# Exporting settlement data

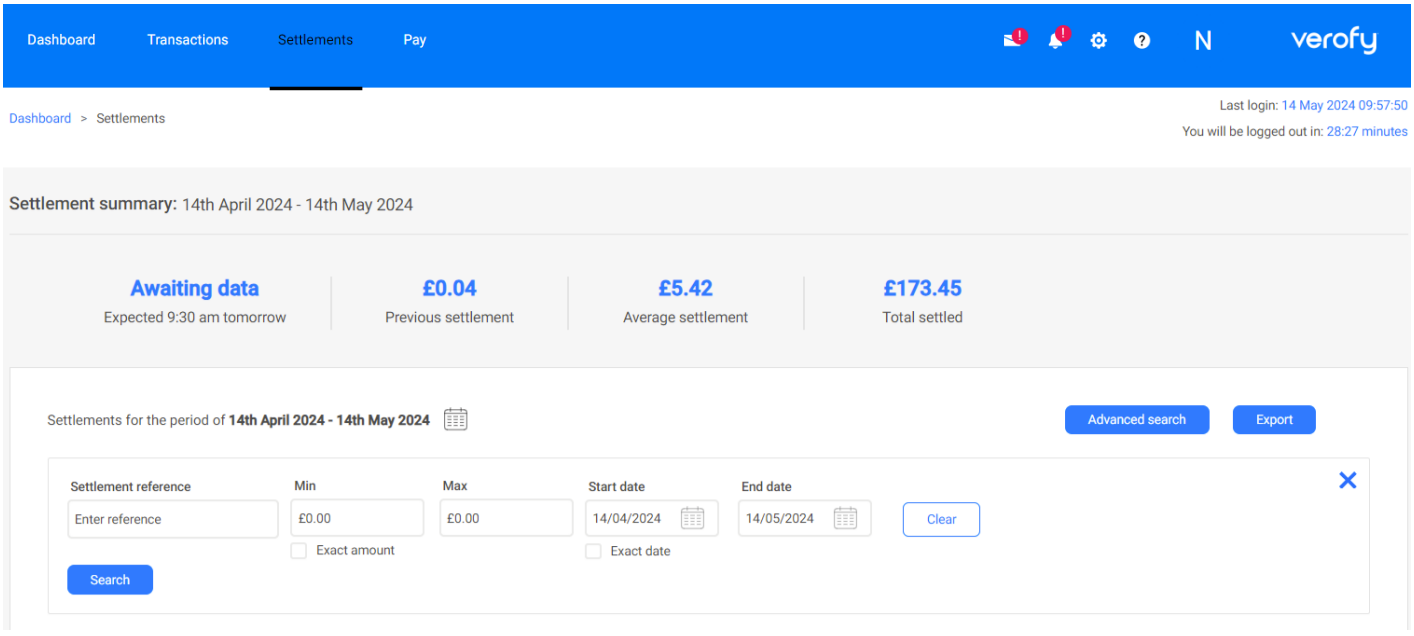
If you need to export your filtered settlement data, you can easily do so from Verofy® Cloud.

> **Currently, you can only export settlements per page, so if there are multiple pages of settlements, you may need to do more than one export.**

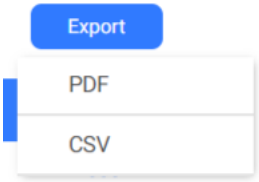
If you have lots of records, you can choose how many settlements to view per page (up to 100) and can select the page you need from the drop down. This bar is located at the bottom of the list of settlements.




To export settlement data, head to the **Settlements** tab in Verofy® Cloud.




Filter the date range you want to export settlements for (in this example, let's say 1st April until 30th April) and make sure you've checked how many settlements are showing per page (as well as how many pages there are in total). Once filtered, press the **Export** button to choose whether to export the data as PDF or CSV (excel).




*PDF export example*

| Transactions date | Settled amount | Settlement reference | Payment date | |
|---|---|---|---|---|
| 30 Apr 2024 - 09:30 | £84.69 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 30 Apr 2024 10:32 | Settled |
| 28 Apr 2024 - 09:30 | £1,290.41 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 29 Apr 2024 10:38 | Settled |
| 27 Apr 2024 - 09:30 | £303.10 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 29 Apr 2024 10:32 | Settled |
| 26 Apr 2024 - 09:30 | £196.28 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 26 Apr 2024 10:32 | Settled |
| 25 Apr 2024 - 09:30 | £28.90 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 25 Apr 2024 10:33 | Settled |
| 24 Apr 2024 - 09:30 | £552.01 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 24 Apr 2024 10:32 | Settled |
| 23 Apr 2024 - 09:30 | £615.16 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 23 Apr 2024 10:31 | Settled |
| 21 Apr 2024 - 09:30 | £1,278.48 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 22 Apr 2024 10:37 | Settled |
| 20 Apr 2024 - 09:30 | £513.89 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 22 Apr 2024 10:31 | Settled |
| 19 Apr 2024 - 09:30 | £182.22 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 19 Apr 2024 10:32 | Settled |
| 18 Apr 2024 - 09:30 | £897.95 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 18 Apr 2024 10:32 | Settled |
| 17 Apr 2024 - 09:30 | £650.08 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 17 Apr 2024 10:32 | Settled |
| 16 Apr 2024 - 09:30 | £418.76 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 16 Apr 2024 10:32 | Settled |
| 14 Apr 2024 - 09:30 | £1,163.26 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 15 Apr 2024 10:37 | Settled |
| 13 Apr 2024 - 09:30 | £1,325.43 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 15 Apr 2024 10:32 | Settled |
| 12 Apr 2024 - 09:30 | £895.05 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX | 12 Apr 2024 10:32 | Settled |

*CSV export example*

| | A | B | C | D | E | F | G |
|---|---|---|---|---|---|---|---|
| 1 | date | transactionId | type | status | channel | amount | settlement |
| 2 | 30.4.2024 09:30:00 | VER | settlement | | N/A | £85.00 | |
| 3 | 28.4.2024 09:30:00 | VER | settlement | | N/A | £1,296.00 | |
| 4 | 27.4.2024 09:30:00 | VER | settlement | | N/A | £304.00 | |
| 5 | 26.4.2024 09:30:00 | VER | settlement | | N/A | £197.00 | |
| 6 | 25.4.2024 09:30:00 | VER | settlement | | N/A | £29.00 | |
| 7 | 24.4.2024 09:30:00 | VER | settlement | | N/A | £554.00 | |
| 8 | 23.4.2024 09:30:00 | VER | settlement | | N/A | £617.00 | |
| 9 | 21.4.2024 09:30:00 | VER | settlement | | N/A | £1,283.40 | |
| 10 | 20.4.2024 09:30:00 | VER | settlement | | N/A | £516.00 | |
| 11 | 19.4.2024 09:30:00 | VER | settlement | | N/A | £183.00 | |
| 12 | 18.4.2024 09:30:00 | VER | settlement | | N/A | £902.00 | |
| 13 | 17.4.2024 09:30:00 | VER | settlement | | N/A | £652.00 | |
| 14 | 16.4.2024 09:30:00 | VER | settlement | | N/A | £420.00 | |
| 15 | 14.4.2024 09:30:00 | VER | settlement | | N/A | £1,167.60 | |
| 16 | 13.4.2024 09:30:00 | VER | settlement | | N/A | £1,331.00 | |
| 17 | 12.4.2024 09:30:00 | VER | settlement | | N/A | £898.00 | |
| 18 | 11.4.2024 09:30:00 | VER | settlement | | N/A | £297.00 | |
| 19 | 10.4.2024 09:30:00 | VER | settlement | | N/A | £151.00 | |
| 20 | 9.4.2024 09:30:00 | VER | settlement | | N/A | £859.00 | |

settlements

If you need to see the breakdown data of the settlement detail, you can download a PDF or excel breakdown for a specific settlement, click **here** to find out how.

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