

Transaction Research Report

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

The report contains all transactions processed, including approved and declined transactions. Use this report to [search](#) for a transaction or set of transactions easily. Use [filters](#) to identify and locate the results of your search criteria. View the [Transactions table](#) below for a definition of the column headings.

Note: If you do not have access to Transactions and would like access, please see the administrator for your account.

Further detail is provided by selecting a row in the report and viewing the [Transaction Detail](#). Select **Close** to exit the transaction detail view.

[Transactions](#)

Field	Description
Transaction Time	The date and time the transaction was authorized.
Transaction Type	Transaction types include authorization, force, verify, capture, sale, void, refund, and credit.
Status	The status of a transaction tracks the lifecycle of a specific transaction.
Purchase ID	The purchase ID, sometimes referred to as the invoice ID, is input by you at the time of transaction processing. The value may appear on the customer statement and can be used for reconciliation purposes. The purchase ID is available for third-party payment gateway processing when the transaction is settled. This value is system generated when transactions are initiated by the Qualpay Recurring Billing engine and Qualpay Invoicing.
First Name	The first name of your customer.
Last Name	The last name of your customer.
Account Number	Masked account number. The format for credit cards is 123456xxxxxx1234. Format for ACH payments is xxxxxxxxxxxx1234.
Payment Type	Payment types are <i>Visa, MasterCard, American Express, Discover, or ACH payment</i> .
Transaction Amount	The amount of the transaction in the processed currency.
Currency	The currency type of a transaction.
Authorization Code	The Issuing Bank generates a five or six digit number to validate a credit card whenever a transaction is approved.
Merchant ID	Your Qualpay Merchant ID.

Field	Description
DBA Name	The "Doing Business As" name. Listed on your Qualpay Account. Primarily viewable for consolidated accounts.
Funded Amount	The amount funded into your account (USD). If your transaction is processed in another currency other than USD, this is the Transaction Amount converted to USD.
