

# Bank Balances

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The instructions in this article relate to **Bank Balances**. The icon may be located on your [StrataMax Desktop](#) or found using the [StrataMax Search](#).

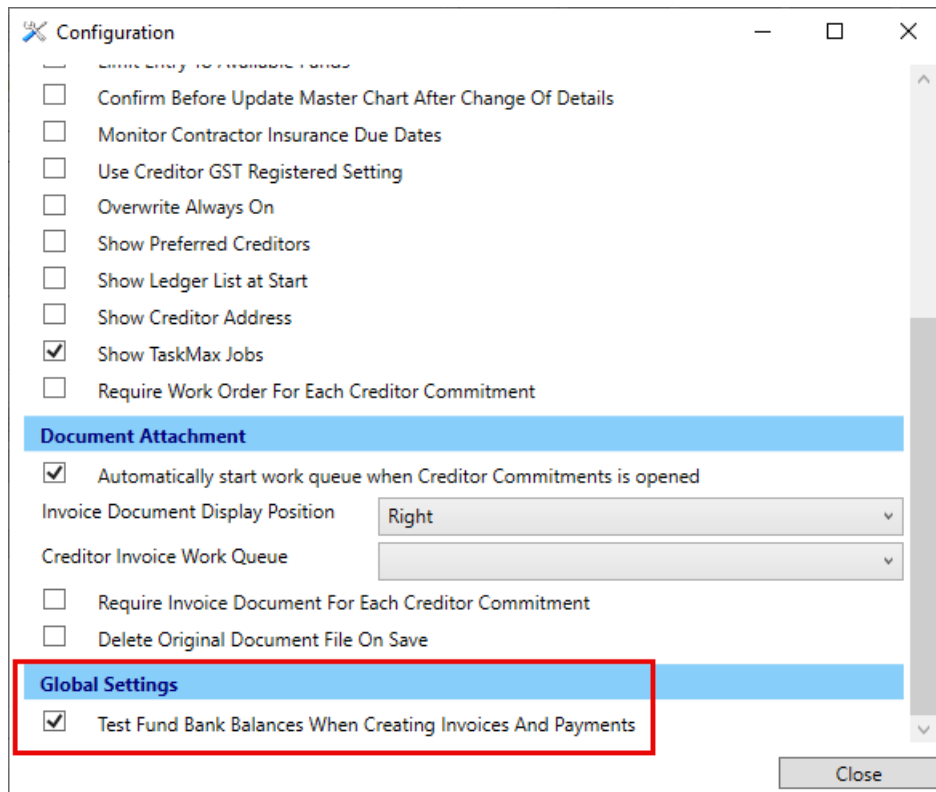
This article covers the Bank Balances icon, which previews the selected building's bank account balances for each account held, including the fund split and or/ account group balance. It will also display any overdraft limits set and GST and PAYG amounts. These areas are also outputted in the *Bank Account Balance* report, which uses the *Report Distribution* screen.

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## Bank Balances | Configuration

The Bank Balances icon reports individual balances of Bank Accounts based on the global configuration:

- All Funds
- Account Groups
- Separate Funds (based on the configuration being turned on in **Creditor Invoices** / File / Configure - 'Test Split Bank Balances for Payments')



## Print Bank Balances

1. Search or select **Bank Balances**.
2. For each bank account in a building, the following information will be listed:
  - Operating Balance
  - Overdraft / Minimum
  - GST and PAYG
  - Available Funds
  - Investment Balance (based on what accounts are available in **Bank Account Setup**)
3. To print this information in a report format, click *Print*.
4. Click *Close* to exit.

Example: **Creditor Invoices** / File / Configuration setting **OFF**:

Bank	BSB	Number	Code	Matures	Balance
MBL			012	CASH AT BANK	268,314.00
MBL			01401	INVESTMENT A/C SINKING FUND Sinking Fund	45,000.00

Example: **Creditor Invoices** / File / Configuration setting **ON**:

Bank	BSB	Number	Code	Matures	Balance
MBL			012	CASH AT BANK	268,314.00
MBL			01401	INVESTMENT A/C SINKING FUND Sinking Fund	45,000.00

Example of Account Groups:

All Account Groups							
<b>All Funds</b>							
Operating Balance		138,236.61					
Overdraft / Minimum		0.00					
GST and PAYG		1,894.36					
Available Funds		140,130.97					
Investment Balance		0.00					
<b>OC1 - Whole Building</b>							
<b>All Funds</b>							
Operating Balance		54,837.00		21,791.39		33,045.61	
Overdraft / Minimum		0.00		0.00		0.00	
GST and PAYG		-2,133.05		-2,008.05		-125.00	
Available Funds		52,703.95		19,783.34		32,920.61	
Investment Balance		0.00		0.00		0.00	
<b>OC1 - Whole Building ADMINISTRATIVE FUND</b>							
Operating Balance				21,791.39			
Overdraft / Minimum				0.00			
GST and PAYG				-2,008.05			
Available Funds				19,783.34			
Investment Balance				0.00			
<b>OC1 - Whole Building MAINTENANCE FUND</b>							
Operating Balance						33,045.61	
Overdraft / Minimum						0.00	
GST and PAYG						-125.00	
Available Funds						32,920.61	
Investment Balance						0.00	
<b>OC2 - Residential</b>							
<b>All Funds</b>							
Operating Balance		44,085.96		5,694.77		38,391.19	
Overdraft / Minimum		0.00		0.00		0.00	
GST and PAYG		-2,243.49		-1,993.49		-250.00	
Available Funds		41,842.47		3,701.28		38,141.19	
Investment Balance		0.00		0.00		0.00	
<b>OC2 - Residential ADMINISTRATIVE FUND</b>							
Operating Balance				5,694.77			
Overdraft / Minimum				0.00			
GST and PAYG				-1,993.49			
Available Funds				3,701.28			
Investment Balance				0.00			
<b>OC2 - Residential MAINTENANCE FUND</b>							
Operating Balance						38,391.19	
Overdraft / Minimum						0.00	
GST and PAYG						-250.00	
Available Funds						38,141.19	
Investment Balance						0.00	
<b>OC3 - Commercial</b>							
<b>All Funds</b>							
Operating Balance		39,313.65		37,609.11		1,704.54	
Overdraft / Minimum		0.00		0.00		0.00	
GST and PAYG		6,270.90		6,270.90		0.00	
Available Funds		45,584.55		43,880.01		1,704.54	
Investment Balance		0.00		0.00		0.00	
<b>OC3 - Commercial ADMINISTRATIVE FUND</b>							
Operating Balance				37,609.11			
Overdraft / Minimum				0.00			
GST and PAYG				6,270.90			
Available Funds				43,880.01			
Investment Balance				0.00			
<b>OC3 - Commercial MAINTENANCE FUND</b>							
Operating Balance						1,704.54	
Overdraft / Minimum						0.00	
GST and PAYG						0.00	
Available Funds						1,704.54	
Investment Balance						0.00	
Bank	BSB	Number	Code		Matures		Balance
SCM			012	CASH AT BANK			138,236.61

Print Close

Example of Report:

<b>BANK ACCOUNT BALANCE REPORT</b>								
				Balance	Overdraft	GST/PAYG	Available Funds	Investment
All Funds				268,314.00	0.00	279.26	268,593.26	45,000.00
ADMINISTRATIVE FUND				49,760.77	0.00	13,377.80	63,138.57	0.00
SINKING FUND				218,553.23	0.00	-13,098.54	205,454.69	45,000.00
Bank	BSB	Number	Code				Matures	Balance
MBL			012	CASH AT BANK				268,314.00
MBL			01401	INVESTMENT A/C	Sinking Fund		30/06/25	45,000.00
				SINKING FUND				