Using Main Courante and Daily Revenue Report Methods in Accounting of Daily Revenues in Touristic Accomodation Enterprises

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EXECUTIVE SUMMARY

In today's globalised world, internationalisation is an obligation beyond being a choice and it is inevitable for the small and medium-sized accommodation enterprises to take place in this process. Since utilising from global opportunities depends on the protection of themselves from threats, their incomes should be tracked daily, and their internal control mechanism must be strengthened. With this purpose, the study aims to realise the room revenues of SMEs with Main Courante and other unit revenues with DRRs. For the accounting of the revenues Main Courante offset is given place, whereas for the control accounts the daily revenue report offset is preferred. Documents related to income record that can be used in the flow of the process in SMEs have been included. With this method, it is aimed to prevent losses and leaks, provide data flow towards accounting internal control system, sustain competitive advantage and contribute to the internationalization efforts.

INTRODUCTION

Due to the fact that there are many income units and labour-intensive services that continue 24/7 in the touristic accommodation establishments (TAEs), the possibility of erroneous and fraudulent transactions is higher when compared to the other kinds of enterprises. In order to avoid and minimize problems, an effective internal control with an accounting organization which can meet all the needs of enterprises is

inevitable. However, in order to manage this process effectively, TAEs require more personnel recruitment, which increases the costs and thereby weakens the competitiveness of the TAEs in micro and medium sized enterprises.

One of the most crucial units of an effective internal control is the front-desk office unit. In addition to the many periodic works that should be carried out in the front office of TAEs, front-desk offices are also responsible for welcoming guests, making guest check-in processes, baggage-related transactions, preparing incoming and outgoing guest lists, making reservations in a healthy way, delivering messages to guests on time, opening folios, charging folios, organizing daily-weekly reports, ensuring that the guests leave with good impressions and facilitating good communication and relations between other units of the facility. The front office executes all the relations with the departments of reception, reservation, front cash, and concierge.

In the small and medium-sized hospitality businesses (especially in the small-scale ones), the front office works are carried out by a single staff, making the procedures extremely intense and difficult. This situation often weakens the effectiveness of internal control processes in small and medium-sized enterprises (SMEs). As a result of the incomplete records, businesses have difficulties in estimating their revenues and spending costs precisely, which results in losing their power in terms of competition and internationalization.

Nevertheless, keeping in mind the fact that today's globalized world favours internationalized or multinational businesses over the others, and that tourism sector necessitates it even more than the other sectors, it would be appropriate to state that internationalization has become an imperative beyond being a choice. Out of this necessity, there occurred an obligation for small and medium sized accommodation enterprises to take their places in this process too. In their way to internationalization, to provide protection of themselves from threats is of great importance for small and medium-sized accommodation enterprises so that these threats would not minimize their better use of global opportunities. Thus, TAEs need to take a safer position to compete with global developments. For this reason, enterprises need to track their incomes daily as a whole, and their internal control mechanism must be strengthened.

Moving from this necessity, it has been aimed in this study to use Main Courante offset in the accounting of revenues, and to control accounts in the Daily Revenue Report (DRR) offset. In the flow of the process, documents related to income record that can be used in SMEs were included. The overall purposes of using this method are to prevent losses and leaks, to provide data flow towards accounting internal control system, to sustain competitive advantage and to contribute to the internationalization efforts.

The method of the study has been chosen after a meticulous preliminary examination. The fact that front desk missions are executed by a single staff in most of the small and medium-sized businesses, the manual or semi-automative usability of the system, and the lack of necessity for a capital cost required for a complete software system as well as the easily applicable feature of this method have been effective in choosing it for this study. A boutique accommodation facility with 40 rooms was chosen as the application facility, and Main Courante and DRRs were prepared according to the daily revenue data of the enterprise.

In developing countries, some tools are needed to be used for the survival of the businesses in the long term. One of these tools is the internal control system (ICSs). When an effective ICS is mentioned, corporate accounting order comes to the front. The accounting system is important in terms of increasing the efficiency of enterprises and of the effective operation of ICSs (Aktürk, 2015). The effective functioning of the accounting system in TAEs will contribute to operational efficiency in different ways

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