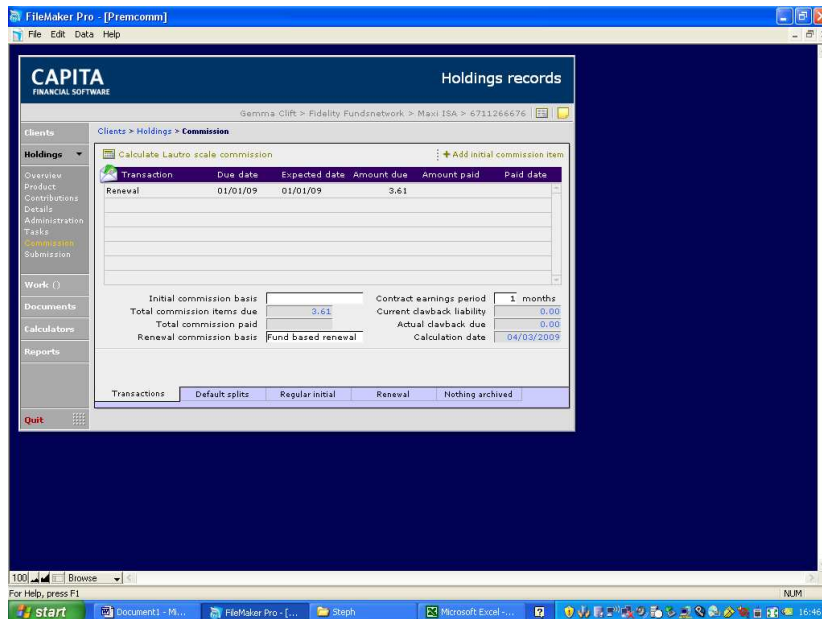


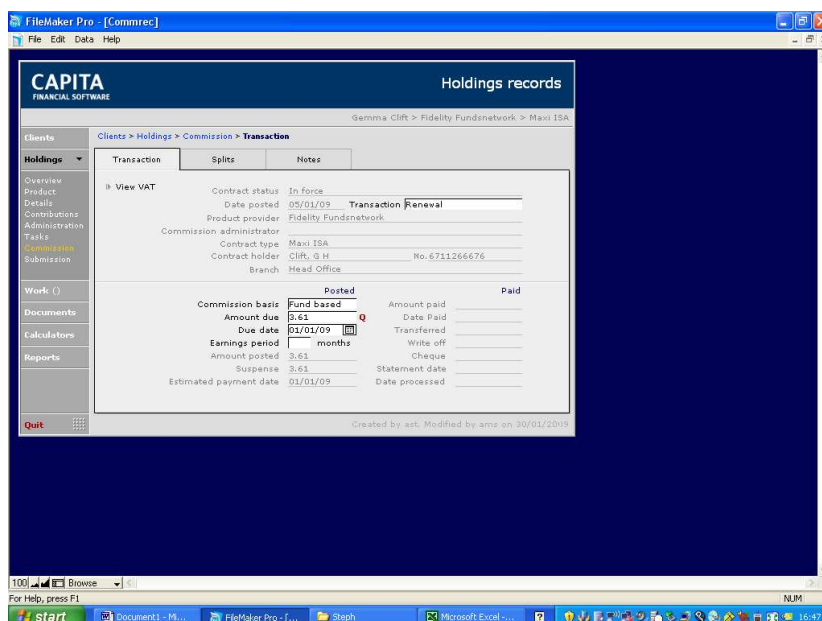
Making changes to a Holding and then updating the Commission to reflect the changes made.

A commission item has been created and then an amendment is made to part of the holding. i.e. the Product Provider or Commission amount. This will not automatically update the commission that has been posted.

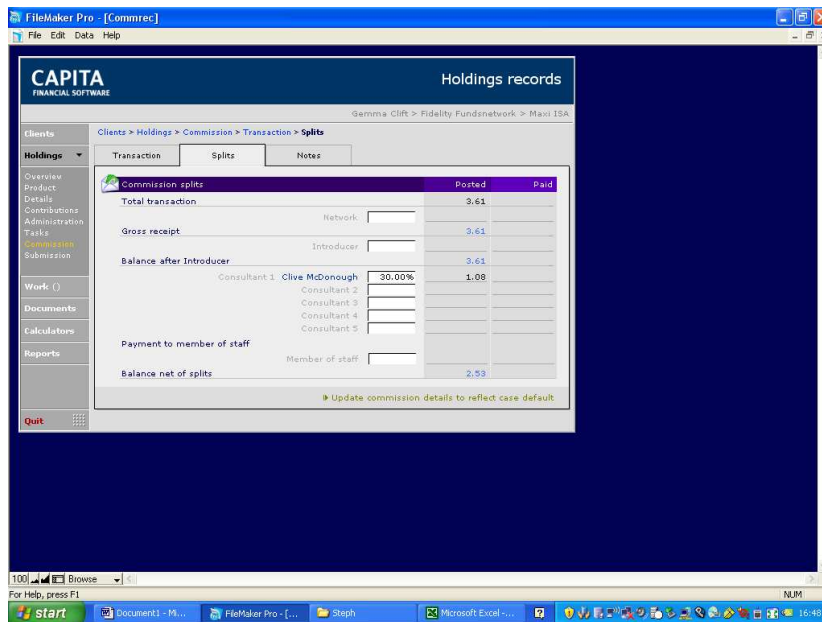
To update the commission you will need to go to Clients>Holdings select the Holding in question and then select commission from the left hand menu.



Click on the commission item, this will take you to the 'Transaction' page.



Click on the 'Splits' tab and at the bottom right hand corner of this page select 'Update commission details to reflect case default'.



A pop-up message will appear 'Do you wish to re-set commission splits in accordance with the current default settings for this case?' Select 'Yes' and this will pull through the changes that you have made to the holding.