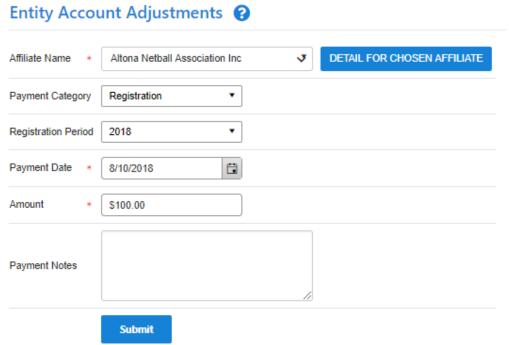
Receive offline payment - State Body

State body may need to manually adjust account balance for a child organisation upon receipt of offline payments.

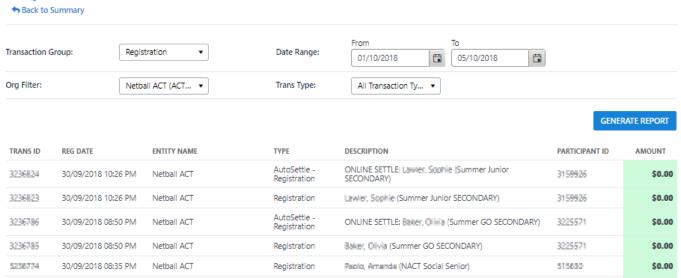
Selecting a child organisation for adjusting account



Select payment category, enter payment date, payment amount and additional notes for future reference.

Click Submit button and Detail for chosen affiliate to see the new account balance

Entity Account Details



To extract the data to Microsoft Excel 2007, Microsoft Excel 2003, Tab separated values (TSV) or Comma separated values (CSV) formats click the **Downl oad report** link.