Included	Collection Software Review Items
☐ Y ☐ N	1. Allow customization to recognize different fee structures at each court level
☐ Y ☐ N	2. Provide flexibility to edit and add case types used in each court level
☐ Y ☐ N	3. Allow input for multiple fines, fees, and court costs per case
☐ Y ☐ N	4. Include fields identifying: case name, case type, offense, INS number, SSN, DL#, DOB, home and business phone, relative/reference phone, and comments
☐ Y ☐ N	5. Include customizable tables
☐ Y ☐ N	6. Provide for case aging
☐ Y ☐ N	7. Provide functions to account for amounts assessed, amounts collected and balances
☐ Y ☐ N	8. Provide the ability to establish and maintain calendar and alerts for due dates
☐ Y ☐ N	9. Give users the ability to search and retrieve information on definable fields
	10. Create reports to include at minimum the OCA Monthly Collection Report that includes the following information:
☐ Y ☐ N	a) number of cases assessed
☐ Y ☐ N	b) separate by court costs and fees category and fines category the following:
☐ Y ☐ N	1) dollar amount assessed
☐ Y ☐ N	2) dollar amount collected
☐ Y ☐ N	3) dollar amount waived
☐ Y ☐ N	4) jail time credit given
☐ Y ☐ N	5) community service credit given
☐ Y ☐ N	6) time span from date of assessment through date of payment (0-30 days, 31-60 days, 61-90 days, 91-120 days and 120+ days)
☐ Y ☐ N	11. Provide an interface with a word processor or comparable functionality to generate custom reports, notices and create addresses for envelopes and labels
☐ Y ☐ N	12. Provide data export that will allow use of that data by a spreadsheet application (Usage of this feature include; passing data to a private collector, passing data to skip tracing service/software like Accurint, sending data to Omnibase, providing data for Scofflaw, etc.)