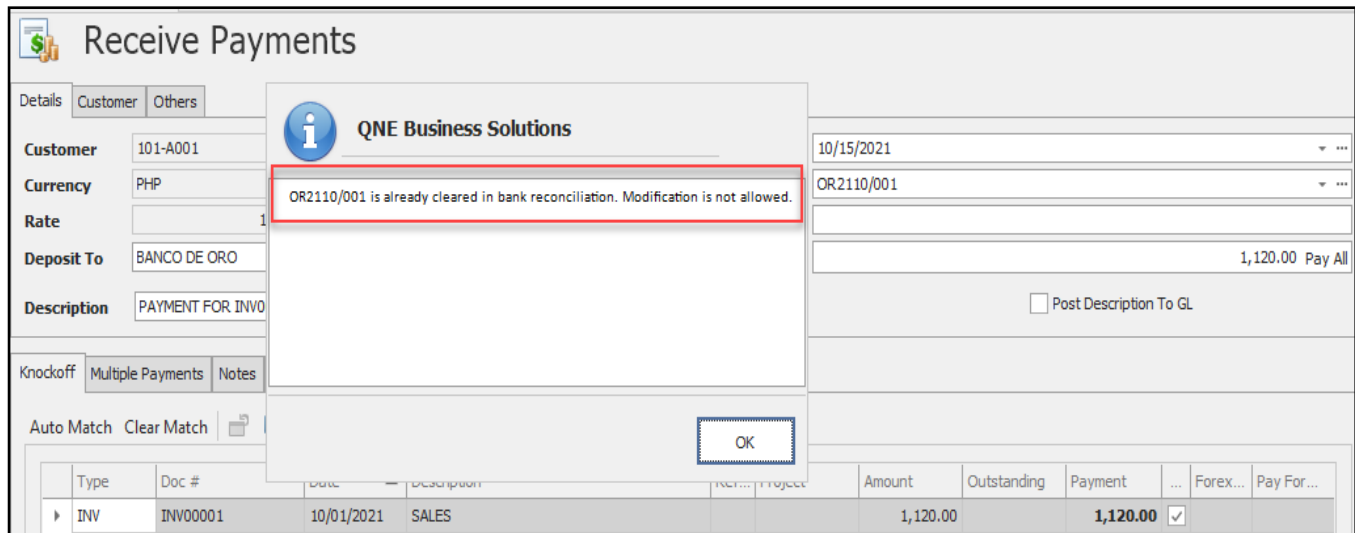


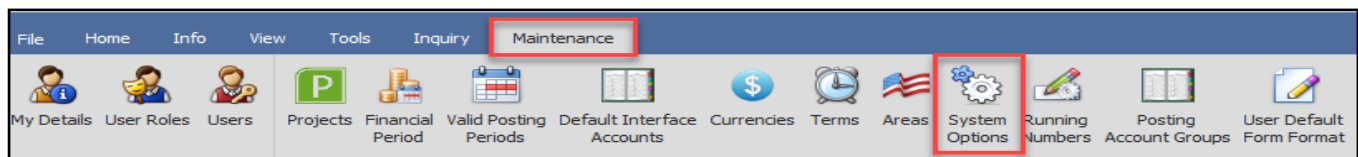
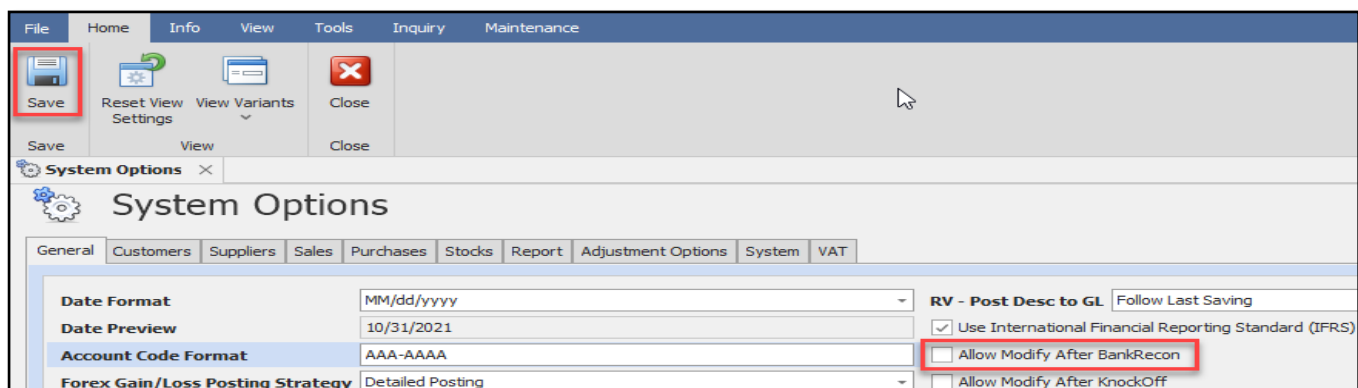


How to Allow Modifications after Bank Reconciliation

By system default, modification of transactions involving Bank Account (*Payment Voucher, Receipt Voucher, Journal Voucher, Pay Bills, Receive Payments, Cash Purchases, and Cash Sales*) is not allowed once the transaction has already been cleared in Bank Reconciliation.

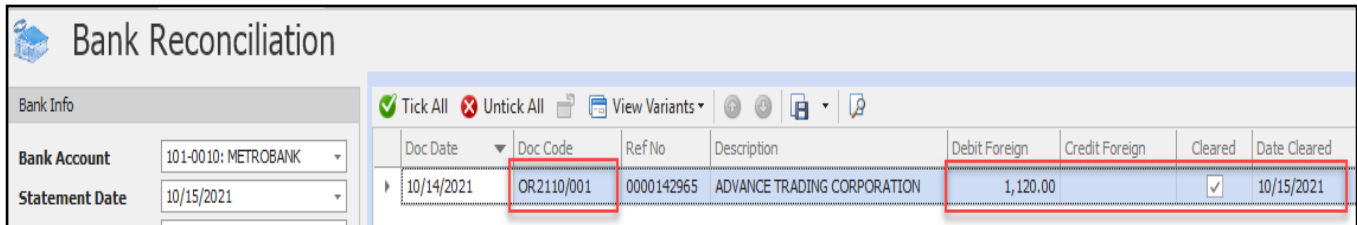


To allow this, go to **Maintenance > System Options**. Under the General tab, tick 'Allow Modify After BankRecon' and click Save.

Once done allowing modification after Bank Reconciliation, you may now edit the transaction even if they are already cleared in Bank Reconciliation. Please note that changes made to *Doc Date*, *Deposit To/Bank Account*, *Bank Charges*, and *Amount* will result in unclearing the transaction in Bank Reconciliation and thus you will have to clear it again.

In the example below, the document OR2110/001 is already cleared. Changing the amount and saving will give you a message that it will be reset in Bank Reconciliation. Click on 'Ignore And Continue' to proceed.



Bank Reconciliation

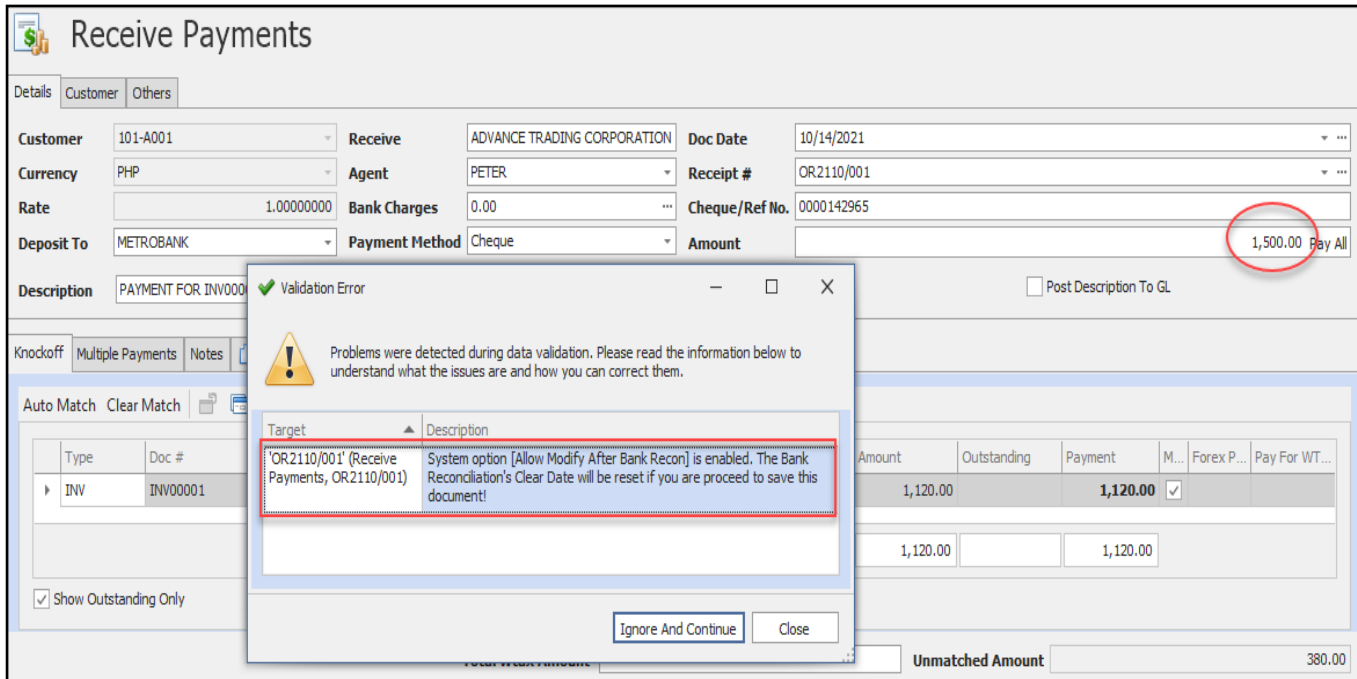
Bank Info

Bank Account: 101-0010: METROBANK

Statement Date: 10/15/2021

Tick All ☒ Untick All ☐ View Variants

Doc Date	Doc Code	Ref No	Description	Debit Foreign	Credit Foreign	Cleared	Date Cleared
10/14/2021	OR2110/001	0000142965	ADVANCE TRADING CORPORATION	1,120.00		<input checked="" type="checkbox"/>	10/15/2021



Receive Payments

Details Customer Others

Customer: 101-A001 Receive: ADVANCE TRADING CORPORATION Doc Date: 10/14/2021

Currency: PHP Agent: PETER Receipt #: OR2110/001

Rate: 1.00000000 Bank Charges: 0.00 Cheque/Ref No.: 0000142965

Deposit To: METROBANK Payment Method: Cheque Amount: 1,500.00 Pay All

Description: PAYMENT FOR INV0000

Knockoff Multiple Payments Notes

Auto Match Clear Match

Target Description

INV INV00001

System option [Allow Modify After Bank Recon] is enabled. The Bank Reconciliation's Clear Date will be reset if you are proceed to save this document!

Ignore And Continue Close

Unmatched Amount: 380.00

Note: It is recommended to tick 'Allow Modify after BankRecon' in System Options only when needed and untick it again after applying modification(s).



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <https://support.qne.com.ph>