

How can I find a family's Unapplied Credits and/or Unpaid Fees?

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From a family's *Transactions* tab, click **View Unapplied Credits & Unpaid Fees** to display a listing of all amounts. You can use the links in this report to make any necessary linking adjustments.

To find ALL families with unapplied credits and unpaid fees use the **Search** report from the *Transactions* menu with a wide date range and the *Special Search* criteria *All unpaid credits and unpaid fees* selected.

For more information check out the **Locate and Correct Unlinked Fees** section of Help articles.
