



3. Click **Apply Bulk Transaction Updates** in the top sub-navigation.

## Edit Transactions

BACK

### 1008/98 Gloucester Street, The Rocks NSW

ADD TRANSACTION

[Edit Transaction Group](#) **[Apply Bulk Transaction Updates](#)** [Replicate Transactions](#) [Extend Transaction Pattern](#)

| Edit                 | Transaction Name | Amount     | Confirm Transaction     | Date of Transaction |
|----------------------|------------------|------------|-------------------------|---------------------|
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Jul 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Aug 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 30 Sep 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Oct 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 30 Nov 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Dec 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Jan 2020         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 29 Feb 2020         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Mar 2020         |

4. Specify the Transaction Name, Amount, and date range to apply the bulk transaction update, then click **APPLY BULK UPDATE**.

## Apply Bulk Transaction Updates

BACK

### 1008/98 Gloucester Street, The Rocks NSW

Please specify the date range you wish to apply the bulk transaction updates for.

|  |                                    |  |  |                          |
|--|------------------------------------|--|--|--------------------------|
| Transaction Name                             | Amount (\$)                        | Apply from:  | Apply to:  | <b>APPLY BULK UPDATE</b> |
| <input type="text" value="Rental Increase"/> | <input type="text" value="3,990"/> | <input type="text" value="31"/> <input type="text" value="1"/> <input type="text" value="2020"/> | <input type="text" value="30"/> <input type="text" value="6"/> <input type="text" value="2020"/> |                          |

| Transaction Name | Amount     | Date of Transaction |
|------------------|------------|---------------------|
| Rent             | \$3,341.00 | 31 Jul 2019         |
| Rent             | \$3,341.00 | 31 Aug 2019         |
| Rent             | \$3,341.00 | 30 Sep 2019         |
| Rent             | \$3,341.00 | 31 Oct 2019         |
| Rent             | \$3,341.00 | 30 Nov 2019         |
| Rent             | \$3,341.00 | 31 Dec 2019         |
| Rent             | \$3,341.00 | 31 Jan 2020         |

5. The bulk update will be performed and your transactions will be updated accordingly.

## Edit Transactions BACK

### 1008/98 Gloucester Street, The Rocks NSW ADD TRANSACTION

Bulk update has been applied.

[Edit Transaction Group](#) [Apply Bulk Transaction Updates](#) [Replicate Transactions](#) [Extend Transaction Pattern](#)

| Edit                 | Transaction Name | Amount     | Confirm Transaction     | Date of Transaction |
|----------------------|------------------|------------|-------------------------|---------------------|
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Jul 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Aug 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 30 Sep 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Oct 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 30 Nov 2019         |
| <a href="#">Edit</a> | Rent             | \$3,341.00 | <a href="#">Confirm</a> | 31 Dec 2019         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 31 Jan 2020         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 29 Feb 2020         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 31 Mar 2020         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 30 Apr 2020         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 31 May 2020         |
| <a href="#">Edit</a> | Rental Increase  | \$3,990.00 | <a href="#">Confirm</a> | 30 Jun 2020         |