

Settlements Reports

Overview

A settlement is the transfer of funds from shopper to merchant via all the check-up phases such as verification by bank and acquirers, after the transaction itself has been finalized. Settlements are initiated by the system internally.

In Verifone Central, under the Reporting menu, you can access the **Settlements Reports** where you can search and filter your organizations' settlement batches. The **Settlements Reports** include all the transaction settlement batches sent to your bank or payments processor. You can select the date range and the organizations for which you would like to create and view the reports.

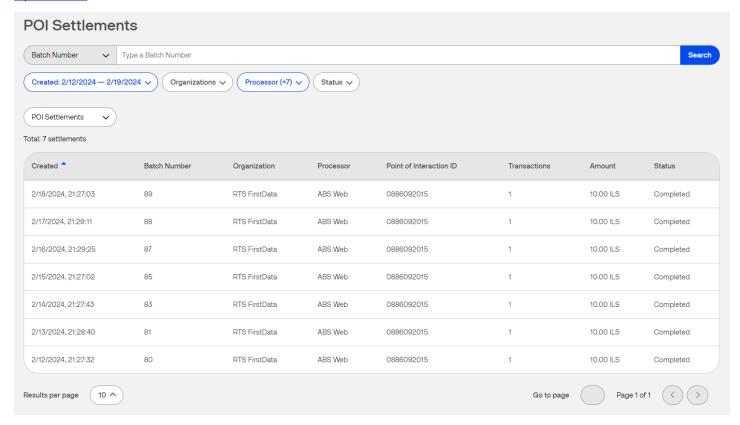
You can view the settlements using two modes:

- Point of Interaction (POI) Settlements
- Processor Settlements

Availability

Only users with Merchant Reviewer or Merchant Supervisor roles can access the settlement reports.

Both POI Settlements and Processor Settlements features are available on demand. To enable this feature, please contact a <u>Verifone</u> representative.



Generate a settlement report

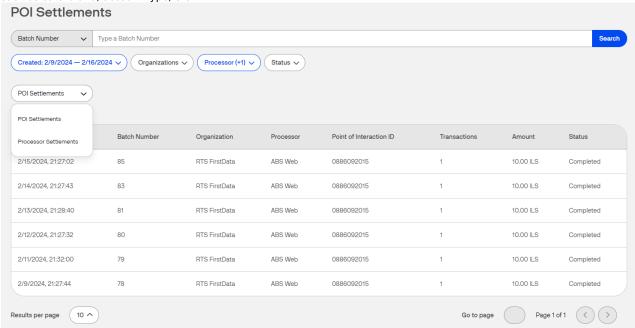
https://verifone.cloud/docs/portal/reports/settlements-reports

Updated: 14-Mar-2024



To generate a settlement report from Verifone Central, follow these steps:

- 1. Log in to your Verifone Central account.
- 2. Navigate to **Commerce** -> Reporting, and click on **Settlements** in the drop-down menu.
- 3. In the next window, if both options are available, you can choose the way in which your settlements are displayed
 - POI Settlements: Settlement batches are displayed as per Point of Interaction (POI). This is the default view of the settlement reports page.
 - **Processor Settlements**: Settlement batches are displayed according to processor-related configurations and characteristics such as card brand, account type, etc.



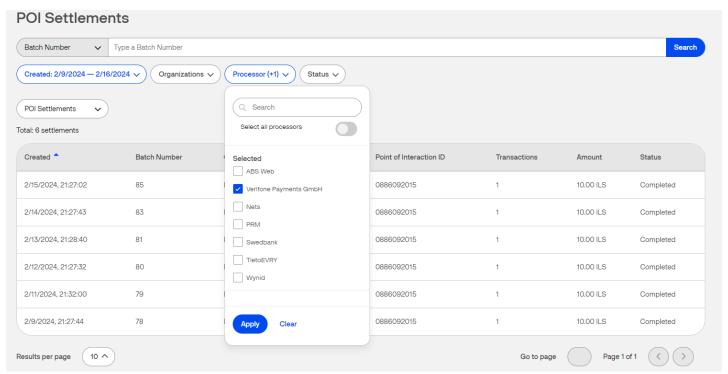
- 4. You can choose to filter the information displayed in the report based on:
 - Batch created date
 - Organizations
 - Processor
 - Status of the settlement

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o Payout type - only available for Processor Settlements **Processor Settlements** Search Site reference ID V Type a Site reference ID Transaction Day: 2/1/2022 — 2/20/2024 V Organizations (+10000) V Processor (+1) Status V Clear filter Payout Type 🗸 Processor Settlements 🗸 Organization Processor Creditor Reference Transactions Reconciled Reconciled Amount Payout Type No Settlements Found Results per page

If you want your report to list settlement batches based on a particular processor (for example, InterCard), click on the Processor filter, select the desired processor (in this case InterCard), and click the Apply button.



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