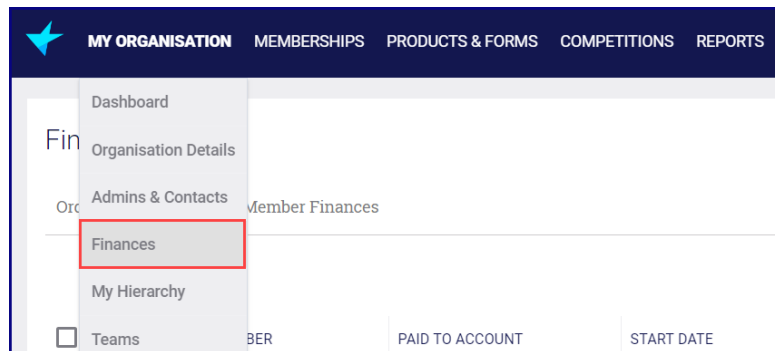




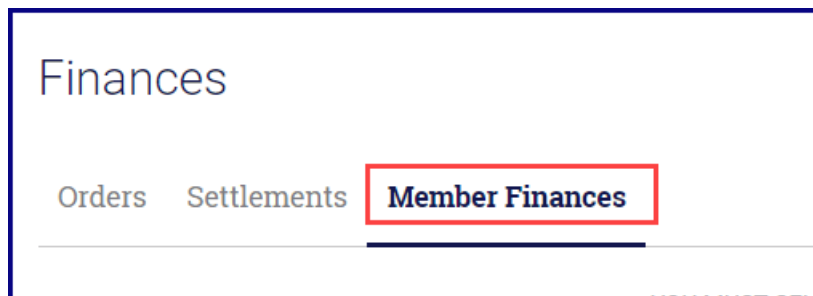
How do I download transaction reports?

Last Modified on 07/10/2019 3:28 pm AEDT

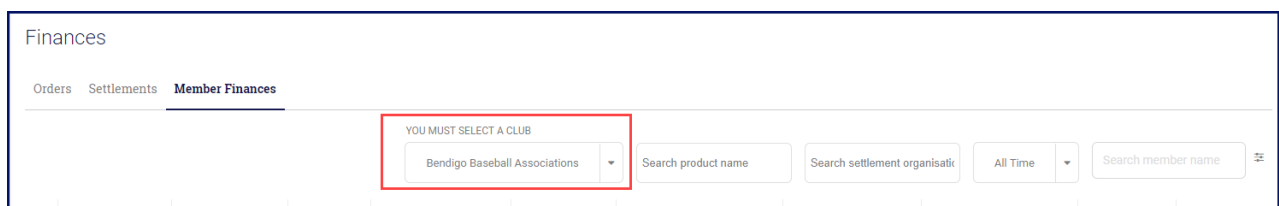
Hover over **My Organisation** and select **Finances**.



Select the **Member Finances** tab.



From the **You must select a Club** drop-down, select an organisation to see the member finances.



A list transactions for the organisation displays. Click on **Export Table Data** icon at the bottom on the page.

Finances

Orders Settlements **Member Finances**

YOU MUST SELECT A CLUB

Bendigo Baseball Associations

Search product name

Search settlement organisation

All Time

Search member name

11

<input type="checkbox"/>	SETTLEMENT NUMBER	TRANSACTION DATE	ORDERER	MEMBER	MEMBER BIRTHDATE	PRODUCT NAME	ORGANISATION NAME	SETTLEMENT ORGANISATION	PRODUCT PRICE	PAYMENT TYPE
<input type="checkbox"/>	80	20/03/2018		Lebron James Two	11/11/1992	state product	Bendigo Baseball Associations	Baseball Victoria	1.00	Online
<input type="checkbox"/>	954	20/03/2018		Jaeneer CHHHH	11/11/1992	Club fees 2	Bendigo Baseball Associations	Bendigo Baseball Associations	1.00	Online
<input type="checkbox"/>	954	20/03/2018		Jaeneer CHHHH	11/11/1992	Club fees 2	Bendigo Baseball Associations	Bendigo Baseball Associations	1.00	Online
<input type="checkbox"/>	1077	9/04/2018	Curry	Hello There	11/11/1992	(2017/18 State) Junior Playing Senior	Bendigo Baseball Associations	Baseball Victoria	20.22	Online
<input type="checkbox"/>	1078	9/04/2018	Curry	Hello There	11/11/1992	Club fees 2	Bendigo Baseball Associations	Bendigo Baseball Associations	1.00	Online
<input type="checkbox"/>	1077	9/04/2018	Curry	Hello There	11/11/1992	state product	Bendigo Baseball Associations	Baseball Victoria	1.00	Online



Show 25 Member Orders with Financials Per Page

Showing Rows 1-25 of 161

First Previous 1 2 3 4 5 Next Last

This will export the data in csv format which can be opened in Excel.

Related Articles