

Vantaca Release Overview for Accountants

February 26, 2024 Release

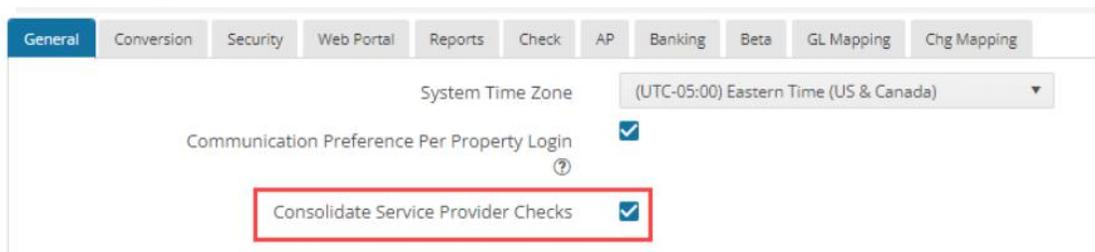
Vantaca Features

Check Consolidation

The following features and enhancements were added to implement Check Consolidation throughout the system:

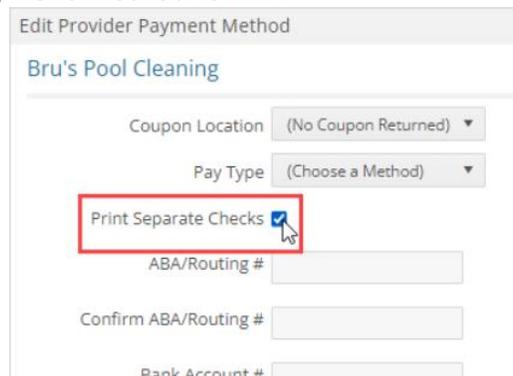
- Added the **Check Consolidation** setting to **System > Settings**.
 - If setting is enabled, AP process will combine checks.

System Settings



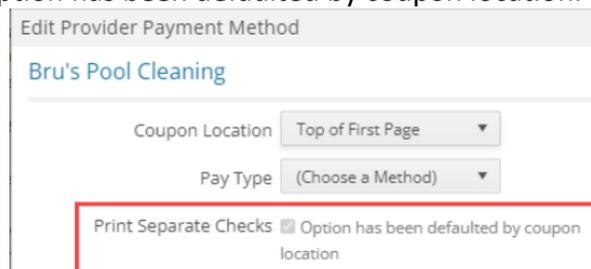
The screenshot shows the 'System Settings' interface with a navigation bar containing tabs: General, Conversion, Security, Web Portal, Reports, Check, AP, Banking, Beta, GL Mapping, and Chg Mapping. The 'General' tab is selected. Below the navigation bar, there are several settings: 'System Time Zone' set to '(UTC-05:00) Eastern Time (US & Canada)', 'Communication Preference Per Property Login' checked, and 'Consolidate Service Provider Checks' checked. The 'Consolidate Service Provider Checks' checkbox is highlighted with a red box.

- If enabled, the **Print Separate Checks** checkbox will be visible on the **Edit Service Provider Payment Method** form.



The screenshot shows the 'Edit Provider Payment Method' form for 'Bru's Pool Cleaning'. It includes fields for 'Coupon Location' (set to '(No Coupon Returned)'), 'Pay Type' (set to '(Choose a Method)'), 'ABA/Routing #', 'Confirm ABA/Routing #', and 'Bank Account #'. The 'Print Separate Checks' checkbox is checked and highlighted with a red box.

- If a **Coupon Location** has been selected, the Print Separate Checks checkbox will be automatically selected, uneditable, and display the following message:
 - Option has been defaulted by coupon location.



The screenshot shows the 'Edit Provider Payment Method' form for 'Bru's Pool Cleaning'. It includes fields for 'Coupon Location' (set to 'Top of First Page'), 'Pay Type' (set to '(Choose a Method)'), 'ABA/Routing #', 'Confirm ABA/Routing #', and 'Bank Account #'. The 'Print Separate Checks' checkbox is checked, disabled, and has a message next to it: 'Option has been defaulted by coupon location'. The checkbox and message are highlighted with a red box.

- Generating a check for multiple invoices will cause a single check to be generated with the next available check number with the total.
 - **Note:** The **Consolidate Service Provider Checks** setting will need to be enabled to combine checks.



Vantaca Release Overview for Accountants

- Check Payment must be for the same **Association, Service Provider, Check Type,** and from the same **Bank Account.**
- Check remittance will list each invoice's details separately.
- Service Providers can opt out of Check Consolidation via the **Print Separate Checks** checkbox under **Service Provider > Payment Method.**

The screenshot shows the 'Edit Provider Payment Method' window for 'Bru's Pool Cleaning'. It includes fields for 'Coupon Location' (No Coupon Returned), 'Pay Type' (Choose a Method), and a 'Print Separate Checks' checkbox which is checked and highlighted with a red box. Below these are input fields for 'ABA/Routing #', 'Confirm ABA/Routing #', 'Bank Account #', and 'Confirm Bank Account #'.

- Invoices paid with a Consolidated Check information will be included on **Accounting > Bank Register.**
 - **Voiding** an invoice that was paid with a Consolidated Check will void all invoice payments that were associated with the check.

The screenshot shows the 'Void Item' window. It has fields for 'Void Date' (with a calendar icon), 'Comment' (with a text area), and 'Void Invoice' (checkbox). Below is a table of invoice payments that will be voided:

XN	Invoice #	Description	GL Detail
176956	202306201434	Furry Friends	31052
176940	202306201424	Furry Friends	31053
176968	202306201443	Furry Friends	31054
176939	202306201423	Furry Friends	31055

Buttons for 'Update' and 'Cancel' are at the bottom right.

- All invoice payments that will be voided will be listed with the **Action Item, Invoice #, Description, and GL Detail.**
- The selected Void Date will be applied to all associated invoice payments.
- **Deleting/Undeleting** an invoice will delete/undelete all invoice payments associated with the check payment.

Vantaca Release Overview for Accountants

Preview Financial Edit

ALL of the following records will be deleted. Are you sure you wish to continue?

Bank Register

Ledger ID	Date	Description	Type	Check #	Amount
31052	06/20/2023	Furry Friends	Invoice Check	509	(\$20.00)
31053	06/20/2023	Furry Friends	Invoice Check	509	(\$10.00)
31054	06/20/2023	Furry Friends	Invoice Check	509	(\$30.00)
31055	06/20/2023	Furry Friends	Invoice Check	509	(\$9.00)

AP Ledger

AP Ledger ID	Date	Amount	Type	Description	Deleted
1594495	06/20/2023	(\$20.00)	Payment	Payment	
1594496	06/20/2023	(\$10.00)	Payment	Payment	
1594497	06/20/2023	(\$30.00)	Payment	Payment	
1594498	06/20/2023	(\$9.00)	Payment	Payment	

Delete Cancel

- **Editing** either the Payment Date or Description will apply the changes to all invoice payments associated with the check payment.

Preview Financial Edit

Date
6/20/2023

Description
Furry Friends

ALL of the following records will be edited. Are you sure you wish to continue?

Bank Register

Ledger ID	Date	Description	Type	Check #	Amount
31052	06/20/2023	Furry Friends	Invoice Check	509	(\$20.00)
31053	06/20/2023	Furry Friends	Invoice Check	509	(\$10.00)
31054	06/20/2023	Furry Friends	Invoice Check	509	(\$30.00)
31055	06/20/2023	Furry Friends	Invoice Check	509	(\$9.00)

AP Ledger

AP Ledger ID	Date	Amount	Type	Description	Deleted
1594495	06/20/2023	(\$20.00)	Payment	Payment	
1594496	06/20/2023	(\$10.00)	Payment	Payment	
1594497	06/20/2023	(\$30.00)	Payment	Payment	
1594498	06/20/2023	(\$9.00)	Payment	Payment	

Update Cancel

- The Check Number will now be assigned when Printing from the **Mailroom > Check Queue**.
 - Checks were assigned a number on the **Pay Selected Invoices** step, but has been moved to prevent check number gaps when combining checks.
 - The Check No. column has been removed from the Check Queue.
 - **Note:** This functionality **will not be** behind the **Check Consolidation Feature Flag**.
- The **Check Register** report has been added which will provide a list of all check payments for the given time period.
 - Users will need to enable the report via **Settings > Roles > Reports > Check Register** to use.



Vantaca Release Overview for Accountants

Presidential Hills, Inc

Check Register Report 5/1/2023 - 5/31/2023

Date	Description	Type	Check No	Amount
Test Operating				
5/16/2023	Furry Friends	Invoice Check	468	(\$10.23)
5/19/2023	Furry Friends	Invoice Check	469	(\$10.00)
Total				(\$20.23)
11th Test				
5/19/2023	Furry Friends	Invoice Check	75	(\$1.56)
Total				(\$1.56)

- Bookside reconciliation will now include a single bank register item for the total check payment on **Accounting > Reconciliation**.

Bank Account Register - (AFMA) Alchemists FullMetal Academy

Manager Administrator

Bank Account: Alchemists FullMetal Bank Acct Bal: 912 Include Deleted Date Range: 11/1/2023 12/21/2023

Ledger ID	Date	Description	Type	Check #	Amount	Balance	Atta...	Invoice No
42322	12/21/2023	Paranormal CWS	Invoice Check	1024	(\$156.46)	\$128,597.90	<input checked="" type="checkbox"/>	See Invoice Details

Invoice Details

Ledger ID	XN	Inv. No.	Acct. No.	Status	Subject	Attach	Invoice Date	Due Date	Balance	Inv
42322	213517	12082023_0935		Paid		<input checked="" type="checkbox"/>	12/07/2023		\$0.00	
42323	219257	12082023_0932		Paid		<input checked="" type="checkbox"/>	12/07/2023		\$0.00	

- The **Accounting > Bank Register** screen will now display consolidated invoices as a single record if the **Consolidate Service Provider Checks** setting has been enabled.
 - Voiding, Editing, or Deleting a consolidated invoice will apply the action to all Invoices associated with the Consolidated Bank Register invoice.
 - The oldest Ledger ID will be used when displaying on the Bank Register screen.
- The **Accounting > Bank Register's Invoice Details** will now include each invoice attachment and the invoice check attachment for Consolidated Checks.

Bank Account Register - (AFMA) Alchemists FullMetal Academy

Manager Administrator

Bank Account: Alchemists FullMetal Bank Acct Bal: 912 Include Deleted Date Range: 11/1/2023 12/21/2023

Ledger ID	Date	Description	Type	Check #	Amount	Balance	Atta...	Invoice No
42343	12/21/2023	aWaffle Provider Inc.	Invoice Check	1032	(\$199.93)	\$127,629.28	<input checked="" type="checkbox"/>	See Invoice Details

Invoice Details

Ledger ID	XN	Inv. No.	Acct. No.	Status	Subject	Attach	Invoice Date	Due Date	Balance	Inv
42343	219344	12212023_1539		Paid		<input checked="" type="checkbox"/>	12/20/2023		\$0.00	
42344	219345	12212023_1601	aWAFLE_acctNo9009	Paid		<input checked="" type="checkbox"/>	12/20/2023		\$0.00	
42345	219346	12212023_1605		Paid		<input checked="" type="checkbox"/>	12/20/2023		\$0.00	

Vantaca Release Overview for Accountants

Delay Overnight Collection

Added the **Delay Overnight Collection and Payment Alert Emails** setting to the **Settings > System Settings > General** tab.

System Settings

The screenshot shows the 'System Settings' window with the 'General' tab selected. The 'System Time Zone' is set to '(UTC-05:00) Eastern Time (US & Canada)'. The 'Consolidate Service Provider Checks' checkbox is checked. The 'Delay Overnight Collection and Payment Alert Emails' checkbox is also checked. A tooltip is visible over the checkbox, stating: 'Emails will be delayed until 8 AM based on association time zone settings and stop collection/payment alert emails after 9 PM'. At the bottom right, there are 'Update' and 'Cancel' buttons.

- If enabled, Collection/Payment notification/email action items will be queued between the hours of 9:00 PM and 8:00 AM based on the association's time zone.
 - Queued action items will be sent at 8:00 AM.
 - *If no association time zone is set, the association will follow Vantaca's System Time Zone via the **System > System Settings > General** tab.*

Auto-Waive Fees

Added the ability to set custom verbiage for the auto-waiver adjustment description.

- The verbiage will be controlled via the **Association > Settings > Accounting (Auto-Waive Fees) > Auto Waiver Language** field.
 - Field supports up to 255 characters.

The screenshot shows the 'Edit Association Data' window with the 'Accounting (Auto-Waive Fees)' section. The '# Days After Fee to Auto-Waive' is set to '10 Days'. The 'Limits - # of Times per Period' is set to '(No Limit)'. The 'Limits - Period' is set to '(No Limit Period)'. The 'Auto Waiver Language' field is highlighted with a red box and contains the text 'Courtesy Fee Waiver'. At the bottom right, there are 'Update' and 'Cancel' buttons.

- The verbiage entered will populate the Description field on the Owner's Ledger whenever Vantaca auto-waives a fee.