Edit Levy Paid Dates

Last Modified on 06/09/2023 3:44 pm AEST

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

These instructions are for changing the date paid of a levy. Generally, we would recommend that you don't change the paid levy date, but it may be that when the building was setup the dates we entered incorrectly.

- 1. Search or select Edit Levy Paid Dates.
- 2. Select a lot account and click OK.

Account Code List - STRATAMAX ONLINE HELP 11 -									×
[Search		Q						
	Lots								^
ľ	Code ^	Name		Lot	Unit	Plan	YTD Balance		
	02100001	Gary Dodd		1	1	11	731.10		
	02100002	B Strata		2	2	11	766.70		
	02100003	C Building		3	3	11	766.70		
	02100004	D Gardens		4	4	11	766.70		
	02100005	E Pool		5	5	11	766.70		
	02100006	F Terrace		6	6	11	766.70		
	02100007	Mathew Fry		7	7	11	766.70		~
Count: 24 OK									ncel

3. Locate and highlight the levy period and click *Edit*.

P Edit Levy Paid Dates - X											×		
File Help													
02100004 D GARDENS		4 4								This program is	for changing th	ne date paid o	ŕ a levy.
Select Levy Record for Edit													
Levy Number	Туре	Description	Period	Determined	Notice Date	Amount	Due Date	Discount	Discount Date	Net Amount	Date Paid	Schedule	^
00005	01	Admin Fund	01/10/18 to 31/12/18	08/02/18	16/02/18	671.90	30/10/18	0.00	30/10/18	671.90	30/11/18	Contribution	
00007	01	Admin Fund	01/01/19 to 31/03/19	08/02/18	30/11/18	671.90	01/01/19	0.00	01/01/19	671.90		Contribution	
00002	07	Sinking Fund	01/04/18 to 30/06/18	08/02/18	16/02/18	50.00	30/04/18	0.00	30/04/18	50.00	30/04/18	Contribution	
00004	07	Sinking Fund	01/07/18 to 30/09/18	08/02/18	16/02/18	50.00	30/07/18	0.00	30/07/18	50.00	30/07/18	Contribution	
00006		Sinking Fund	01/10/18 to 31/12/18	08/02/18	16/02/18	50.00	30/10/18	0.00	30/10/18	50.00	30/11/18	Contribution	
80000	07	Sinking Fund	01/01/19 to 31/03/19	08/02/18	30/11/18	50.00	01/01/19	0.00	01/01/19	50.00		Contribution	
		Other amount owing. Use											~
											>		
				Select Lot	Edit	Close							

- 4. Change or enter the date and click OK.
- 5. Click Close or click Select Lot if you need to change any other levy paid dates.