



Notification Template Placeholders User Guide

LeaseAccelerator

Version 25.2

Document Information

Notices

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This guide is designed to help you to use the LeaseAccelerator applications effectively and efficiently. All data shown in graphics are provided as examples only. The example companies and calculations herein are fictitious. No association with any real company or organization is intended or should be inferred.

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Notification Template Placeholders

Placeholders are strings of text that can be used in Notification Template Subjects and email body sections to capture the needed piece of information from the lease and place it in the notification email sent out for a particular lease.



Note: Note: ##LEASE_NUMBER##, ##LESSEE##, and ##LEASE_END_DATE## will work in any template, whether the customer created a new template or added to any of the other templates.

Placeholders are specific to the template and will only work in the templates they are assigned to in the Template Name column. Additionally, not all templates are for lease notifications and are handled by separate system procedures or lease events, e.g., Lease vs. Buy, RFPs, etc.

Template Name	Subject	Placeholder Text
ADD_FUNDER_TO_MARKETPLACE	Request to Add Funder to Marketplace	##CLIENT_COMPANY##, ##FUNDER_COMPANY##
AMEND_RFP	LeaseAccelerator Amended RFP Notification	##ACCOUNT_NAME##, ##RFP_NAME##
APPROVE_AWARD	LeaseAccelerator Award Approval Notification	##ACCOUNT_NAME##, ##RFP_NAME##, ##PROPOSAL_NAME##
APPROVE_SCHEDULE	Action required	##LEASE_NUMBER##, ##PARTY_ROLE_TYPE##, ##DEAL_PARTY##
BKING_GRP_COMPLETED	Job Processing Completed.	####BKJOB_DETAILS###
BLANK_ACCOUNTING_CLASSIFICATION	Missing Accounting Classification	##ACCOUNT_NAME##
LESSEE_IBR_NOT_CONFIGURED	LvB request will be delayed	##LESSEE_COMPANY##
LESSEE_NOT_CONFIGURED	LvB request will be delayed	##LESSEE_COMPANY##
LVB_RESULTS	Lease vs. Buy results	####ARTIFACT_NUMBER###
MONTH_END_CLOSE_REQUEST_FAIL	Month End Close Job Processing Failed.	####MECJOB_DETAILS1###, ##MECJOB_DETAILS2###
MONTH_END_CLOSE_REQUEST_SUCCESS	Month End Close Job Processing Completed.	####MECJOB_DETAILS1###, ##MECJOB_DETAILS2###
NEW_LVBS	LeaseAccelerator New LvB Mail	####LESSEE###, ##LVB_LIST###

Template Name	Subject	Placeholder Text
NEW_RFP_NOTIFICATION	LeaseAccelerator New RFP Notification	##RFP_ARTIFACT_NUMBER##, ##ACCOUNT_NAME##, ##RFP_NAME##
NOTIFY_RFP_DECISION	LeaseAccelerator RFP Decision Notification	##ACCOUNT_NAME##, ##RFP_NAME##
NOTIFY_RFP_RESPONSE	LeaseAccelerator RFP Response Notification	##ACCOUNT_NAME##, ##RFP_NAME##
NO_DEFAULT_ECONOMIC_LIFE_FOR_PROD_CAT	LvB request will be delayed	##LESSEE_COMPANY##
NO_DEPRECIATION_METHOD	LvB request will be delayed	##LESSEE_COMPANY##
PROPOSAL_AWARD	Proposal Decision	##ACCOUNT_NAME##, ##RFP_NAME##, ##PROPOSAL_NAME##, ##PROPOSAL_ARTIFACT_NUMBER##, ##RFP_ARTIFACT_NUMBER##, ##RFP_COMPANY##
PROPOSAL_REMANDED	Proposal Remanded	##ACCOUNT_NAME##, ##RFP_NAME##, ##PROPOSAL_NAME##, ##ARTIFACT_NUMBER##
PROPOSAL_REJECTION	Proposal Decision	##ACCOUNT_NAME##, ##RFP_NAME##, ##PROPOSAL_NAME##, ##PROPOSAL_ARTIFACT_NUMBER##, ##RFP_COMPANY##, ##RFP_ARTIFACT_NUMBER##
QUESTION_ANSWERED_MAIL	LeaseAccelerator - Question Answered	##ASKER##, ##ARTIFACT_NUMBER##, ##QUESTION##, ##RESPONDER##, ##ANSWER##
QUESTION_ASKED_MAIL	LeaseAccelerator - Question Asked	##ASKER##, ##ARTIFACT_NUMBER##, ##QUESTION##
RELEASE_RFP	LeaseAccelerator Released RFP Notification	##ACCOUNT_NAME##, ##RFP_NAME##
REMINDER_EOT_#_EMAIL	Reminder for Notification (## days)	##LEASE_NUMBER##

Template Name	Subject	Placeholder Text
REOPEN_RFP	LeaseAccelerator Reopen RFP Notification	##ACCOUNT_NAME##, ##RFP_NAME##
RERELASE_RFP	LeaseAccelerator ReReleased RFP Notification	##ACCOUNT_NAME##, ##RFP_NAME##
RFP_REMANDED	RFP Remanded	##ACCOUNT_NAME##, ##RFP_NAME##, ##RFP_ARTIFACT_NUMBER##, ##COMMENTS##
SCHEDULE_APPROVED	Action required	##LEASE_NUMBER##, ##PARTY_ROLE_TYPE##, ##LEASE_NUMBER##, ##EVENT_COMMENTS##
SCHEDULE_REJECTED	Action required	##LEASE_NUMBER##, ##PARTY_ROLE_TYPE##, ##LEASE_NUMBER##, ##EVENT_COMMENTS##
UNABLE_TO_IMPORT_ARTIFACT_BAD_ARF	LvB request will be delayed	##VERSION##
WITHDRAW_PROPOSAL	LeaseAccelerator Withdrawn Proposal Notification	##ACCOUNT_NAME##, ##RFP_NAME##, ##PROPOSAL_NAME##, ##PROPOSAL_ARTIFACT_NUMBER##, ##RFP_COMPANY##, ##RFP_ARTIFACT_NUMBER##
WITHDRAW_RFP	LeaseAccelerator Withdrawn RFP Notification	##ACCOUNT_NAME##, ##RFP_NAME##, ##RFP_ARTIFACT_NUMBER##

LeaseAccelerator uses placeholders in notification templates that will populate with corresponding data depending on the template used. From a configured Notification, these placeholders populate automatically when appropriately used. A configured notification is created either at the deal or global level.

Mail Documents

Templates may be attached to manually generated emails from within the context of a deal. When a notification template is manually attached to an email coming from the Mail Documents workspace in a deal, LeaseAccelerator fills in the relevant data for supported placeholders. However, there are

instances where a placeholder is not supported and will not be filled out by the system. In these instances, users are given an on-screen message letting them know they need to fill this in with a value.



Version Summary

Version	Changes/ Updates	Date
21R1	Template created	01/15/2021
22R1	Updated and reformatted	01/05/2022
22R2	Rearranged the document and added information regarding template usage	03/21/2022