

data sheet

ORACLE PROPERTY MANAGER 11i

Oracle Property Manager streamlines and automates lease administration and space management, enabling you to more intelligently manage your real estate portfolio. Whether you are a corporate, commercial, or retail/franchise operation, Oracle Property Manager offers a comprehensive solution for reducing costs and identifying new revenue opportunities, minimizing contractual and financial risk, and providing data transparency that helps maximize the value of your real estate. The cornerstone of Oracle's Real Estate Management solution, Oracle Property Manager is part of the Oracle E-Business Suite, an integrated set of applications that are engineered to work together.

Reduce Operating Costs

Build a smarter, more profitable business by intelligently managing your real estate. Oracle Property Manager streamlines the management of lease financials through improved tracking and visibility of lease terms, systematic complex lease calculations, and the automation of billings, payments and CAM reconciliation. Leveraging financials as a natural extension of the lease administration process reduces overhead and the risk of errors while maintaining control of payment and billing execution with the lease administrators.

Recover Common Area Maintenance Expenses

Managing the billing, recovery and reconciliation of Common Area Maintenance (CAM),

The screenshot displays the Oracle Property Manager Recoveries interface. At the top, there are navigation tabs for 'Existing Agreements' and 'Tenants Without Agreements'. The main content area shows 'Review Terms : Summary' for a recovery agreement. Key details include: Location Code 'WPEM-GL-SMA', Customer Name 'Allgoods Department Stores', Property Name 'Walker Point Mall', and Lease Number '1305'. A 'Recovery Period' section shows a calculation period from 01-JAN-2003 to 31-DEC-2003. Below this is a 'Recovery Period Summary' table with columns for Billing Type, Status, Budget Cost Per Area, Budget Prorata Share, Actual Cost Per Area, Actual Prorata Share, Billed Cost Per Area, Billed Recovery, and Reconciled Amount. The table lists 'Common Area Maintenance' as 'COMPLETE' with a budget cost of 0 and actual cost of 1.26. A detailed summary below the table shows total actual expense of 207,456, recoverable area of 150,000, and actual prorata share of 189,000. A second row shows 'Insurance' as 'COMPLETE' with a budget cost of 0 and actual cost of 0.

Details	Billing Type	Billing Purpose	Status	Budget Cost Per Area	Budget Prorata Share	Actual Cost Per Area	Actual Prorata Share	Billed Cost Per Area	Billed Recovery	Reconciled Amount
▼ Hide	Common Area Maintenance	Operating Expense	COMPLETE	0	0	1.26	189000	1.1	180000	9000
Total Area		164000	Actual Recovery		189000	Total Budget Expense		0		
Total Actual Expense		207456	Constrained Actual		189000	Budget Prorata Share		0		
Recoverable Area		150000	Abatements		0	Budget Cost Per Area		0		
Multiple %		100	Actual Prorata Share		189000	Tenancy Start Date		01-Jan-2003		
Occupancy %		100	Billed Recovery		180000	Tenancy End Date		31-Dec-2013		
Fixed %			Reconciled Amount		9000					
► Show	Common Area Maintenance	Insurance	COMPLETE	0	0	0	55200	55200	55200	0

Oracle Property Manager's CAM recovery features enable landlords to recover every dollar spent.

insurance, taxes, and other expenses pose a management challenge. Costs that are not directly attributable to a specific tenant, often represent the largest portion of a landlord's operating expenditures; recovery of CAM and other expenses can represent as much as 50% of lease revenues. Additionally, these types of expenditures are typically the most painful part of billing calculations, with errors in expense recovery having a significant impact on a property's return on investment. Oracle Property Manager provides the ability to allocate CAM and other costs back to tenants in accordance with the terms and conditions of the lease. As a result, property owners can capture additional revenue and maximize return on investment.

Automate the Assessment of Rent Increases

The calculation and application of index-based rent adjustments can be complex and time consuming. Oracle Property Manager automatically assesses and generates the appropriate increases based on fluctuations of various indices. The flexibility of user-defined index tables provides unlimited support for calculating increases on any type of index and allows different indices to be used on a single lease. Industry standard practices such as caps, floors, and ceilings are all supported. And through Oracle Property Manager's seamless integration with Oracle Payables and Oracle Receivables, payments and billings are always processed accurately and efficiently. By leveraging the power of Oracle Property Manager, the complexity of index based rent adjustments is eliminated

Automate the Assessment of Variable Rent

Sales based rent calculation is critical to any retail operation. Oracle Property Manager's Variable Rent functionality automatically calculates rents based on sales volume while supporting industry practices of deductions from sales, banded breakpoints, caps, floors, ceilings, and netting of other rent related items. A variety of additional industry practices are also supported: non-cumulative or cumulative sales basis; allowing negative variable rent to be ignored, credited or deferred; calculations based on forecasted sales; and automated 'true up' adjustments. The design of Variable Rent allows for generation of payments and billings based on any user-defined volume data.

Automate Payment and Invoice Creation

Improved financial management of real estate transactions is becoming increasingly more important to property managers, particularly in the current environment of consolidations, increased competition, and pressures on company performance. Flexibility within Oracle Property Manager enables the modeling of financial terms and conditions for payment or billing: Users can create and approve payment and billing terms for one-time execution or any user-defined period throughout the life of a lease; create terms in multiple currencies within the same lease agreement; automatically generate recurring payment and billing schedules for each lease with a single keystroke; review schedules for each accounting period and authorize payments and billings as they become due; and analyze and report on future minimum rent streams to support financial disclosure requirements. Oracle Property Manager allows you to streamline financial operations with our comprehensive lease administration system.

The screenshot shows the 'Edit Lease' window for 'Westlake East Operations' (Lease Number 1283). The lease is classified as a 'Net Lease' with a 'Final' approval status and is located at 'HQ'. It is abstracted by 'OPERATIONS' and has an 'Active' lease status. The 'Payments' tab is selected, displaying a table of lease payments.

Type	Location	Landlord/Supplier	Frequency	Normalize	Start Date	Area	Annual/Area	Actual Amount
Expense Common Area Maintenance	WL-10	Building Management I	Monthly	<input type="checkbox"/>	01-JAN-2000	14792	1.78	2,200.00
Base Rent	WL-10	Building Management I	Monthly	<input type="checkbox"/>	01-JAN-2000	14792	6.90	8,500.00
Index	WL-10	Building Management I	Monthly	<input type="checkbox"/>	01-JAN-2004	14792	0.11	131.57
				<input type="checkbox"/>				
				<input type="checkbox"/>				

Oracle Property’s flexible lease entry capabilities allow you to capture a comprehensive abstraction of the term important to your business according to the standards used in your operations.

Identify Cost Savings and Revenue Opportunities

Space is a resource that can represent wasted expense or missed revenue if not managed properly. Oracle Property Manager provides the tool to manage occupancy and quickly identify underutilized space. Automating occupancy management from a revenue lease perspective and leveraging integration with Oracle Human Resources from an expense lease perspective reduces the administrative overhead of accurate occupancy tracking.

Manage Space Definition

Managing your inventory of space can be a cumbersome task at best. Designed in accordance with BOMA and IFMA standards, Oracle Property Manager’s space management capability allows for proper space attribution and accurate tracking of space measurements within your real estate portfolio. Oracle Property Manager allows for the segregation and qualification of properties into different types of portfolios from a single solution. Space definition from CAD drawings can be managed through Oracle Property Manager’s open, bi-directional CAD interface. The design of the system ensures the accuracy of space measurements from the smallest defined space to the overall gross measurement of the property. A complete history of changes to space over time is available on-line for retrospective reporting and analysis of changes in the configuration and use of space.

Automate Space Assignment and Utilization

Knowing how you currently utilize your space and where you have vacancies is a key element in making informed decisions when managing your real estate. Oracle Property Manager streamlines space assignments, tracks occupancy/vacancies, and monitors capacities in each defined space. Facilities managers and space planners have access to this information online (rather than having to visit each space), dramatically reducing the cost of space administration. For landlords, tenants

are automatically assigned to space as leases are finalized, providing real-time vacancy information. Oracle Property Manager provides the information you need to execute space planning.

Visualize Space and Share Data with CAD Systems

The difference between reading a report and seeing the same data laid out graphically can have a significant impact on your decision making process. Visualization in real-time of space attributes, utilization and occupancy greatly enhances your ability to manage your real estate holdings. Oracle Property Manager provides Public Views that allow you to layer space attributes, utilization and occupancy information into CAD drawings via the web. Public Views help protect your investment in your CAD visualization solution while enabling you take advantage of each new release of Oracle Property Manager.

Minimize Contractual and Financial Risk

The difference between the best decision and an uninformed decision can cost hundreds of thousands, if not millions, of dollars. A lease portfolio represents opportunities as well as contractual and financial risk to the organization.

Manage Critical Dates

Unfortunately time cannot be turned back; there is no recovering from a missed lease renewal, a failure to give notice of termination when under an automatic renewal clause, or any other missed contractual deadline. In response to this problem, Oracle Property Manager allows the tagging of any lease clause as a "critical date." Once a clause is tagged, automatic alerts are sent to the responsible parties with the appropriate lead-time necessary for analysis and action before executing, renewing or terminating a lease option - renewals need never be missed again.

Comply with GAAP

Ensuring compliance with accounting standards is of the utmost importance to organizations, and absolutely essential if you are a public entity. Oracle Property Manager saves time and money in costly lease accounting calculations, balancing the needs of the real estate and finance departments. Oracle Property Manager provides flexibility in designating individual payment or billing items within a single lease that should be straight-lined or normalized in compliance with FAS 13 and IAS 17. Oracle Property Manager handles the appropriate accounting treatment of these items in accordance with Generally Accepted Accounting Principles (GAAP).

Provide Data Transparency

Integrity in your management reporting is crucial to understanding the health of your business. Disintegrated systems that rely on manual data re-entry or costly integration often leads to incongruence between transactions details and the summarized reports management typically reviews. Firms demonstrating best practices must rely on clear audit trails to confidently validate management level information. Oracle Property Manager, as an integrated part of the Oracle E-Business Suite, gives you a clear and complete audit trail, from the signing of the lease through the payment or collection of the rent.

Provide Financial Integrity

Organizations need to provide comprehensive information access. Oracle Property Manager provides a “single source of truth” for all lease activity with online, real-time drill-down to individual payment or billing items. Lease administrators have the ultimate control over approval and processing of payments and billings with the ability to see when a check was cut or cash collected. Answers to tenant and landlord inquiries are at their fingertips with full audit trails between the lease administration system and the back-office financials that process the transactions.

Maintain Detailed Lease History

Detailed lease history is critical to understanding the changes made during the life of a lease. Oracle Property Manager keeps careful track of the history of every change made to your lease records, including who made the change, the reason for the change, and the change date. The entire life cycle of the lease from inception through all amendments is preserved across your portfolio of leases. Oracle Property Manager insures that you have the information you need to better manage lease information.

Benefit from Flexible Reporting

Reporting is critical to the success of every organization. Your information must not only be accurate and reliable, but readily available so you can make better decisions, faster. Oracle Property Manager provides a comprehensive set of reporting tools that allow you to analyze everything from future minimum rent for disclosure in financial statements, to the efficiency of space utilization.

Meet Your Industry Specific Requirements

Real Estate Management varies significantly when viewed from horizontal or industries perspectives. The needs of a Retail Real Estate organization can vary greatly from the concerns of a Corporate Real Estate organization. Inevitably, these needs intersect, as any retail operation will also have a significant corporate real estate portfolio. Complex businesses today often find themselves managing a variety of real estate portfolios and looking for solutions that have the flexibility and industry specific functionality to support the management of many different types of properties.

Manage Corporate Real Estate

Oracle Property Manager’s integration with Oracle Payables allows Corporate Real Estate organizations to leverage their existing payables resources while maintaining control and approval of all lease related payments with their organization. Detailed space management integrates with Oracle Human Resource to track occupancy and cost center responsibility of all spaces. This information is used to properly allocate space base on usage with more accuracy than simple headcount allocation.

Manage Commercial Real Estate

Integration with Receivables ensures timely and accurate tenant billings based on calculations made within Oracle Property Manager. The Recoveries functionality within Oracle Property

Manager ensures that every possible dollar of CAM, insurance, and tax expense is recovered accurately from the tenant base by leveraging direct integration with Oracle General Ledger. All relevant financial data is held within Oracle Property Manager to allow up-to-the-minute valuations of your lease portfolio.

Manage Retail Real Estate

Variable Rent calculations with nuances of deductions, floors, ceiling, and multiple break points are virtually impossible to manage via a spreadsheet. Oracle Property Manager has the flexibility to model and accurately calculate self-assessed variable rent terms. Sales data is collected for various product categories along with deductions for use in the calculation of variable rent and sales reporting to the landlords.

Capitalize on Global Opportunities

Oracle Property Manager supports international business practices to help you manage your real estate operations worldwide. Examples include the support of multi-currency transactions, multi-lingual business documents, languages, and country specific address formats. There is also embedded functionality to support localized accounting requirements, and leasing terms and conventions. Regardless of where you own property or where you do business, Oracle Property Manager can help you better manage your existing portfolio and expand globally.

Oracle E-Business Suite—The Complete Solution

Oracle E-Business Suite enables companies to efficiently manage customer processes, manufacture products, ship orders, collect payments, and more—all from applications that are built on unified information architecture. This information architecture provides a single definition of your customers, suppliers, employees, and products—all aspects of your business. Whether you implement one module or the entire Suite, Oracle E-Business Suite enables you to share unified information across the enterprise so you can make smarter decisions with better information.

KEY FEATURES

Integrate

- With key applications in the eBusiness Suite:
 - Oracle Payables*
 - Oracle Receivables*
 - Oracle Human Resources*
 - Oracle Projects*
 - Oracle Enterprise Asset Management*
- With partner applications:
 - Oracle-Partner CAD (Computer-Aided Design) applications*
 - 170 MarkView Document Management and Imaging System™*

Define and Manage your Properties Efficiently

- Organize real estate holdings hierarchically by geography, organization, or cost center
- Record and track data for each floor, suite, and space for a building or mall
- Record and track data for parcels and parcel sections
- Define and manage maximum and optimal levels of occupancy for a space
- Define and manage common, rentable, assignable, and usable areas for each space
- Track names, phone numbers, and addresses for property contacts
- Automate space definition with integrated CAD solution
- Track building efficiencies and space utilization

Improve Lease Administration

- Administer revenue and expense leases from a single solution
- Abstract and manage critical lease information, agreements and other contractual obligations
- Record critical dates, key clauses, insurance and notes
- Maintain different user-defined lease types (Triple Net, Gross, etc.)
- Maintain detailed histories of lease amendments

- Track comprehensive contact information for leases
- Associate multiple properties to leases
- Automatic notification of lease milestones and other actionable events

Manage Variable Rents

- Base variable rent (percentage rent) calculations on actual or forecasted sales
- Ignore credit or defer negative variable rent
- Apply deductions to sales volume on cumulative or non-cumulative basis
- Define which terms to use as recurring abatement to calculate variable rent amounts

Manage CAM and Other Expense Recover

- Leverage integration to Oracle General Ledger to ensure complete recovery of CAM, insurance, taxes, and other expenses
- Maintain unique recovery terms and conditions for each tenant
- Automate the calculation and reconciliation of CAM and other expenses

Automated Payment and Billing

- Authorize and generate payments and billings directly into Oracle Payables and Oracle Receivables
- Automatically generate normalized lease accounting transactions in accordance with FAS 13 and IAS 17
- Create templates for all payments and billings
- Generate rent rolls showing rent obligations and pro forma cash flow
- Maintain history of lease changes

Capitalize on Global Opportunities

- Transact in multiple currencies
- Support international addressing formats
- Operate in multiple languages

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