Set Bank Account Limits

The instructions in this article relate to **Set Bank Account Limits.** The icon may be located on your *StrataMax Desktop* or found using the *StrataMax Search*.

Use **Set Bank Account Limits** to configure an overdraft limit for individual buildings. This limit acts as a warning when entering an invoice or creating a payment that would exceed the current bank balance. The warning is informational only and does not apply an overdraft to the actual bank account.

There is also the option to hold all Global and Auto Payments for set buildings. When the 'Hold Auto Payments' setting is enabled, the system will exclude all payments for that building from Global and Auto Payment runs. A 'Hold Reason' can be recorded to explain why payments are on hold. This reason will display in the **Payments** and **Payment Entry** screens as a visual alert.

Set Bank Account Limits | Security Setup

To access and edit Overdraft Limits, in **Set Bank Account Limits** or **Bank Account Setup**, the user must have the 'Set Bank Account Limits' permissions set to 'Allow'.
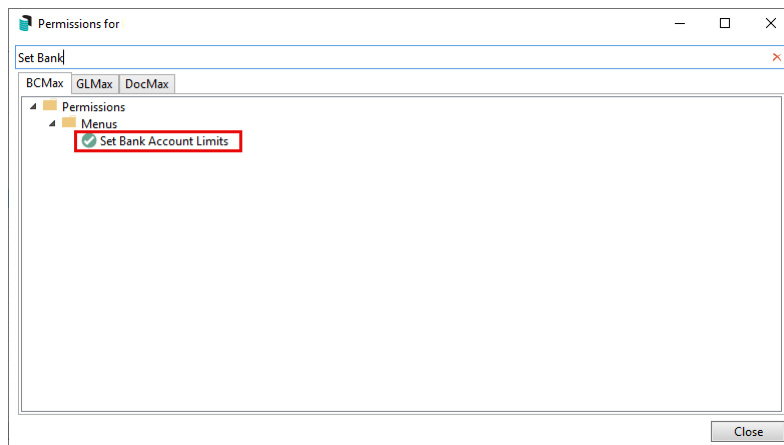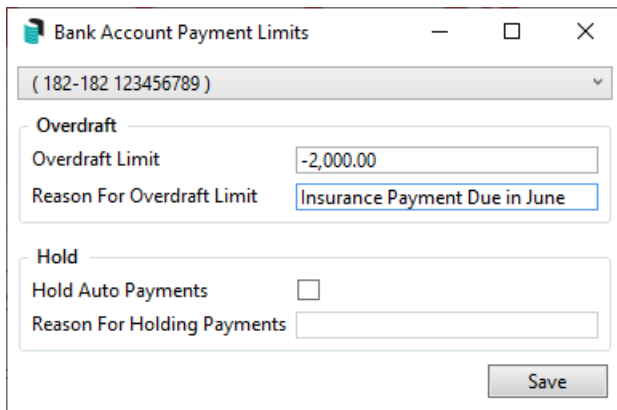

Set Bank Account Limits

Set Bank Account Limits will include a warning when creating **Creditor Invoices** that may overdraw the bank account. The Overdraft Limit when set also displays within the **Bank Balances** screen. Also included when this is set, is an on-screen confirmation via **Payments** which includes the bank balance and any overdraft limit (O/D Limit) that may have been applied from this area.

1. Search or select **Set Bank Account Limits** or **Bank Account Setup**.
2. Enter the required value for the Overdraft Limit. (Credit for minimum balance or 0.00 for no limit).

3. Enter *Reason For Overdraft Limit*.

4. Click *Save*.

Hold Auto Payments

Hold Auto Payments can be used to prevent payments from being processed for specific buildings during Global or Auto Payment runs. This may be necessary when a building is no longer under management (Lost), or if payments need to be temporarily withheld—for example, to prioritise a large insurance invoice.

When a building is excluded:

- All payments for that building are automatically excluded from Global and Auto Payment runs.
- In the ***Payments*** screen, payment amounts will default to **0.00**, indicating that no payments are scheduled.
- One-off payments can still be processed by manually entering an amount in the 'Amounts to Pay' field in ***Payments***.
- The 'Hold Reason' entered in the ***Set Bank Account Limits*** screen will be visible in both the ***Payments*** menu and the ***Payment Entry*** screen, alerting that payments are on hold. This allows for precise control of payment activity on a per-building basis.

1. Search or select ***Set Bank Account Limit*** or ***Bank Account Setup.***
2. Tick *Hold Auto Payments*.
3. Enter *Reason For Holding Payments* - this will display in ***Payments***.
4. Click *Save*.

Bank Account Payment Limits

(182-182 123456789)

Overdraft

Overdraft Limit   0.00

Reason For Overdraft Limit

Hold

Hold Auto Payments   ☑

Reason For Holding Payments   Insurance Due June 25

Save

Payments - STRATAMAX ONLINE HELP KEEP 300621

Posting Date 06/11/2024

Show Buildings
- ● All
- ○ With creditors that will be paid only
- ○ With creditors that will be paid with warning only
- ○ With issues only

Payments

Creditors included:	0 for $0.00	Buildings: 0
Creditors included with warnings: 0		Buildings: 0
Creditors that won't be paid:	4	Buildings: 1

Exclude Buildings with Errors

Creditor Name	Balance	Amount to Pay	Creditor	Payment Method	Email Address
300621	STRATAMAX ONLINE HELP KEEP		Available Balance: $60,906.00	(O/D Limit -$2,000.00)	

Insurance due June 25

Payments: $0.00		Month: Nov 2024
Admin Fund	7,926.00	0.00
Sinking Fund	52,980.00	0.00

08200012   ABC Painting Co   Balance: 11.00   Payment: 0.00   55555

Invoice Number	Date	Reference	Details	Amount	Unpaid Amount	On Hold	Amount to Pay	BPAY CRN
	29/10/2024	D0000029	Correct	-100.00	-100.00	☑ 🤚	0	BPAY CRN is blank

Pay All   Don't Pay All   Hold All   Unhold All   Exclude   Exclude Building