

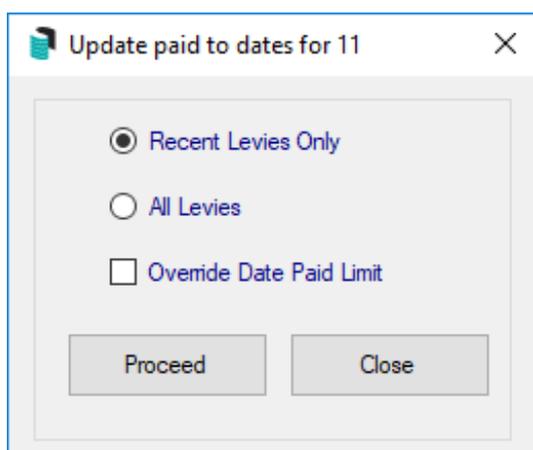
Update Paid to Dates

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The instructions in this article relate to *Update Paid to Dates* which can be found by searching or selecting it from the StrataMax desktop.

Update Paid to Dates is used to set the date for levies that have been paid. This function can be used if Journal entries have been entered for levies when taking over management of a building.

1. Search or select *Update Paid To Dates*.
2. Click *Recent Levies Only*, *All Levies* or *Override Date Paid Limit*.
3. Click *Proceed*.



Info: The date paid can be checked from [Edit Levy Paid Dates](#).