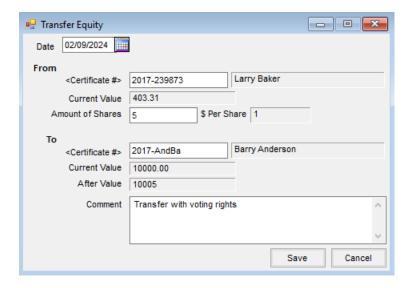
Transfer Equity

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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.



- Date Enter the date the transfer is executed.
- From
 - Certificate # Either enter or double-click and select the Certificate number from the Select Stock
 Certificate window. This is an alpha/numeric field. If a Stock Certificate 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. The first and last name of the Patron associated with the selected Stock Certificate displays in the area to the right of the Certificate number.
 - Current Value This displays the Total \$ Value of the selected Stock Certificate.
 - Amount of Shares Enter the number of shares to be transferred out of the selected Stock Certificate.
 This is a numeric field.
 - \$ Per Share This displays the \$ Value Per Share of the selected Stock Certificate.
- To
 - Certificate # Either enter or double-click and select the Certificate from the Select Stock Certificate
 window. If a Stock Certificate is entered that does not exist, a message appears that states The to stock
 certificate number does not exist. Please enter a valid stock certificate number. The first and last name of the
 Patron associated with the selected Stock Certificate displays in the area to the right of the Certificate
 number.
 - Current Value This displays the *Total* \$ *Value* of the selected Stock Certificate.
 - After Value This displays the Total \$ Value of the selected Stock Certificate after the transfer is

- complete. The After Value is calculated by multiplying the From Amount of Shares by the From \$ Per Share and then adding the To Current Value.
- Comment Optionally enter a comment for the Stock transfer. Up to 255 characters may be entered.

Transfer Equity Posting Notes

Upon saving the transaction, the following posting occurs:

- 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. If the total value is being transferred from the Stock Certificate, then the Certificate is marked as Inactive 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)

How to Transfer Equity

- 1. Enter the date of the transfer. The system date defaults but may be changed if necessary.
- 2. Select the Certificate from which equity is being transferred.
- 3. Enter the number of shares to be transferred.
- 4. Select the Certificate receiving the transferred equity.
- 5. Add comments if needed.
- 6. Select Save.