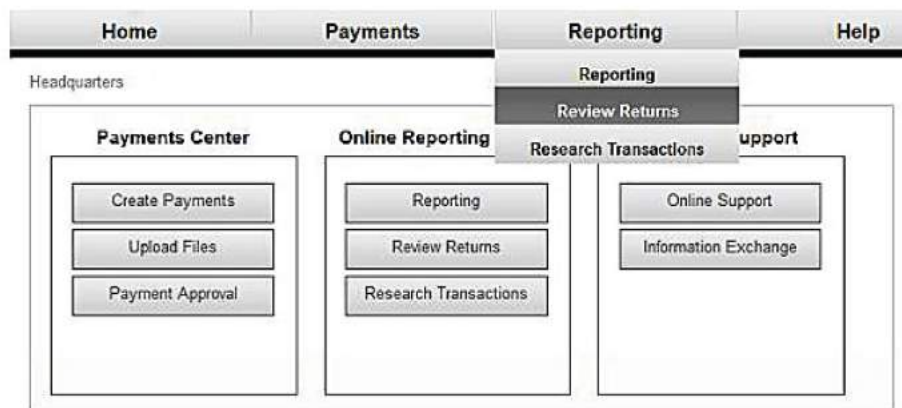


TRAINING

REVIEW RETURNS

REVIEW RETURNS



» Select Review Returns

The screenshot displays the 'Review Returns' search interface. At the top, the navigation bar shows 'Home', 'Payments', 'Reporting', and 'Help'. Below the navigation bar, the breadcrumb path 'Headquarters » Review Returns' is visible. The main content area is titled 'Review Returns' and contains a 'Returns Search' section. This section includes three input fields: 'Company:' with a dropdown menu showing 'Your Company Name', 'From Date:' with a date input field showing 'MM/DD/YYYY', and 'Until Date:' with a date input field showing 'MM/DD/YYYY'. A 'Search' button is positioned below these fields. At the bottom of the search area, there is a 'Back to Menu' button.

» Select Company Name from the drop down list

Home Payments Reporting Help

Headquarters » Review Returns

Review Returns

Returns Search

Company: From Date: Until Date:

Company	Created	Debits	Credits	View
Your Compa	MM/DD/YYYY	\$934.40	\$0.00	Details Download
Your Compa	MM/DD/YYYY	\$690.40	\$0.00	Details Download
Your Compa	MM/DD/YYYY	\$1,365.15	\$0.00	Details Download
Your Compa	MM/DD/YYYY	\$252.00	\$0.00	Details Download

Results per Page 10 Page 1 OF 1

- » Select Review Returns
- » Select SEARCH
- » Choose DETAILS or DOWNLOAD

Home Payments Reporting Help

Headquarters » Review Returns

Review Returns

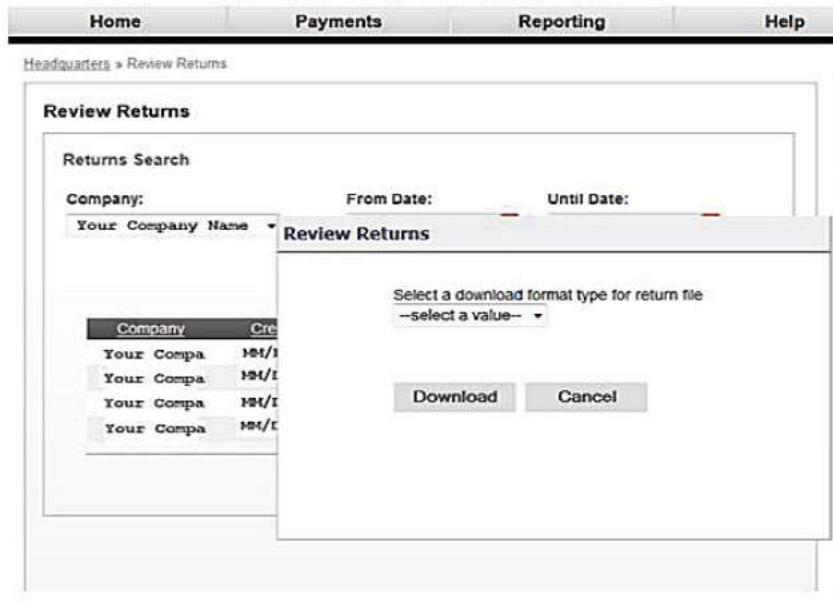
Returns Search

Company: From Date: Until Date:

Individual Name	ID	\$ Amount	DB/CR	Date	Reason
Kara Tharce	Starbuck	\$367.64	Debit	MM/DD/YYYY	R01
Karl Agathon	Helo	\$280.00	Debit	MM/DD/YYYY	R01
Gaius Baltar	Baltar	\$296.76	Debit	MM/DD/YYYY	R01

Page 1 OF 1

- » (Select DETAILS) from this screen
- » View the details of the return amounts and reasons
- » Select a specific return and VIEW DETAILS



- » Download the Return file
- » Select the format in which you want to save directly to a folder on your computer