



ACH/NACHA Bank Debit Export User's Guide

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Introduction

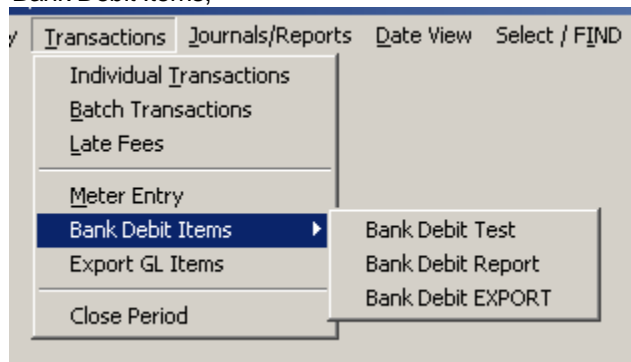
This User's Guide describes the standard ACH/NACHA format bank debit export feature.

This feature creates a file in ACH/NACHA format containing any tenants with a bank id # entered within the Marina Program and a balance due when the export is performed.

This feature also automatically posts a payment to each of those exported tenant accounts.

Getting Started

This function is usually performed before statements are printed, from The Marina Program's menu choose Transactions – Bank Debit Items,



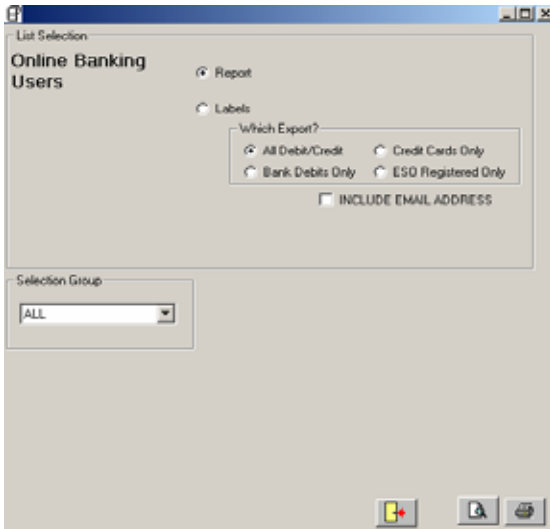
Bank Debit Test

Bank Debit Test is used to test (with the bank) any new or updated routing and acct #s entered, after running the file testpay.dat will be created in the Marina's data folder, this file testpay.dat can be uploaded to the bank to test the validity of the routing/account #s entered or modified. Transaction amounts are 0 and they need to confirm with their particular bank whether or not they support this.

NOTE: After initial install this should be used to test that the ACH file created can successfully be imported by the Marina's bank. Any adjustments needed should be sent to TMPSUPPORT@WATCHCAPTAIN.COM

Bank Debit Report

Bank Debit Report will display the following dialog, this can be used to get a list of all bank ids that are setup to export. NOTE: That if the Marina's tenant does not want to be included in the Auto-Debit feature the Marina must NOT enter any bank id information for them.



Bank Debit Export

Bank Debit Export this options does two things

1. Creates the bank debit file for the bank by looping through all the tenant records, if a tenant has both a bank id and a balance due their information will be exported to the ACH file which gets created in the Marina's data folder. This is the file that should be uploaded using the bank's website or installed software.
2. For each record that is exported TMP will record a Payment transaction for the balance due, it will look as follows,

Individual Transactions			
Date	Comment	Amount	Trans
12/01/07	DEC SLIP RENT D08	390.00	
12/01/07	SALES TAX	25.35	
12/17/07	BANK DEBIT	-415.35	

Technical Configuration

The MARINA.INI configuration file needs to be configured to support the ACH export figure. The following defines the [BANK] section required by this feature.

The Section [BANK] must be created in the MARINA.INI file which resides in the TMP data folder (normally ccMarina). The items Name=Value required are defined in the table below,

Item	Value
ImmediateDestination	Routing Number and Check Digit of the Originating Financial Institution
ImmediateOrigin	Routing Number and Check digit of the sending point (usually the same as ImmediateDestination)
DestName	Name of the Institution

OriginName	Company/Marina Name
CompanyName	Marina Name (DBA) or same as OriginName if no DBA
CheckDigit	The checkdigit used as part of the routing number
DFIAcct	DFI Account Number used on a record type 6 trans type 22 (see Include6-22 item)
Trace	Trace Number (routing number of the originating financial institution)
Class	Service Class Code
CompanyID	Marina's Tax ID
*Add1ToCompanyID	Y or N to determine if a leading "1" should be added to the front of the company ID
CompanyEntryDesc	We (so far) always use MARINA PAY
OriginatorStatusCode	"1"
OriginatorDFI	Routing #
ReceivingDFI	Routing #
Include6-22	Y or N
Filename	Name of the File to create the export in.

*Added v4.37 for BofA