PropertyIQ

Release Notes October 2020

PropertyIQ Version 0.208.2
PropertyIQ Portal 2.0

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SUMMARY

CHANGES RELATED TO PORTAL V2

Changes in PropertyIQ

1. **Manual publishing of single documents to Portal V2** - For users of Portal V2, changes have been made to allow more flexibility when publishing documents to the portal.

   a) Publish a single document to portal **-** You can now publish a single document to the portal from the following areas in PropertyIQ:
   - File > Documents screen
   - File > Documents > Advanced Search screen
   - File > Buildings > Building card > Documents tab
   - File > Lots > Lot card > Documents tab

   You can manually select which lot and/or committee member accounts you want the document to appear in as well as the portal document category you want the document to appear in.

   b) Remove a manually published document from portal – You can also remove a document you've manually published to portal. This can be done from the same screen.

   For detailed instructions see screenshots below.

Changes in Portal

2. **Meetings page > Building details** – When viewing the details of upcoming and past meetings, portal users will now see the building's SP/OC/CTS number if there is no building name entered in PropertyIQ.
3. **Meetings page > Meeting document download –** An issue has been fixed where downloading a copy of the Agenda or Minutes for a meeting was not downloading the latest copy available if the Agenda or Minutes had been re-generated in PIQ.
4. **Deregistering lot owners with no email address –** An issue has been fixed where portal was not handling an empty/nil email address when a lot owner is de-registered from portal. This was being caused by processing a change of owner in PIQ and there being no email entered for the new lot owner.
5. **Forgot password function** – An issue has been fixed where a portal user wasn't receiving the forgot password email in some cases.

BANK ACCOUNTS

6. **Bank account statuses and filters** – Improvements have been made to bank accounts to allow you to mark individual accounts as active or inactive. The following improvements have been made:

   a) Bank account status **–** You can now mark a bank account as active or inactive using a new setting on the File > Bank Accounts > Bank Account card. This will allow you to activate or deactivate individual bank accounts as needed.
   - The bank account status will be used to filter the bank accounts shown on the bank reconciliation screen.
   - When changing the status of a building (for example, making an active building inactive or reactivating an inactive building), then the status of the bank accounts linked to the building will also be updated.
   - Bank account statuses will be set by default as follows:
     - Bank accounts linked to an *active* building will be marked as active
     - Bank accounts linked to an *inactive* building will be marked as inactive
     - Bank accounts *not linked* to any building will be marked as active
     - When creating/adding a *new* bank account, it will be marked as active

   b) Bank account screen status filter – You can now filter the list of accounts shown on the bank account screen under File > Bank Accounts by using a new filter for 'All', 'Active' and 'Inactive'. By default, it will only show active accounts until the filter is changed.

c) Bank reconciliation screen status filter - You can now filter the list of accounts shown on the bank reconciliation screen under End of Period > Cash Book > Bank Reconciliation by using a new dropdown filter for 'All', 'Active' and 'Inactive'. By default, it will only show active accounts until the filter is changed.

For detailed instructions see screenshots below.

INFORMATION CERTIFICATES

7. ACT Section 119 Certificate – Due to the ACT Strata legislation changes commencing 1 November, some changes have been made to the ACT Section 119 Certificate. The following improvements have been made:

a) New certificate template **–** A new certificate template called "*ACT Section 119 Certificate (2020)*" has been added to the list of default templates for ACT. This new certificate includes:

i. *changes to Section 5* to provide more details about unit contributions and to include both standard and special levies in the table; and
ii. *new Section 6* to disclose the developer control period expiry.

This new certificate will not affect or replace any of your existing templates in PIQ and will be available as another template for you to select when you're ready.

! ***IMPORTANT:*** To use this new certificate template, you'll **need to enable** the new "ACT Section 119 Certificate (2020)" template in your PropertyIQ by 1 November 2020.

b) New merge field for 'Developer control period' expiry date – There is now a new merge field {{Developer_Control_Expiry}} available for the ACT Section 119 Certificate template, which will merge the developer control period expiry date entered in the Building card > Dates tab > Developer Control Expiry field. If there is no date entered on the building card, this field will appear blank in the generated certificate.

For more information on the ACT Section 119 Certificate changes, see screenshots below and our **ACT Strata Changes guide**.

8. Certificate attachments > Insurance claims register report – You can now include an insurance claims register report as an attachment when generating an information certificate from the Lot card. On the information certificate generation screen, there is a new section called 'Include Other Reports' which now includes an option for an *Insurance Claim Register* report. If selected, the report will be included as an attachment to the certificate when previewing or generating the PDF document.

For more information see screenshot below.

BAS

9. 'BAS processed to' date on building card – A new information field has been added to the *Building card > Settings tab > Tax Settings* accordion called "*BAS Processed To*" which will display the date that BAS was last generated and processed to for the building. This field is informational only and cannot be edited by users, however it can be edited by PIQ Support if required and at the request of a client.
NOTE: If you generate BAS for an incorrect period, you can contact PIQ Support for assistance in resetting this date to the correct date so that you don't see incorrect BAS warnings when creating or editing transactions in PropertyIQ.

For more information see screenshot below.

10. BAS report date validation – When previewing or generated BAS reports in PropertyIQ, validation has been added to the BAS *To Date* field to prevent users from entering a future date. This will prevent BAS reports from being generated for a future date period, which will cause future dated transactions to be locked and on screen warnings to appear in error.

LOT MAIL MERGE

11. **New delivery options for lot mail merge** – You now have more delivery options available when sending custom mail merge letter/s to Lots under *File > Lots > Merge* button.

    You will now see the following delivery options:

    a) Override to Post (*existing*)
        i. Selecting this option will deliver the document to all valid recipients by post, regardless of the lot's delivery preferences. This will generate a PDF file to print or send to BING for posting.

    b) Override to Email (*new*)
        ii. Selecting this option will deliver the document to all valid recipients by email, regardless of the lot's delivery preferences. A valid recipient is where an email address has been entered on the lot card.
        iii. *NOTE*: The document will not be delivered to any recipient that does not have an email address.

    c) Unchanged (*new*)
        iv. Selecting this option will deliver the document to each valid recipient in accordance with the Lot's delivery preferences selected on the *Lot card > Delivery tab > General Correspondence* accordion.

    The delivery method '*Unchanged'* will be selected by default. For more information see screenshot below.

    Important Note: Please consider implications when overriding the lot's preferred delivery method. It remains your responsibility to ensure any documents are distributed in accordance with relevant State legislation and lot owner instructions.

INSURANCE CLAIMS

12. **Insurance claims report** – You can now see more information in the insurance claims register report generated under *To Do > Insurance Claims > Insurance Register* button. The report has also been changed to landscape orientation to make it easier to read.

    The following columns and details have been added to the report:

    a) Summary
    b) Date of loss
    c) Submitted date
    d) Completed date
    e) Claim value
    f) Policy number

    For more information see screenshot below.

FINANCIAL REPORTS

13. **Income & Expenditure Statement report** –

    a) **Changed layout for Application Settings** - Under *Utilities > Settings > Applications Settings tab > Financial Reporting Settings* section, all settings related to the Income and Expenditure report have now been grouped and placed in a new sub-section called '*Income and Expenditure Statement Report*'.

    b) **New setting for Income & Expenditure report dates** – A new setting has been added to the list of available settings for the Income & Expenditure report called '*Override Header From Date with Building FY Start Date'*.

    This setting will allow you to configure the report header dates on the Income & Expenditure Report and decide whether to use the building's opening balance date OR the building's financial year start date as the *From Date* on the report.

    The setting will be applied in the following scenario only:
        1) The building is within its first financial year in PropertyIQ; AND
        2) You generate a financial report for a period that commences from the buildings opening balance date

    The behaviour of the setting is as follows:

1) The setting is disabled by default
2) When the setting is **enabled**, the *From date* used on the Income & Expenditure report will be the buildings financial year start date
3) When the setting is **disabled**, the *From date* used will be the date you enter in the *From date* field when generating the report. For buildings in their first financial year in PIQ, the *From date* is restricted to the building's opening balance date.

The help **tooltip** for the setting states:

"If this is selected, when generating the Income and Expenditure Statement report for a building's first financial year, the From Date in the report header will show the building's financial year start date. If this setting is not selected, the From Date in the report header will show the building's initial opening balance date."

When the setting is enabled, a **new disclaimer** will also appear on the Income & Expenditure report. This disclaimer states:

"Disclaimer: This report includes opening balances from a prior system for the period [Building financial year start date] – [Building opening balance date], which have been manually entered into PropertyIQ software. The opening balances are not reconciled by PropertyIQ and are included only for the purpose of producing a non-itemised, consolidated full-year income and expense report. PropertyIQ accepts no responsibility for the accuracy of the data contained within this report."

For more information see screenshots below.

GENERAL

14. **Developer control period (ACT clients) –** For ACT clients, the ACT legislation changes commencing 1 November require you to disclose in an ACT Section 119 Certificate whether a developer control period exists for the building.

    You can now record a developer control period expiry date on the Building card > Dates tab, which can then be populated into the Section 119 Certificate using a merge field (*refer item 6(b) above*). This field will display for all building types and states, is optional and will be blank by default when creating a new building.

    For more information see screenshot below and our **ACT Strata Changes guide.**

15. **BMC Budgets** – An issue has been fixed where entering some percentages to two decimal places in the BMC budget cost share screen was causing an error.

16. **Insurance claim recipient documents –** A change has been made to insurance claim document/s that are generated and delivered to claim recipients listed under the Insurance Claim card > Recipients tab. The correct lot number or committee/council member will now be linked to each recipient document that is generated. Previously the lot linked to recipient documents generated was the lot selected under the Insurance Claim card > Lot field.

    This change will ensure that any insurance claim documents published to Portal V2 will be accessed and viewed by the correct lot owner or committee/council member.

    This change will also update all historical insurance claim recipient documents saved in your PropertyIQ to display the correct linked lot in document properties.

17. **Work order recipient documents –** A change has been made to work order document/s that are generated and delivered to recipients listed under the Work Order card > Recipients tab. The correct lot number or committee/council member will now be linked to each recipient document that is generated. Previously the lot linked to recipient documents generated was the lot selected under the Work Order card > Job tab > Requesting Lot accordion.

    This change will ensure that any work order recipient documents published to Portal V2 will be accessed and viewed by the correct lot owner or committee/council member.

18. **Adjustments > Lot Transfers screen –** When transferring receipts and credits for a lot under the *Processing > Adjustments > Lot Transfers* screen, any cancelled levies (and associated contra levies) will no longer appear in the list of available levies to choose from. This prevents users from incorrectly picking up and allocating additional amounts that would result in an incorrect lot balance.

19. **Activity log -** An issue where activity log entries imported with a null or zero quantity were causing the Fee Schedule run to fail has been fixed. This change will also assign a default quantity of 1 to any imported activity entries that do not have a quantity provided.

20. **Building opening balances –** When initially saving the opening balances for a new building AND adjusting locked opening balance amounts for a building under Building card > Opening Balances > Adjust button, the user activity will now be tracked and recorded in the building's log of changes under File > Building card > Log of Changes tab and also in the global audit trail under Utilities > Audit Trail. This will help users and PIQ Support investigate any financial report anomalies.

21. **Building opening balance screen disclaimer** – A new legal disclaimer has been added to the building opening balance screen, which will only appear when the building is within its first financial year in PropertyIQ.

    Disclaimer text:

    > This screen may include opening balances from a prior system for the period [*Building FinYr Start*] – [*Building opening balance date*] that you have manually entered into PropertyIQ software. The opening balances are not reconciled by PropertyIQ and are used to produce a non-itemised, consolidated full-year income and expense report. PropertyIQ accepts no responsibility for the accuracy of the data contained on this screen.

22. **Security > Users** – Some issues have been fixed when opening the Users card:

    a) When double clicking on a user on the Security screen, the users system ID was populating in the *Manager* column filter on the Security screen. This has now been fixed.

    b) When double clicking on a user on the Security screen and making changes to user details, in some cases a user's browser was auto-filling the users password in *Reset Password > New Password* field, not allowing the user to save changes. This has now been fixed.

    c) When adding a new user, the current logged in user's credentials were being auto-filled in the *Login Name* and *Initial Password* fields for the new user being created. This has now been fixed.

23. **Budgets > BAS warning during acceptance of budget** – An intermittent issue where the BAS warning message (for a locked prior BAS period) was incorrectly appearing during the accept budget process has been fixed. This was being caused when some levies were being flagged as 'Do not strike'.

24. **Adjustments > Supplier Transactions** – An issue on the Supplier Transactions adjustment screen has been fixed, where ticking, selecting a chart of account, then unticking the *New Chart of Account* field would still cause the chart of the account of the selected invoice to change when clicking the process button.

25. **Insurance claims** – An issue where an insurance claim card with a linked *inactive* schedule was causing the screen not to open, has been fixed.

ITEM 1 – MANUAL PUBLISH SINGLE DOCUMENTS TO PORTAL V2

MANUALLY PUBLISH A DOCUMENT TO PORTAL

You can now publish a single document to the portal from the following areas in PropertyIQ:

- File > Documents screen
- File > Documents > Advanced Search screen
- File > Buildings > Building card > Documents tab
- File > Lots > Lot card > Documents tab

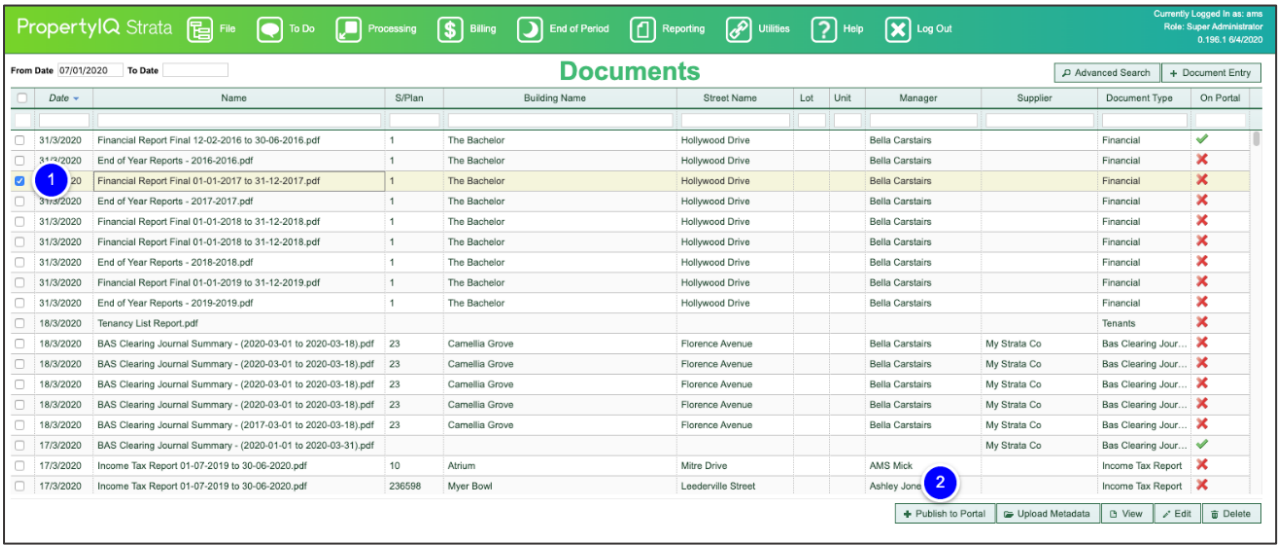
You can manually select which lot and/or committee member accounts you want the document to appear in, as well as the portal document category you want the document to appear in.

For example, the below steps will show you how to publish a document from the File > Documents screen.

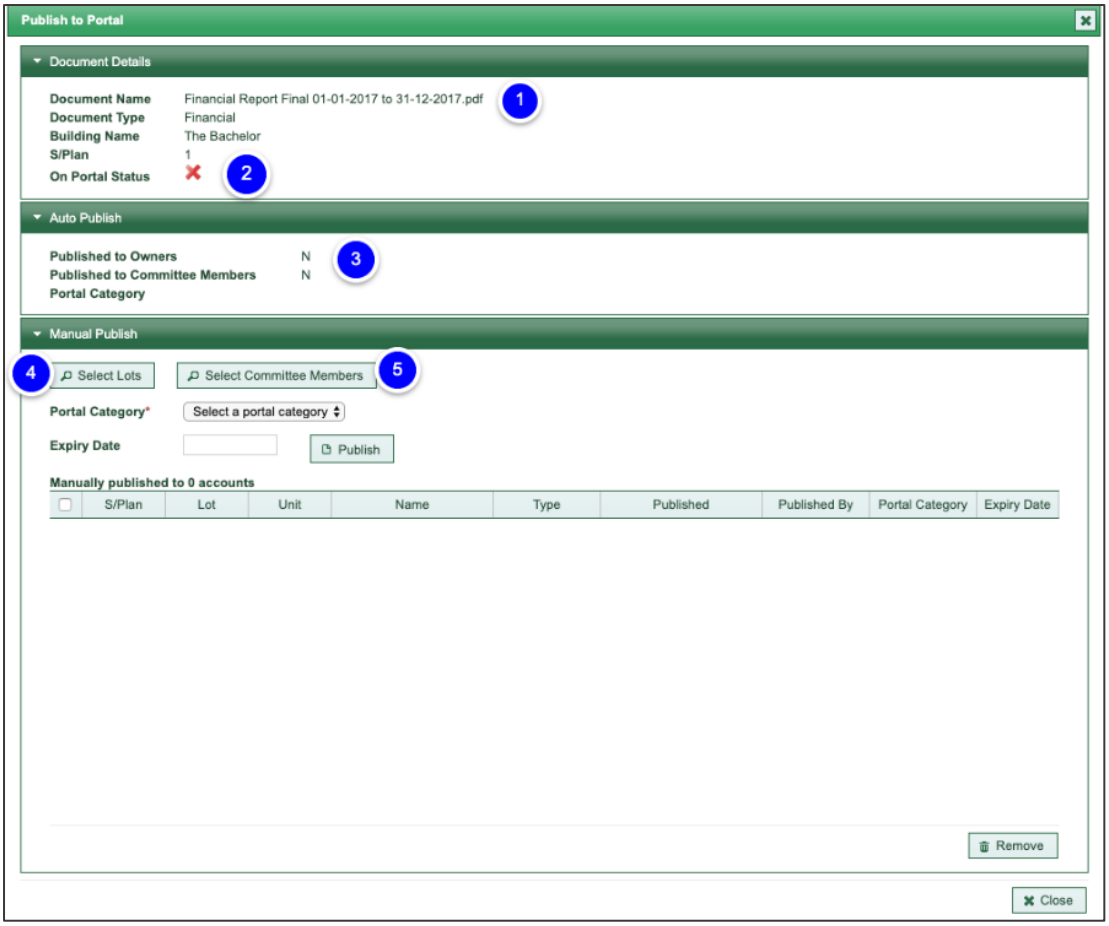
Step 1 – Select the document

Go to File > Documents

1. Select the document you want to publish to the portal
2. Select *Publish to Portal*



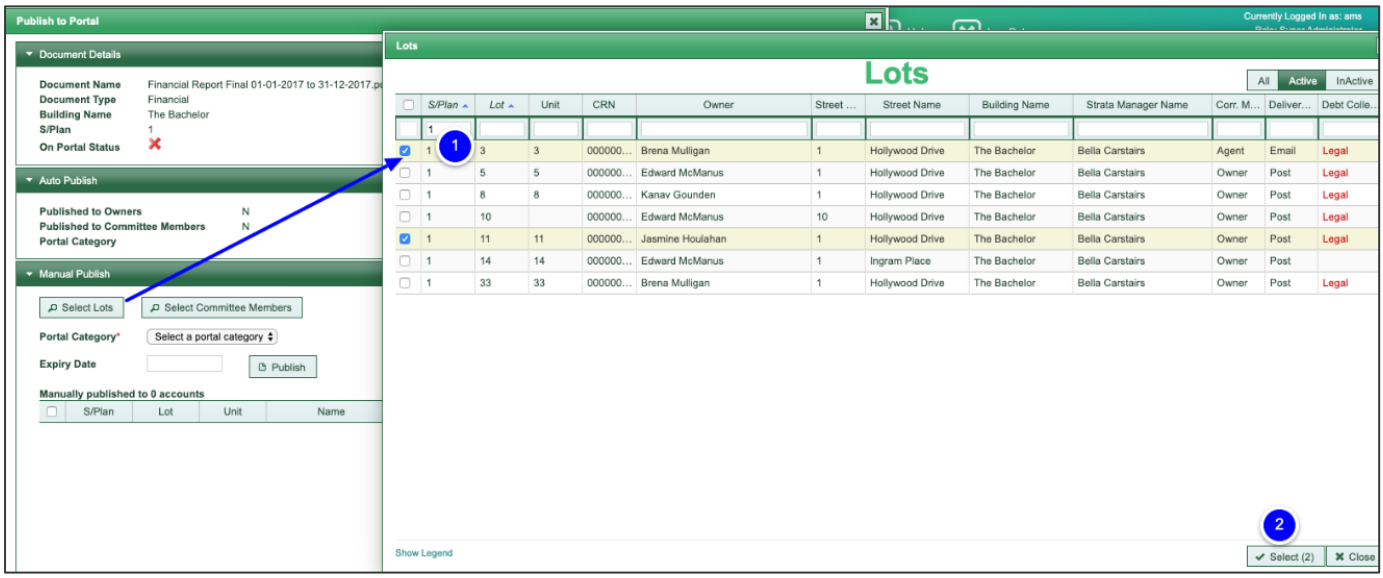
1. The document details show here
2. If the document isn't already on the portal, a red cross shows here
3. The auto publish status of this document (determined by your auto publish settings in the portal control panel) show here
4. Use the search icon to select the lot owner accounts you want to publish this document to
5. Use the search icon to select the committee member accounts you want to publish this document to



Step 2 – Select Lots and/or Committee Members

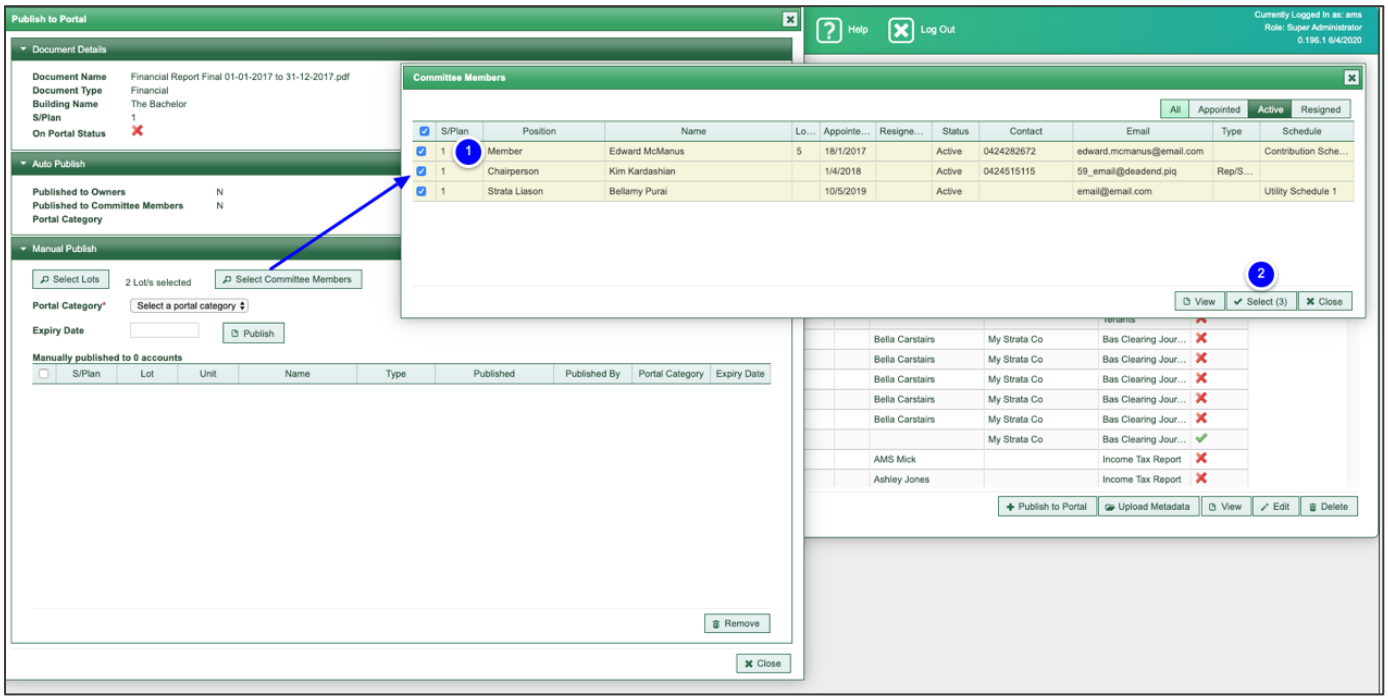
To publish to Lot Owner/s – select the Lots button

1. Select the lot accounts you want to publish to
   NOTE: You'll only see lot owners on this list if they have a portal account
2. Click *Select*



To publish to committee member/s – select the Committee Members button

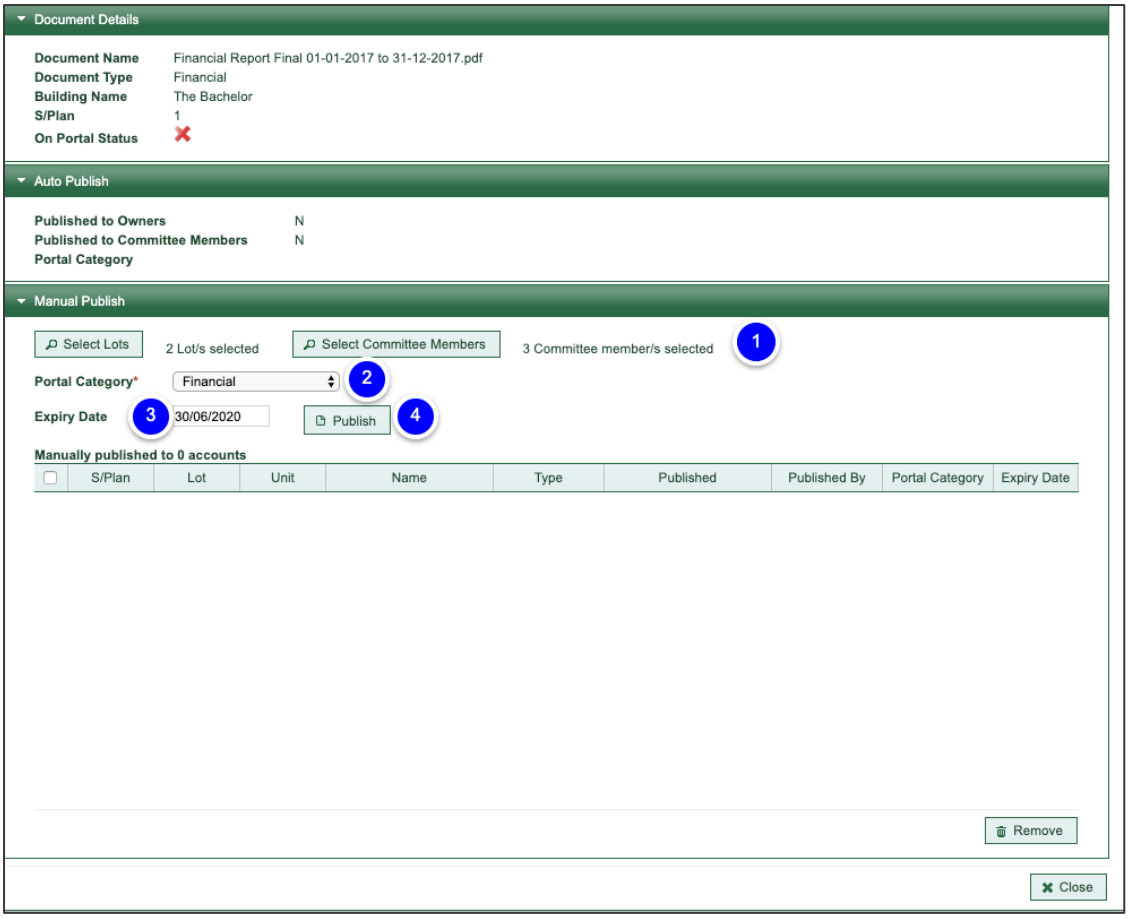
1. Select the committee member accounts you want to publish to
   NOTE: You'll *only see committee members on this list if they have a portal account*
2. Click *Select*



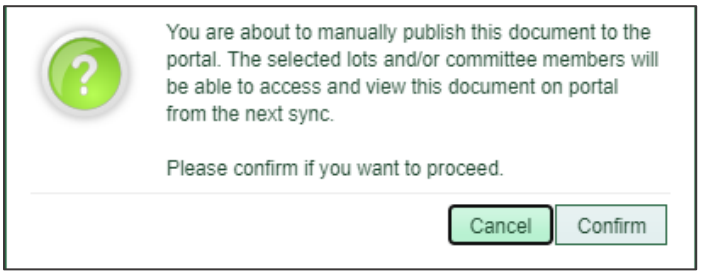
TIP: *You can also publish to lot owners and committee members at the same time!*

Step 3 – Publish the document

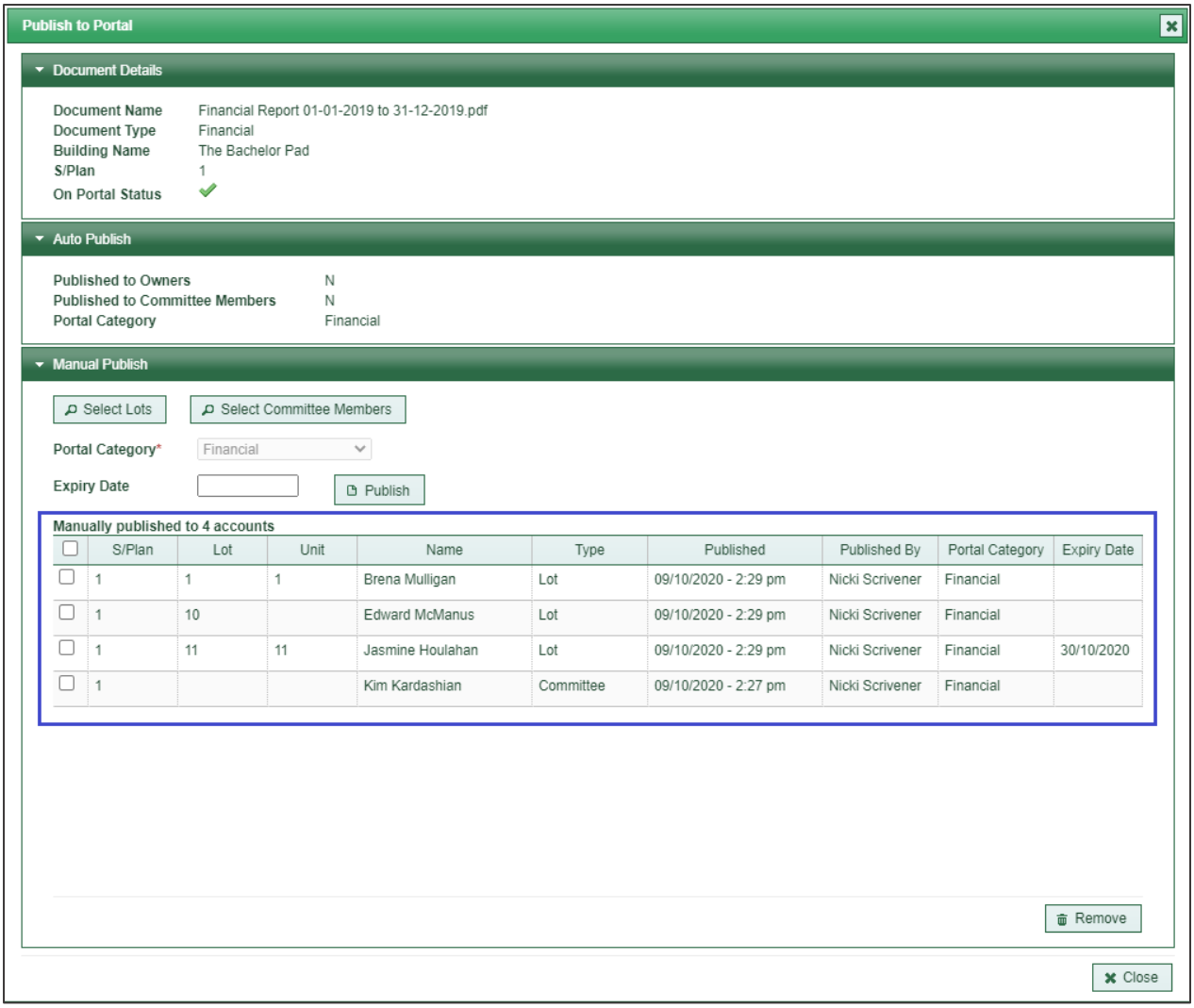
1. Now that you've selected to publish to one or more lot accounts/committee member accounts, you'll see the number you've selected here.
2. Select a portal document category from the dropdown list (if enabled)
   NOTE*: If you have already nominated a Portal Category for the applicable document type in your global portal control* panel *(under Utilities > Portal Control Panel > Portal Documents), then it will default and be locked to that pre-selected category.*
3. You can optionally select an expiry date for the document. If you do, the document will be removed from the portal after that date.
4. Click *Publish*



You'll receive a popup message, confirm to proceed.

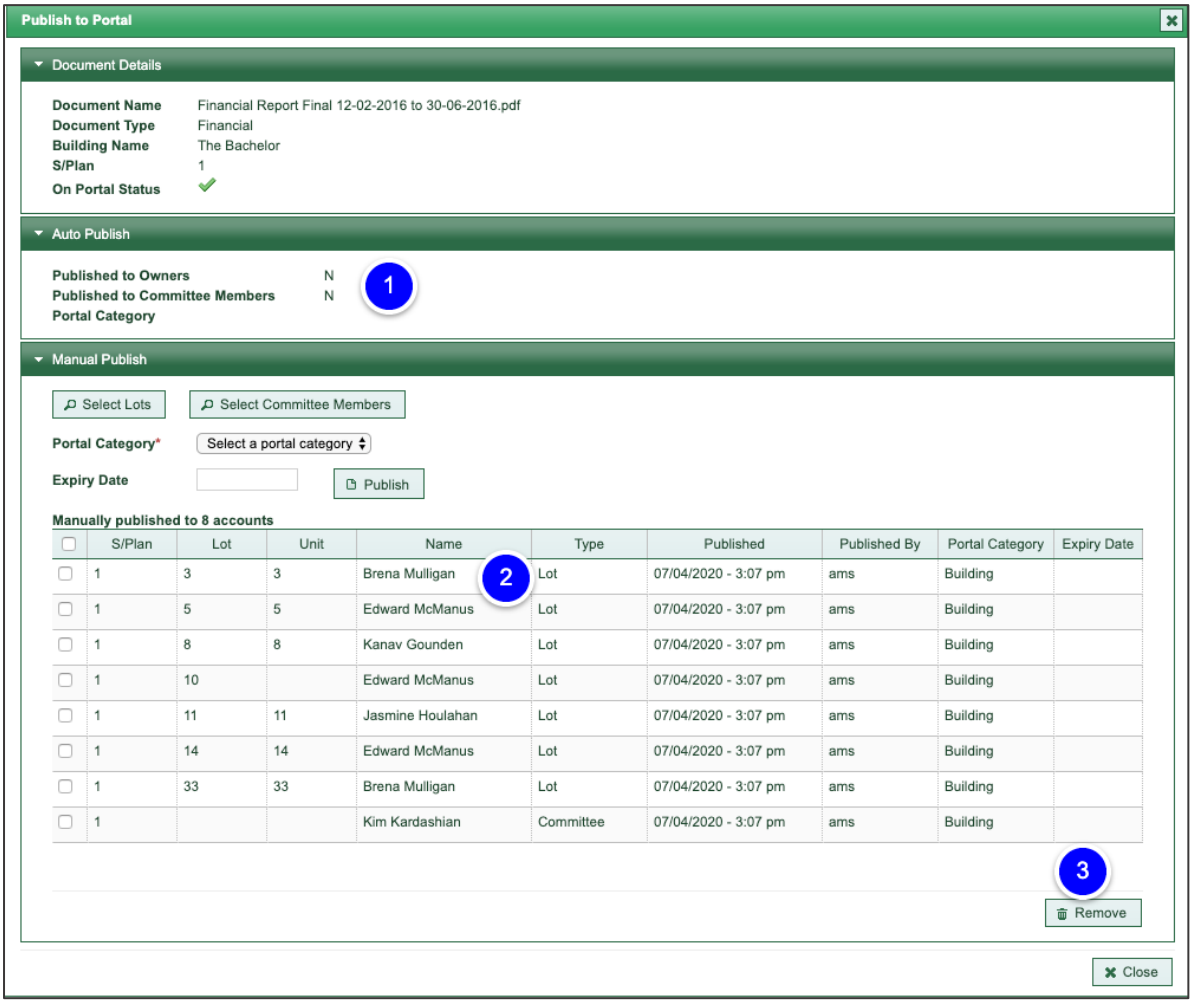


You'll then see the lot and committee accounts the document has been published to listed in the table.


Publish to Portal
Document Details
Document Name Financial Report 01-01-2019 to 31-12-2019.pdf
Document Type Financial
Building Name The Bachelor Pad
S/Plan 1
On Portal Status
Auto Publish
Published to Owners N
Published to Committee Members N
Portal Category Financial
Manual Publish
Select Lots
Select Committee Members
Portal Category* Financial
Expiry Date
Publish
Manually published to 4 accounts
S/Plan Lot Unit Name Type Published Published By Portal Category Expiry Date
1 1 1 Brena Mulligan Lot 09/10/2020 - 2:29 pm Nicki Scrivener Financial
1 10 Edward McManus Lot 09/10/2020 - 2:29 pm Nicki Scrivener Financial
1 11 11 Jasmine Houlahan Lot 09/10/2020 - 2:29 pm Nicki Scrivener Financial 30/10/2020
1 Kim Kardashian Committee 09/10/2020 - 2:27 pm Nicki Scrivener Financial
Remove
Close

REMOVE A MANUALLY PUBLISHED DOCUMENT FROM PORTAL

1. View the auto-publish status of the document here
   - If the document was published to portal automatically, you'll see a **Y** here for the personas it is published for.
   - If it was manually published to the portal, you'll see a **N** here
2. Select the lot/s or committee member/s from the grid that you want to remove the document for.
   - If the document was manually published to portal, you'll see the lot/committee account details here.
   - If it was automatically published, you won't see any account details here.
3. Click *Remove*. The document will be removed for the **selected lots and/or committee members** on the next portal sync.



ITEM 6 – BANK ACCOUNT STATUS & FILTERS

Improvements have been made to bank accounts to allow you to mark individual accounts as active or inactive.

The following improvements have been made:

1) **Bank account status** – You can now mark a bank account as active or inactive using a new setting on the File > Bank Accounts > Bank Account card. This will allow you to activate or deactivate individual bank accounts as needed.
    a. The bank account status will be used to filter the bank accounts shown on the bank reconciliation screen.
    b. When changing the status of a building (for example, making an active building inactive or reactivating an inactive building), then the status of the bank accounts linked to the building will also be updated.
    c. Bank account statuses will be set by default as follows:
        i. Bank accounts linked to an *active* building will be marked as active
        ii. Bank accounts linked to an *inactive* building will be marked as inactive
        iii. Bank accounts *not linked* to any building will be marked as active
        iv. When creating/adding a *new* bank account, it will be marked as active

2) **Bank account screen status filter** – You can now filter the list of accounts shown on the bank account screen under File > Bank Accounts by using a new filter for 'All', 'Active' and 'Inactive'. By default, it will only show active accounts until the filter is changed.

3) **Bank reconciliation screen status filter** - You can now filter the list of accounts shown on the bank reconciliation screen under End of Period > Cash Book > Bank Reconciliation by using a new dropdown filter for 'All', 'Active' and 'Inactive'. By default, it will only show active accounts until the filter is changed.

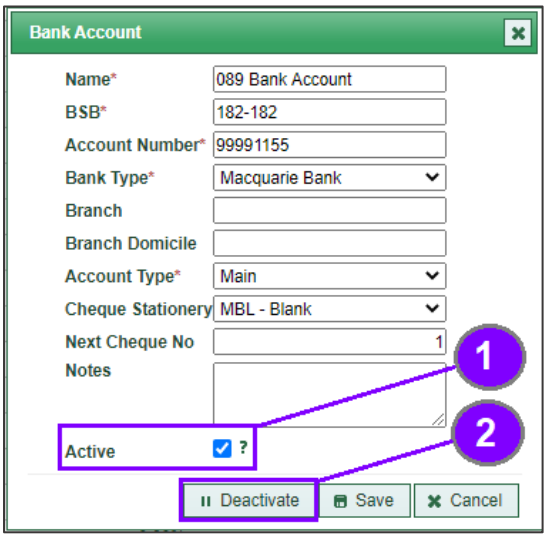
BANK ACCOUNT CARD – STATUS SETTING

A new status setting is available when editing a bank account under File > Bank Accounts > select Bank Account > Edit.

Deactivate a bank account

1. Untick the checkbox to deactivate the bank account
2. Or alternatively, select the *Deactivate* button

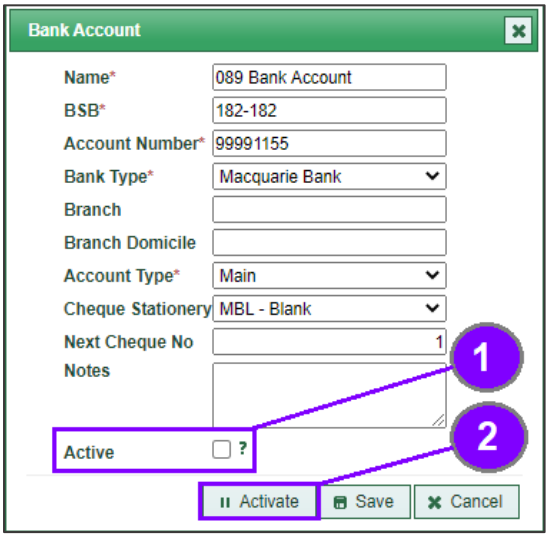
The help tooltip states: *"Marking a bank account as active or inactive will allow filtering of the bank accounts on the bank reconciliation screen."*



Activate a bank account

1. Tick the checkbox to activate the bank account
2. Or alternatively, select the A*ctivate* button

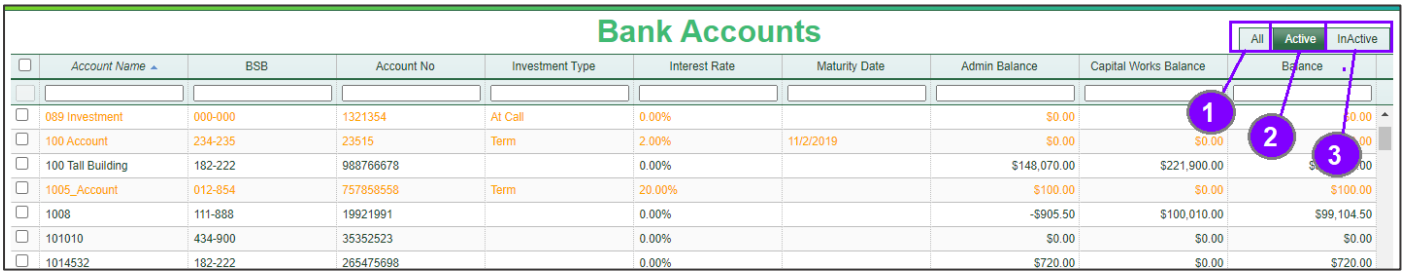
The help tooltip states: *"Marking a bank account as active or inactive will allow filtering of the bank accounts on the bank reconciliation screen."*



BANK ACCOUNT SCREEN – STATUS FILTER

Filter the bank accounts shown under File > Bank Accounts by bank account status.

1. Click here to view **all** bank accounts in the list (active and inactive)
2. Click here to view only **active** bank accounts in the list
3. Click here to view only **inactive** bank accounts in the list

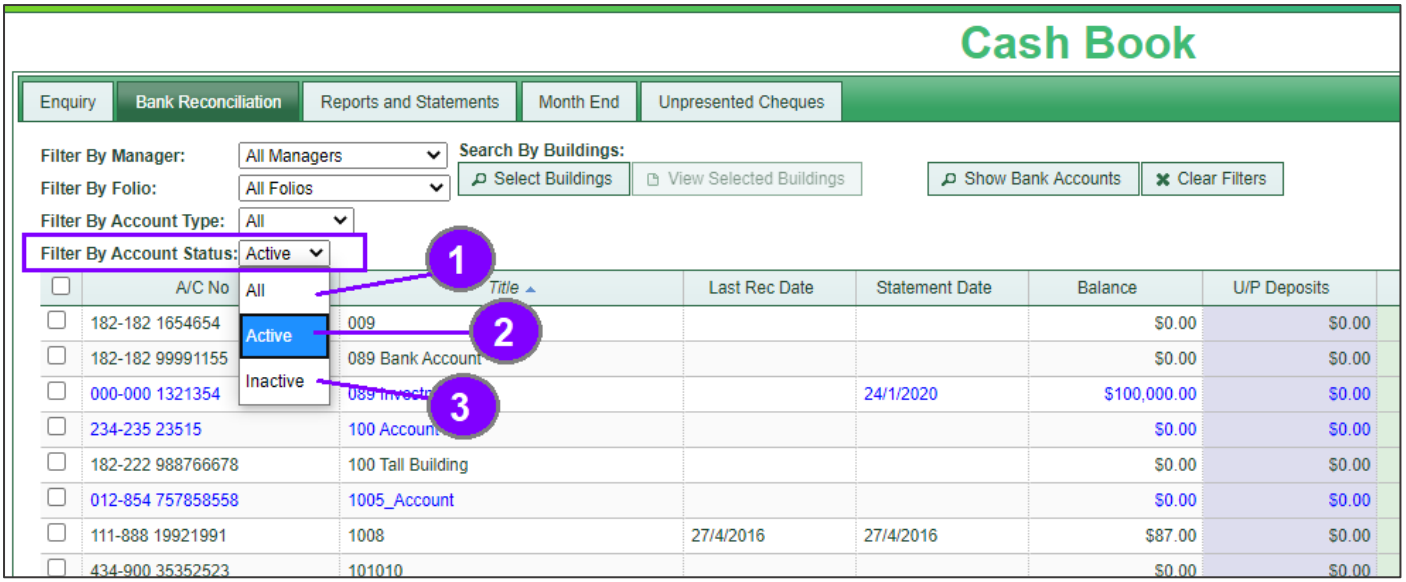


Account Name	BSB	Account No	Investment Type	Interest Rate	Maturity Date	Admin Balance	Capital Works Balance	Balance
089 Investment	000-000	1321354	At Call	0.00%		$0.00		
100 Account	234-235	23515	Term	2.00%	11/2/2019	$0.00	$0.00	
100 Tall Building	182-222	988766678		0.00%		$148,070.00	$221,900.00	
1005_Account	012-854	757858558	Term	20.00%		$100.00	$0.00	$100.00
1008	111-888	19921991		0.00%		-$905.50	$100,010.00	$99,104.50
101010	434-900	35352523		0.00%		$0.00	$0.00	$0.00
1014532	182-222	265475698		0.00%		$720.00	$0.00	$720.00

BANK RECONCILIATION SCREEN – STATUS FILTER

Filter the bank accounts shown under End of Period > Cash Book > Bank Reconciliation by bank account status.

1. Select to view **all** bank accounts in the list (active and inactive)
2. Select to view only **active** bank accounts in the list
3. Select to view only **inactive** bank accounts in the list



ITEM 7 – ACT SECTION 119 CERTIFICATE

Due to the ACT Strata legislation changes commencing 1 November 2020, some changes have been made to the ACT Section 119 Certificate. The following improvements have been made:

1) <u>New certificate template</u>

A new certificate template called "*ACT Section 119 Certificate (2020)*" has been added to the list of default templates for ACT. This new certificate includes:

a. *changes to Section 5* to provide more details about unit contributions and to include both standard and special levies in the table; and

b. *new Section 6* to disclose the developer control period expiry.

This new certificate will not affect or replace any of your existing templates in PIQ and will be available as another template for you to select when you're ready.

! ***IMPORTANT:*** To use this new certificate template, you'll **need to enable** the new "ACT Section 119 Certificate (2020)" template in your PropertyIQ by 1 November 2020.

2) <u>New merge field for 'Developer control period' expiry date</u>

There is now a new merge field {{Developer_Control_Expiry}} available for the ACT Section 119 Certificate template, which will merge the developer control period expiry date entered in the Building card > Dates tab > Developer Control Expiry field. If there is no date entered on the building card, this field will appear blank in the generated certificate.

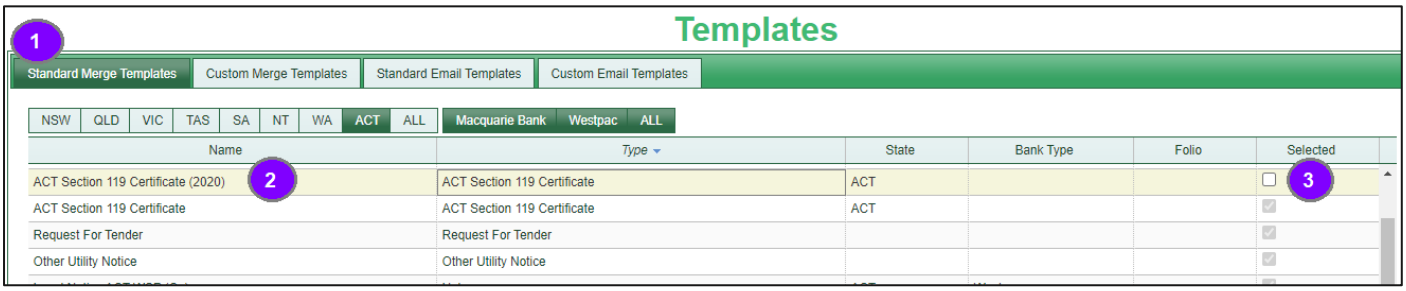
For more information on the ACT Section 119 Certificate changes, view our **ACT Strata Changes guide**.

NEW SECTION 119 CERTIFICATE TEMPLATE

Follow the below steps to enable the new Section 110 Certificate template.

1. Go to *File > Templates > Standard Merge Templates* tab
2. Locate the template with name '**ACT Section 119 Certificate (2020)**'
3. Tick the checkbox in the *Selected* column to enable the template

Once enabled, PropertyIQ will use this by default when generating a certificate from the lot card.

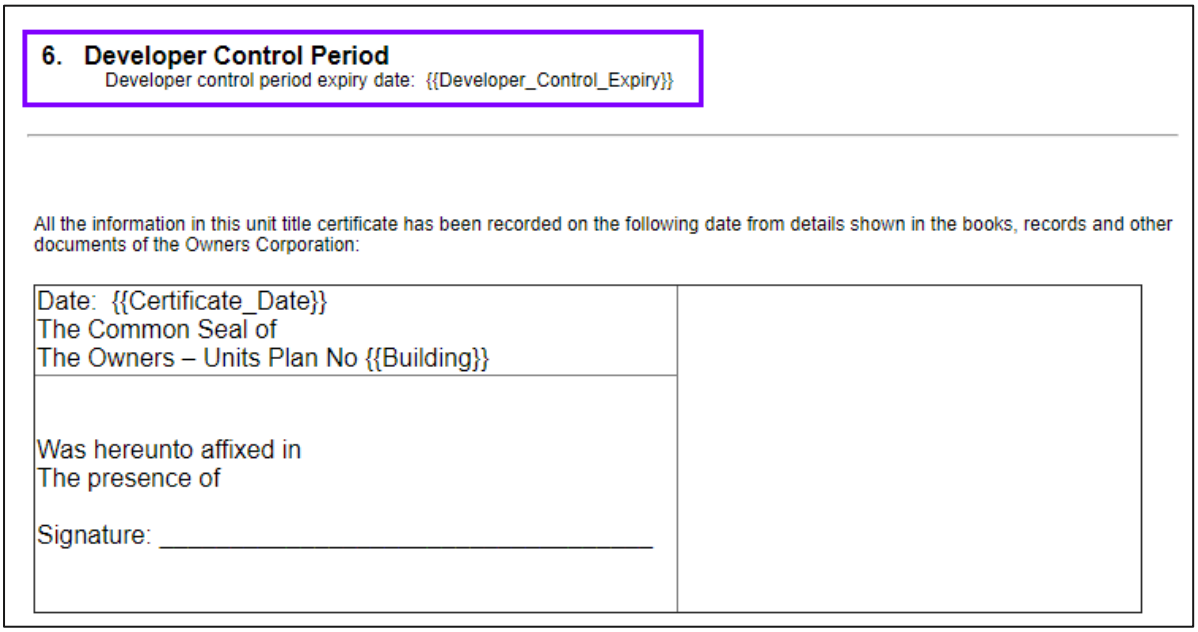


NEW 'DEVELOPER CONTROL PERIOD' MERGE FIELD

A new Section 6 has been added to the ACT Section 119 Certificate to disclose details around the building's developer control period.

The new merge field {{Developer_Control_Expiry}} will merge the developer control period expiry date entered in the Building card > Dates tab > Developer Control Expiry field.

If there is no date entered on the building card, this field will appear blank in the generated certificate.

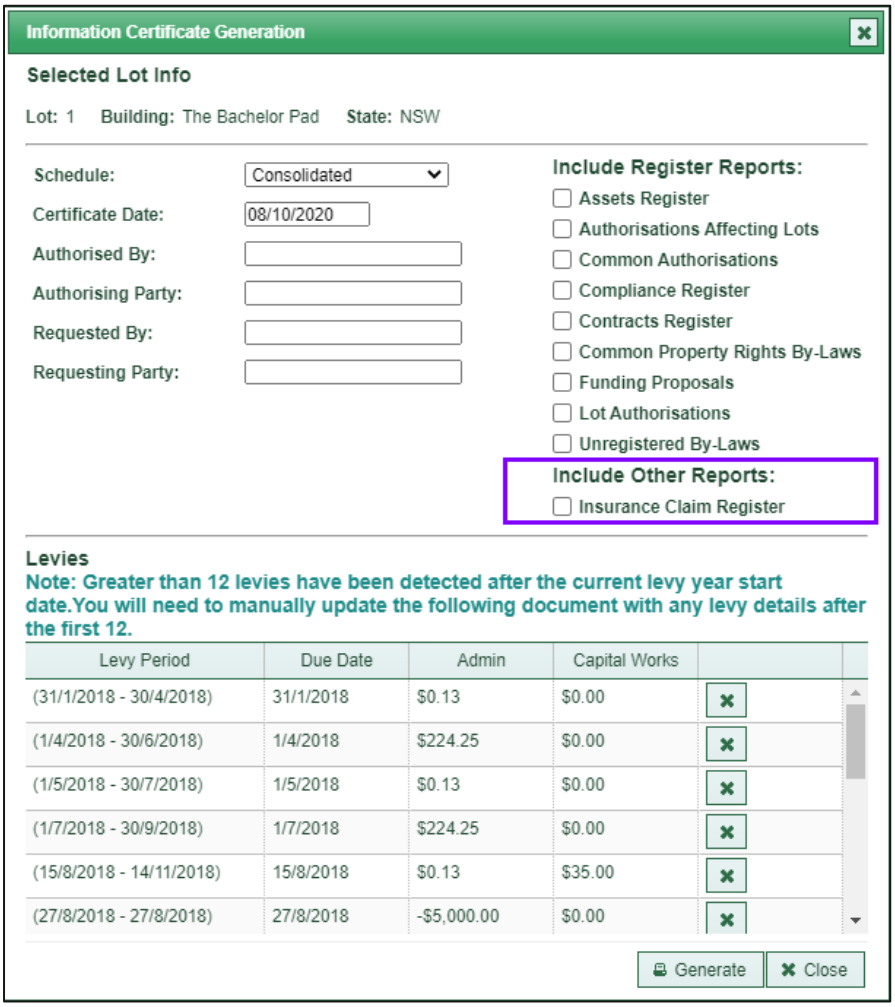


ITEM 8 – CERTIFICATE ATTACHMENTS > INSURANCE CLAIMS REGISTER REPORT

You can now include an insurance claims register report as an attachment when generating an information certificate from the Lot card.

On the information certificate generation screen, there is a new section called 'Include Other Reports' which now includes an option for an *Insurance Claim Register* report.

If selected, the report will be included as an attachment to the certificate when previewing or generating the PDF document.



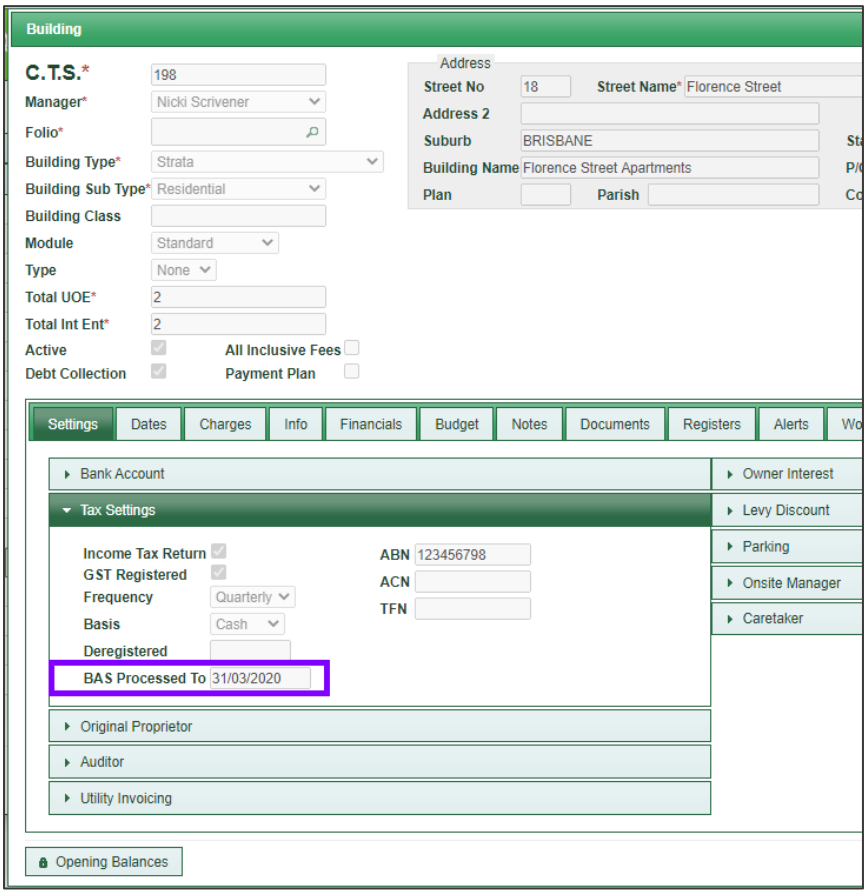
ITEM 9 – 'BAS PROCESSED TO' DATE ON BUILDING CARD

A new information field has been added to the *Building card > Settings tab > Tax Settings* accordion called "*BAS Processed To*" which will display the date that BAS was last generated and processed to for the building.

This field is informational only and cannot be edited by users, however it can be edited by PIQ Support if required and at the request of a client.

NOTE: If you generate BAS for an incorrect period, you can contact PIQ Support for assistance in resetting this date to the correct date so that you don't see incorrect BAS warnings when creating or editing transactions in PropertyIQ.

***'BAS Processed To'* field located on *Building card > Settings tab > Tax Settings* accordion:**



ITEM 11 - NEW DELIVERY OPTIONS FOR LOT MAIL MERGE

You now have more delivery options available when sending custom mail merge letter/s to Lots under *File > Lots > Merge* button.

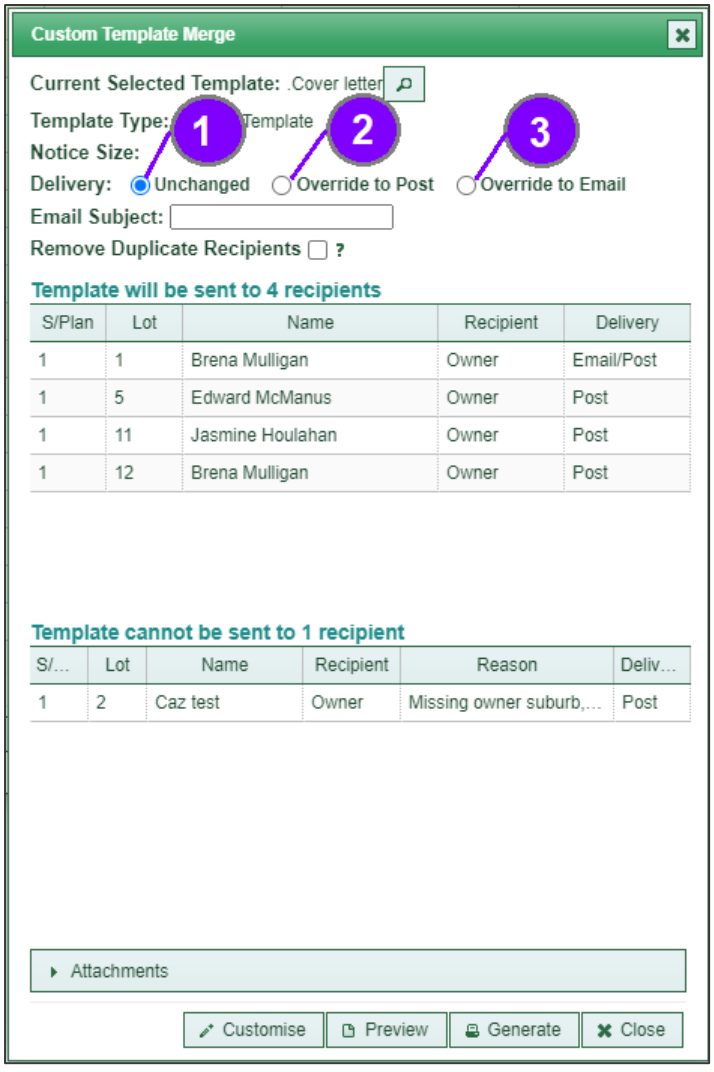
You will now see the following delivery options:

1. **Override to Post** (*existing*)
    a) Selecting this option will deliver the document to all valid recipients by post, regardless of the lot's delivery preferences. This will generate a PDF file to print or send to BING for posting.
2. **Override to Email** (*new*)
    a) Selecting this option will deliver the document to all valid recipients by email (where the lot has an email address entered on the lot card), regardless of the lot's delivery preferences.
3. **Unchanged** (*new*)
    a) Selecting this option will deliver the document to each valid recipient in accordance with the Lot's delivery preferences selected on the *Lot card > Delivery tab > General Correspondence* accordion.

The delivery method '*Unchanged*' will be selected by default.

---

1. Select here to deliver the document for **ALL** valid recipients in accordance with the Lot's delivery preferences selected on the *Lot card > Delivery tab > General Correspondence* accordion.
2. Select here to deliver the document for **ALL** valid recipients by Post
3. Select here to deliver the document for **ALL** valid recipients by Email



ITEM 12 – INSURANCE CLAIMS REPORT

You can now see more information in the insurance claims register report generated under *To Do > Insurance Claims > Insurance Register* button. The report has also been changed to landscape orientation to make it easier to read.

The following columns and details have been added to the report:

1. Summary
2. Date of loss
3. Submitted date
4. Completed date
5. Claim value
6. Policy number

Insurance claims register report:

NSW Company
23, Line 2 SYDNEY NSW 2000 ABN: 35745747
Ph: 45727272 Email: 100000003_email@deadend.piq
Printed: 08/10/2020 11:42 am User: Nicki Scrivener

New columns

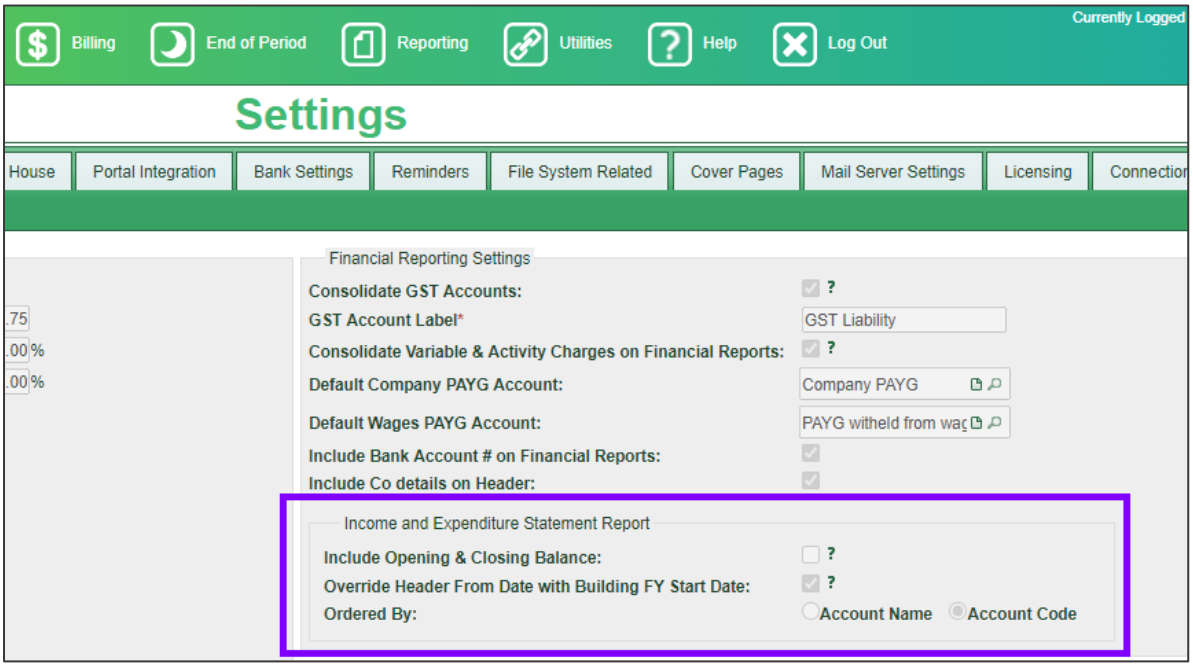
Page 1

Insurance Register
Submitted Date From 01/01/2000 To 08/10/2020 For All Managers

S/Plan	Building	Claim #	Status	Summary	Date of Loss	Submitted Date	Completed Date	Claim Value	Insurer	Policy #	Broker	Manager	Work Order Job #'s
1	The Bachelor Pad	543456	Completed	Balcony rail damage Lot 11	15/03/2017	24/03/2017	30/06/2017	$5,000.00	CGU Insurance	54543344	Kinnane Insurance Brokers	Anne Fluva	145
1	The Bachelor Pad	QW651313	Declined	Water damage to Lot 2	28/03/2000	01/05/2000	30/04/2001	$10,000.00	CGU Insurance	54543344	Kinnane Insurance Brokers	Anne Fluva	
1	The Bachelor Pad	WE46513	Completed	Broken window Lot 10	10/11/2019	15/11/2019	15/02/2020	$500.00	CGU Insurance	54543344	Kinnane Insurance Brokers	Anne Fluva	112
1	The Bachelor Pad	TW879134	Completed	Insurance claim Lot 8	25/04/2018	01/05/2018	30/09/2018	$2,890.00	CGU Insurance	54543344	Kinnane Insurance Brokers	Anne Fluva	
1	The Bachelor Pad	XW987651	In Progress	Water damage Lot 1	03/02/2020	01/03/2020		$1,000.00	CGU Insurance	Policy1	ABC Brokers	Anne Fluva	
1	The Bachelor Pad	123456	In Progress	Fence damage - Common property	02/03/2020	13/03/2020		$8,800.00	CGU Insurance	Policy1	ABC Brokers	Anne Fluva	124, 150
1	The Bachelor Pad	RT134984	New	Insurance claim Lot 7	19/09/2020	01/10/2020		$1,350.00	CGU Insurance	Policy1	ABC Brokers	Anne Fluva	

CHANGED LAYOUT FOR APPLICATION SETTINGS

Under *Utilities > Settings > Applications Settings tab > Financial Reporting Settings* section, all settings related to the Income and Expenditure report have now been grouped and placed in a new sub-section called '*Income and Expenditure Statement Report*'.



NEW SETTING FOR INCOME & EXPENDITURE REPORT

A new setting has been added to the list of available settings for the Income & Expenditure report called '***Override Header From Date with Building FY Start Date***'.

This setting will allow you to configure the report header dates on the Income & Expenditure Report and decide whether to use the building's opening balance date OR the building's financial year start date as the *From Date* on the report.

The setting will be applied in the following scenario only:

1) The building is within its first financial year in PropertyIQ; AND
2) You generate a financial report for a period that commences from the buildings opening balance date

The behaviour of the setting is as follows:

1) The setting is disabled by default
2) When the setting is **enabled**, the *From date* used on the Income & Expenditure report will be the buildings financial year start date
3) When the setting is **disabled**, the *From date* used will be the date you enter in the *From date* field when generating the report. For buildings in their first financial year in PIQ, the *From date* is restricted to the building's opening balance date.

The **help tooltip** for the setting states:

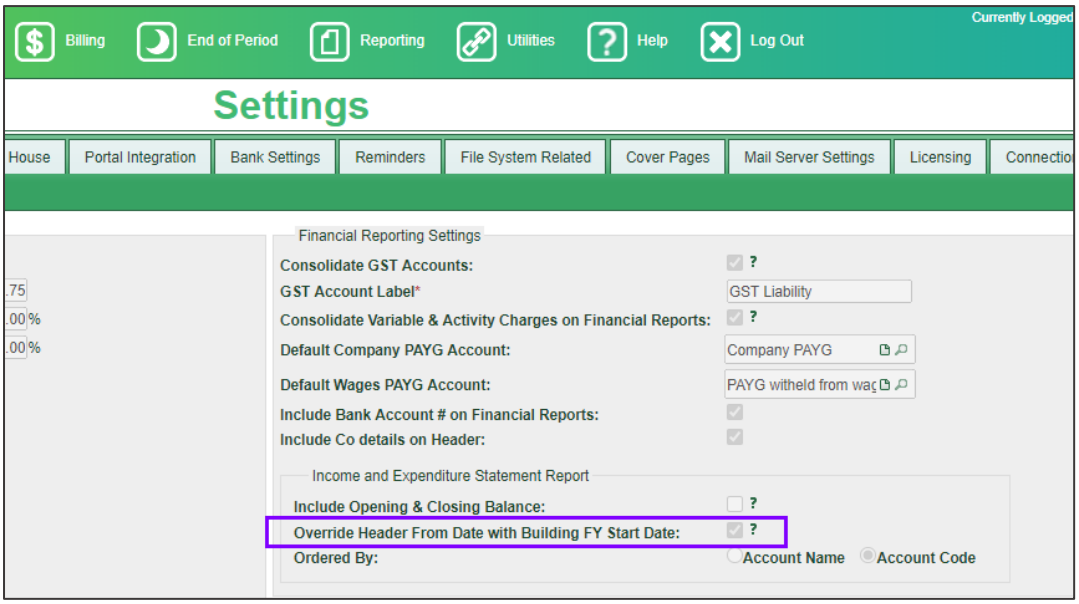
> *"If this is selected, when generating the Income and Expenditure Statement report for a building's first financial year, the From Date in the report header will show the building's financial year start date. If this setting is not selected, the From Date in the report header will show the building's initial opening balance date."*

When the setting is enabled, a **new disclaimer** will also appear on the Income & Expenditure report. This disclaimer states:

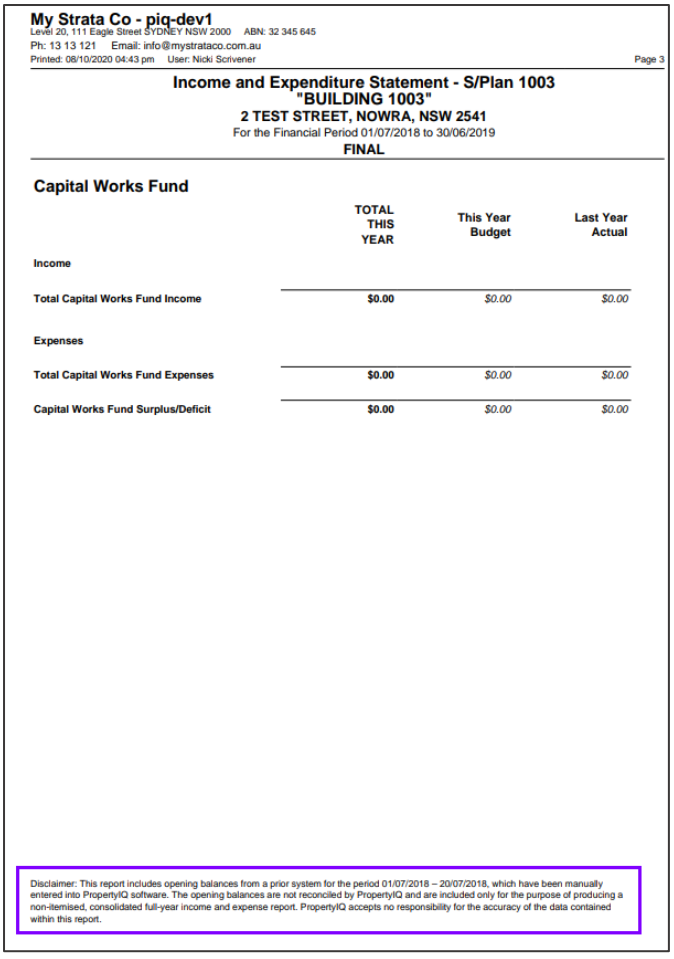
> *"Disclaimer: This report includes opening balances from a prior system for the period [Building financial year start date] – [Building opening balance date], which have been manually entered into PropertyIQ software. The opening balances are not reconciled by PropertyIQ and are included only for the purpose of producing a non-itemised, consolidated full-*

year income and expense report. PropertyIQ accepts no responsibility for the accuracy of the data contained within this report."

New setting '*Override Header From Date with Building FY Start Date*':



New disclaimer on Income & Expenditure report when setting is <u>enabled</u>:



My Strata Co - piq-dev1
Level 20, 111 Eagle Street SYDNEY NSW 2000 ABN: 32 345 645
Ph: 13 13 121 Email: info@mystrataco.com.au
Printed: 08/10/2020 04:43 pm User: Nicki Scrivener Page 3

Income and Expenditure Statement - S/Plan 1003
"BUILDING 1003"
2 TEST STREET, NOWRA, NSW 2541
For the Financial Period 01/07/2018 to 30/06/2019
FINAL

Capital Works Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Total Capital Works Fund Income	**$0.00**	*$0.00*	*$0.00*
Expenses			
Total Capital Works Fund Expenses	**$0.00**	*$0.00*	*$0.00*
Capital Works Fund Surplus/Deficit	**$0.00**	*$0.00*	*$0.00*

Disclaimer: This report includes opening balances from a prior system for the period 01/07/2018 – 20/07/2018, which have been manually entered into PropertyIQ software. The opening balances are not reconciled by PropertyIQ and are included only for the purpose of producing a non-itemised, consolidated full-year income and expense report. PropertyIQ accepts no responsibility for the accuracy of the data contained within this report.

ITEM 14 – DEVELOPER CONTROL PERIOD (ACT CLIENTS)

For ACT clients, the ACT legislation changes commencing 1 November require you to disclose in an ACT Section 119 Certificate whether a developer control period exists for the building.

You can now record a developer control period expiry date on the Building card > Dates tab, which can then be populated into the Section 119 Certificate using a merge field (*refer item 6(b)*). This field will display for all building types and states, is optional and will be blank by default when creating a new building.

For more information view our **ACT Strata Changes guide**.

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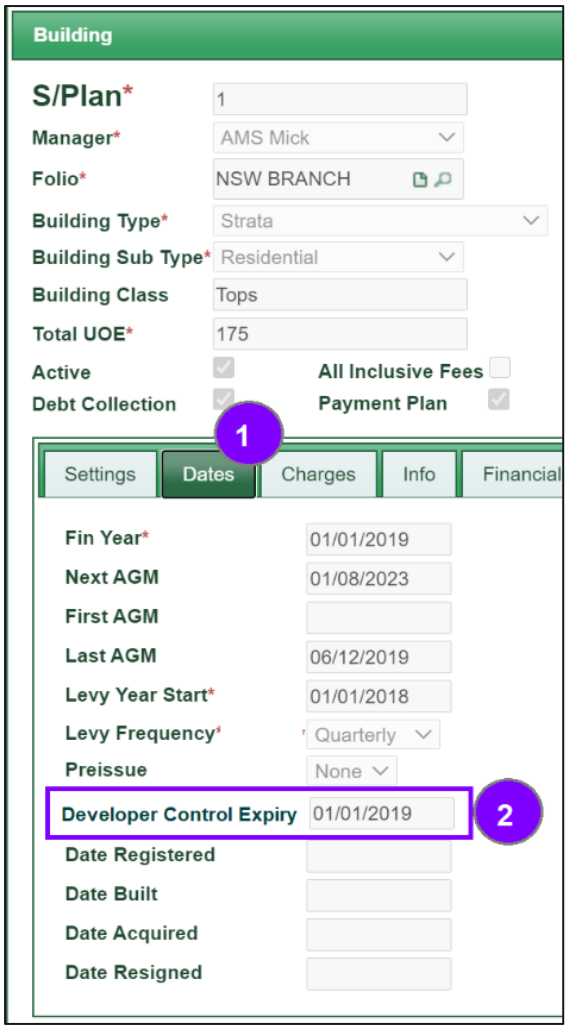
1. Go to *File* > *Buildings* > *Building card* > *Dates* tab
2. Enter a date in the *Developer Control Expiry* field (if required)