Transfer Equity - Patron to Patron

Last Modified on 06/03/2025 9:29 am CDT

Equity value may be transferred from one Patron to another at *Transfer Equity / Transfer Equity*. This function only transfers one Certificate at a time. The receiving Patron must have a Certificate established where the value will be transferred. This process does not create a Stock Certificate.

🖳 Transfer Equity		- • •
Date 02/09/2024		
From		
<certificate #=""></certificate>	2017-239873 Larry Baker	
Current Value	403.31	
Amount of Shares	5 \$ Per Share 1	
То		
<certificate #=""></certificate>	2017-AndBa Barry Anderson	
Current Value	10000.00	
After Value	10005	
Comment	Transfer with voting rights	^
		× .
	Sa	ave Cancel

Process

- 1. Within Accounting, navigate to Patronage / Transfer Equity / Transfer Equity.
- 2. Enter the Date of the transfer. The system date defaults but may be changed if necessary.
- 3. In the *From* section, double-click in the *Certificate* # field and select the Certificate from which equity is being transferred in the *Select Stock Certificate* window.

Note: If the *Certificate #* is known, it can be manually entered. If a Stock Certificate number is entered that does not exist, a message appears that states *The from stock certificate number does not exist*. *Please enter a valid stock certificate number*.

- 4. Once a valid Certificate is selected or entered, the following read-only information is available:
 - The first and last name of the Patron associated with the stock.
 - The current dollar value of the stock is displayed in the Current Value field.
 - The \$ Per Value field displays the dollar value of each share of the selected stock.
- 5. Based on the \$ Per Share value, enter the Amount of Shares to be transferred.

Example: To transfer \$75 from the selected Certificate and the \$*Per Share* value is 1, enter 75 in the *Amount* of *Shares* field (*75 shares* * \$1 value = \$75 equity transfer). However, if the \$*Per Value* is 25, enter 3 in the *Amount of Shares* field as it takes 3 shares to reach the \$75 value (*3 shares* * \$25 value = \$75 equity transfer).

6. In the *To* section, manually enter or double-click in the *Certificate* # field and select the Certificate to which equity is being transferred in the *Select Stock Certificate* window.

Note: When manually keying the *Certificate #*, both *Active* and *Inactive* Stock Certificates can be entered in the field. However, when looking up the Certificate by double-clicking in the field, only *Active* Certificates are included in the *Select Stock Certificate* window. If the *To Certificate #* is not found in the look-up but is known to exist, check the Certificate is marked *Active* at *File Folder / Stock Certificates / Edit a Stock Certificate*.

7. Add *Comments* as needed and choose **Save**.

Posting Notes

Upon saving the transaction, the following postings occur:

- On the From Stock Certificate, the # of Shares is reduced by the Amount of Shares entered on the Transfer Equity window. The Total \$ Value is then updated by multiplying the new # of Shares by the \$ Value Per Share.
 Note: If the total value is being transferred from the Stock Certificate, the Certificate is marked asInactive and the Date Closed is populated.
- On the *To Stock Certificate*, the *Total* \$ *Value* is replaced by the *After Value* from the *Transfer Equity* window. The new *Total* \$ *Value* is then divided by the \$ *Value Per Share* to calculate the new *# of Shares*.
- Two Stock History entries are generated one for the Stock Certificate transferring equity out and one of the Stock Certificate transferring value in.
- A General Journal Entry is posted to the current month.

General Ledger Entry	Debit	Credit
Transfers equity out	Account on From Stock Class (Setup / Stock Classes)	
Transfers equity in		Account on To Stock Class (Setup / Stock Classes)