

# Completed settlements

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## Summary

This section show the settlements that have been made (whether paid or unpaid).

## Benefits

You can use the search filter to find a specific settlement by searching for the owner, the property, time period or status.

## Configuration

From the list of settlements, you will see the history of the settlements made to each owner.

## In this section

## Related content

## Content by label

There is no content with the specified labels

SELEC	ID	OWNER	ACCOMMODATION	DATE OF SETTLEMENT	PERIOD OF SETTLEMENT	AMOUNT	DATE OF PAYMENT
<input checked="" type="checkbox"/>	<a href="#">71074</a>	James Jameson Sri	Appartamento Roma	09/01/2018	19/04/2016 - 09/01/2018	-50,00 €	Not paid
<input checked="" type="checkbox"/>	<a href="#">71345</a>	Massimo Massimi	Appartamento La Boca	11/01/2018	01/12/2017 - 31/10/2018	706,85 €	25/01/2018
<input type="checkbox"/>	<a href="#">71631</a>	Massimo Massimi	Appartamento Garibaldi	17/01/2018	14/02/2017 - 17/01/2018	-221,00 €	Not paid
<input type="checkbox"/>	<a href="#">71984</a>	James Jameson Sri	Appartamento Caruso	23/01/2018	01/05/2016 - 23/01/2018	-460,00 €	23/01/2018
<input type="checkbox"/>	<a href="#">79606</a>	Oreste Fischetti	Residenza La Nefola - Sorrento	07/03/2018	13/09/2017 - 07/03/2018	2.360,52 €	07/03/2018
<input type="checkbox"/>	<a href="#">79787</a>	Massimo Massimi	Villa Donna Elisa	08/03/2018	08/04/2016 - 08/03/2018	882,00 €	Not paid

The 'date of payment' column will confirm whether the settlement has been paid or not. If the settlement is showing as 'not paid', you can change the status by clicking on the settlement ID. Click 'note payment' and enter the payment date. You can process several settlements at the same time if the payments have been made on the same day.

Additionally, if you have incorrectly settled an amount, you can delete the settlement and process the settlement correctly.

You can export the list of settlements as an Excel or CSV file by clicking 'export'.

