

Download a PDF or excel copy of the settlement detail

Monthly summary statements also available! Click [here](#) to find out where to find them.

If you want to download the settlement breakdown for each individual settlement from Verofy® Cloud, you can do so by following the steps below.

From the **Options** button in the **settlement detail record**, you can select to download settlement as PDF or as an excel (XLSX) file.

Download settlement as PDF

From the **Options** button, select **Download settlement as PDF**.

image.png and or type unknown

The file will then download. Here's an example of what it will look like:

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Download settlement as XLSX (excel) file

From the **Options** button, select **Download settlement as XLSX**.

image.png and or type unknown

The file will then download. This doesn't give you the breakdown of the fees etc but does give you the list of transactions within the settlement. Here's an example of what it will look like:

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