Search For A Transaction

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Go to **Transactions** and then select the filter icon.

To easily search for a transaction, use the ***filter*** to identify and locate a transaction. The filter options are provided in the table below. You can add multiple filters to identify a group of transactions or a specific transaction. Once a transaction is identified, select to view further details.

Search Options

Field	Description
Account Number	Masked card number formatted as 123456xxxxxx1234 or ACH number formatted as xxxxxxxxxxx1234.
Account Number Source	Present when a consumer's digital wallet initiates the transaction.
ACH Validated	Values are True or False. Bank account information is validated upon first use.
Acquirer Reference Number	An 11-digit number generated by the product initiating the transaction. It is a unique number that both the acquirer and the issuer can use to identify a transaction, available after it is settled. The acquirer reference number is used as the deposit reference number for chargeback adjustments. You can use this number to search both the Dispute History and Transactions reports for the corresponding dispute or initial transaction.
Authorization Code	A five or six-digit number generated by the Issuing Bank to validate a credit card whenever it is approved for purchasing a good or service.
Batch Number	A system-generated number used to identify your batch. Select the batch number to review the associated transactions.
Currency	The currency type of a transaction.
Customer ID	A unique identifier assigned to a customer by you or your team. Once entered, the customer ID cannot be modified. Select the ID name to view the customer record. Customer records are available if you have enabled Customer Vault.
DBA Name	The "Doing Business As Name." Listed on your Qualpay Account. Primarily viewable for consolidated accounts.
Developer ID	Defining value for the source of the transaction.
Disputed	Values are True or False.
First Name	The first name of the cardholder.
Funded Amount	The amount funded to your account in USD. If your transaction is processed in a currency other than USD, this is the converted USD amount.

Field	Description
Last Name	The last name of the cardholder.
Merchant Advice Code	Merchant Advice Codes (MAC) communicate the reason for declining a MasterCard payment transaction. They help eliminate excessive re-attempts and ensure data consistency. For more details, refer to the responses page.
Merchant ID	Your Qualpay Merchant ID.
Merchant Reference	A value created and entered by you at the time of the transaction. Can be used for reconciliation purposes.
MOTO E-commerce Indicator	The Mail-Order Telephone-Order (MOTO)/ e-Commerce indicator is sent with each transaction by the payment gateway, indicating to the card brands the type of card-not-present transaction. Below is the list of indicators: *0* - Card Present (not MOTO/e-Commerce) *1* - One-time MOTO transaction *2* - Recurring *3* - Installment *5* - Full 3D-Secure transaction *6* - Merchant 3D-Secure transaction *7* - e-Commerce channel encrypted (SSL)
Payment Gateway ID	Only available when processing through Qualpay Virtual Terminal, Qualpay Payment Gateway, Qualpay Checkout, Qualpay Recurring Billing, and Qualpay Invoicing. The PG ID is an identifier that uniquely identifies a transaction.
Payment Gateway Response Code	The response code received for a transaction. For more details, refer to the page on responses supported for Qualpay Products.
Payment Profile	You will see a payment profile drop-down with your different profiles listed if you have multiple profiles. Type in a portion of your payment profile ID or the entire ID to view transactions on that profile.
Payment Type	The types are *Visa*, *MasterCard*, *American Express*, *Discover*, or *ACH Payment*.

Field	Description
Purchase ID	The purchase ID, sometimes called the invoice ID, is input by you during a transaction. The value may appear on the cardholder statement and can be used for reconciliation. This value is system-generated when the Qualpay Recurring Billing engine and Qualpay Invoicing initiate transactions. The purchase ID is available for third-party payment gateway processing when the transaction is settled.
Reference Number	A unique reference number is generated for each deposit made to your checking account.
Requestor Login ID	The login name used to process the transaction is only available when processing through Qualpay Virtual Terminal, Qualpay Payment Gateway, Qualpay Recurring Billing, and Qualpay Invoicing.
Source	The transaction origination product is the source of the transaction. The options are *Virtual Terminal, Subscription, Qualpay Checkout, Qualpay Invoicing, Qualpay Payment Gateway, Visa Straight Through Processing*, or *Other*. "Other" is used for transactions processed through a third-party payment gateway or terminal.
Status	The current status of the transaction. The status of the transaction will change during its lifecycle.
Subscription ID	The unique identification number assigned to a subscription. It is system-generated.
Transaction Amount	The amount of the transaction in the processed currency.
Transaction Date	The date the transaction was processed.
Transaction Fee	If you are using a Transaction Fee Product (Surcharge, Convenience Fee, Service Fee), the value is the fee amount.
Transaction Fee Type	If you are using a Transaction Fee Product, select the type of fee: Surcharge, Convenience Fee, or Service Fee (flat or percent).
Transaction Type	Displays the type of transaction.