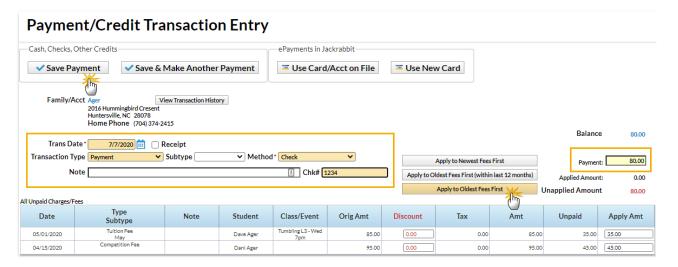
Example of a Check Payment - Entire Balance Paid

Last Modified on 03/01/2021 3:15 pm EST

A family owes \$80 and is paying the entire amount with Check #1234 on 7/7/2020. Use the following criteria on the **Payment/Credit Transaction Entry** page:

- Trans Date:7/7/2020
- Method: Check
- Chk #: 1234
- Pmt Amount: 80.00
- Because the entire balance is being paid clickApply to Oldest Fees First to quickly apply the payment.
- Click Save Payment.



The *Transactions* tab shows that all fees have been linked with this payment and the *Current Balance* is 0.00.

