

PropertyIQ™

Release Notes May 2026

This release includes changes to:

- PropertyIQ

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User Permissions

1. New user permissions – Building card functions

You'll now see more granular permissions to control access to certain functions on the building card.

New permissions

- **Building Settings**
 - Tax Settings–Edit, Utility Invoicing–Edit, Owner Interest–Edit, Levy Discount–Edit.
 - These control the accordions under 'Settings' tab of a building for Tax settings, Utility Invoicing, Owner Interest and Levy Discount.
- **Budgets (standard and BMC)**
 - Set Budget, Accept Budget.
 - These control the 'Set Budget' and 'Accept Budget' buttons in 'Budget' tab of a building.
- **Registers**
 - Add/Edit Registers.
 - This controls the ability to add and edit register entries under 'Registers' tab of a building.
- **Committee**
 - Committee Member-Add, Committee Member-Edit.
 - These control the ability to add and edit members under 'Info tab>Committee' accordion of a building.
- **Insurance**
 - Insurance-Add, Insurance-Edit.
 - These control the ability to add and edit insurance policies under 'Info tab>Insurance' accordion of a building.
- **Investment Accounts**
 - Investment Account-Add.
 - This controls the ability to add investment accounts under 'Info tab>Investment Accounts' accordion of a building.
- **Info Certificates**
 - Building Info Cert-Edit.
 - This controls the ability to add and edit all areas under 'Info tab>Info Certificates' accordion of a building.

Permission rules

- Where a user has existing permission 'Building - Edit' enabled BUT does not have one of the new granular permissions enabled, then that specific area will be **read only** to the user.
- On release of these changes for **existing user roles** and permissions: If a user has existing permission 'Building - Edit' enabled THEN all new permissions will be **enabled by default** as part of this release. You can then adjust permissions as needed.

2. New user permissions - Management reporting

Access to the management reporting area under *Reporting menu>Management tab* was previously controlled by one general user permission called 'Management'. This has been replaced and you'll now see **separate** permissions for each report type.

New permissions

- Income / Payment Analysis Report, Activity Log Report, Audit Trail Report.
- These control access to each report type under 'Reporting menu>Management' tab.

Permission rules

On release of these changes for **existing user roles**:

- If a user had existing permission 'Management' enabled THEN 'Income / Payment Analysis Report' and 'Activity Log Report' permissions will be **enabled by default**.
- If a user has existing permission 'Utilities>Audit>View' enabled THEN 'Audit Trail Report' permissions will be **enabled by default**.
- If a user had neither of these existing permissions THEN the 'Management' reporting tab will **not** be visible at all (existing behaviour).



What you need to do

Please review your default and custom roles under *Utilities menu>Security>Roles*, and make any necessary changes to user permissions.

Info Certificates

3. Changes to bulk certificate generation screen (ACT, NSW)

- Any references or fields related to Strata Renewal Committees, Section 49 for Associations, and By-Law Reference have been removed from the bulk generation screen under *Building>Info Certificates* for NSW buildings. These are now available under other areas of the building card. Refer Item 4 below for more detail.
- For ACT and NSW buildings, the bulk certificate generation screen has also had some general enhancements. When selecting a single schedule from the dropdown, the grid of lots will now only show the lots that contribute to that schedule. The size of the bulk generation window has also been reduced to improve the user experience.

4. New data fields on building card (All States)

- New Embedded Network 'Other' field – Under *Building card>Info tab>Info Certificates accordion*, a new separate field for 'Other' has been added so you can record a custom utility type/description if it doesn't match the default types provided. It's an optional field and will be defaulted to blank/empty. This is a simple text field with a limit of 40 characters and will use a new merge field `{{Embedded_Other}}` in certificate templates.
- New 'By-Law reference' field: Under *Building card>Info tab>Info Certificates accordion*, a new field called 'By-Law Reference' has been added. It's an optional field and will be defaulted to blank/empty. This is a simple text field with a limit of 800 characters and will use a new merge field `{{By_Law_Reference}}` in certificate templates.
- New 'Statement' field for strata renewal committee: Under *Building card>Info tab>Building Information accordion*, a new 'Statement' field will appear when ticking the checkbox 'Has a Strata Renewal Committee been established'. It's an optional field and will be defaulted to blank/empty. This is a simple text field of 800 characters and will use a new merge field `{{Brief_Statement}}` in certificate templates.

5. New certificate merge fields (All States) – New merge fields are now available in the merge field library for all Info Certificate template types in all States.

- `{{Embedded_Other}}` - Populates based on the data entered on *Building card>Info>Info Certificates accordion>Details tab>Embedded Networks>Other field*. If the field is *blank* on the building card, the merge field will populate blank. If the field has text, the merge field will populate the text.
- `{{By_Law_Reference}}` - Populates based on the data entered on *Building card>Info>Info Certificates accordion>Details tab>By-Law Reference field*. If the field is *blank* on the building card, the merge field will populate blank. If the field has text, the merge field will populate the text.

- `{{Brief_Statement}}` - Populates based on the data entered on *Building card>Info>Building Information accordion* when 'Strata Renewal Committee' option is ticked. If the 'Statement' field is *blank* on the building card, the merge field will populate blank. If the field has text, the merge field will populate the text.



What you need to do

1. Review and update information on the building cards to ensure accurate information is automatically merged into your certificates, including:
 - **Review changes to embedded network fields** under *Building card>Info tab>Info Certificates accordion*.
 - **Review 'Has a strata renewal committee been established' checkbox and enter optional statement** under *Building card>Info tab>Building information accordion*.
2. Review and update your existing certificate templates with the new merge fields where required.
 - **For NSW clients** – Please note that some of these new merge fields are already inserted in the latest Section 174 & 184 certificate templates (April 2026 release). Specifically, `{{By_Law_Reference}}` merge field under By-Laws section in S174 & S184. `{{Brief_Statement}}` merge field under Section 1 in S174.

Building Export

6. **Export building data related to Info Certificates** – To help you with auditing, tracking and validation of important building information used in the generation of information certificates, you can now generate an export file that contains the details of all certificate-related data fields from the building card.

When generating a building export from *File>Buildings>Export button*, you'll now see a new option to export 'Information Certificate Data'. This will provide a separate .CSV file that contains details such as:

- General building details e.g. S/P number, building name, building type etc
- Caretaker and letting agent details
- Exclusive use allocations and Common property improvements e.g. Yes/No based on building register entries
- Strata renewal committee details e.g. Yes/No, established date, statement
- All data fields located under *Building>Info tab>Info Certificates accordion* (State specific fields included) e.g. disclaimers for repairs/liabilities/leases/bylaws, swimming pool, embedded networks, layered arrangement, BMS, sinking fund forecast, ceiling insulation details.

You can then easily sort or filter these details in the .CSV file and quickly identify which fields need updating on which buildings.

General

7. **`{{Daily_Interest_Amt}}` merge field** – An issue with `{{Daily_Interest_Amt}}` merge field in due notices incorrectly including levies that don't attract interest, has been fixed.
8. **Income Tax Return report** – An issue with the income tax report incorrectly duplicating transactions through opening balance records has been fixed.
9. **User access on Due/Fee Notices screen** – An issue with Folio-based user access restrictions not being enforced on the Due/Fee Notices screen for the Folio dropdown, has been fixed.