

SmoothPay provides correctly formatted direct credit (MTS) data to Rabobank internet banking system in the required ABA file format.

These facilities allow you transfer information from SmoothPay to the bank electronically, which saves you time and ensures accuracy by you not having to manually enter the payment amounts and any new employee accounts etc.

Setting up SmoothPay for Direct Credits

Company Setup

In Company Setup, choose the Bank tab, tick the MTS checkbox and complete the company bank options. Choose Rabobank as the Banking system you use.

Make sure the correct company bank account information is entered, and make sure you enter the appropriate filename for the direct credit file (Rabobank files must have the extension .ABA).

Pay Input

Each employee paid by direct credit should have their bank account/s (they can have as many as you want to add) added to the F8 section of the Pay Input screen – these can be selected from existing accounts already set up in Payroll Codes..Bank Accounts maintenance, or can be added “on the fly” just by entering a suitable descriptive code (like “BANK” or “SAVING”) and answering Yes when asked if you want to add a new bank account. Each account can be established as either an amount per pay period, or a net pay account.

When the employee’s bank accounts have been added to their payslip, save the pay input as their default pay, so you don’t have to reenter the bank accounts next pay.

NOTE: The aba file format provides only for the “Particulars” entry to be included in the direct credit file (“Code” and “Reference” entries are NOT processed). If you are using deductions or bank account entries for Court Fines, Welfare repayments, IRD Repayments or group scheme deductions, please ensure the identifying information is entered into the Particulars entry only.

Generating the Direct Credit File

During the **Finish This Pay** process, the direct credit file name and format will be produced.

If the filename specified in Company Setup indicates a diskette is required, you will be prompted to insert the direct credit diskette when required.

Direct Credit files can also be regenerated from completed pays using the Wizards..ToolBox options.

As always, our HelpDesk is available to assist you.

* END *