


# Transaction Maintenance

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# Transaction Maintenance

***Bank Reconciliation > Maintenance > Bank Transactions > Transaction Maintenance***

This tab is used to create, edit, and delete unreconciled data from the bank reconciliation transactions table.

## Retrieve data:

| Field | Description |
|---|---|
| **Group Code** | Click ⌄ to select a group code from the drop-down. After you select a group code, the associated transactions (cash receipts, checks, and journal vouchers) are displayed in accordion style sections. The group codes are populated from the Tables > Bank Account Fund Groups > Bank Account Group tab. |

| |
|---|
| **Cash Receipts** |
| **Checks** |
| **Journal Vouchers** |

Click **Save**.

## Other functions and features:

| | |
|---|---|
|  | Delete a row.<br>Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. |