Preparing a bank deposit

If you selected the **Undeposited Funds** option in the **Receive Money** or **Receive Payments** windows when you recorded payments, these payments are held in a temporary holding account known as an **Undeposited Funds** account.

You can then use the **Prepare Bank Deposit** feature to deposit these payments to your bank account, which clears them from the undeposited funds account.

To prepare a bank deposit

To change or delete a bank deposit

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**Related topics**

- About undeposited funds
- About bank feeds
- Spending and receiving money

**From the community**

- Prepare Bank Deposit - old transactions already posted
- Matching multiple bank feed deposits (EFTPOS settlements) to a single AccountRight deposit
- Strange entries in "Prepare Bank Deposit" after upgrade
- customer deposit
- Can I match two bank feed transactions to one AccountRight transaction and how to go about it?

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