

The difference between receipt date and apply date and their importance.

In the payment history they are separated by columns in the display. The apply date is one thing that will determine whether a receipt will be tied to an activity or if a dues payment will be marked as late.

The enter date is the date that shows when the money was received and affects the local's bookkeeping and financial reports.

In the payment screen they default to the same as the IWITS system date that you have set. The apply or receipt date can be changed by clicking on the set back date link in the payment screen.

System date location:

The screenshot displays the IWITS Iron Workers Online Local Union System interface. At the top, the system date is set to 1/02/2020, highlighted with a red box. Below the navigation menu, a member's profile is shown with a green box highlighting the Completion Date (09/30/2019), Expiration Date (09/30/2020), and Drug Test Results/Status (Negative Current). The Member Payments section is active, showing a table of payment history with columns for Void/Late, Apply Date, Enter Date, Amount, Qty, Paid Thru, Receipt Number, Payment Method, Entered By, Void Date, Void Reason, Employer No, Employer Code, Prev O/U, and New O/U. The table lists four payments, all for 33.00, with receipt numbers 454323, 453826, 453132, and 452249. The interface also includes a search bar, a navigation menu, and a footer indicating 1 of 1 pages (4 items).

Void/Late	Apply Date	Enter Date	Amount	Qty	Paid Thru	Receipt Number	Payment Method	Entered By	Void Date	Void Reason	Employer No	Employer Code	Prev O/U	New O/U
	01/02/2020	01/02/2020	33.00	1	01/2020	454323	C - Cash						2.00	
	12/11/2019	12/11/2019	33.00	1	12/2019	453826	K - Check						2.00	2.00
	11/06/2019	11/06/2019	33.00	1	11/2019	453132	K - Check						2.00	2.00
	10/01/2019	09/30/2019	33.00	1	10/2019	452249	K - Check							

Payment History Screen location of apply date and Enter date.

Local Member Mbr Payments Vendor Pymts Security Utilities Logoff

Search Certifications Courses Documentation Employment OJT Photo

Search Activities Address Change Log Info COPE Memo Payment History Payment

Completion Date 09/30/2019 Expiration Date 09/30/2020 Drug Test Results/Status Negative/Current

Name [REDACTED] Member # [REDACTED] SSN [REDACTED] Local [REDACTED]

Member Payments

Show All Records: Exclude Voids: Payment Types: All Sort On: Enter Date Descending

Void/Late	Description	Apply Date	Enter Date	Amount	Qty	Paid Thru	Receipt Number	Payment Method	Entered By	Void Date	Void Reason	Emp No	Emp Code	Prev O/U	New O/U
	Membership Dues	12/11/2019	12/11/2019	33.00	1	12/2019	453826	K - Check	[REDACTED]					2.00	2.00
	PROBY TO JOURN	11/06/2019	11/06/2019	250.00			453132	K - Check	[REDACTED]					2.00	2.00
	Membership Dues	11/06/2019	11/06/2019	33.00	1	11/2019	453132	K - Check	[REDACTED]					2.00	2.00
	OVER/UNDER MEMBER PAYMENT	09/30/2019	09/30/2019	2.00	1		452252	K - Check	[REDACTED]						2.00
	MEMBERSHIP DUES	10/01/2019	09/30/2019	33.00	1	10/2019	452249	K - Check	[REDACTED]						

1 of 1 pages (5 items)

Payment Screen apply date/receipt date and link to change that date:

[Get Member Payments](#)

Name: [REDACTED]	Member Number: [REDACTED]	SSN: [REDACTED]
Status: Active	Other ID: SECOND	Class: Journeyman
Join Date: 10/1/2019	Hire Date:	Skill: Structural Ironworker
Dues: 33.00	Paid Thru: 3/2020	Emp#/Code: *** No Employer ***
DOB: [REDACTED]	IW Paid Thru 03/2020	Over/Under 0.00
	FD	Adnl Skill:
		Differential: 0.00

Payment

Member's Receipts

[Cancel/Close/Done](#)

[Set Back Date](#) The receipt date and the enter date default to the system date (The date you have IWITS set to). To change the receipt/apply date you would need click on this link to change it.

00 Member wants to pay for how many months?

Member Receipt Details

Description	Mos/Wks/Amt/Hrs	Type	Rate	Due	Paid	Memo/PT
Payment Method: ACH Ref #: [REDACTED]						
DUES - MEMBERSHIP DUES	0	Monthly	33.00	0.00	0.00	3/2020
ASSESS - 00410802 - Defense Fund	0	Quarter	6.25	0.00	0.00	
ASSESS - 00410901 - Supplemental Dues	0	Hours	0.49	0.00	0.00	
ASSESS - 00410903 - Clean Fuel	0	Hours	0.10	0.00	0.00	

Member Receipt Totals

Previous O/U: 0.00	Dues Due: 0.00	Dues Paid: 0.00
Convenience Fee: 0.00	Other Due: 0.00	Other Paid: 0.00
	Total Due: 0.00	Paid: 0.00
		New O/U Bal: 0.00

Defer Receipt

Email: [REDACTED]

Cancel Save

When the link is clicked a new screen opens that allows you to set the date****.

[Get Member Payments](#)

Name: [REDACTED]		Member Number: [REDACTED]		SSN: [REDACTED]	
Status: Active	Other ID: SECOND	Class: Journeyman		Skill: Structural Ironworker	
Join Date: 10/1/2019	Hire Date:	Emp#/Code: *** No Employer ***			
Dues: 33.00	Paid Thru: 3/2020	Over/Under 0.00		Adtnl Skill:	
DOB: [REDACTED]	IW Paid Thru 03/2020	FD		Differential: 0.00	

Payment Member's Receipts Cancel/Close/Done

[Set Back Date](#) Current back date: 3/24/2020

00 Member wants to pay for how many months? This bar appears to warn you that you have changed the date. The date you have set it to is displayed to the right.

Member Receipt Details							
Description	Mos/Wks/Amt/Hrs	Type	Rate	Due	Paid	Memo/PT	
Payment Method: ACH Ref #: [REDACTED]							
DUES - MEMBERSHIP DUES	0	Monthly	33.00	0.00	0.00	3/2020	
ASSESS - 00410802 - Defense Fund	0	Quarter	6.25	0.00	0.00		
ASSESS - 00410901 - Supplemental Dues	0	Hours	0.49	0.00	0.00		
ASSESS - 00410903 - Clean Fuel	0	Hours	0.10	0.00	0.00		

Member Receipt Totals							
Previous O/U:	0.00	Dues Due:	0.00	Dues Paid:	0.00		
		Other Due:	0.00	Other Paid:	0.00		
Convenience Fee:	0.00	Total Due:	0.00	Paid:	0.00	New O/U Bal:	0.00

 Email: [REDACTED]

****The payment screens have changed slightly as of 3/2022 and the date is set in the date field and then saved by clicking the Save back Date button at the bottom of the screen: see below.

Name:	Member Number:	SSN:
Status: Active	Class: Journeyman	Skill: Structural Ironworker
Join Date: 10/1/2019	Emp#/Code: *** No Employer ***	
Dues: 86.00	Over/Under: 0.00	Adml Skill:
DOB:	IW Paid Thru: 12/2021	Differential: 0.00

Payment	Member's Receipts	Cancel/Close/Done
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Set Back Date: MM/DD/YYYY

6 1 2022

Enter date to be set back to here.

00 Member wants to pay for how many months?

Member Receipt Details

Description	Mos/Wks/Amt/Hrs	Type	Rate	Due	Paid	Memo/PT
Payment Method: ACH Ref #:						
DUES - MEMBERSHIP DUES	0	Monthly	86.00	0.00	0.00	12/2021
ASSESS - 00410702 - SUPPLEMENTALS DUES	0	Hours	0.60	0.00	0.00	
ASSESS - 00410101 - WORK ASSESSMENTS	0	Months	25.00	0.00	0.00	
ASSESS - 00420200 - ASSESSORIES - CAPS, SHIRTS ETC	0	Gross	0.00	0.00	0.00	

save the entered date here BEFORE you enter the payments and items. above.

Member Receipt Totals

Previous O/U:	0.00	Dues Due:	0.00	Dues Paid:	0.00
		Other Due:	0.00	Other Paid:	0.00
Convenience Fee:	0.00	Total Due:	0.00	Paid:	0.00
				New O/U Bal:	0.00



Print Receipt Email: Cancel Save Back Date Save