Transaction Listing Report

Last Modified on 09/21/2023 5:35 pm EDT

The **Transaction Listing** report provides you with a list of transactions based on filters <u>\$earch</u> Criteria) you select.

Get to this report from the Transactions menu > Transaction Reports > Transaction Listing Report.

- Customize a report with a listing of transactions sorted by Family/Account and Transaction Date for a specific date range including tax, if collected.
- ★ View totals for debits, credits, and net payments (payments less refunds). Payment totals will reconcile with all other Revenue Reports.
- rovide this report to your accountant, they refer to this as a ledger.



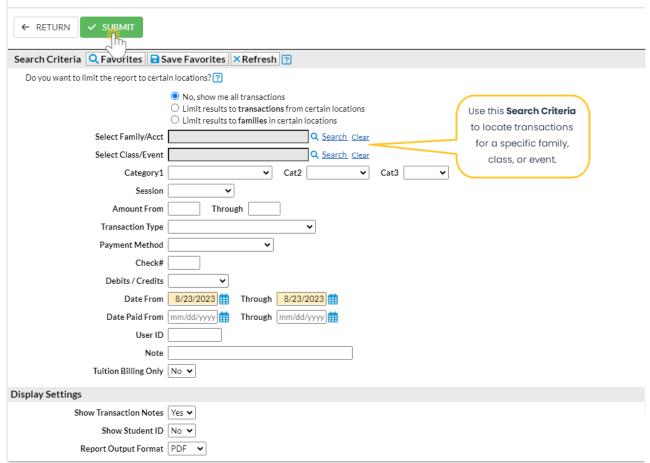
Save this as a frequently used report! Click the Heart icon \bigcirc next to a report name, the heart will change to red \bigcirc and the report will be listed under the Reports menu > My Reports for quick and easy access!

Search Criteria

You can filter the report using any or all of the available Search Criteria and Jackrabbit will compile a report of families who meet ALL of the criteria chosen. In addition, you can filter for a specific family or class.

This report can be viewed/saved to PDF, Excel, HTML, Word, Text, and Tiff format.

Report: Transaction Listing



Report Results

You will be able to view the Transaction Listing, with taxes shown (if collected) in a separate column, for the families in your database during the specified date range.

Transaction Listing

From 8/23/2023 - Through 8/23/2023

Last Name	Date	Туре	Sub-	type	Student	Class/Event	C	ty Chk#	Tax	Amount
Ager Payment: SUC		Payment provalCode=12345	6 TransID#86	53111138 Last4=8	3886 Name=Ho	lly Ager				-446.00
Fontaine Payment: SUC		Payment provalCode=12345	6 TransID#86	53111180 Last4=8	8886 Name=A.	Fontaine				-414.00
Fornos Payment: SUC		Payment provalCode=12345	6 TransID#86	53111228 Last4=8	8886 Name=Ad	ele Fornos				-212.50
Golding Payment: SUC		Payment provalCode=12345	6 TransID#86	53111265 Last4=8	8886 Name=S.	Golding				-150.00
Harding Payment: SUC		Payment provalCode=12345	6 TransID#86	53111298 Last4=8	8886 Name=Le	e Harding				-595.00
Jacobs Payment: SUC		Payment provalCode=12345	6 TransID#86	53111359 Last4=8	8886 Name=Ja	ne Cochrane				-548.50
Reimer Payment: SUC		Payment provalCode=12345	6 TransID#86	53111386 Last4=8	8886 Name=ad	sf asdf				-554.00
Smith 8/23/23 Payment Payment: SUCCESS ApprovalCode=123456 TransID#8653111441 Last4=8886 Name=Tory Smith										-358.50
Wallace Payment: SUC		Payment provalCode=12345	6 TransID#86	53111526 Last4=9	9906 Name=Liv	y Wallace				-352.50
							0		0.	.00
Debits:		# (of Trans	Credits:			# of Trans			
Refunds:		0.00	0	F	ayments:	4,281.00	11	Payme	nts:	4,281.00
Fees:		0.00	0	Credit Adj	ustments:	0.00	0	- Refur	nds:	0.00
Total Debits:		0.00	0		al Credits:	4,281,00	11	Net To		



This report format is a favorite of accountants and bookkeepers!