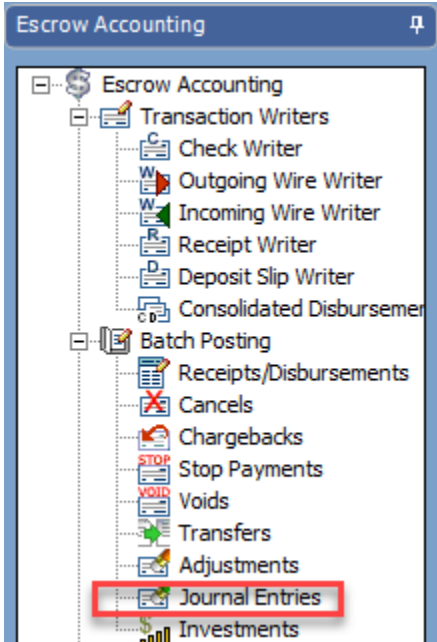




AIM+ Remove Cancel or Stop Payment

Select the Escrow Accounting Module and then select Journal Entries



Then

Batch Posting - Journal Entries

✱ ✕

Batch Entry

Option * **1** Posting Date *
Remove Cancel (Check) 2/18/2020
Remove Cancel (Check)
Remove Stop Payment (Check)

File Number * **2**
10004

Escrow Unit Bank Account *
98 - Training Escrow Unit 98 TB - Training Account

Transaction Number *	Trans Date *	Type	Status	Amount
3 9825	2/18/2020	CK	C	\$299,725.00

Remarks Additional Remarks
Samuel Sellars and Sara Sellars - Adjustment



AIM+ Remove Cancel or Stop Payment

Steps

1. Select Remove Cancel or Remove Stop Payment
2. Enter the File Number. The Escrow Unit and Bank Account is populated automatically.
3. Enter the Check Number (Transaction Number). Change the Transaction Date if necessary.
4. Select Post Batch in lower right corner of window.

Post Batch

File Ledger
Escrow Accounting : File Ledger

File Ledger Detail

File Number: 10004
Escrow Unit Code: 98
Escrow Unit: Training Escrow Unit
Escrow Officer: Andy Galloway

File Status: New
Bank Account Code: 98
Bank Account: TB - Training Account
Project Description:

Seller: Samuel Sellars
Buyer: Robert B. Byers

Select All Posting Date Paid Date Deposit/CD Date Deposit/CD No. Username/Timestamp Bank Account: All

Unit Code	Acct Code	Cl	Trans. Date	Type	St	Sc	Trans. No.	Debit	Credit	Balance	Name/Reason
98	98	C	02/18/2020	CK		DM	9825	\$299,725.00		(\$299,725.00)	Samuel Sellars and Sara Sellars
98	98	C	02/18/2020	CK	C	DM	9825		\$299,725.00	\$0.00	Cancel - Samuel Sellars and Sara Sellars
98	98	C	02/18/2020	CK	A	AJ	9825	\$299,725.00		(\$299,725.00)	Samuel Sellars and Sara Sellars - Adjustment
								\$599,450.00	\$299,725.00	(\$299,725.00)	98 - TB - Training Account Totals
								\$599,450.00	\$299,725.00	(\$299,725.00)	TOTALS

For Additional Information, visit: <https://www.stewart.com/content/stewart/stewartcom/en/education-and-training/aim/aim-learning.html>