

# Data allocations

*The ability to coordinate specific data with certain allocations is a common aspect of the time and material billing process. This may include allocations such as owner/tenant, progressive billing, or multiple projects in one bill file.*

## The challenge

When working on large loss projects, contractors are often met with the requirement of separating data and keeping it organized without overlapping information or overbilling. Completing this process manually can result in time consuming errors, delaying the project as well as the billing process. In progressive billing projects, time is of the essence when executing progressive draws on the final bill.

## The solution

T&M Pro offers comprehensive data allocations to enable detailed and accurate data management. This allows contractors to bill for multiple scenarios with precise, automatic calculations. The in-depth allocation features ensure bills are accurate and transparent. With the reports function, you can also create separate invoices for each allocation that remain part of the full bill. This offers clear, concise data management for all parties involved in the process.



Client Name: ABC Property Management

Job / Project #: NU-1001

Invoice #: NU-1001-1

### BILLING AND PROJECT ALLOCATION SUMMARY

Allocation #1	Total	Allocation #2	Total	Allocation #3	Total	Allocation #4	Total	Allocation #5	Total
Owner	\$825,311.48	Franchise 1	\$136,019.63	Building 100	\$135,830.79	Progressive Bill 1	\$233,155.10		
Tenant	\$84,100.62	Franchise 2	\$135,235.56	Building 200	\$115,821.04	Progressive Bill 2	\$276,157.91		
	\$909,412.10	Franchise 3	\$184,334.17	Building 300	\$159,037.54	Progressive Bill 3	\$205,352.72		
		Contractor A	\$138,034.35	Building 400	\$163,898.68	Progressive Bill 4	\$196,246.39		
			\$593,623.71	Building 500	\$180,652.12		\$910,912.12		
				Building 600	\$156,128.65				



Allocation Reports | Reports by Date

**Important Allocation Reports Instructions**  
 (1) Close "ALL" Pages in program before running Allocation Reports  
 (2) Choose the Allocation Item(s) in the dropdown then Click "APPLY" then Click "CLOSE"  
 (3) Open "Invoice Review" to Review your Allocation Report or Print from Print Function  
 (4) To run additional reports - Close "ALL" Pages then Open Allocation Reports Dialog  
 (5) After "EACH" Allocation Report - Clear the dropdown by choosing the "TOP/FIRST" blank spot in dropdown then click "APPLY" to Reset Bill Back to Original Total  
 (6) For Next Allocation Report Repeat Steps (1) thru (5)

**CREATE SPECIFIC ALLOCATION REPORTS**

Allocation #1

Allocation #2

Allocation #3

Allocation #4

Allocation #5

Allocation #6

**CHANGE INVOICE ATTRIBUTE FOR THIS REPORT**

INVOICE

**CREATE AN INVOICE FOOTER / DISCLAIMER FOR THIS REPORT**

Invoice is due within 15 days of date shown

**T&Mpro**

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Allocation Restoration  
 76 9th Ave  
 New York, NY 10011  
 555-555-5555

## STRUCTURE

Federal Tax ID #: 12-3456789	Claim #: 77300
	Invoice Due Date: 1/25/2019
	Invoice Number: NU-1001-1
	Invoice Date: 1/10/2019
	Job / Project Number: NU-1001
	Project Manager: John Smith

BILL TO INFORMATION:	PROJECT INFORMATION:
ABC Property Management 100 Broadway St. New York, NY 10011	Attn: Mike Colle Warehouse Rentals 123 Bedford Park Blvd. Bronx, NY 10468

INVOICE SUMMARY DETAIL		
Billing Categories   Billing Details Attached	STRUCTURE	Invoice Category Totals
Billable Labor		\$26,817.00
Associated Labor Fees		\$3,621.60
Specialty Items (SF) LxW		\$324.00
Materials and Consumables		\$18,071.54
Equipment and Tools		\$23,815.75
Assigned Vehicles and Mileage		\$922.95
Subcontractors and Vendors		\$874.20
Reimbursable Items		\$378.00
<b>REMIT PAYMENT TO:</b>	Invoice Sub Total	\$74,825.04
Sample Construction 123 North Main Street Nashville, TN 37415	Off-Site Logistical / Mobilization Fee	\$0.00
	Other / Additional Fees	\$0.00
	Sales Tax Total	\$3,741.26
	Previous Payments / Credits	\$0.00
	Invoice Total Amount Due	\$78,566.30

Bill Processed by T&M Pro - www.timeandmaterial.com  
 Allocation #1: 01-Structure

Job / Project Number: NU-1001 | Invoice Number: NU-1001-1

THIS INVOICE IS FOR STRUCTURE

T&M Pro is part of T&M Pro Suite, a premier billing and data management system developed for the property loss industry. T&M Pro Suite combines several applications into one to help contractors fully align commercial projects with billing and estimates.

To learn more about the T&M Pro Suite programs, contact:

P. 423.602.8672 | E. tmservices@sedgwick.com

caring counts | sedgwick.com

To learn more about our time and material

software solutions, visit [TIMEANDMATERIAL.COM](http://TIMEANDMATERIAL.COM)