - Non-Budgeted
0108	Natural Heritage and Endangered Species Fund
0114	Inland Fisheries and Game Fund
0130	State Lottery Fund
0131	Arts Lottery Fund
0300	Expendable Trust Fund - External
0410	Water Pollution Fund
0412	Drinking Water Revolving Fund
1309	MassHealth Delivery System Reform Trust Fund
1314	Non-Acute Care Hospital Reimbursement Trust Fund
1315	Municipal Epinephrine Bulk Purchase Trust Fund
1316	Substance Use Disorder Federal Reinvestment Trust Fund
1321	State Parks Preservation Trust Fund
1327	Organ Transplant Fund
1342	Home Care Technology Trust Fund
T100	Federal Expendable Trust Fund
ZFFP	Capital FFP Retained Fund

## Statutory Receivable How to Guide

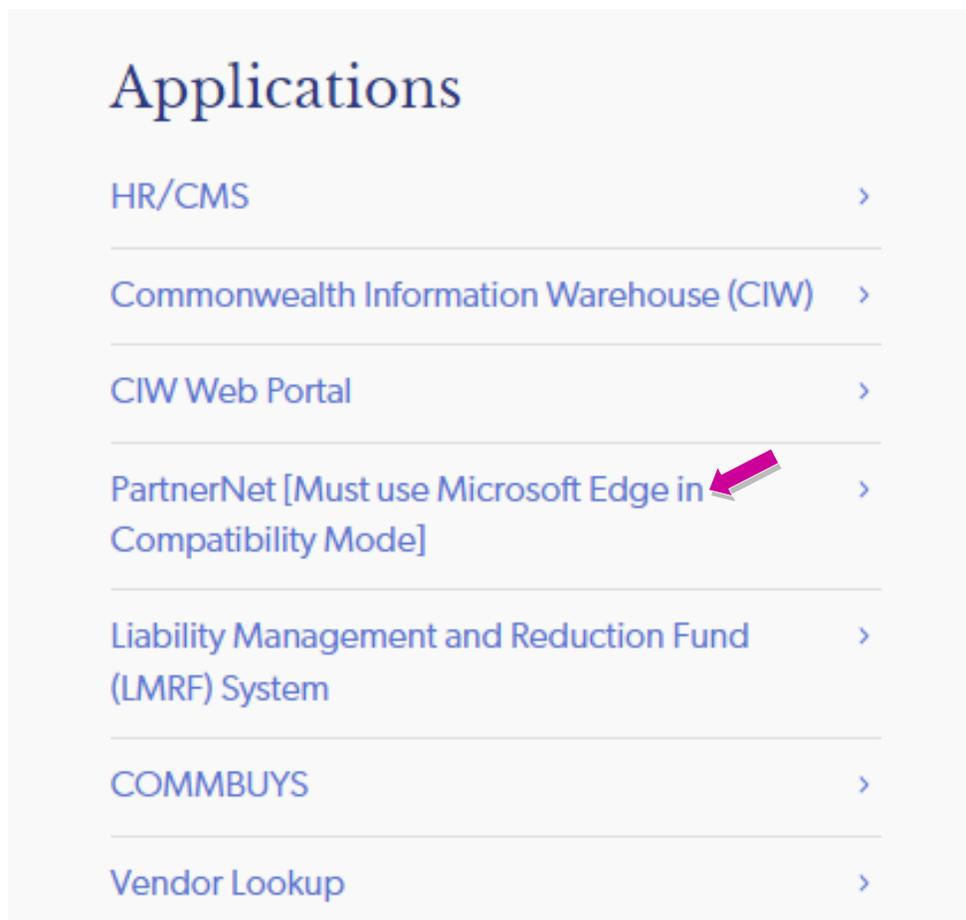
**Before you begin, please make sure Microsoft Edge is in Compatibility Mode.**

“PartnerNet Browser Best Practices Using Edge in Internet Explorer Mode Instructions” provide the required steps.

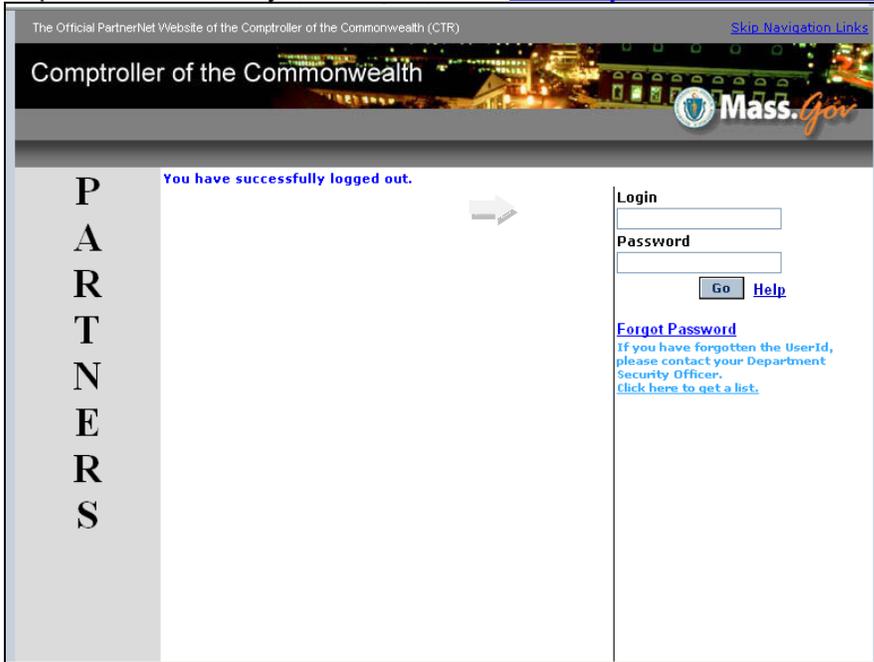
**Access PartnerNet from the Comptroller of the Commonwealth Webpage:**

<https://intranet.ma.comptroller.org>

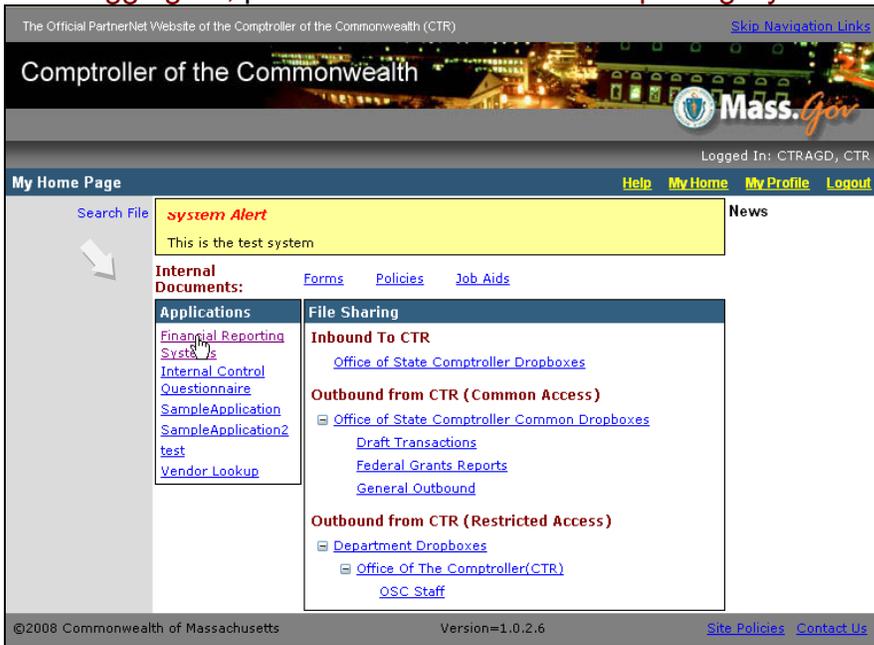
Scroll down until you see Applications and click.



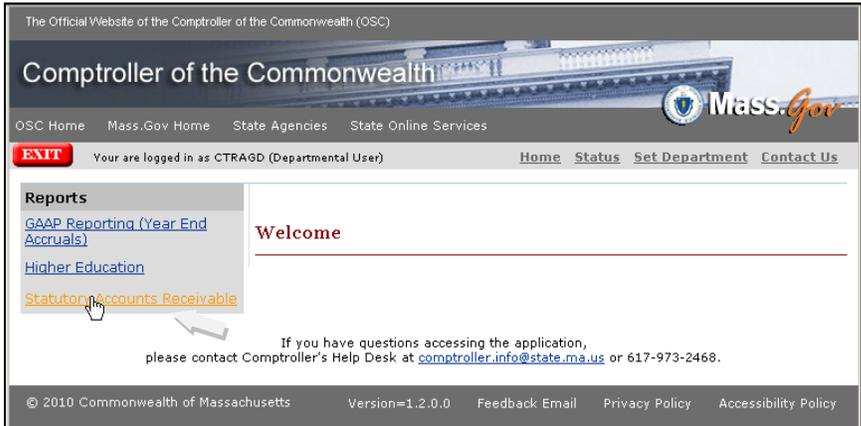
To connect to **PartnerNet** you will need to enter a Login ID and Password. Enter your MMARS UAID in the Login field. Prior users will have a PartnerNet Password. First time users must contact their department Security Officer who will create a temporary password for first time login. Please note if you forget your password, there is a link to change your password. If you do not know your department security officer, see the [Security Officer Contact List](#).



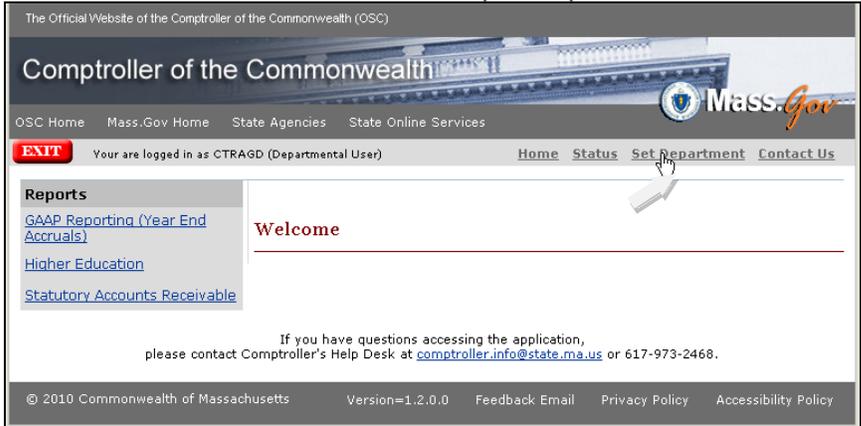
After logging on, please click on **Financial Reporting System**



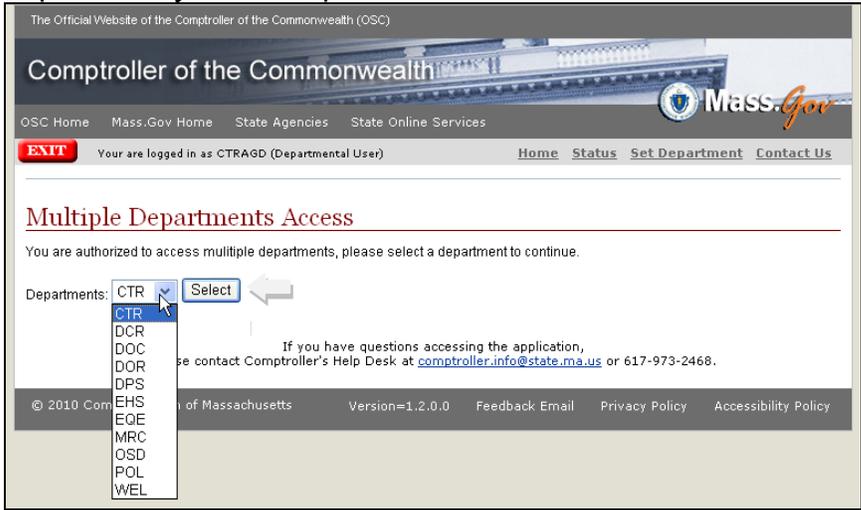
You will be taken to another screen, please click on **Statutory Accounts Receivable**.



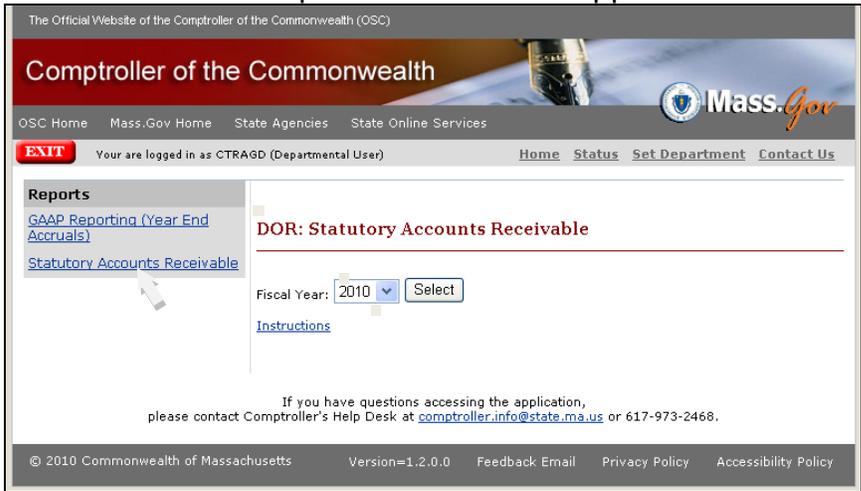
Users that enter on behalf of multiple departments should select **Set Department**.



Users that enter for multiple departments will have a screen with a drop down box showing a list of departments from which to select. After choosing the department you need, please click on **Select**.



Users that enter for only one department should select **Statutory Accounts Receivable**. Your department name will appear.



Choose 2022 from the fiscal year drop down box and click on **select**.

The Official Website of the Comptroller of the Commonwealth (OSC)

## Comptroller of the Commonwealth

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us

**Reports**

- [GAAP Reporting \(Year End Accruals\)](#)
- [Statutory Accounts Receivable](#)

### DOR: Statutory Accounts Receivable

Fiscal Year: 2010

[Instructions](#)

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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You will be taken to the transmittal form.

The Official Website of the Comptroller of the Commonwealth (OSC)

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2022 DOR: Statutory Accounts Receivable

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108 

**Attention: Maria Bottari (617 973-2418)**

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

Please enter your name, title, phone and extension if any.  
Please click on **Save**.

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**EXIT** You are logged in as CTRAGD (Departmental User) [Home](#) [Status](#) [Set Department](#) [Contact Us](#) [Transmittal](#)

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### FY2010 DOR: Statutory Accounts Receivable

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108 

**Attention: Maria Bottari (617 973-2418)**

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

 **SAVE**

If you have questions accessing the application,  
please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

Once saved, the transmittal form is now active and a date will appear in the upper right hand corner.

Please note that the transmittal form has due dates for both the preliminary and final statutory receivable amounts.

### FY2010 DOR: Statutory Accounts Receivable

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108    
Updated Date: ~~08/06/2010~~ 09/03/2010 9:39:00 AM

**Attention: Maria Bottari (617 973-2418)**

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

	Due Date	Status
<a href="#">Preliminary</a>	08/06/2010	<input type="checkbox"/> Completed
<a href="#">Final</a>	09/03/2010	<input type="checkbox"/> Completed

**Authorized Signature**

Prepared By:  Date:  Phone:  Ext:

Approved By:  Date:  Phone:  Ext:

**Please do not forget to sign the form.**

Report Status  
 In progress  Submit

## Preliminary entries

To begin entering your preliminary amounts, please click on **Preliminary**.

**FY2010 DOR: Statutory Accounts Receivable**

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108

Attention: **Maria Sultari (617 973-2418)**

Updated Date: 6/2/2010 9:39:00 AM

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

	Due Date	Status
<a href="#">Preliminary</a>	08/05/2010	<input type="checkbox"/> Completed
<a href="#">Final</a>	09/03/2010	<input type="checkbox"/> Completed

**Authorized Signature**

Prepared By:  Date:  Phone:  Ext:

Approved By:  Date:  Phone:  Ext:

**Please do not forget to sign the form.**

Report Status  
 In progress  Submit

You will be taken to Statutory Accounts Receivable Preliminary Screen.  
Please click on the drop down box for **Unit/Unit Name**.

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**EXIT** You are logged in as: CTRAGD (Departmental User) [Home](#) [Status](#) [Set Department](#) [Contact Us](#) [Transmittal](#)

**FY2010 DOR: Statutory Accounts Receivable Preliminary Submission**

Unit/Unit Name:

Fund/Fund Name:

Revenue Category:

**Preparer's Signature**

Prepared By:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

If you have questions accessing the application,  
please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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Please select the unit for which you wish to enter a preliminary amount.

The screenshot shows the 'Statutory Accounts Receivable Preliminary Submission' form. A dropdown menu is open, displaying a list of units. The units listed are: 6400: REVENUE ACCOUNTING, 6401: RECEIPTS; DORG, 6402: RECEIPTS; LOCK BOX, 6403: RECEIPTS; DISTRICTS, 6404: RECEIPTS; MV SLAES, 6406: RECEIPTS; LOTTERY, 6407: IRS OFFSET, 6408: Abandoned Property Offset, 6411: TREAS WH/EFT, 6412: RECEIPTS; EFT DEBIT PAY AGREEM, 6413: UNIT 6413, 6414: CONSOLIDATED CHECKS - LOCK BOX, 6415: IFTA MOTOR FUEL CLEARING, 6416: IFTA BARS RECEIPTS, 6417: CREDIT CARD REVENUE, 6418: ELECTRONIC FUNDS WITHDRAWL, 6420: TR PROC INT OFF, 6450: REFUNDS; PROT CHKS, 6451: REFUNDS; PRO CH/TRAN PROC, 6470: REFUNDS; TAXES, 6471: REFUNDS TRANSACTION PROCESSING, 6505: (FEB) Worcester, 7000: INFORMATION SERVICES DIVISION, 7095: Divisional Administration, 7179: Clearing House Project, 7400: Front End Services Bureau, 7500: Data Intergration Bureau, 8000: Blank, 8000: CHILD SUPPORT ENFORCEMENT DIV, and 8001: CSE DIVISION EXECUTIVE STAFF. The 'Unit/Unit Name' field is currently empty. Below the dropdown, there are fields for 'Prepared By:', 'Phone:', and 'Ext:'. A 'Sign' button is visible. The footer contains copyright information for 2010 Commonwealth of Massachusetts and version 1.2.0.0.

Once the unit is selected, you have additional drop down boxes to select the fund and revenue category. After finding the unit/fund/revenue category combination you need, please click on **Select**.

The screenshot shows the 'Statutory Accounts Receivable Preliminary Submission' form with the following selections: Unit/Unit Name: 6400: REVENUE ACCOUNTING, Fund/Fund Name: 0010: General Fund, and Revenue Category: 01: TAXES. A 'Select' button is highlighted with a mouse cursor. Below the dropdowns, there are fields for 'Prepared By:', 'Phone:', and 'Ext:'. A 'Sign' button is visible. The footer contains copyright information for 2010 Commonwealth of Massachusetts and version 1.2.0.0.

You will be taken to another screen where you can select the revenue source codes.

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### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

Unit/Unit Name: 6400: REVENUE ACCOUNTING

Fund/Fund Name: 0010: General Fund

Revenue Category: 01: TAXES

REV.SRCE.	REVENUE SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
0101	: CLUB ALCHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
0102	: ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103	: PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$0.00	\$0.00	\$0.00
0104	: NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108	: CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112	: GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116	: PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117	: ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119	: INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120	: INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121	: INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123	: DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124	: DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129	: COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

Preparer's Signature  
 Prepared By: \_\_\_\_\_ Phone: \_\_\_\_\_ Ext: \_\_\_\_\_  
 Please do not forget to sign the Preparer's Signature.

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2466.

After finding the revenue source you need, please click on the revenue source number.

FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

Unit/Unit Name: 6400: REVENUE ACCOUNTING

Fund/Fund Name: 0010: General Fund

Revenue Category: 01: TAXES

REV.SRCE.	REVENUE SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
0101	: CLUB ALCHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
0102	: ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103	: PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$0.00	\$0.00	\$0.00
0104	: NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108	: CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112	: GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116	: PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117	: ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119	: INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120	: INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121	: INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123	: DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124	: DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129	: COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

This is the screen where you will enter the Preliminary Statutory Receivable amount and any adjustment.

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

**Unit:** REVENUE ACCOUNTING (6400)  
**Fund:** General Fund (0010)  
**Revenue Category:** TAXES (01)  
**Revenue Source Name:** PERSONAL USE TAX (0103)  
**Prior FY:** \$104,505.70  
**Current FY:** \$110,164.80  
**MMARS RE Balance:** \$0.00

**Preliminary submission**

**Estimate Statutory AR:**  ←

**Adjustments:**  ←

**Description:**

After entering the Preliminary Statutory Receivable amount, please enter a description and click on **Save**.

Please note: if you have made a mistake, you can **cancel** before and after you save. If you **cancel**, you will be taken back to the Statutory Preliminary Submission screen.

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

**Unit:** REVENUE ACCOUNTING (6400)  
**Fund:** General Fund (0010)  
**Revenue Category:** TAXES (01)  
**Revenue Source Name:** PERSONAL USE TAX (0103)  
**Prior FY:** \$104,505.70  
**Current FY:** \$110,164.80  
**MMARS RE Balance:** \$0.00

**Preliminary submission**

**Estimate Statutory AR:**  ←

**Adjustments:**  ←

**Description:**

←

Once saved, the screen and the NAR411WU report will be updated with the amounts you have entered. Please scroll to the bottom of the screen to view your amounts.

Comptroller of the Commonwealth

OSC Home Mass.Gov Home State Agencies State Online Services

**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

**Unit:** REVENUE ACCOUNTING (6400)  
**Fund:** General Fund (0010)  
**Revenue Category:** TAXES (01)  
**Revenue Source Name:** PERSONAL USE TAX (0103)  
**Prior FY:** \$104,505.70  
**Current FY:** \$110,164.80  
**MMARS RE Balance:** \$0.00

**Preliminary submission**

**Estimate Statutory AR:**  ←

**Adjustments:**  ←

**Description:**

**SAVE**

**Cancel**

The Preliminary amounts appear on the screen

0102	BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103	: PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$0.00
0104	: NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108	: CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112	: GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116	: PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117	: ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119	: INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120	: INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121	: INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123	: DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124	: DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129	: CO-OPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

**Preparer's Signature**

Prepared By:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

**Sign**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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Once you have validated the amounts, please enter your name and a phone number and click on **Sign**.

0102	: ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103	: PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$0.00
0104	: NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108	: CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112	: GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116	: PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117	: ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119	: INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120	: INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121	: INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123	: DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124	: DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129	: COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

**Preparer's Signature**

Prepared By:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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You will be taken back to the Statutory Preliminary Submission screen to select another unit.

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EXIT

You are logged in as CTRAGD (Departmental User)    Home    Status    Set Department    Contact Us    Transmittal

### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

Unit/Unit Name:

Fund/Fund Name:

Revenue Category:

**Prepared/Signed By:** This is a test **Contact Phone:** 617-123-4567 **Ext:** 123 **Date:** 8/2/2010 9:59:00 AM

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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Note: by clicking on **exit** you will be taken to the log out page.

Once you have completed all of your entries, you can view the NAR411WU report by clicking on **Status**.

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### FY2010 DOR: Statutory Accounts Receivable Preliminary Submission

Unit/Unit Name: 6400: REVENUE ACCOUNTING

Fund/Fund Name: 0010: General Fund

Revenue Category: 01: TAXES

REV.SRCE	REVENUE SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
0101	: CLUB ALCHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
0102	: ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103	: PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$0.00
0104	: NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108	: CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112	: GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116	: PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117	: ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0118	: INSURANCE CO	\$10,131,000.00	\$3,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00

After clicking on Status, you will be taken to the My Status screen. Please click on **Select** under the Statutory Accounts Receivable field.

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### My Status

**GAAP Reporting (Year End Accruals)**  
Fiscal Year: 2010

**Statutory Accounts Receivable**  
Fiscal Year: 2010

**Higher Education Financial Reports Statment**  
Fiscal Year: 2010

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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Please use the drop down box to select the NAR411WU report.

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable Reports

Select Report: Department Information Department Information NAR411WU

**Department Information**

Liaison	Approver	Preparer
<b>Name:</b> This is a test	<b>Name:</b>	<b>Name:</b>
<b>Title:</b> This is a test	<b>Phone:</b>	<b>Phone:</b>
<b>Phone:</b> 617-123-4567-123	<b>Date:</b>	<b>Date:</b>

Required Documents	Status
Preliminary Submission	
Final Submission	

Submitted By: **CTRAGD** Submitted Date: **06/02/2010** Status: **In Progress**

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Please click on **Select**.

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**EXIT** You are logged in as CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable Reports

Select Report: NAR411WU

**Department Information**

Liaison	Approver	Preparer
<b>Name:</b> This is a test	<b>Name:</b>	<b>Name:</b>
<b>Title:</b> This is a test	<b>Phone:</b>	<b>Phone:</b>
<b>Phone:</b> 617-123-4567-123	<b>Date:</b>	<b>Date:</b>

Required Documents	Status
Preliminary Submission	
Final Submission	

Submitted By: **CTRAGD** Submitted Date: **06/02/2010** Status: **In Progress**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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The NAR411WU report will show the preliminary amounts you have entered.

UNIT 0100 TOTAL	2,145,455.89	1,937,505.31	0.00	0.00
<b>DEPT UNIT: 6400 REVENUE ACCOUNTING</b>				
<b>FUND: 0010 General Fund</b>				
<b>REV CATEGORY: 01 TAXES</b>				
0101 CLUB ALCOHOLIC BEVERAGE	82,477.72	177,280.07	0.00	0.00
0102 ALCOHOL BEVERAGE	0.00	2,056.48	0.00	0.00
0103 PERSONAL USE TAX	104,505.70	110,164.80	0.00	1,000.00
0104 NATIONAL BANK	1,039,611.99	0.00	0.00	0.00
0108 CIGARETTE	-110,208,205.37	-95,676,190.46	0.00	0.00
0112 GASOLINE	-46,182,031.44	0.00	0.00	0.00
0116 PREFERRED PROVIDER ASSESSMTS.	-7,600,939.30	-207,000.00	0.00	0.00
0117 ESTATE	3,489,037.99	4,702,979.72	0.00	0.00
0119 INSURANCE CO FIRE PREM	19,121,226.39	3,602,333.85	0.00	0.00
0120 INSURANCE CO LIFE PREM	7,129,679.84	6,225,789.42	0.00	0.00
0121 INSURANCE MARINE	-133,697.69	47,873.57	0.00	0.00
0123 DOMESTIC LIFE INS INVEST PRIV	-5,102,286.00	-1,286,581.00	0.00	0.00
0124 DOMESTIC LIFE INS. PREM EXCISE	1,819,254.00	0.00	0.00	0.00
0129 COOPERATIVE BANK DEPOSIT	-15,614.00	-213,698.00	0.00	0.00
<b>REV CATEGORY 01 TOTAL</b>	<b>-136,456,980.17</b>	<b>-82,514,991.55</b>	<b>0.00</b>	<b>1,000.00</b>
<b>FUND 0010 TOTAL</b>	<b>-136,456,980.17</b>	<b>-82,514,991.55</b>	<b>0.00</b>	<b>1,000.00</b>

COMMONWEALTH OF MASSACHUSETTS ACCOUNTS RECEIVABLE REVENUE REPORT BY DEPARTMENT AND UNIT THROUGH FISCAL PERIOD 99 FOR FY 2010									
DEPT:	DEPARTMENT OF REVENUE(DOR)	REV SRC	REVENUE SOURCE NAME	PRDR FY REVENUE	CURRENT FY REVENUE	FY 010 RECEIVABLES	REBALANCE	DISALLOWANCE	ACTUALAR
<b>DEPT UNIT: 0100 COMM OF REVENUE PAYROLL AUTH</b>									
<b>FUND: 0010 General Fund</b>									
<b>REV CATEGORY: 01 TAXES</b>									
0101	CLUB ALCOHOLIC BEVERAGE			0.00	-33.26	0.00	0.00	0.00	0.00
0103	PERSONAL USE TAX			2,647,536.00	2,246,902.87	0.00	0.00	0.00	0.00
0117	ESTATE			-18,897.17	-2,100.00	0.00	0.00	0.00	0.00
0119	INSURANCE CO FIRE PREM			-166,251.00	-162,761.00	0.00	0.00	0.00	0.00
0120	INSURANCE CO LIFE PREM			-90,994.00	0.00	0.00	0.00	0.00	0.00
0132	FINANCIAL INSTITUTIONS			-225,937.94	-144,503.00	0.00	0.00	0.00	0.00
<b>REV CATEGORY 01 TOTAL</b>				<b>2,145,455.89</b>	<b>1,937,505.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FUND 0010 TOTAL</b>				<b>2,145,455.89</b>	<b>1,937,505.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>UNIT 0100 TOTAL</b>									
<b>DEPT UNIT: 6400 REVENUE ACCOUNTING</b>									
<b>FUND: 0010 General Fund</b>									
<b>REV CATEGORY: 01 TAXES</b>									
0101	CLUB ALCOHOLIC BEVERAGE			82,477.72	177,280.07	0.00	0.00	0.00	0.00
0102	ALCOHOL BEVERAGE			0.00	2,056.48	0.00	0.00	0.00	0.00
0103	PERSONAL USE TAX			104,505.70	110,164.80	0.00	1,000.00	0.00	0.00
0104	NATIONAL BANK			1,039,611.99	0.00	0.00	0.00	0.00	0.00
0108	CIGARETTE			-110,208,205.37	-95,676,190.46	0.00	0.00	0.00	0.00
0112	GASOLINE			-46,182,031.44	0.00	0.00	0.00	0.00	0.00
0116	PREFERRED PROVIDER ASSESSMTS.			-7,600,939.30	-207,000.00	0.00	0.00	0.00	0.00
0117	ESTATE			3,489,037.99	4,702,979.72	0.00	0.00	0.00	0.00
0119	INSURANCE CO FIRE PREM			19,121,226.39	3,602,333.85	0.00	0.00	0.00	0.00
0120	INSURANCE CO LIFE PREM			7,129,679.84	6,225,789.42	0.00	0.00	0.00	0.00
0121	INSURANCE MARINE			-133,697.69	47,873.57	0.00	0.00	0.00	0.00
0123	DOMESTIC LIFE INS INVEST PRIV			-5,102,286.00	-1,286,581.00	0.00	0.00	0.00	0.00
0124	DOMESTIC LIFE INS. PREM EXCISE			1,819,254.00	0.00	0.00	0.00	0.00	0.00
0129	COOPERATIVE BANK DEPOSIT			-15,614.00	-213,698.00	0.00	0.00	0.00	0.00
<b>REV CATEGORY 01 TOTAL</b>				<b>-136,456,980.17</b>	<b>-82,514,991.55</b>	<b>0.00</b>	<b>1,000.00</b>	<b>-100.00</b>	<b>0.00</b>
<b>FUND 0010 TOTAL</b>				<b>-136,456,980.17</b>	<b>-82,514,991.55</b>	<b>0.00</b>	<b>1,000.00</b>	<b>-100.00</b>	<b>0.00</b>

Once you have viewed the report and validated your amounts, click on **Return** to go back to the Department Information screen.

**RETURN**

Please use the print icon below to print your report. This report print on Legal size paper.

ReportID: SARNAR411WU  
Run Date: 6/8/2010  
Print Date: 6/2/2010

**COMMONWEALTH OF MASSACHUSETTS  
ACCOUNTS RECEIVABLE REPORT BY DEPARTMENT  
AND UNIT THROUGH FISCAL PERIOD 99 FOR FY 2010**

**DEPT: DEPARTMENT OF REVENUE (DOR)**

REV SRC	REVENUE SOURCE NAME	PRIOR FY REVENUE	CURRENT FY REVENUE	BFY O/S RECEIVABLES	RE BALANCE
<b>DEPT UNIT: 0100 COMM. OF REVENUE PAYROLL AUTH</b>					
<b>FUND: 0010 General Fund</b>					
<b>REV CATEGORY: 01 TAXES</b>					
0101	CLUB ALCOHOLIC BEVERAGE	0.00	-33.56	0.00	0.00
0103	PERSONAL USE TAX	2,847,536.00	2,246,902.87	0.00	0.00
0117	ESTATE	-18,897.17	-2,100.00	0.00	0.00
0119	INSURANCE CO FIRE PREM	-166,251.00	-162,761.00	0.00	0.00
0120	INSURANCE CO LIFE PREM	-80,994.00	0.00	0.00	0.00
0132	FINANCIAL INSTITUTIONS	-225,937.94	-144,503.00	0.00	0.00
<b>REV CATEGORY 01 TOTAL</b>		<b>2,145,455.89</b>	<b>1,937,505.31</b>	<b>0.00</b>	<b>0.00</b>
<b>FUND 0010 TOTAL</b>		<b>2,145,455.89</b>	<b>1,937,505.31</b>	<b>0.00</b>	<b>0.00</b>
<b>UNIT 0100 TOTAL</b>		<b>2,145,455.89</b>	<b>1,937,505.31</b>	<b>0.00</b>	<b>0.00</b>
<b>DEPT UNIT: 6400 REVENUE ACCOUNTING</b>					
<b>FUND: 0010 General Fund</b>					
<b>REV CATEGORY: 01 TAXES</b>					
0101	CLUB ALCOHOLIC BEVERAGE	82,477.72	177,280.07	0.00	0.00
0102	ALCOHOL BEVERAGE	0.00	2,056.48	0.00	0.00
0103	PERSONAL USE TAX	104,505.70	110,164.80	0.00	1,000.00
0104	METRYNOL BANK	1,030,611.00	0.00	0.00	0.00

Department Information screen.

From this screen, please click on **transmittal** in the upper right hand corner.

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**FY2010 DOR: Statutory Accounts Receivable Reports**

Select Report: Department Information  

**Department Information**

Liaison	Approver	Preparer
<b>Name:</b> This is a test	<b>Name:</b>	<b>Name:</b>
<b>Title:</b> This is a test	<b>Phone:</b>	<b>Phone:</b>
<b>Phone:</b> 617-123-4567-123	<b>Date:</b>	<b>Date:</b>

Required Documents	Status
Preliminary Submission	
Final Submission	

Submitted By: CTRAGD   Submitted Date: 06/02/2010   Status: **In Progress**

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To complete the Preliminary submission, please click in the **Completed** field next to the Preliminary and leave the Report Status as **In progress** and click on **Save**.

Note: please **do not** submit at this time.

EXIT

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[Status](#)
[Set Department](#)
[Contact Us](#)
[Transmittal](#)

### FY2010 DOR: Statutory Accounts Receivable

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108

Updated Date: 6/27/2010 9:39:00 AM

**Attention: Maria Bottari (617 973-2418)**

FROM: Name:  , Primary Statutory Accounts Receivable Liaison

Title:

Telephone:  Extension:

	Due Date	Status
<a href="#">Preliminary</a>	08/01/10	<input checked="" type="checkbox"/> Completed
<a href="#">Final</a>	09/01/10	<input type="checkbox"/> Completed

**Authorized Signature**

Prepared By: <input type="text"/>	Date: <input type="text"/>	Phone: <input type="text"/>	Ext: <input type="text"/>
Approved By: <input type="text"/>	Date: <input type="text"/>	Phone: <input type="text"/>	Ext: <input type="text"/>

Please do not forget to sign the form.

Report Status  
 In progress    Submit

SAVE

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please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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## Final entries

Please note that you can only enter a Final amount for a unit/fund/revenue category combination in which you entered a Preliminary amount.

Please log on to PartnerNet and go to the transmittal form and click on **Final**.

OSC Home Mass.Gov Home State Agencies State Online Services

**EXIT** You are logged in as: CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108

Attention: **mazzucchiari (617 973-2418)** Updated Date: 6/2/2010 9:39:00 AM

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

	Due Date	Status
<a href="#">Preliminary</a>	08/01/2010	<input checked="" type="checkbox"/> Completed
<a href="#">Final</a>	09/01/2010	<input type="checkbox"/> Completed

**Authorized Signature**

Prepared By:  Date:  Phone:  Ext:

Approved By:  Date:  Phone:  Ext:

Please select the unit/fund/revenue category combination you need.

Office of the Comptroller

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http://146.243.152.2

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**EXIT** You are logged in as: CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

### FY2010 DOR: Statutory Accounts Receivable

Unit Name:

Fund Name:

Category Name:

**Preparer's Signature**

Prepared By:  Date:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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After finding the combination, please click on **Select**.

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### FY2010 DOR: Statutory Accounts Receivable Final Submission

Unit Name:

Fund Name:

Category Name:

**Preparer's Signature**

Prepared By:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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Please click on the revenue source number you need.

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### FY2010 DOR: Statutory Accounts Receivable Final Submission

Unit Name:

Fund Name:

Category Name:

1 2 3

SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
<a href="#">0101</a> : CLUB ALCOHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0102</a> : ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0103</a> : PFRSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$0.00
<a href="#">0104</a> : FUNCTIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0108</a> : CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0112</a> : GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0116</a> : PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0117</a> : ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0119</a> : INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0120</a> : INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0121</a> : INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0123</a> : DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0124</a> : DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<a href="#">0129</a> : COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

You will be taken to the Final submission screen. Please enter the actual final amount and a description and click **Save**.

Please note: if you have made a mistake, you can **cancel** before and after you save. If you **cancel**, you will be taken back to the Final Submission screen.

**EXIT** You are logged in as: CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

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**FY 2010 DOR: Statutory Accounts Receivable Final Submission**

**Unit:** REVENUE ACCOUNTING (6400)  
**Fund:** General Fund (0010)  
**Revenue Category:** TAXES (01)  
**Revenue Source Name:** PERSONAL USE TAX (0103)  
**Prior FY:** \$104,505.70  
**Current FY:** \$110,164.80  
**MMARS RE Balance:** \$0.00

**Preliminary submission**

**Estimate Statutory AR:** \$1,000.00  
**Disallowance:** (\$100.00)

**Final submission**

**Actual Receivable:**

**Description:**  
this is a test

Please note that this screen will also show the preliminary amount you entered for this unit/fund/revenue category combination.

**EXIT** You are logged in as: CTRAGD (Departmental User) Home Status Set Department Contact Us Transmittal

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**FY 2010 DOR: Statutory Accounts Receivable Final Submission**

**Unit:** REVENUE ACCOUNTING (6400)  
**Fund:** General Fund (0010)  
**Revenue Category:** TAXES (01)  
**Revenue Source Name:** PERSONAL USE TAX (0103)  
**Prior FY:** \$104,505.70  
**Current FY:** \$110,164.80  
**MMARS RE Balance:** \$0.00

**Preliminary submission**

**Estimate Statutory AR:** \$1,000.00  
**Disallowance:** (\$100.00)

**Final submission**

**Actual Receivable:**

**Description:**  
this is a test

Scrolling to the bottom of the page, you will see the Final submission entry you made.

At the bottom of the page, please enter your name and phone number and click on **Sign**

SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
0101 : CLUB ALCHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
0102 : ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103 : PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$500.00
0104 : NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108 : CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112 : GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116 : PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117 : ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119 : INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120 : INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121 : INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123 : DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124 : DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129 : COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00
0132 : FINANCIAL INSTITUTIONS	(\$8,352,899.66)	\$69,672,790.15	\$0.00	\$0.00	\$0.00	\$0.00
0133 : DOMESTIC BANKS	\$59,292,695.62	\$40,976,968.57	\$0.00	\$0.00	\$0.00	\$0.00
0134 : FOREIGN BANKS	\$4,268,226.41	\$6,445,034.47	\$0.00	\$0.00	\$0.00	\$0.00
0136 : SALES/USE SERVICES C621	\$3,299,059.88	\$1,928,647.00	\$0.00	\$0.00	\$0.00	\$0.00
0137 : SALES & USE	(\$180,181,989.11)	\$44,660,343.76	\$0.00	\$0.00	\$0.00	\$0.00
0138 : SALES MEALS	\$38,634,922.71	\$38,420,343.00	\$0.00	\$0.00	\$0.00	\$0.00

1 2 3

**Preparer's Signature**

Prepared By:  Phone:  Ext:

**Please do not forget to sign the Preparer's Signature.**

From this page, you can continue to select additional unit/fund/revenue categories if needed.

Once your entries are completed, you can choose Status to view the NAR411WU report that will now be updated with all of the entries you have made.

**EXIT** You are logged in as: CTRAGD (Departmental User) [Home](#) [Status](#) [Set Department](#) [Contact Us](#) [Transmittal](#)

**FY2020 DOR: Statutory Accounts Receivable Final Submission**

Unit Name: 6400: REVENUE ACCOUNTING

Fund Name: 0010: General Fund

Category Name: 01: TAXES

SOURCE NAME	PRIOR FY	CURRENT FY	RE BALANCE	ESTIMATE	DISALLOWANCE	ACTUAL AR
0101 : CLUB ALCHOLIC BEVERAGE	\$82,477.72	\$177,280.07	\$0.00	\$0.00	\$0.00	\$0.00
0102 : ALCOHOL BEVERAGE	\$0.00	\$2,056.48	\$0.00	\$0.00	\$0.00	\$0.00
0103 : PERSONAL USE TAX	\$104,505.70	\$110,164.80	\$0.00	\$1,000.00	(\$100.00)	\$500.00
0104 : NATIONAL BANK	\$1,039,611.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0108 : CIGARETTE	(\$110,208,205.37)	(\$95,676,190.46)	\$0.00	\$0.00	\$0.00	\$0.00
0112 : GASOLINE	(\$46,182,031.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0116 : PREFERRED PROVIDER ASSESSMTS.	(\$7,600,939.30)	(\$207,000.00)	\$0.00	\$0.00	\$0.00	\$0.00
0117 : ESTATE	\$3,489,037.99	\$4,702,979.72	\$0.00	\$0.00	\$0.00	\$0.00
0119 : INSURANCE CO FIRE PREM	\$19,121,226.39	\$3,602,333.85	\$0.00	\$0.00	\$0.00	\$0.00
0120 : INSURANCE CO LIFE PREM	\$7,129,679.84	\$6,225,789.42	\$0.00	\$0.00	\$0.00	\$0.00
0121 : INSURANCE MARINE	(\$133,697.69)	\$47,873.57	\$0.00	\$0.00	\$0.00	\$0.00
0123 : DOMESTIC LIFE INS INVEST PRIV	(\$5,102,286.00)	(\$1,286,581.00)	\$0.00	\$0.00	\$0.00	\$0.00
0124 : DOMESTIC LIFE INS. PREM EXCISE	\$1,819,254.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0129 : COOPERATIVE BANK DEPOSIT	(\$15,614.00)	(\$213,698.00)	\$0.00	\$0.00	\$0.00	\$0.00

1 2 3

By selecting Status, this allows you to view the NAR411WU report that will now be updated with all of the entries you have made.

NAR411WU report

17,070.37	0.00	0.00	0.00	0.00	0.00
17,070.37	0.00	0.00	0.00	0.00	0.00
<hr/>					
17,070.37	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
82,477.72	177,280.07	0.00	0.00	0.00	0.00
0.00	2,056.48	0.00	0.00	0.00	0.00
104,505.70	110,164.80	0.00	1,000.00	-100.00	500.00
1,039,611.99	0.00	0.00	0.00	0.00	0.00
-110,208,205.37	-95,676,190.46	0.00	0.00	0.00	0.00
-46,182,031.44	0.00	0.00	0.00	0.00	0.00
-7,600,939.30	-207,000.00	0.00	0.00	0.00	0.00
3,489,037.99	4,702,979.72	0.00	0.00	0.00	0.00
19,121,226.39	3,602,333.85	0.00	0.00	0.00	0.00
7,129,679.84	6,225,789.42	0.00	0.00	0.00	0.00
-133,697.69	47,873.57	0.00	0.00	0.00	0.00
-5,102,286.00	-1,286,581.00	0.00	0.00	0.00	0.00
1,819,254.00	0.00	0.00	0.00	0.00	0.00
-15,614.00	-213,698.00	0.00	0.00	0.00	0.00
-8,352,899.66	69,672,790.15	0.00	0.00	0.00	0.00
59,292,695.62	40,976,968.57	0.00	0.00	0.00	0.00
4,268,226.41	6,445,034.47	0.00	0.00	0.00	0.00
3,299,059.88	1,928,647.00	0.00	0.00	0.00	0.00
-180,181,989.11	44,660,343.76	0.00	0.00	0.00	0.00
38,634,922.71	38,420,343.00	0.00	0.00	0.00	0.00
12,921.52	23,700.26	0.00	0.00	0.00	0.00
173,526,447.64	123,047,767.21	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00

NAR411WU report (continued)

ACCOUNTS RECEIVABLE REVENUE REPORT BY DEPARTMENT AND UNIT THROUGH FISCAL PERIOD 99 FOR FY

DEPT: DEPARTMENT OF REVENUE (DOR)

REV SOURCE	REVENUE SOURCE NAME	PRDR FY REVENUE	CURRENT FY REVENUE	BY O/D RECEIVABLES	REBALANCE	DISALLOWANCE	ACTUAL A/R
<hr/>							
FUND 0010 TOTAL		17,070.37	0.00	0.00	0.00	0.00	0.00
<hr/>							
FUND 0010 Expansion Trust Fund - Original							
<hr/>							
REV CATEGORY: 04 DEPARTMENTAL							
0044 DONATIONS		17,070.37	0.00	0.00	0.00	0.00	0.00
REV CATEGORY: 04 TOTAL		17,070.37	0.00	0.00	0.00	0.00	0.00
<hr/>							
FUND 0360 TOTAL		17,070.37	0.00	0.00	0.00	0.00	0.00
<hr/>							
UNIT 0360 TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
DEPT UNIT: 0400 REVENUE ACCOUNTING							
FUND: 0010 General Fund							
REV CATEGORY: 01 TAXES							
0101 CIGARETTE TAX		82,477.72	177,280.07	0.00	0.00	0.00	0.00
0102 ALCOHOL BEVERAGE		0.00	2,056.48	0.00	0.00	0.00	0.00
0103 PERSONAL USE TAX		104,505.70	110,164.80	0.00	1,000.00	-100.00	500.00
0104 NATIONAL BANK		1,039,611.99	0.00	0.00	0.00	0.00	0.00
0108 CIGARETTE		-110,208,205.37	-95,676,190.46	0.00	0.00	0.00	0.00
0112 GASOLINE		-46,182,031.44	0.00	0.00	0.00	0.00	0.00
0116 PREFERRED PROVIDER ACCESS		-7,600,939.30	-207,000.00	0.00	0.00	0.00	0.00
0117 ESTATE		3,489,037.99	4,702,979.72	0.00	0.00	0.00	0.00
0119 INSURANCE CO FIRE PREM		19,121,226.39	3,602,333.85	0.00	0.00	0.00	0.00
0120 INSURANCE CO LIFE PREM		7,129,679.84	6,225,789.42	0.00	0.00	0.00	0.00
0121 INSURANCE MARINE		-133,697.69	47,873.57	0.00	0.00	0.00	0.00
0123 DOMESTIC LIFE INS INVEST PRM		-5,102,286.00	-1,286,581.00	0.00	0.00	0.00	0.00
0124 DOMESTIC LIFE INS PREM EXCISE		1,819,254.00	0.00	0.00	0.00	0.00	0.00
0129 COOPERATIVE BANK DEPOSIT		-15,614.00	-213,698.00	0.00	0.00	0.00	0.00
0132 FINANCIAL INSTITUTIONS		-8,352,899.66	69,672,790.15	0.00	0.00	0.00	0.00
0133 DOMESTIC BANKS		59,292,695.62	40,976,968.57	0.00	0.00	0.00	0.00
0134 FOREIGN BANKS		4,268,226.41	6,445,034.47	0.00	0.00	0.00	0.00
0136 SALES/USE SERVICES/CCCI		3,299,059.88	1,928,647.00	0.00	0.00	0.00	0.00
0137 SALES & USE		-180,181,989.11	44,660,343.76	0.00	0.00	0.00	0.00
0138 SALES MEALS		38,634,922.71	38,420,343.00	0.00	0.00	0.00	0.00
0139 SALES MOTOR VEH		12,921.52	23,700.26	0.00	0.00	0.00	0.00
0140 INCOME		173,526,447.64	123,047,767.21	0.00	0.00	0.00	0.00
0141 DEED EXCISE		0.00	0.00	0.00	0.00	0.00	0.00

After viewing the report, please return to the transmittal form by clicking on **Transmittal** in the upper right hand corner.

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### FY2010 DOR: Statutory Accounts Receivable Reports

Select Report: Department Information Select

#### Department Information

Liaison	Approver	Preparer
<b>Name:</b> This is a test	<b>Name:</b>	<b>Name:</b>
<b>Title:</b> This is a test	<b>Phone:</b>	<b>Phone:</b>
<b>Phone:</b> 617-123-4567-123	<b>Date:</b>	<b>Date:</b>

Required Documents	Status
Preliminary Submission	
Final Submission	

Submitted By: **CTRAGD**   Submitted Date: **06/02/2010**   Status: **In Progress**

If you have questions accessing the application, please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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At the transmittal form, please enter your name, date (pop up date will appear) and phone for both the Prepared by and Approved by.

### FY2010 DOR: Statutory Accounts Receivable

TO: http://...   Updated Date: 6/2/2010 9:39:00 AM

FROM: N. [Name], Primary Statutory Accounts Receivable Liaison   Extension: 123

	Due Date	Status
<a href="#">Preliminary</a>	08/___/10	<input checked="" type="checkbox"/> Completed
<a href="#">Final</a>	09/___/10	<input checked="" type="checkbox"/> Completed

**Authorized Signature**

Prepared By: this is a test   Date:     Phone:     Ext:  

Approved By:     Date:     Phone:     Ext:  

Please do not forget to sign the form.

Report Status  
 In progress    Submit

Please click on **Submit** and **Save**.

Please note: if you need to make an adjustment after the final form is submitted, contact the CTR Statewide General Accounting as listed on the screen to release the submission.

TO: General Accounting Bureau  
Office of the Comptroller  
One Ashburton Place -9th Floor  
Boston, MA 02108

Attention: **comptroller (617 973-2418)**

Updated Date: 11/10/2010 9:39:00 AM

FROM: Name: , Primary Statutory Accounts Receivable Liaison  
Title:   
Telephone:  Extension:

	Due Date	Status
<a href="#">Preliminary</a>	11/10/2010	<input checked="" type="checkbox"/> Completed
<a href="#">Final</a>	11/10/2010	<input checked="" type="checkbox"/> Completed

**Authorized Signature**

Prepared By:  Date:  Phone:  Ext:

Approved By:  Date:  Phone:  Ext:

Please do not forget to sign the form.

Report Status  
 In progress  Submit



After saving, you will be taken to My Status and you can click on **Exit**.

The Official Website of the Comptroller of the Commonwealth (OSC)

## Comptroller of the Commonwealth

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### My Status

**GAAP Reporting (Year End Accruals)**  
Fiscal Year: 2010

**Statutory Accounts Receivable**  
Fiscal Year: 2010

**Higher Education Financial Reports Statment**  
Fiscal Year: 2010

If you have questions accessing the application,  
please contact Comptroller's Help Desk at [comptroller.info@state.ma.us](mailto:comptroller.info@state.ma.us) or 617-973-2468.

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# Comptroller of the Commonwealth



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[Search File](#) **System Alert** [News](#)

This is the test system

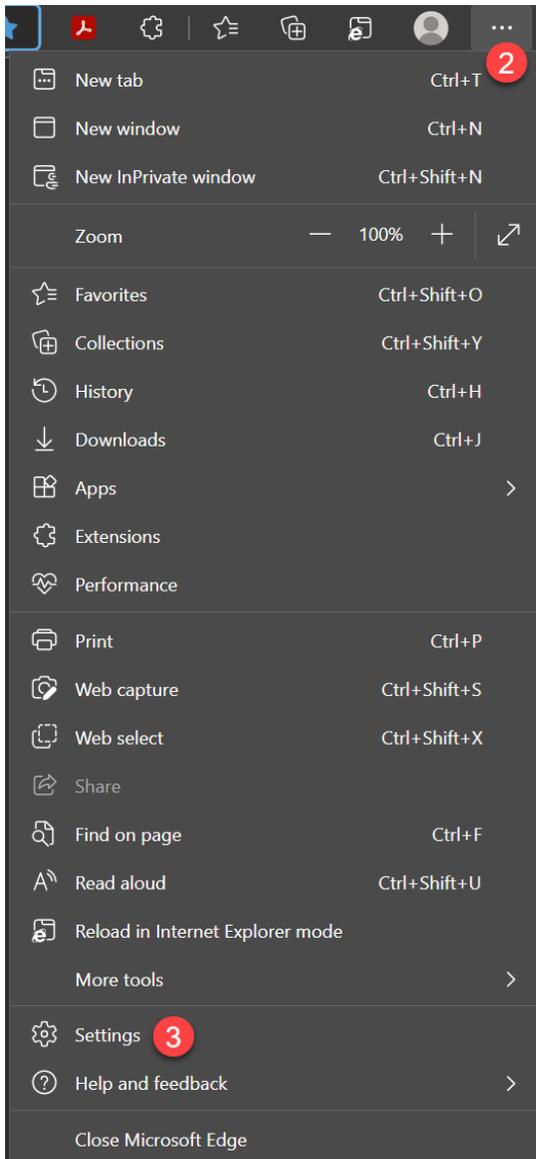
**Internal Documents:** [Forms](#) [Policies](#) [Job Aids](#)

Applications	File Sharing
<a href="#">Financial Reporting</a>	<b>Inbound To CTR</b>
<a href="#">Systems</a>	<a href="#">Office of State Comptroller Dropboxes</a>
<a href="#">Internal Control</a>	<b>Outbound from CTR (Common Access)</b>
<a href="#">Questionnaire</a>	<a href="#">Office of State Comptroller Common Dropboxes</a>
<a href="#">SampleApplication</a>	<b>Outbound from CTR (Restricted Access)</b>
<a href="#">SampleApplication2</a>	<a href="#">Department Dropboxes</a>
<a href="#">test</a>	
<a href="#">Vendor Lookup</a>	

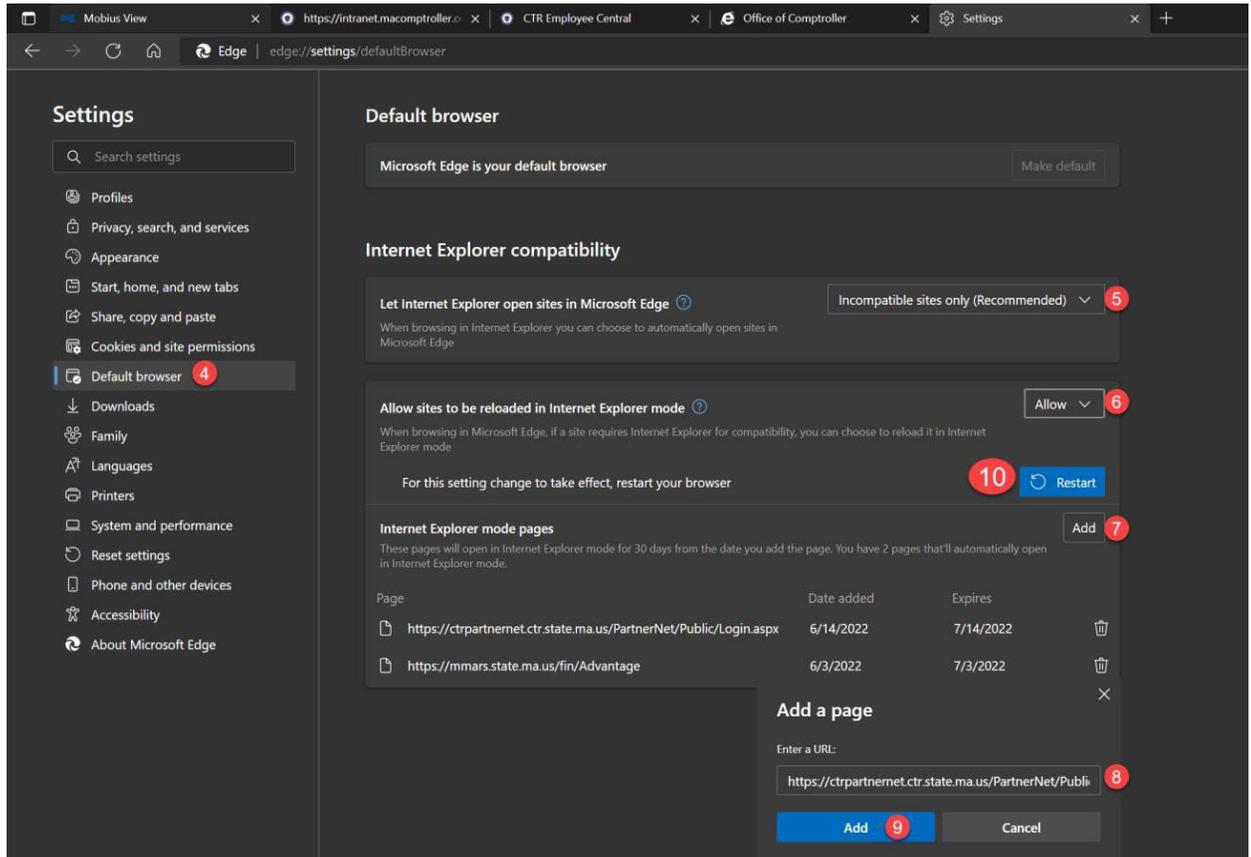
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## PartnerNet Browser Best Practices Using Edge in Internet Explorer Mode Instructions

1. Launch the **Microsoft Edge** browser
2. Select the 3 dots ellipsis menu
3. Select **“Settings”**



4. Select **“Default Browser”** on the left.
5. **“Let Internet Explorer Open in Microsoft Edge”**. Set to **“Incompatible sites only (recommended)”**
6. **“Allow sites to be reloaded in Internet Explorer mode”**. Set to **“Allow”**
7. **“Internet Explorer mode pages”** - Select **“Add”**



8. Copy and paste the PartnerNet URL into the **“Add a Page”** window  
<https://ctrpartnetnet.ctr.state.ma.us/PartnerNet/Public/Login.aspx>
9. Select **“Add”**
10. Select **“Restart”**
11. Relaunch the Edge browser and go to PartnerNet.
12. Once you are in PartnerNet, you need to enable the Internet Explorer compatibility view. 1 – Click on the Internet Explorer Icon 2 – click to turn on the **“Open this page in Compatibility view.** See below

1  Not secure | osc-pnetapp.ms.govt.s

### This page is open in Internet Explorer mode ×

Most pages work better in Microsoft Edge. For security reasons, we recommend you leave this mode as soon as you're done browsing this page.  
[Learn more](#)

Open this page in Compatibility view **2**

Open this page in Internet Explorer mode next time

Manage Done

---

 Compatibility Mode: IE11

 Protected Mode: On

 Zone: Internet

# Instructions to allow pop-ups

Sometimes you will see a message that a popup has been blocked and you can select "always Allow popups from this site"  
Looks like this.

