

# AREA ADJUSTMENT MODULE

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# 1. Introduction

The Area Adjustment module is designed to manage excess and lesser area adjustments for allocated units and plots within the ERP system.

This module is used when the actual measured area of a unit or plot differs from the originally allocated area recorded in the customer file.

The module enables authorized users to:

- Increase the allocated unit/plot no. size in case of excess area.
- Decrease the allocated unit/plot no. size in case of lesser area.
- Revise unit/plot price automatically.
- Update customer outstanding balances.
- Generate installments for additional recoveries.
- Automatically post SJV voucher where applicable.

## 2. Purpose

The Area Adjustment module is designed to:

- Handle excess and lesser area revisions.
- Maintain accurate customer allocation records.
- Adjust unit/plot size according to revised area.
- Reflect correct outstanding balances.
- Integrate adjustments with the accounting module.
- Reduce manual calculations and errors.
- Ensure proper financial reconciliation.

## 3. Overview

### 3.1 Workflow Summary

1. User selects project and customer registration.
2. System retrieves allocated plot details.
3. User selects adjustment type.
4. User enters area and amount.
5. The installment schedule is generated if applicable.
6. Entry is saved as a draft.

7. Authorized user finalizes adjustment.
8. System updates:
  - Unit/Plot size
  - Outstanding balance
  - Financial records
9. System auto-posts SJV voucher if required.
10. Logs are maintained.

## 4. Accessing the Module

### 4.1 Navigation

#### Member Registration → Area Adjustment

### 4.2 Prerequisites

Before using the module, ensure:

- Customer file exists.
- Unit/Plot is allocated.
- User has required permissions/rights.
- Financial setup is configured.

The screenshot displays the 'Area Adjustment' module interface. On the left, a sidebar lists various system functions, with 'Area Adjustment' highlighted in red. The main interface features a header with search filters for 'Project', 'Registration' (set to 'RPF-1493'), and 'Adj. Draft No.'. Below the header, the 'Plot Details' section contains the following information:

Block	Plot No.
A	234
Old Plot Size	Old Sqr ft
5-M	1125.00
Old Price	New Price
3,500,000.00	3,500,000.00

The 'Excess Area' section includes radio buttons for 'Excess Area' and 'Less Area', along with input fields for 'Size in Sqft' and 'Amount'. A 'Remarks' text area is also present. At the bottom, the 'Other Payments' table shows a total installment amount of 0. The 'Generate' button is highlighted in blue.

## 4.3 Finalization Screen

### Navigation

Member Registration → Area Adjustment Finalize

### Purpose

The finalization screen is used to:

- Retrieve pending adjustments
- Review adjustment details
- Finalize selected entries
- Apply operational and financial impact

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Adjustment Area Finalization

Project: [Dropdown]

From Registration: BRF-0001

To Registration: BRF-0043

Retrieve All

Sr. No.	Adj. No.	Registration No.	Area Type	Block	Plot No.	Size	Amount	Check All:
1	1	BRF-0001	excess	B	541	5-M	242,000.00	<input type="checkbox"/>
2	1	BRF-0043	LESS	B	480	5-M	113,800.00	<input type="checkbox"/>

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## 5. Adjustment Types

### 5.1 Excess Area

Is used when the actual unit/plot area/size exceeds the allocated area/size.

### System Impact

- Unit/Plot area increases
- Total price increases
- Outstanding balance increases

### Example

Item	Value
------	-------

Item	Value
Current Area	500 Sqft
Excess Area	30 Sqft
Revised Area	530 t

## 5.2 Lesser Area

Is used when the actual area/size is less than the allocated area/size.

### System Impact

- Unit/Plot area decreases
- Total price decreases
- Outstanding balance decreases

### Example

Item	Value
Current Area	500 Sqft
Lesser Area	20 Sqft
Revised Area	480 Sqft

### Step-by-Step Procedure

1- Navigate to:

#### **Booking/Registration → Area Adjustment**

- 2- Select the required project.
- 3- Search for and select the registration.
- 4- Choose:
  - Excess Area OR
  - Lesser Area
- 5- Enter the adjustment area in the **Size in Sqft** field.
- 6- Enter the adjustment amount according to approved rates.
- 7- Enter detailed remarks.

**For excess area:**

1. Enter Start Date.
  2. Select Frequency.
  3. Enter Total Installments.
  4. Click Generate.
- 8- Click Save.

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Area Adjustment

Project \* ----Select Project--- Registration \* Adj. Draft No.

**Plot Details**

Block Plot No.

Old Plot Size Old Sqr ft

Old Price New Price

**Excess Area**

Excess Area Less Area

Size in Sqft \* Amount \*

Remarks

**Other Payments**

Payment Type	Inst. NO	Inst Date	Inst Amt.
Total			0

Start Date: 13/05/2026  
 Frequency: After 1 Month  
 Tot Inst: 0

Generate

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Area Adjustment

Project \* RPF-1492 Registration \* Adj. Draft No.

**Plot Details**

Block Plot No.

Old Plot Size Old Sqr ft

Old Price New Price

**Excess Area**

Excess Area Less Area

Size in Sqft \* Amount \*

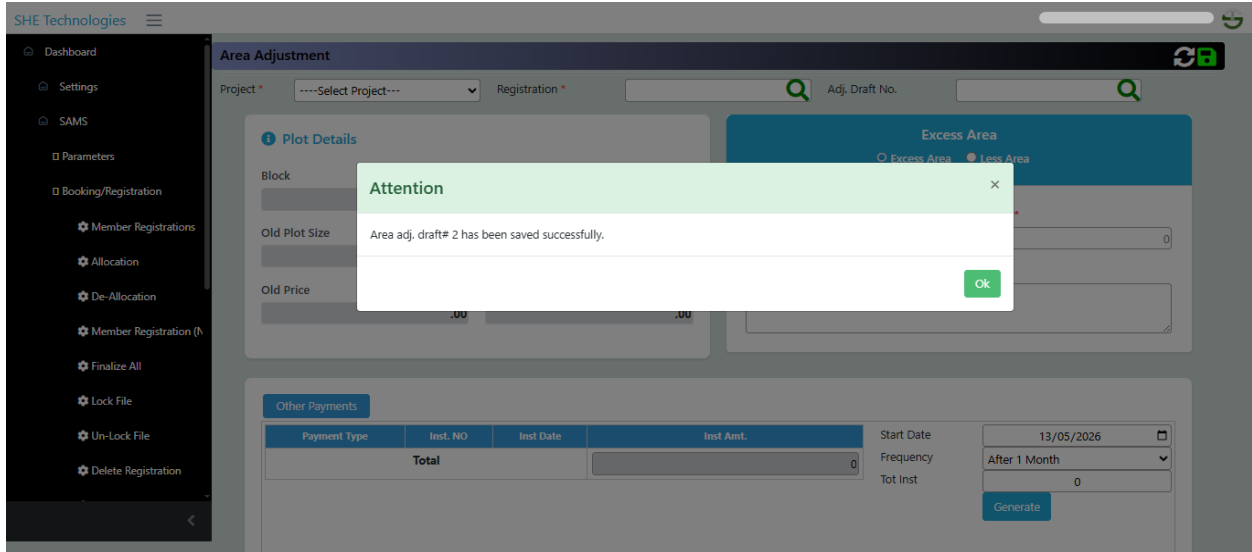
Remarks

**Other Payments**

Payment Type	Inst. NO	Inst Date	Inst Amt.
Excess Area	1	13/05/2026	50,000.00
Excess Area	2	13/06/2026	50,000.00
Total			100,000.00

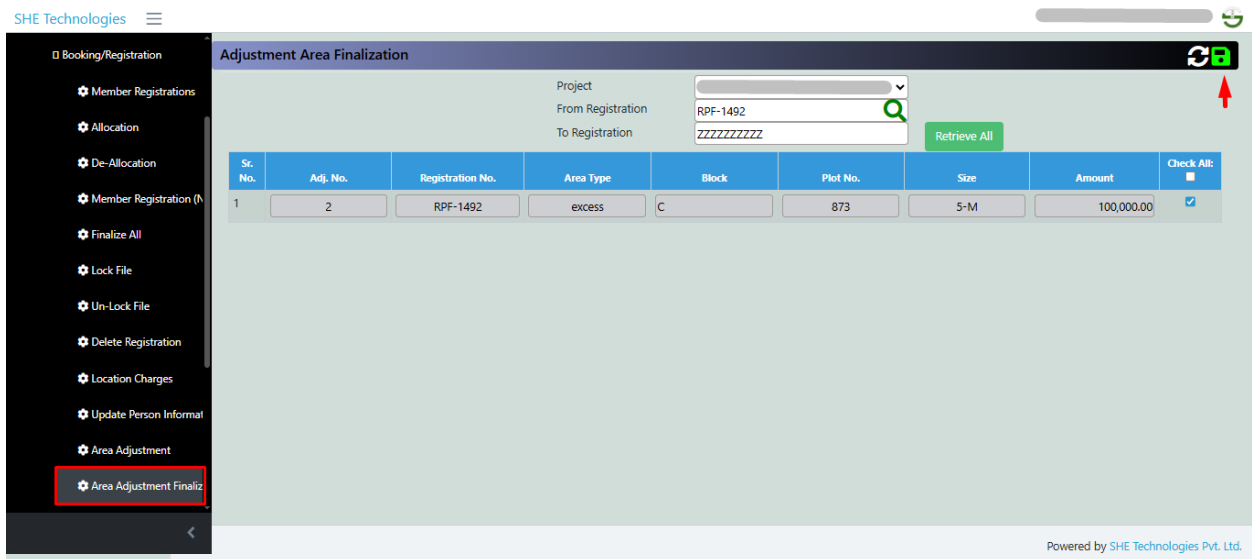
Start Date: 13/05/2026  
 Frequency: After 1 Month  
 Tot Inst: 2

Generate



### 5.3 Finalize Entry

Navigate to the finalization screen and finalize the adjustment.



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Adjustment Area Finalization

Project: [Dropdown]  
 From Registration: 0  
 To Registration: [Masked]

Retrieve All

**Attention**

Finalization completed successfully

Ok

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Member Registration

Project: [Dropdown] Agent: [Dropdown] Agent Code: [Search] Deal#: [Search]

ID/CNIC: [Dropdown] Name: member name

Fath/Husb: S/O F/H Name: fh name

NID: [Dropdown] Nationality: Pakistan

Curr Add: address 1, address 2, address 3

DOB: dd/mm/yyyy

Country: Pakistan

City: Lahore

Email: [Dropdown] Mobile: [Dropdown]

Phone: [Dropdown] Office: [Dropdown]

Registration: RPF-1492 Biometric: [Dropdown]

Booking & Plan: 07/06/2022 5-M

Block/Floor & Unit: C 873

Unit Rate(sqft): .00 1150.00

Total Price: 4,305,000.00

Additional % & Amt: .00 .00

G Total Amt: 4,305,000.00

Discount % & Amt: .00 .00

Special Reb/Disc: .00 .00

Net Price: 4,305,000.00

Less Area Amt: .00 Exc. Area: 100,000.00

Booking % & Amt: .00 600,000.00

Buttons: Upload, Remove, PKFACE, Plot

Tabs: Payment Plan, Other Payments, Alerts, Personal Info, Mics, Dealer, Partners/Shareholders, Analysis, Preferences, Notes, Letters Email History

Buttons: Statement, WhatsApp, Letter, Check-List

SR.No	Payment Type	Inst. NO	Inst Date	%age	Amt To Receive	Rebat Amt	Amt Received	Show	You.Date	Remarks
30	DEVELOPMENT	9	05/04/2026	0	67,000.00	0.00	0.00	[Dropdown]	dd/mm/yyyy	
31	DEVELOPMENT	10	05/05/2026	0	67,000.00	0.00	0.00	[Dropdown]	dd/mm/yyyy	
32	Excess Area	1	13/05/2026	0	50,000.00	0	0.00	[Dropdown]	dd/mm/yyyy	

The screenshot displays a software interface for SHE Technologies. At the top, there are fields for Phone, Office, and Special Reb/Disc. Below these, a summary table shows financial figures: Net Price (4,305,000.00), Less Area Amt (.00), Exc. Area (100,000.00), and Booking % & Amt (600,000.00). The 'Exc. Area' value is highlighted with a red box. Below the summary is a navigation bar with tabs for Payment Plan, Other Payments, Alerts, Personal Info, Mics, Dealer, Partners/Shareholders, Analysis, Preferences, Notes, and Letters Email History. The 'Other Payments' tab is active. Underneath, there are buttons for Statement, WhatsApp, Letter, and Check-List. The main part of the interface is a table with columns: SR.No, Payment Type, Inst. NO, Inst Date, %age, Amt To Receive, Rebat Amt, Amt Received, Show, You.Date, and Remarks. The table contains several rows, with rows 32 and 34 highlighted in red. Row 32 has Payment Type 'Excess Area', Inst. NO 1, and Inst Date 13/05/2026. Row 34 has Payment Type 'Excess Area', Inst. NO 2, and Inst Date 13/06/2026. A 'Total' row at the bottom shows Amt To Receive of 3,283,875.00, Rebat Amt of 450,000.00, and Amt Received of 1,702,875.00. The footer of the interface says 'Powered by SHE Technologies Pvt. Ltd.'

## Auto Adjustment Priority Logic

When a lesser area adjustment is finalized, the system evaluates the deduction amount against the total outstanding balance.

### Scenario 1 – Deduction Greater Than Outstanding Balance

If:

**Lesser Area Deduction Amount > Total Outstanding Amount**

Then:

- System auto-posts SJV voucher.
- Financial reconciliation is processed automatically.

### Example

Item	Amount
Outstanding Amount	100,000
Lesser Area Deduction	242,000
Difference	142,000

## Voucher Posting Logic

The system automatically posts the SJV voucher when:

- Adjustment Type = Lesser Area AND
- Deduction Amount > Outstanding Balance

**Voucher posting occurs only after:**

- Successful validation
- Finalization of adjustment

**Scenario 2 – Deduction Less Than Outstanding Balance**

If:

**Lesser Area Deduction Amount < Total Outstanding Amount**

Then:

- System auto-adjusts deduction amount within outstanding balance.
- No SJV voucher is generated.

**Adjustment Priority Sequence**

Priority	Outstanding Type	Action
1st Priority	Monthly Installments Outstanding	System adjusts deduction against monthly installments first
2nd Priority	Other Payments Outstanding	The remaining amount adjusts against Other Payments

**Example**

Item	Amount
Total Outstanding	500,000
Lesser Area Deduction	150,000
Monthly Installments Outstanding	100,000
Other Payments Outstanding	400,000

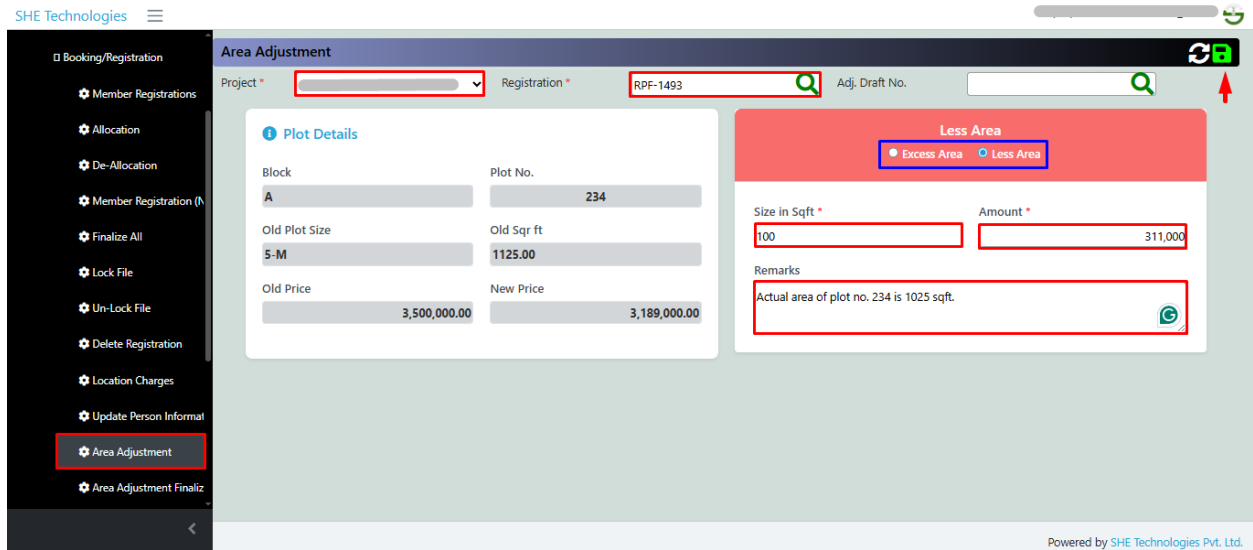
**Adjustment Result**

Adjustment Area	Adjusted Amount
Monthly Installments	100,000
Other Payments	50,000

In this scenario:

- Monthly installment outstanding is adjusted first.
- The remaining amount is adjusted against Other Payments.

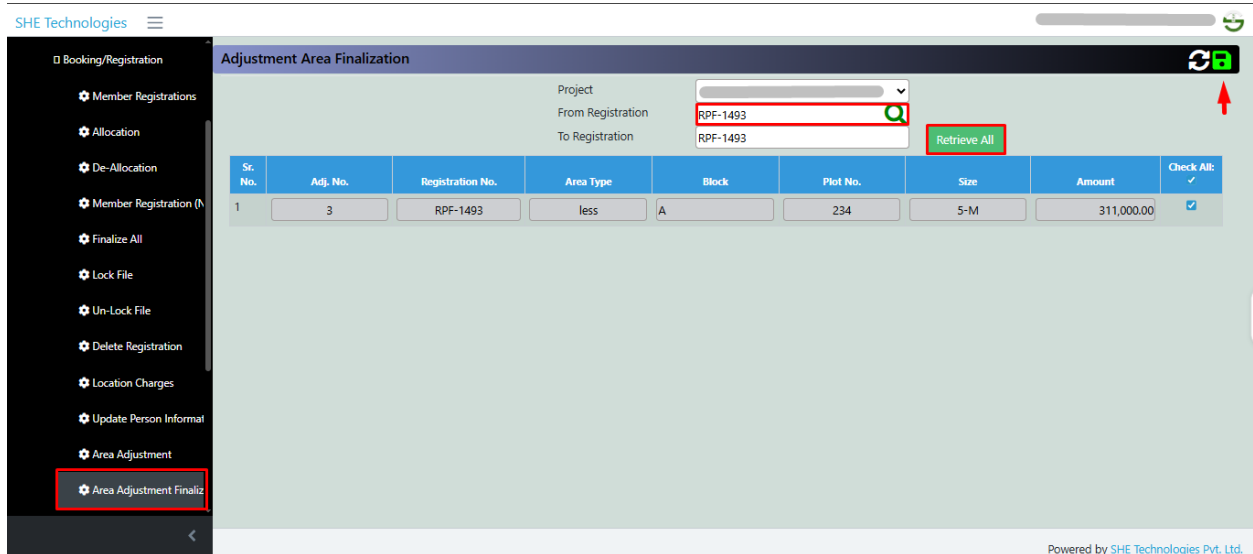
- No SJV voucher is generated.

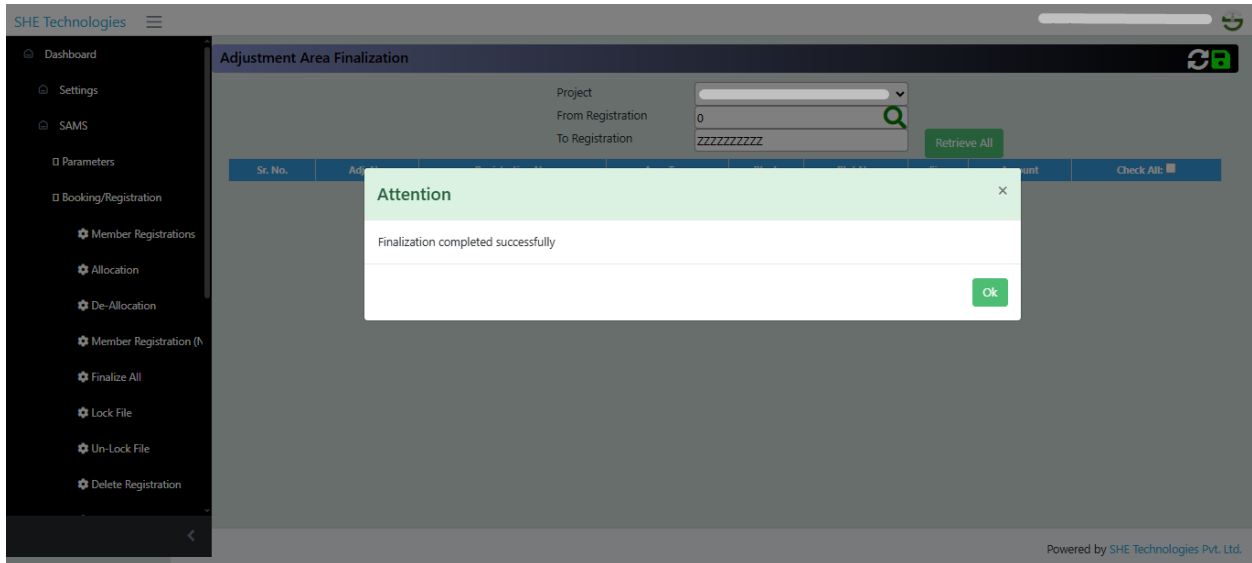


## 6. Adjustment Finalization

### Finalization Steps

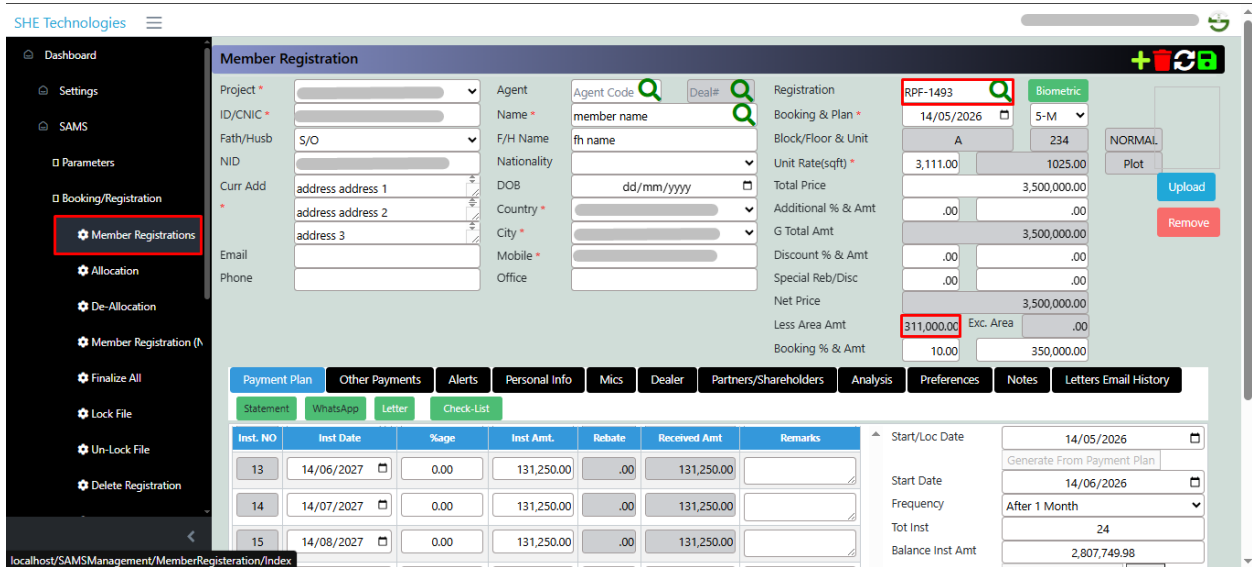
1. Review adjustment details.
2. Verify revised area/size and amount.
3. Ensure approvals are completed.
4. Click Finalize.





## System Actions After Finalization

- Entry becomes locked.
- Unit/Plot size updates.
- Outstanding balance updates.
- Voucher posts if required.



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Phone: [ ] Office: [ ] Special Reb/Disc: .00 Net Price: 3,500,000.00 Less Area Amt: 311,000.00 Booking % & Amt: 10.00, 350,000.00

Payment Plan | Other Payments | Alerts | Personal Info | Mics | Dealer | Partners/Shareholders | Analysis | Preferences | Notes | Letters Email History

Statement | WhatsApp | Letter | Check-List

Inst. NO	Inst Date	%age	Inst Amt.	Rebate	Received Amt	Remarks
14	14/07/2027	0.00	131,250.00	.00	131,250.00	
15	14/08/2027	0.00	131,250.00	.00	131,250.00	
16	14/09/2027	0.00	93,222.22	.00	31,250.00	
17	14/10/2027	0.00	93,222.22	.00	.00	
18	14/11/2027	0.00	93,222.22	.00	.00	
19	14/12/2027	0.00	93,222.22	.00	.00	
20	14/01/2028	0.00	93,222.22	.00	.00	
21	14/02/2028	0.00	93,222.22	.00	.00	

Start/Loc Date: 14/05/2026  
Start Date: 14/06/2026  
Frequency: After 1 Month  
Tot Inst: 24  
Balance Inst Amt: 2,807,749.98

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Phone: [ ] Office: [ ] Special Reb/Disc: .00 Net Price: 3,500,000.00 Less Area Amt: 311,000.00 Booking % & Amt: 10.00, 350,000.00

Payment Plan | Other Payments | Alerts | Personal Info | Mics | Dealer | Partners/Shareholders | Analysis | Preferences | Notes | Letters Email History

Statement | WhatsApp | Letter | Check-List

Inst. NO	Inst Date	%age	Inst Amt.	Rebate	Received Amt	Remarks
18	14/11/2027	0.00	93,222.22	.00	.00	
19	14/12/2027	0.00	93,222.22	.00	.00	
20	14/01/2028	0.00	93,222.22	.00	.00	
21	14/02/2028	0.00	93,222.22	.00	.00	
22	14/03/2028	0.00	93,222.22	.00	.00	
23	14/04/2028	0.00	93,222.22	.00	.00	
24	14/05/2028	0.00	93,222.22	.00	.00	
<b>Total</b>			<b>2,807,749.98</b>	<b>0.00</b>	<b>2,000,000.00</b>	

Start/Loc Date: 14/05/2026  
Start Date: 14/06/2026  
Frequency: After 1 Month  
Tot Inst: 24  
Balance Inst Amt: 2,807,749.98

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## 7. System Validations

Validation	Description
File Validation	File must exist
Allocation Validation	Plot must be allocated
Area/Size Validation	Area/Size cannot be zero
Amount Validation	Amount must be valid
Permission Validation	The user must have rights

### Logs Trail

The system maintains:

- Created By
- Modified By
- Finalized By
- Voucher References
- Timestamps

## 8. Troubleshooting

Error Message	Reason	Resolution
Invalid Registration No.	Registration not found	Select a valid registration
Adjustment Amount Cannot Be Zero	Invalid amount	Enter an amount greater than zero
Size Cannot Be Zero	Invalid area	Enter an area greater than zero
Permission Denied	Insufficient rights	Contact administrator
Finalization Failed	Missing validation	Complete mandatory fields
Installments Not Generated	Invalid schedule setup	Verify installment setup

## 9. Best Practices

- Verify actual area/size before adjustment.
- Enter complete remarks.
- Verify installment schedules carefully.
- Review auto-posted vouchers.

## 10. Important Tips

- Area adjustment should be performed only once for each file.
- Always review outstanding balances before finalization.
- Verify installment schedules after excess area adjustments.
- Verify financial impact with the Finance team before finalization.

## 11. Dos & Don'ts

### Dos

- ✓ Verify actual area/size before adjustment.
- ✓ Ensure approved pricing rates are used.

- ✓ Enter proper remarks.
- ✓ Verify system adjustment results.
- ✓ Review installment generation results.

### Don'ts

- ✗ Do not perform area adjustment more than once on the same file.
- ✗ Do not deallocate or reallocate units/plots for files on which area adjustment has already been processed.
- ✗ Do not make changes to payment types in the payment plan for files where area adjustment has been completed if those payment types are included in the total price.
- ✗ Do not finalize adjustments without verifying financial impact.

## 12. Frequently Asked Questions (FAQs)

### Q1. What is the purpose of the Area Adjustment module?

The module manages excess and lesser area adjustments and updates operational and financial records.

### Q2. When is the SJV voucher generated?

The SJV voucher is generated when the lesser area deduction exceeds the total outstanding balance.

### Q3. Can finalized entries be edited?

No. Finalized entries generally become locked.

### Q4. Can installments be generated for excess area?

Yes. Additional installments may be generated.

### Q5. Is audit tracking available?

Yes. The system maintains complete audit logs.

## 13. Conclusion

The Area Adjustment module provides a controlled mechanism for managing unit/plot area/size revisions and their financial impact.

By integrating operational adjustments with automated financial processing, the module helps maintain accurate records, minimize manual effort, and ensure financial transparency.