MERCHANT REPORTING TOOL

payment and transaction statistic for web shops

Transaction reports through web-interface to paysafecard application

Contents

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1 Introduction

This document describes the Merchant Reporting Tool for business partners of paysafecard.

Merchant Reporting Tool informs about dispositions and transactions. The data can be filtered by various criteria. The reports are shown either in chart or as text-file in csv-format (Comma-Separated Values).

The mandatory online-connection to the Merchant Reporting Tool is done through web-interface. The internet connection (e.g. through firewall) must allow secured HTTP connections (HTTPS).

The necessary User Id (username) and password as well as the client certificate (for Merchant Reporting Tool) will be sent to the business partner upon request.

In order to simplify usage for our customers, we provide a Merchant Reporting Tool Light, too. This version doesn't require certificates for authentication, but a MID (Merchant ID) based login. For security reasons, it is restricted to reporting functionality, whereas full Merchant Reporting Tool allows you to administrate single transactions, where authorized transactions can be captured or released manually.

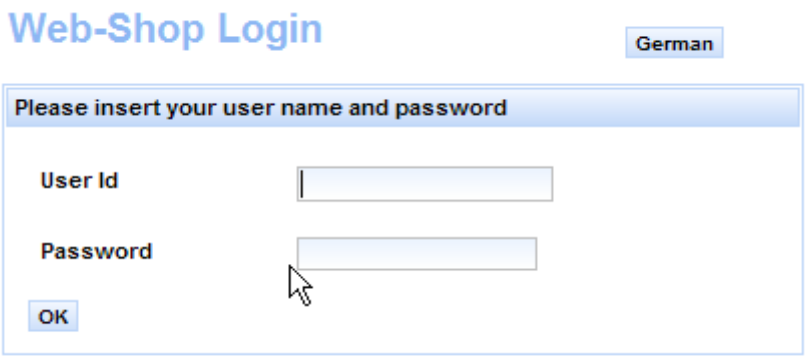
2 Log In

2.1 Merchant Reporting Tool

After import of the client certificate in the browser (one time), the login to the Merchant Reporting Too is done through following URL:

https://shops.cc.at.paysafecard.com/pscadmin/merchantLogin.seam

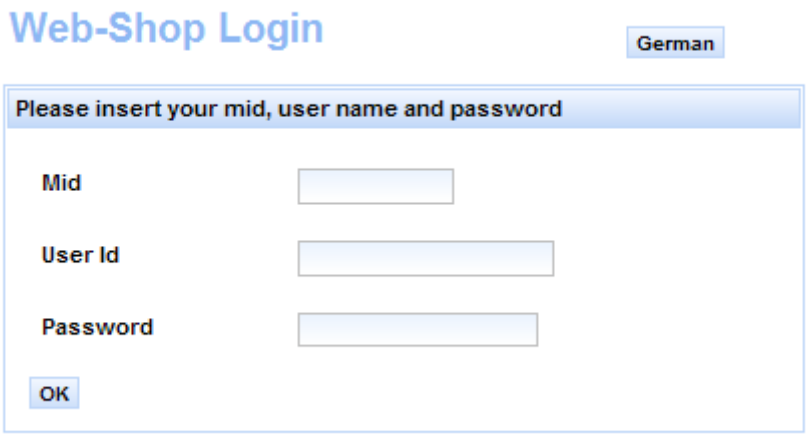
NOTE: if certificate is not imported into browser, no login is possible



After a successful login to the system, there are two different options:

2.2 Merchant Reporting Tool Light

The login to Merchant Reporting Tool Light is done through the following URL:
https://merchant.cc.at.paysafecard.com/pscadmin/merchantLogin.seam
The Merchant Reporting Tool Light does not require the import of a certificate, one will get access by entering the correct MID (Merchant ID), User Id (username) and password.



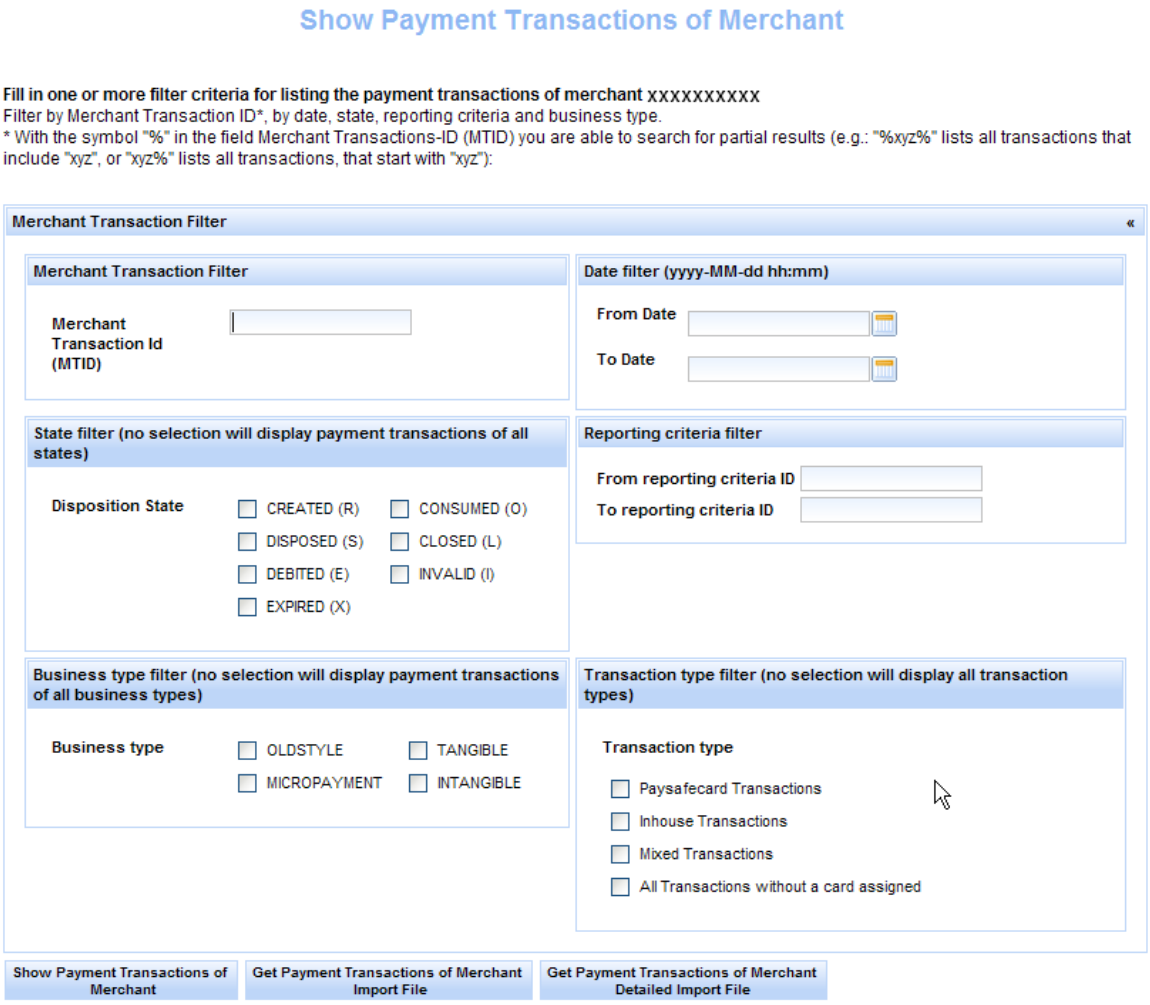
After successful login to the system, basic options like in full version are provided.

2.2.1 Show payment transactions

In order to track payment transactions in real time, one can use the following interface.
NOTE FOLLOWING LIMITS:

- file download: maximum 300.000 downloadable lines
- online display at browser interface: maximum 1000 lines will be shown
- maximum allowed search with date filter: 3 months at once
- maximum allowed session time: 5 minutes (if the query takes longer, automatic logout is performed)

The button "Show Payment Transactions Merchant" will give a form with different criteria that can be feed (e.g. date, state of transactions, Merchant Transaction ID).



2.2.2 Merchant Transaction Filter

Searching for a specific transaction or getting partial results with the symbol "%" can be done only in the field Merchant Transaction ID (MTID).

- list all transactions that include e.g. "xyz", use following: "%xyz%"
- list all transactions that start with e.g. "xyz", use following: "xyz%"

2.2.3 Date Filter:

The date (from From-Date and To-Date) has to have the format YYYY-MM-DD. The current date automatically will be filled in by clicking the button "now".

NOTE: maximum allowed search: 3 months at once

By clicking the button "Show Payment Transactions of Merchant" a table with max. 1000 transactions will be shown. Transactions are sorted by "Dispo. Date" (when disposition was created) with following detailed information:

#	Merchant Transaction ID	BT	RC	Initial Amount (Transaction Curr)	Disposition Amount (Transaction Curr)	Debited Amount (Transaction Curr)	Disp. State	Dispo. Date	Dispo. Assign Card Date	Date of last possible debit	Kind of card	Exchangerate	Details	Card Dispositions	Release Dispositions	Debit Disposition
1	286919595015713069637 95	T	-	29.81 EUR	0.00 EUR	29.81 EUR	O	2011-06-01 23:29:55	2011-06-01 23:29:56	2011-07-01 23:29:56	PSC	1.00000	Details	Card Dispositions	Release!	Execute!
2	286916074366613069629 68	T	-	17.09 EUR	0.00 EUR	17.09 EUR	O	2011-06-01 23:16:08	2011-06-01 23:16:08	2011-07-01 23:16:08	PSC	1.00000	Details	Card Dispositions	Release!	Execute!
3	286917332988713069596 21	T	-	13.97 EUR	0.00 EUR	13.97 EUR	O	2011-06-01 22:20:21	2011-06-01 22:20:21	2011-07-01 22:20:21	PSC	1.00000	Details	Card Dispositions	Release!	Execute!
4	286917332986613069595 20	T	-	20.30 EUR	0.00 EUR	20.30 EUR	O	2011-06-01 22:18:40	2011-06-01 22:18:40	2011-07-01 22:18:40	PSC	1.00000	Details	Card Dispositions	Release!	Execute!
Page Total Report Total				81.17 EUR 81.17 EUR	0.00 EUR 0.00 EUR	81.17 EUR 81.17 EUR										

The table shows following information for each single row:

RowNr

The RowNr is a sequential number for each displayed transaction

Merchant Transaction ID (MTID)

The "Merchant Transaction ID" (MTID) is (concerning a certain Merchant ID) a unique alphanumeric identification of individual payment transactions. **It is the responsibility of the merchant to provide the unique "merchant transaction ID" (MTID) and remember it for future reference.**

Business Type [optional]

There are following business types available:

- O = OLD-STYLE – old Business type for compatibility with Version 1 of paysafecard-Application
- T = TANGIBLE – trade with physical goods
- I = INTANGIBLE – trade with intangible goods (services, content)

Reporting Criteria [optional]

The "Reporting Criteria" offers the possibility to classify transactions, which allows to differentiate transactions between several webshops of one contracting party. Agreement with paysafecard is needed for setup of this Reporting Criteria. The reporting criteria must be registered by paysafecard in the system and enabled to be used thereafter. Otherwise this parameter is empty.

Initial Amount (Transaction Currency)

Under "Initial Amount (Transaction Currency)" that amount is aforementioned with creating a disposition (by the function call "createDisposition").

Disposition Amount (Transaction Currency)

The "Disposition Amount (Transaction Currency)" is the amount, that is currently reserved for the merchant. The customer has successfully paid, but the merchant has not yet debited the amount. This amount has to be debited (by the function call "executeDebit") within the agreed disposition time[1]. Otherwise, this amount will be lost for the merchant and given back to the customer's paysafecard.

[1] If not specified on the contract, the disposition time will be set to 1 hour. If needed, it can be changed by paysafecard at any time.

Debited Amount (Transaction Currency)

The Debited Amount (Transaction Currency) is the amount, that is currently withdrawn (debited by the function call "executeDebit") for the merchant. The customer has successfully paid, and the merchant has successfully debited the amount. This amount will be settled to the merchant's bank account with the following settlement report.

Disp. State

Dispositions also have a state which changes during the payment life cycle.

State	Description
"R" equal to **"C"** (CREATED)	the disposition has been created successfully, but the customer did not yet assign cards (by entering the paysafecard PIN at the customer panel)
"S" equal to **"D"** (DISPOSED)	**not yet debited;** Customer already assigned cards and completed payment on their side, the transaction still has to be debited by the merchant. **NOTE: money is not withdrawn yet**
"O" (CONSUMED)	fully debited; the disposition is totally consumed (no open amount)
"L" (CLOSED)	customer actively pressed "cancel" button at paysafecard customer panel
"E" (DEBITED)	partially debited, the disposition is still open, further debits are possible
"X" (EXPIRED)	transaction closed by paysafecard due to exceeding the Disposition Time

possible expiration process:

status **"R"** → **"X"**

status **"R"** → **"S"** then **"X"** **(after disposition timeout)**

Disp. Date

The disposition date is the date when it was created (by the function call "createDisposition").

Dispo. Assign Card Date

The "Assign Card Date" shows the timestamp, where at least one paysafecard has been assigned to the disposition. This date is also the start of the disposition time window[1], which has a default value of 1 hour. The merchant has to finish the disposition before that time window expires.

Date of last possible debit

The "Date of last possible debit" is the end of the agreed disposition time. Up to then a capture (by the function call "executeDebit") is still possible, later the transaction will be closed and set to state "X" (EXPIRED).

Kind of card

This shows which card type was used in the transaction. Three possible parameters are listed:

- "PSC" for transactions that are paid by classic paysafecards
- "INH" for transactions that are paid with so called inhousecards (promotioncards). Inhousecards are activated for the merchant upon its request and needs a separate contract with paysafecard
- "MIX" for transactions that are paid with classic paysafecards and inhousecards together

Exchangerate

If the merchant currency and card currency are not equal, the exchangerate will be displayed there.

[1] If not specified on the contract, the disposition time will be set to 1 hour. If needed, it can be changed by paysafecard at any time.

2.2.4 Details [Button]

Following details will be listed:

Show Details of Payment Transaction

Merchant Id	XXXXXXXXXX
Merchant Transaction Id	28691959501571306963795
Reporting Criterion	
Client IP	N/A
Merchant IP	100.200.300.400
Client Country based on IP	N/A
Client City based on IP	N/A
Client Country used on payment panel	N/A
Client language	N/A

#	Debit Number	Debit Amount in Transaction Currency	Debit Date
1	1	29.81 EUR	2001-06-02 23:29:57.231

Merchant Id (MID)

is a unique alphanumeric identification of the merchant/by default 10 digit long Merchant ID

Merchant Transaction Id (MTID)

unique identifier for each dispsosition

Reporting Criterion

optional parameter, offers the possibility to classify transactions

Client IP

This is the IP address of the customer

Merchant IP

This is the IP address of the merchant's payment server

Client Country based on IP

This is the country based on customer's IP address

Client City based on IP

This is the city based on the customer's IP address

Client Country used on payment panel

This is country code is based on the payment panel choice by the customer. This may differ from the client country based on IP, only if the customer manually changed the country in the drop down menu.

Client language

This is the language of the customer, based on the IP address

RowNr

The RowNr is a sequential number for each displayed card transaction

Debit Number

The "Debit Number" serves the clear marking of a partial capture (debit) within one disposition; set per default as number "1"

Debit Amount in Transaction Currency

The Debited Amount in Transaction Currency is the amount, that is currently withdrawn (debited, execute_debit)

Debit Date

The debit date is the date when the transaction was debited (by function call execute_debit).

2.2.5 Card Dispositions [Button]

Following details will be listed:

Merchant Id: XXXXXXXXXX

Merchant Transaction Id: 28691959501571306963795

Reporting Criterion:

#	Serial Number	Rank	State	Initial Amount in Card Currency	Disposition Amount in Card Currency	Hist. Amount in Card Currency	Exchange Rate of Card Currency to Eur	Initial Amount in Transaction Currency	Disposition Amount in Transaction Currency	Hist. Amount in Transaction Currency	Exchange Rate of Transaction Currency to Eur	Card Type
1	123456789	1	O	29.81 EUR	0.00 EUR	29.81 EUR	1.00000	29.81 EUR	0.00 EUR	29.81 EUR	1.00000	PSC

Merchant Id (MID)

is a unique alphanumeric identification of the merchant/by default 10 digit long Merchant ID

Merchant Transaction Id (MTID)

unique identifier for each dispsosition

Reporting Criterion

optional parameter, offers the possibility to classify transactions

RowNr

The RowNr is a sequential number for each displayed card transaction

Rank

The Rank is a sequential number for each used paysafecard

State

The current state of the transaction.

Initial Amount in Card Currency

Shows the initial created amount in card currency.

Disposition Amount in Card Currency

Shows the disposition amount in card currency, this is the reserved amount.

Hist. Amount in Card Currency

Shows the historical amount in card currency.

Exchange Rate of Card Currency to EUR

If the merchant currency and card currency are not equal, the exchange rate will be displayed here

Initial Amount in Transaction Currency

Shows the initial created amount in transaction currency.

Disposition Amount in Transaction Currency

Shows the disposition amount in transaction currency, this is the reserverd amount.

Hist. Amount in Transaction Currency

Shows the historical amount in transaction currency.

Exchange Rate of Transaction Currency to EUR

If the merchant currency and card currency are not equal, the exchange rate will be displayed here

Card Type

Shows the kind of card, which was used in the transaction.

Three possible parameters are listed:

- "PSC" for transactions that are paid by classic paysafecards
- "INH" for transactions that are paid with so called inhousecards (promotioncards). Inhousecards are activated for the merchant upon its request and needs a separate contract with paysafecard
- "MIX" for transactions that are paid with classic paysafecards and inhousecards together

2.2.6 Release disposition (NOT available in Merchant Reporting Tool Light)

This button is only visible for transactions in state "S" (DISPOSED) or "E" (DEBITED). It will release a reserved transaction. The reserved amount is now again available for the customer.

NOTE: disable pop-up blocker

The customer is then allowed to make further payments with the amount that was reserved previously.
The result is displayed in a Pop-Up. If there is "0 0" in the upper part of the window, the release was successfully done. Otherwise there will be listed an error message. Afterwards those transactions are in state "O", but there is "0.00" amount displayed at the "Debited Amount" (Transaction Currency).

2.2.7 Debit disposition (NOT available in Merchant Reporting Tool Light)

This button is only visible for transactions in state "S" (DISPOSED). This button will capture a reserved transaction. An authorized transaction can be fully debited by clicking this button (unless the disposition did not exceed the disposition time window).
The result is displayed in a Pop-Up. If there is "0 0" in the upper part of the window, the capture (by the function call "executeDebit") was successfully done. Otherwise there will be listed an error message. Afterwards those transactions are in state "O" and the debited amount is listed in the "Debited Amount" (Transaction Currency).

3 Generate Debit Report

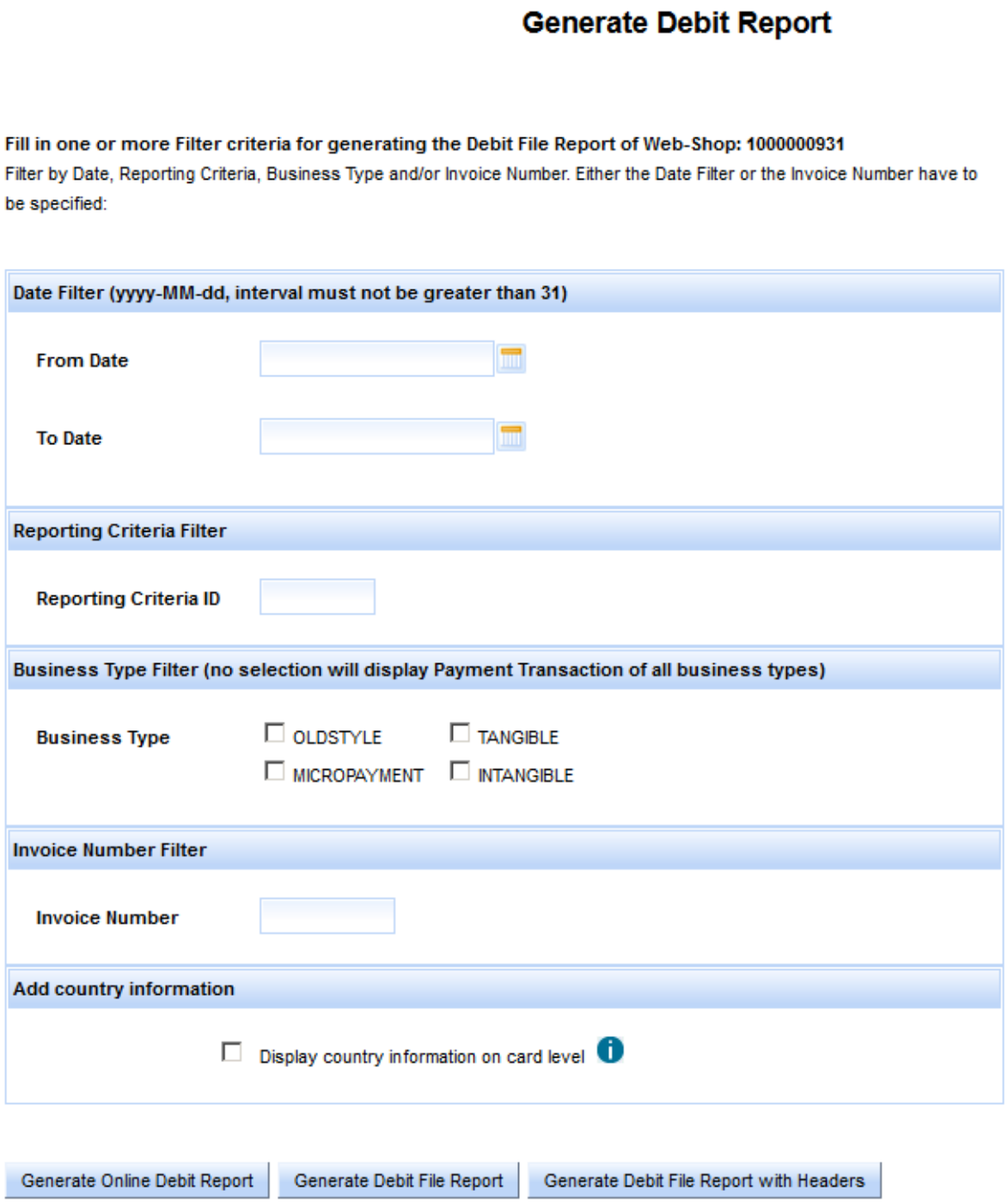
In the debit report only all successfully debited transactions are listed. Since one transaction can have multiple debits (partial debits), there can be listed several rows per transaction. All transactions that are here listed have exclusively status "O" (CONSUMED) or "E" (DEBITED). In case that for one disposition the customer used multiple paysafecards, issued in different countries, it is possible that multiple rows per one Merchant Transaction ID (MTID) are listed.

In order to reconcile the settlement with the debit report, please use the stated invoice number in the invoice as a search filter.

NOTE FOLLOWING LIMITS:

- file download: maximum 300.000 downloadable lines
- online display at browser interface: maximum 1000 lines will be shown
- maximum allowed search with date filter: 3 months at once
- maximum allowed session time: 5 minutes (if the query takes longer, automatic logout is performed)

By clicking "Generate Debit Report" at the main menu, the redirection goes to the user interface where to enter all necessary search filters.



The button "Generate Online Debit Report" will list the result in the browser window:

#	TransactionId	Debit Nr	Reporting Criteria	Gross Amount	Percentage of Commission	Net Amount	Debit Amount	Invoice Number	Voucher Number	Debit Timestamp	Initial Amount	Disposition Amount	Creation Timestamp Disposition	Card Origin	IP Country
101	tosca_201410211352_1900	1		1.00	0.00	-0.07	1.00		00000	2014-10-21 13:52:51.964	1.00	0.00	2014-10-21 13:52:31.789	MT	RD

NOTE: maximum 1000 lines will be shown

The list also can be downloaded as a text-file in the CSV-Format (CSV = Comma Separated Values) by choosing the button "Generate Debit File Report":

"1000001234","DL00000312","1","","EUR","1.00","5.00","20.00","0.94","1.00","0000001234",
"9100001234","2001-05-07 16:26:41.905000","1.00","0.00","2001-05-07
16:13:29.877000""","MT","RD"
"1000001234","DL00000308","1","","EUR","1.00","5.00","20.00","0.94","1.00","0000001234",
"9100004567","2001-05-03 18:07:49.912000","1.00","0.00","2001-05-03
18:06:32.676000""","MT","RD"
"1000000029","DL00000304","1","","EUR","1.00","5.00","20.00","0.94","1.00","0000001234",
"9100008901","2001-05-02 12:00:58.544000","1.00","0.00","2001-05-02
11:59:18.180000","MT","RD"

Following parameter are shown per row: (in CSV-file):

MID, MTID, DebitNr, Reporting Criteria, Currency, Gross Amount, Percentage of Commission, Percentage of tax, Net Amount, Debit Amount, Invoice Number, Voucher Number, Debit Timestamp, Initial Amount, Disposition Amount, Creation Timestamp Disposition, Card origin (if enabled), IP country (if enabled)

3.1 Description:

Merchant Id (MID)

is a unique alphanumeric identification of the merchant/by default 10 digit long Merchant ID

Merchant Transaction Id (MTID)

unique identifier for each dispsosition

DebitNr

The "DebitNr" serves the clear marking of a partial capture (debit) within one disposition.

Reporting Criteria [optional]

The "Reporting Criteria" offers the possibility to classify transactions, which allows to differentiate transactions between several webshops of one contracting party. Agreement with paysafecard is needed for setup of this Reporting Criteria. The reporting criteria must be registered by paysafecard in the system and enabled to be used thereafter. Otherwise this parameter is empty.

Gross Amount

The "Gross Amount" is displayed at the monthly invoice.

Percentage of Commission

The "Percentage of Commission" is the margin in percentage (%), that is agreed in the contract.

Percentage of Tax

The "Sales Tax" is set in percentage (%).

Net Amount

The "Net Amount" is the "Gross Amount" minus the commission and percentage of tax:

Gross Amount – (1 + VAT[%] / 100) * Gross Amount * Percentage of Commission[%] / 100.

Debit Amount

The "Debit Amount" is that amount, that was debited from the customer's paysafecard. (via function call execute_debit).

Invoice Number

The "Invoice number" is the 10 digit number of the invoice.

Voucher Number

The "Voucher Number" is the number, that is given to all transactions of one day.

Debit Timestamp

The "Debit Timestamp" is the time when the disposition was debited (via function call execute_debit).

Initial Amount

The "Initial Amount" is the amount, that was created (via function call create_disposition).

Disposition Amount

The "Disposition Amount" shows the current disposed amount, that is not yet debited.

Creation Timestamp Disposition

The "Creation Timestamp Disposition" is the time when the disposition was created (via function call create_disposition).

Card origin

The 2 digit ISO 3166-1 country code, where the PIN was sold

IP country

The 2 digit ISO 3166-1 country code, where the PIN was used, Please note that this information is derived from our systems and although carefully provided we do not assume any liability on the correctness of the data shared for country.

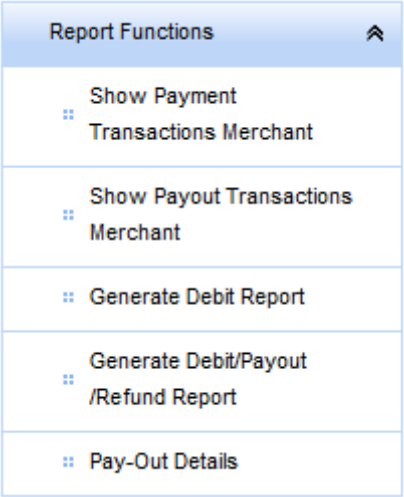
4 Log Off

After the Log-Off from the paysafecard system (Button "Log Off") the browser window has to be closed due to security reasons.

Logged in as ***support*** | Log Off

5 Payout

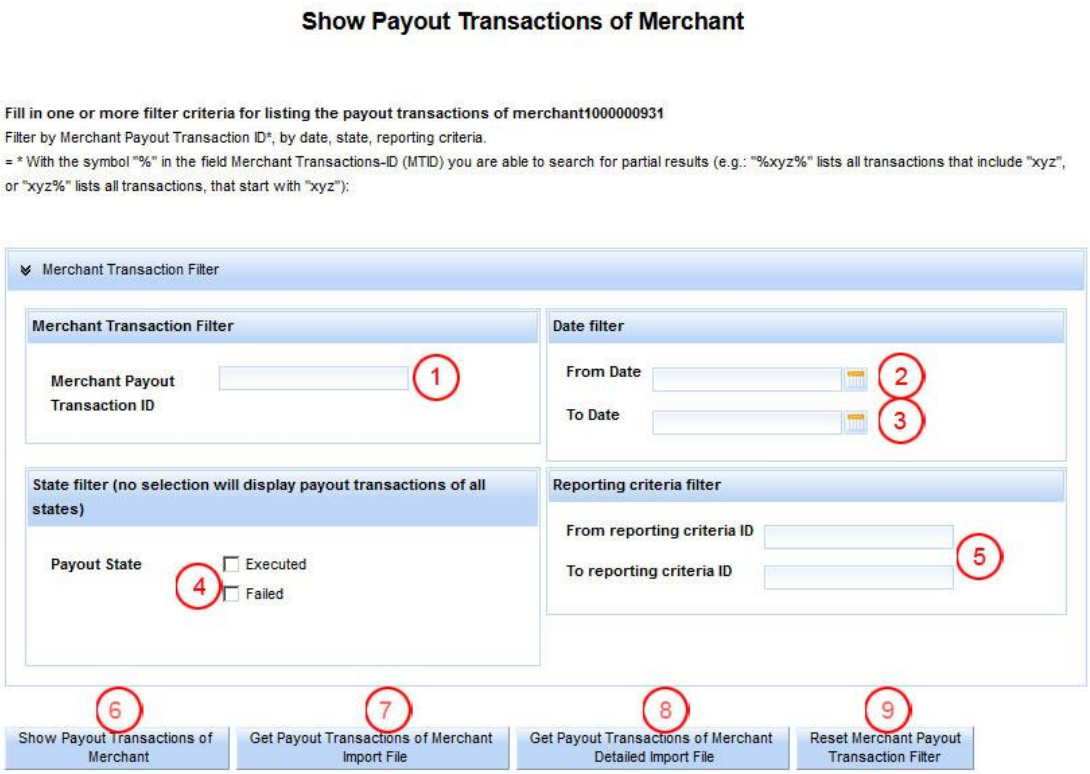
Merchants that have the payout feature enabled have access to three additional menu-items in the left menu of the web interface.



- Show payout transactions merchant
- Generate debit/payout/refund report
- Pay-out details

5.1 Show payout transactions merchant menu

Provides the functionality to view payout transaction realtime for the current MID (Merchant ID) After clicking the [show payment transactions merchant] menu button, the below screen will be displayed with several search/filter criteria.



Definition of fields/functions

1.	Merchant payout transaction id	Search for a specific payout transaction by entering the unique payout transaction reference.
2.	From date	Search for payouts after a specified date, difference with "to date" may not be bigger than 3 months.
3.	To date	Search for payouts before a specified date, difference with "from date" may not be bigger than 3 months.
4.	Payout state	A payout transaction can have two states, 1. executed (the payout was successful, no errors occurred) 2. failed (the payout was not successful, an error occurred)
5.	Reporting criteria	Advanced search criteria for payment service providers, does currently not apply for payout.
6.	Show payout transactions of merchant	Show all payout transactions according to the search criteria entered above and display the results in the browser
7.	Get payout transactions of merchant import file	Download all transactions into a CSV file (basic format)
8.	Get payout transactions of merchant detailed import file	Download all transactions into a CSV file (all transaction details).
9.	Reset merchant payout transaction filter	Reset the filter criteria.

5.1.1 Show payout transactions merchant button (6)

After entering filter/search criteria and clicking on the [Show payment transitions of merchant] button, the payout transaction details will be displayed in the browser.

#	Customer ID	Amount	FX Rate	FX Fee	Merchant Payout Transaction ID	ShopID	reporting criteria	Status	Customer amount	FX Rate Customer	FX Fee Customer	Error code	Time Stamp
1	676537562493	1.10 EUR	1.00000	0.00 %	SOPG_2014-02-27_17-42-07			FAILED			0.00 %	3100	2014-02-27 17:42:11.733
2	892478371733	1.10 EUR	1.00000	0.00 %	SOPG_2014-02-27_17-03-57			FAILED			0.00 %	3100	2014-02-27 17:08:48.737

Column	Header	Description
1.	#	Row number
2.	Customer ID	The my paysafecard customer account id that receives the payout transaction
3.	Amount	The amount and currency that is transferred
4.	FX rate	Deprecated
5.	FX fee	Deprecated
6.	Merchant payout transaction ID	The unique id of the payout transaction
7.	Shop id	Deprecated
8.	Reporting criteria	Currently deprecated
9.	Status	The status of the payout transaction, can be either executed or failed, in case the payout failed the reason of the failure will appear in the error code column
10.	Customer amount	The amount (and currency) in the currency of the customer account, the value is the same to the amount column if the payout request was in the same currency of the customer's account.
11.	FX Rate customer	The FX rate that paysafecard applied for converting the transaction into the currency of the customer's account.
12.	FX fee customer	The FX fee that was applied on the FX rate. (Always 0%)
13.	Error code	The error code that applied in case the status of the transaction was failed. (the description of the error code is available on mouseover)
14.	Time stamp	The date/time of the transaction in the format Yyyy-MM-dd HH:mm:ss.SSS

5.1.2 Get payout transactions of merchant import file (7)

With the [Get payout transactions of merchant import file] button a subset of the transactions that are displayed in the browser can be downloaded as a CSV file

	A	B	C	D	E	F
1	RowNr	Merchant ID	Payout TransactionID	Amount	Currency	CustomerID
2	1	1000000931	SOPG_2014-03-20_09-17-17	1.10	EUR	943288324933
3	2	1000000931	tosca_201403192031_330	1.00	EUR	397510585904
4	3	1000000931	tosca_201403192030_330	1.00	EUR	408805882744
5	4	1000000931	SOPG_2014-03-19_13-28-46	1.10	EUR	660184634022
6	5	1000000931	SOPG_2014-03-19_13-00-16	1.10	EUR	508692780611

5.1.3 Get payout transaction of merchant detailed import file (8)

With the [Get payout transaction of merchant detailed import file] button the full set of the transactions that are displayed in the browser can be downloaded as a CSV file

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	RowNr	Merchant ID	Payout TransactionID	Amount	Currency	FX Rate	FX Fee	CustomerID	Customer amount	Customer currency	FX Rate Customer	FX Fee Customer	Shop ID	Reporting Criteria	Status	Error Code	TimeStamp
2	1	1000000931	tosca_201403192031_330	1	EUR	1	0.00%	3.97511E+11	1	EUR	1	0.00%			EXECUTED		31:14.4
3	2	1000000931	tosca_201403192030_330	1	EUR	1	0.00%	4.08806E+11	1	EUR	1	0.00%			EXECUTED		31:00.0
4	3	1000000931	SOPG_2014-03-19_13-28-46	1.1	EUR	1	0.00%	6.60185E+11	1.1	EUR	1	0.00%			EXECUTED		28:51.4
5	4	1000000931	SOPG_2014-03-19_13-00-16	1.1	EUR	1	0.00%	5.08693E+11	1.1	EUR	1	0.00%			EXECUTED		00:23.0
6	5	1000000931	SOPG_2014-03-19_12-59-21	1.1	EUR	1	0.00%	8.04694E+11	1.1	EUR	1	0.00%			EXECUTED		59:27.4

5.1.4 Reset merchant payout transaction filter (9)

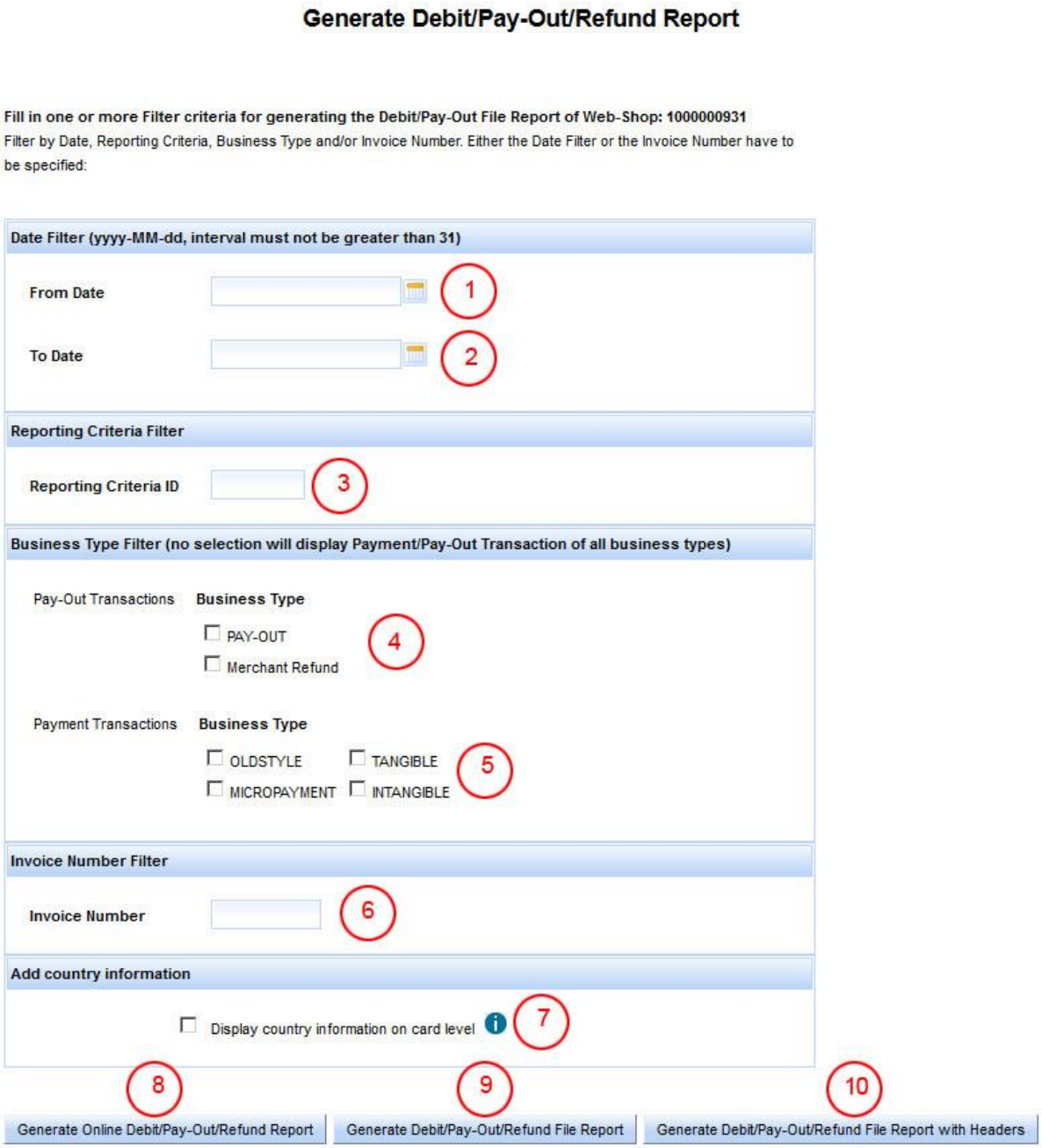
When the [Reset merchant payout transaction filter] button is clicked all filter/search criteria will be reset

5.2 Generate debit/payout/refund report

This report displays a combination of all payment and payout transactions that have been processed by the paysafecard accounting department; this data correlates with the data that will be displayed on the invoice that paysafecard will send the merchant at the end of each settlement period.

The transactions in this report are always one day behind on the actual data.

Several search/filter criteria are available to search for transactions.



Definition of fields/functions

1.	From date	Search for payouts after a specified date, difference with "to date" may not be bigger than 3 months.
2.	To date	Search for payouts before a specified date, difference with "from date" may not be bigger than 3 months.
3.	Reporting criteria id	Currently not used
4.	Business type Pay-out transactions	Select "payout" to see payout transactions. If nothing is selected payout and refund transactions will be displayed.
5.	Business type payment transactions	Currently not used
6.	Invoice number	Search for payment and payout transactions that belong to a specific invoice number
7.	Display country information on card level	To support the 2015 TAX requirements, paysafecard supports the display of country-dependent information per transaction, If enabled two additional columns will appear in the report 1) Country where the PIN was issued 2) Country where the PIN was used (if this could be detected based upon GEO/IP lookup).
8.	Generate Online Debit/Pay-out/Refund report	When this button is clicked all transactions corresponding to the entered search criteria will be displayed in the browser.
9.	Generate Debit/payout/refund file report	Downloads all transactions to a CSV file.
10.	Generate Debit/payout/refund file report with headers	Exactly the same file, but then with headers in the CSV file that explain the columns.

5.2.1 Generate online debit/payout/refund report (7)

After entering filter/search criteria and clicking on the [Generate online debit/payout/refund report], all transaction details will be displayed in the browser.

#	TransactionId	Business Type	Gross Amount	Net Amount	% of Commission	Commission	% of Tax	Debit Amount	Invoice Number	Voucher Number	Timestamp	Initial Amount	Client ID	Customer ID	Shop ID	Shop Label	Debit Nr	Reporting Criteria
01	regression3	PAYOUT	-1.00	-1.00	0.00	0.00	0.00			9400000042	2014-03-14 12:59:11.029		regression1	562003928496				
02	MTID_2014-03-14_12-32-57	INTANGIBLE	1.00	0.92	8.25	0.08	0.00	1.00		9100208710	2014-03-14 12:33:00.442	1.00	98PS4YFB4				1	

The above example only displays a payout and a payment transaction

Col	Header	Description	Applies for Payout	Applies for payment
1.	#	Row number	☑	☑
2.	Transaction id	The unique id that identifies the transaction	☑	☑
3.	Business type	Identifies if it is a payout or a payment transaction	☑	☑
4.	Gross amount	The value that correspondents with the invoice	☑	☑
5.	Net amount	The "Net Amount" is the "Gross Amount" minus the commission and percentage of tax.	☑	☑
6.	% of commission	The "Percentage of Commission" is the margin in percentage (%) that is agreed in the contract.	☐	☑
7.	Commission	The value of the commission (in the currency of the MID)	☐	☑
8.	% of tax	The "Sales Tax" percentage (%)	☐	☑
9.	Debit amount	The "Debit Amount" is that amount that was debited from the customer's paysafecard. (via function call execute_debit).	☐	☑
10.	Invoice number	Indicates to which invoice this transaction belongs (only filled in if the invoice was already generated)	☑	☑
11.	Voucher number	The serialnumber of the corresponding card that was used for the transaction.	☑	☑
12.	Timestamp	The date/time of the transaction	☑	☑
13.	Initial amount	The "Initial Amount" is the amount, that was	☐	☑

		created (via function call create_disposition)		
14.	Client id	The merchant client id that was provided with the transaction	☑	☑
15.	Customer id	The unique account id of the customer	☑	☑
16.	Shop id	Deprecated		
17.	Shop label	Deprecated		
18.	Debit nr	The "DebitNr" serves the clear marking of a partial capture (debit) within one disposition	☐	☑
19.	Reporting criteria	The "Reporting Criteria" offers the possibility to classify transactions	☐	☑

5.2.2 Generate debit/refund/payout report (8 & 9)

By clicking one of the two buttons the transaction list can be downloaded as CSV (with and without headers).

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	MID	MTID	Business Type	Gross Amount	Net Amount	% of Commission	Commission	% of Tax	Debit Amount	Invoice Number	Voucher Number	Time stamp	Initial Amount	Client ID	Customer ID	Shop ID	Shop Label	Debit Nr	Reporting Criteria	
2	1000000931	MTID_2014-03-20_1	INTANGIBLE	1	1	0	0	0	1			21:01.7	1	WAE5Y8SGS				1	METIN2	
3	1000000931	MTID_2014-03-20_1	INTANGIBLE	1	1	0	0	0	1			20:56.3	1	UBEKL33XR				1	METIN2	

5.3 Pay-out details menu button

In the payout details menu button the financial condition of the current merchant MID is displayed, providing information about how much money is available to payout to paysafecard customers.

Pay-out limit for current billing cycle

Amount of payments this billing cycle	5,000.00 EUR
Amount of pay-outs this billing cycle	-4,000.00 EUR
MID Balance	1,000.00 EUR
Assined credit line	50,000.00 EUR
Amount that still can be paid-out	51,000.00 EUR

Field	Explanation
Amount of payments this billing cycle	The total value of all payments on this MID (merchant mid), in the currency of the MID that are not settled yet.
Amount of payouts this billing cycle	The total value of all payouts on this MID (merchant mid), in the currency of the MID that are not settled yet.
MID balance	The total amount of payments minus the total amount of payouts. This is the current financial status of the MID. • If the value is positive at the end of the settlement period, paysafecard will pay the merchant. • If this value is negative at the end of the settlement period, paysafecard will invoice the merchant (the merchant needs to pay paysafecard).
Assigned credit line	Based upon a risk assessment done by the paysafecard risk department, paysafecard may assign a line of credit to the merchant. If assigned then the MID balance is allowed to go into minus up to the amount of the assigned credit line.
Amount that still can be paid out	The MID balance + the assigned credit line is the amount that the merchant still can payout to paysafecard customers.

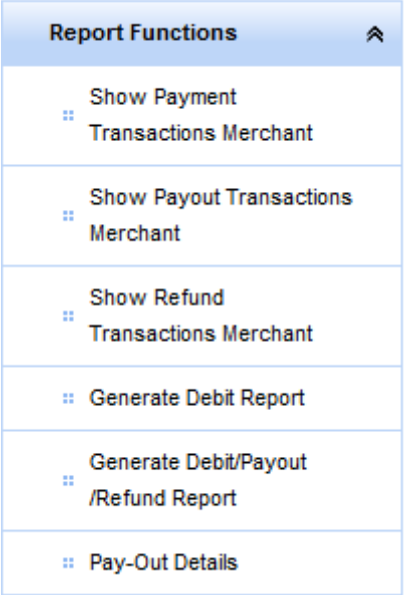
Daily pay-out limit

Daily pay-out limit	N/A
Amount of pay-outs today	-1.16 EUR
Amount that still can be paid-out	N/A

Field	Explanation
Daily payout limit	By default there is no daily payout limit set. If configured this is the amount that the merchant still can payout on this specific day (in the currency of the MID)
Amount of payouts today	Display the total value of payout transactions that we paid-out to paysafecard customers on this specific day.
Amount that still can be paid out.	Does not apply by default, since by default the daily payout limit is not configured. If configured this value displays the amount that still can be paid out from this MID today.

6 Refund

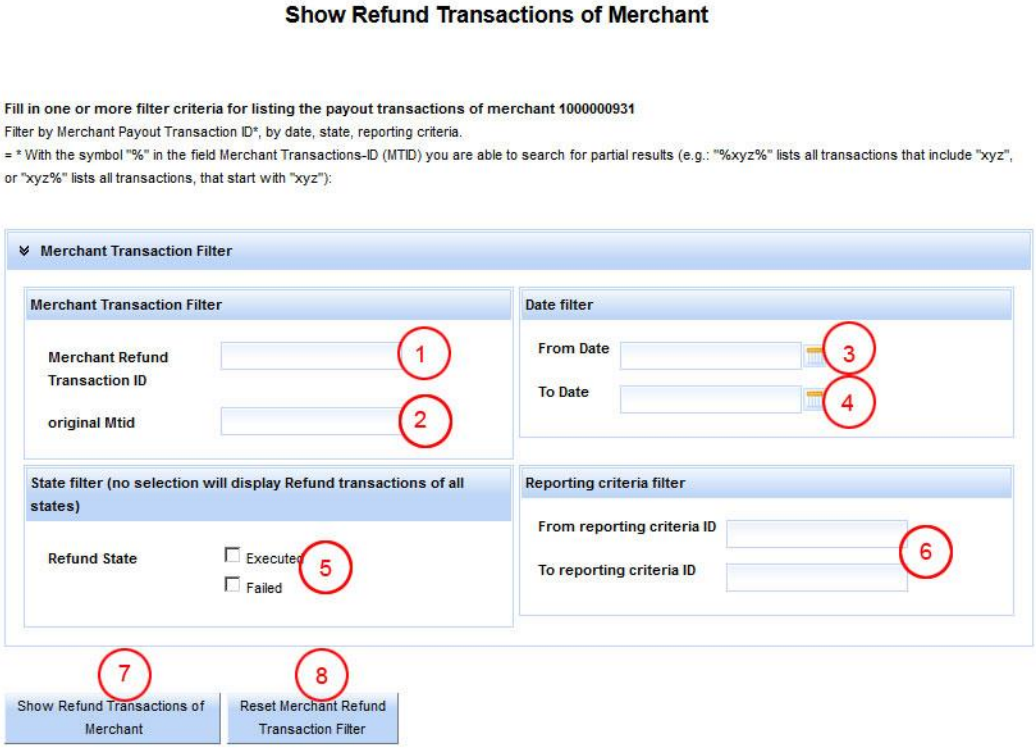
Merchants that have the payout feature enabled have access to three additional menu-items in the left menu of the web interface.



- Show refund transactions merchant
- Generate debit/payout/refund report

6.1 Show refund transactions merchant

Provides the functionality to view refund transaction realtime for the current MID (Merchant ID) After clicking the [show refund transactions merchant] menu button, the below screen will be displayed with several search/filter criteria.



Definition of fields/functions

1.	Merchant refund transaction id	Search for a specific refund transaction by entering the unique refund transaction reference.
2.	Original MTID	Search for refund transactions by entering the unique transaction id of the refunded transaction
3.	From date	Search for refunds after a specified date, difference with "to date" may not be bigger than 3 months.
4.	To date	Search for refunds before a specified date, difference with "from date" may not be bigger than 3 months.
5.	refund state	A payout transaction can have two states, • executed (the refund was successful, no errors occurred) • failed (the refund was not successful, an error occurred)
6.	Reporting criteria	Advanced search criteria for payment service providers to search on sub-merchants.
7.	Show refund transactions of merchant	Show all refund transactions according to the search criteria entered above and display the results in the browser
8.	Reset merchant refund transaction filter	Reset the filter criteria.

6.2 Generate debit/payout/refund report

See section 5.2