Set Bank Account Limits

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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'.

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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 **Payment**, 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.

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(182-182 123456789)				~	
Overdraft					
Overdraft Limit	-2,000.00				
Reason For Overdraft Limit	Insurance Payment Due in June				
Hold					
Hold Auto Payments					
Reason For Holding Payments					
			Sa	ve	

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.

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Overdraft				
Overdraft Limit	0.00			
Reason For Overdraft Limit				
Hold				
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Reason For Holding Payments	Insurance Due	June 25	;	
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Payments - STRATAMAX O	ONLINE HELP K	EEP 300621							-		×
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Creditor Name Balance Amount to Pay Creditor Payment Method 300621 STRATAMAX ONLINE HELP KEEP Available Balance: \$60,906.01 (O/D Limit -\$2,000.00)						En	nail Address Payments: \$0.00 Admin Fund Sinking Fund	7,926.00 52,980.00	Month: Nov 0.0 0.0	/ 2024 00 00	
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