**Merge Field Listing**

All Merge Fields

**Category / Field Code Description**

**MERGE FIELD - ACCOUNTS PAYABLE**

«Title» Accounts Payable Supplier Title

«FirstName» Accounts Payable Supplier First Name

«LastName» Accounts Payable Supplier Last Name

«Position» Accounts Payable Supplier Position

«CompanyName» Accounts Payable Supplier Company Name

«Address» Accounts Payable Supplier Address

«City» Accounts Payable Supplier City

«State» Recipient State

«PostCode» Accounts Payable Supplier Post Code

«Country» Accounts Payable Supplier Country

«Email» Accounts Payable Supplier Email

«Facsimile» Accounts Payable Supplier Facsimile

«Salutation» Accounts Payable Supplier Salutation

«AccountBalance» Balance of supplier account

«Table\_Invoice\_Listing» Table of outstanding invoices for a supplier showing Invoice Number, Date,

Amount Payable

**MERGE FIELD - ACCOUNTS RECEIVABLE DEMAND**

«Title» Accounts Payable Supplier Title

«FirstName» Accounts Payable Supplier First Name

«LastName» Accounts Payable Supplier Last Name

«Position» Accounts Payable Supplier Position

«CompanyName» Accounts Payable Supplier Company Name

«Address» Accounts Payable Supplier Address

«City» Accounts Payable Supplier City

«State» Recipient State

«PostCode» Accounts Payable Supplier Post Code

«Country» Accounts Payable Supplier Country

«Email» Accounts Payable Supplier Email

«Facsimile» Accounts Payable Supplier Facsimile

«Salutation» Accounts Payable Supplier Salutation

«AccountBalance» Balance of supplier account

«Table\_Invoice\_Listing» Table of outstanding invoices for a supplier showing Invoice Number, Date,

Amount Outstanding

**MERGE FIELD - ADDRESS AND GENERAL**

«Title» Title of Recipient Contact e.g. Mr, Ms, etc.

«FirstName» First Name of Recipient Contact

«LastName» Last Name of Recipient Contact

«Position» Position Title of Recipient Contact e.g. Director, Credit Manager etc.

«CompanyName» Recipient Company Name

«Address» Recipient Address

«City» Recipient City

«State» Recipient State

«PostCode» Recipient Post Code

«Country» Recipient Country

«Salutation» Salutation for Creditor Contact e.g. Dear Sir/Madam etc.

«Reference» Our reference (Trans ID)

«CreditorReference» Creditor reference

«Email» Recipient email

«Facsimile» Recipient fax

**MERGE FIELD - CREDITOR CLAIMS**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Facsimile» Creditor Facsimile

«CreditorReference» Creditor Reference

28/04/2016 10:29 AM Page 1

**Category / Field Code Description**

**MERGE FIELD - CREDITOR CLAIMS**

«Reference» Creditor Insolvency system transaction reference

«POD\_Amount» Creditor Proof of Debt Amount

«POD\_Date» Creditor Proof of Debt Date

«Claim\_Admitted\_Total» Creditor Admitted Total

«Claim\_Rejected\_Total» Creditor Rejected Total

«Claim\_UnderConsideration\_Total» Creditor Amount under consideration

**MERGE FIELD - CREDITOR REJECTED CLAIMS**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Facsimile» Creditor Facsimile

«CreditorReference» Creditor Reference

«Reference» Creditor Insolvency system transaction reference

«POD\_Amount» Creditor Proof of Debt Amount

«POD\_Date» Creditor Proof of Debt Date

«Claim\_Admitted\_Total» Creditor Admitted Total

«Claim\_Rejected\_Total» Creditor Rejected Total

«Claim\_UnderConsideration\_Total» Creditor Amount under consideration

«Rejection\_Reasons» Reasons for rejection of creditor claim

«Table\_Claim\_Rejected\_Admitted\_Details» Table of Claim Type, Claim Amount, Admitted, Rejected and Under Consideration

amounts.

**MERGE FIELD - CREDITOR UNPROVEN CLAIMS**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Facsimile» Creditor Facsimile

«CreditorReference» Creditor Reference

«Reference» Creditor Insolvency system transaction reference

«POD\_Amount» Creditor Proof of Debt Amount

«POD\_Date» Creditor Proof of Debt Date

«Claim\_Admitted\_Total» Creditor Admitted Total

«Claim\_Rejected\_Total» Creditor Rejected Total

«Claim\_UnderConsideration\_Total» Creditor Amount under consideration

**MERGE FIELD - DIVIDENDS (DECLARED AND UNPAID)**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Facsimile» Creditor Facsimile

«CreditorReference» Creditor Reference

«Reference» Creditor Insolvency system transaction reference

«POD\_Amount» Creditor Proof of Debt Amount

«POD\_Date» Creditor Proof of Debt Date

«Claim\_Admitted\_Total» Creditor Admitted Total

«Claim\_Rejected\_Total» Creditor Rejected Total

«Claim\_UnderConsideration\_Total» Creditor Amount under consideration

«Salutation» Creditor Salutation

[RF\_DIVIDEND\_DESCRIPTION] replace field populated for selected dividend

28/04/2016 10:29 AM Page 2

**Category / Field Code Description**

**MERGE FIELD - DIVIDENDS (DECLARED AND UNPAID)**

[RF\_DIVIDEND\_RATE] replace field populated for selected dividend

[RF\_DIVIDEND\_DECLARE\_DATE] replace field populated for selected dividend

[RF\_DIVIDEND\_PROVE\_DATE] replace field populated for selected dividend

**MERGE FIELD - DIVIDENDS (PAID)**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Facsimile» Creditor Facsimile

«CreditorReference» Creditor Reference

«Reference» Creditor Insolvency system transaction reference

«DividendAmount» Total of the dividend including tax and statutory interest

«DividendAmountTax» Tax component of total paid to creditor in dividend (dividend notices only)

«AdmittedAmount» Total admitted claim for dividend

«DividendRate» Dividend Rate applicable to creditor (may differ from overall dividend rate for

employee dividends)

«CreditorClass» Creditor Class

«TotalClaim» Creditor Total Claim

«DividendDetails» Text describing dividend and amounts paid or withheld

«DividendAmountNet» Dividend net amount after tax and other withholdings

«StatInterest» Statutory interest component of the dividend

«StatInterestRate» Statutory interest rate

**MERGE FIELD - MEETINGS**

«Title» Creditor Title

«FirstName» Creditor First Name

«LastName» Creditor Last Name

«Position» Creditor Position

«CompanyName» Creditor Company Name

«Address» Creditor Address

«City» Creditor City

«State» Creditor State

«PostCode» Creditor Post Code

«Country» Creditor Country

«Email» Creditor Email

«Salutation» Meeting attendee Salutation

[RF\_MEETING\_ADDRESS] Details for the selected meeting

[RF\_MEETING\_ADDRESS\_INLINE] Details for the selected meeting

[RF\_MEETING\_CHAIRMAN] Details for the selected meeting

[RF\_MEETING\_CHAIRPERSON] Details for the selected meeting

[RF\_MEETING\_DATE] Details for the selected meeting

[RF\_MEETING\_DATE\_ADJOURNED\_TO\_LONG] Details for the selected meeting

[RF\_MEETING\_DATE\_LESS\_1] Details for the selected meeting

[RF\_MEETING\_DATE\_LESS\_3] Details for the selected meeting

[RF\_MEETING\_DATE\_LESS\_7] Details for the selected meeting

[RF\_MEETING\_DATE\_LONG] Details for the selected meeting

[RF\_MEETING\_DATE\_LESS\_1\_LONG] Details for the selected meeting

[RF\_MEETING\_DATE\_NEXT\_LONG] Details for the selected meeting

[RF\_MEETING\_DATE\_PRIOR\_LONG] Details for the selected meeting

[RF\_MEETING\_DAY] Details for the selected meeting

[RF\_MEETING\_DESCRIPTION] Details for the selected meeting

[RF\_MEETING\_FUTURE\_FEES\_APPROVED] Details for the selected meeting

[RF\_MEETING\_FUTURE\_FEES\_DATE\_FROM\_LONG] Details for the selected meeting

[RF\_MEETING\_FUTURE\_FEES\_DATE\_TO\_LONG] Details for the selected meeting

[RF\_MEETING\_FUTURE\_FEES\_REQUESTED] Details for the selected meeting

[RF\_MEETING\_LOCATION] Details for the selected meeting

[RF\_MEETING\_MEMO] Details for the selected meeting

[RF\_MEETING\_PAST\_FEES\_APPROVED] Details for the selected meeting

[RF\_MEETING\_PAST\_FEES\_DATE\_FROM\_LONG] Details for the selected meeting

[RF\_MEETING\_PAST\_FEES\_DATE\_TO\_LONG] Details for the selected meeting

[RF\_MEETING\_PAST\_FEES\_REQUESTED] Details for the selected meeting

28/04/2016 10:29 AM Page 3

**Category / Field Code Description**

**MERGE FIELD - MEETINGS**

[RF\_MEETING\_PROXY\_CUTOFF\_DATE\_LONG] Details for the selected meeting

[RF\_MEETING\_PROXY\_CUTOFF\_TIME] Details for the selected meeting

[RF\_MEETING\_TIME] Details for the selected meeting

[RF\_MEETING\_TIME\_LESS\_15\_MINS] Details for the selected meeting

[RF\_MEETING\_TIME\_LESS\_30\_MINS] Details for the selected meeting

[RF\_MEETING\_TIME\_PLUS\_30\_MINS] Details for the selected meeting

[RF\_FEE\_AMOUNT] Fee Approval

[RF\_FEE\_BASIS] Fee Basis

[RF\_FEE\_RECORDS\_KEPT] Fee Records

[RF\_FEE\_RESOLUTION] Fee Resolution

[RF\_FEE\_RESOLUTION\_DATE\_LONG] Fee Resolution Date

**MERGE FIELD - SHAREHOLDER DIVIDENDS (PAID)**

«ShareholderName» Shareholder Name

«Address» Shareholder Address

«City» Shareholder City

«State» Shareholder State

«PostCode» Shareholder Post Code

«Country» Shareholder Country

«Email» Shareholder Email

«Facsimile» Shareholder Facsimile

«DividendDetails» Text describing dividend and amounts paid or withheld

28/04/2016 10:29 AM Page 4