

ACH File Change Causing Errors

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DFC Consultants

The National Clearing House for ACH files just recently made some changes. If you use Microsoft Dynamics GP and Direct Deposit for Payroll, you are likely to have issues sending your file unless you make a change to the Direct Deposit Setup.

Before making any changes however, try running the Pre-Note functionality for Direct Deposit and see if your bank will accept the file. If it does not, go into Direct Deposit Setup (HR&Payroll >> Setup >> Payroll >> Direct Deposit) and click on the ACH Fields button.

Direct Deposit Setup

File Edit Tools Help sa Fabrikam, Inc. 4/12/2017

Direct Deposit

Inactive Active

Earnings Statement Print: Separate From Checks

Next Earnings Statement Number: DD000000000000000199

Default Prenote Count: 1

Days From Pay to Post: 0

Check for Exceptions

Insufficient Funds

Amount Deducted, Not Deposited

Other

Visual Indicators for Voided Checks

Mask Dollar Amount

VOID Due to DD Stamp

Update Bank Reconciliation With

Individual Employee Earnings Statements

One Total Amount for all Employee Earnings Statements

ACH Fields Headers/Footers Links

OK Cancel

This will open the ACH Fields Setup window.

On this window in the Immediate Origin field there is likely a blank space in front of your information. Put your cursor in just to the right of the very first value you see; use the left arrow on your keyboard to move your cursor in front of the first value and then press the Delete key on your keyboard. Now move to the Immediate Destination field. In this field you will need to add a space on the very left and a 0 [that is a zero] at the very right.

Click OK on the ACH Fields Setup window.
Click OK on the Direct Deposit Setup window.

Send the bank another Pre-Note file. If you need assistance, please contact DFC Consultants at support@dfcconsultants.com or 701-281-6112.

