

iPayrent - Tenant Codes in REST Professional

iPayRent Numbers in REST as Tenant Codes

When you have entered the tenants contact information, iPayRent will automatically generate a Tenant Number (#) as shown below. This will then need to be entered into REST in order for this payments to be processed automatically through the tenant download process.

Tenant #:	441360494	Status:	Active	▼		
PMS Property ID:						
Title:	Mr	▼				
First Name:	John	Last Name:	Smith			
D.O.B:	3	▼	December	▼	1952	▼
Phone Numbers:	Home:	02	8248 1933	Business:		
	Fax:			Mobile:	0401	123 123
Email:	example@gmail.com					

Steps to take in REST

1. Go to Files > Tenant
2. Enter the Alpha Index for the tenant you required then press Enter
3. Click on the Bank tab
4. Enter the tenant # number from iPayRent into the tenant code field
5. Click on OK F12 to save your changes.

Tenant Details

Alpha index Active

Lease name

General | **Bank** | Rental | Reg/Inspect | Notes/Mail/Reminder | Invoices | Commercial

Regular cheques detail

Drawer Branch Bank

Tenant/Contact Banking Details

Code Number Alocate Search

Tenant direct debit

Active for this contact

Debit account name

Account number BSB

Comments

Debit amount does not apply to invoices

Debit start date Debit end date

Debit invoices Debit group

Cancel - ESC

Action - F1

Clear - F2

Delete - F3

Add Mode - F4

Status - F6

Search - F7

Last Edits - F9

OK - F12

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