

Void Payments

Last Modified on 07/13/2023 12:51 pm

Note: Voiding payments in KidKare will not stop funds from being issued by your bank. Contact your bank directly to stop payment of a check or direct deposit. Voiding payments in KidKare allows you to reissue the payment, show that the payment has not been issued, and keep an audit trail of the funds for reporting purposes.

To void payments in KidKare:

1. From the menu to the left, click **Payments**.
2. Select **Check Register**. The Check Register page opens.
3. Set **Filters** in the **Find Records** section. Click **Go** to apply them. Payments display.

Payments > Check Register

Find Records

Selected Center Payment Date Month: July 2023 Payment Method: All

All Active Centers

Register Payments

Check	Check #	Method	Center #	Center Name	Amount	Memo	Void
07/31/2023	7767	DD	623	20220623_c_ccc	\$65.07	<input type="button" value="Memo"/>	<input type="button" value="Void"/>
07/12/2023	1234	Void	511	Thanhdapchai v2	\$0.00		
07/12/2023	123123	DD	511	Thanhdapchai v2	\$118.62	<input type="button" value="Memo"/>	<input type="button" value="Void"/>

Showing 1 to 3 of 3 entries.

Previous 1 Next

Copyright © 2023 - Minute Menu Systems, LLC - All Rights Reserved
Terms | Privacy Policy | Cookie Policy

4. Click **Void** next to the payment to void.
5. At the are you sure prompt, click **Yes**.