How do I turn off late fees?

You can easily disable Late Fees by unchecking "Assign late charges in statement" checkbox in Accounts Receivable > Administration Maintenance.

Then when you are ready to start charging Late Fees again it's a simple rechecking of that checkbox.

Assign late charges in statement checkbox. If there is a ✓ in this checkbox, late charges will be assessed when you run the Statement Forms process. Without a ✓, you will need to run Late Charge Assessment (which is available in the Posting menu only if there is no ✓ in this checkbox).

Refer to Chapter 18: Statements and Late Charges to learn about this feature and determine whether your organization should use this option, based on your business practices.

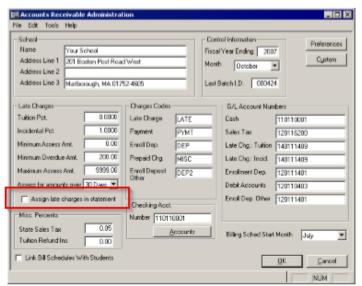


Figure 3-2. Administration Maintenance, Accounts Receivable.