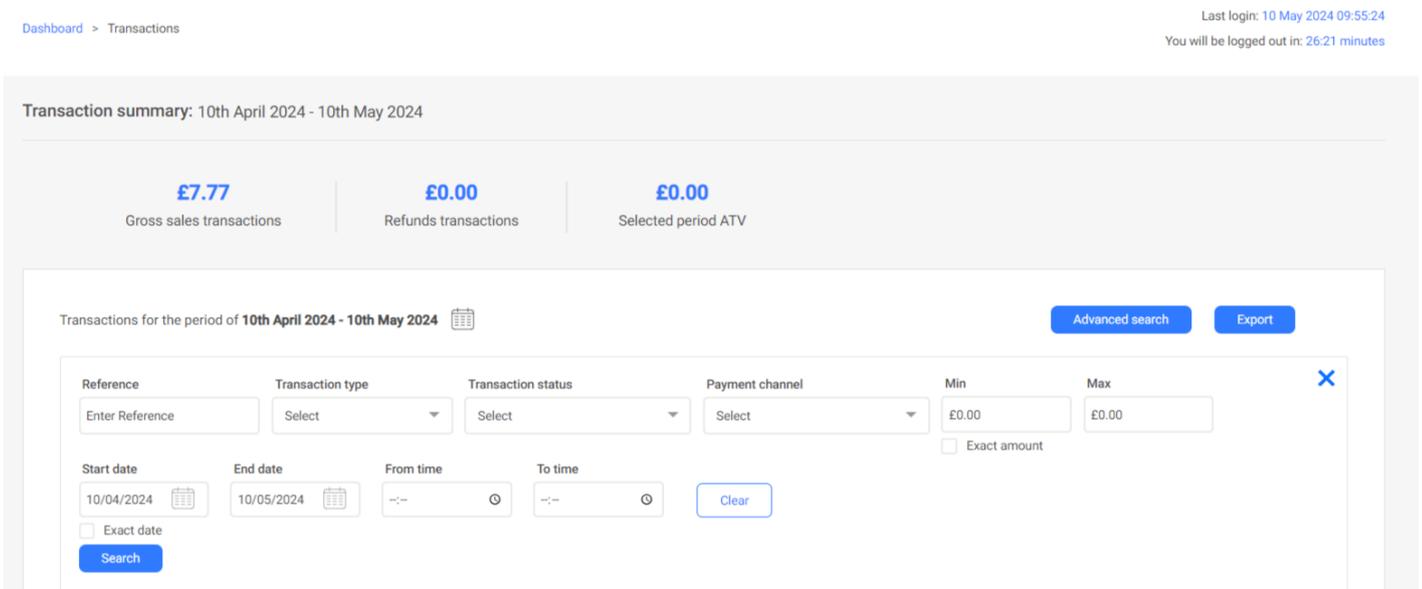


Finding a specific transaction

To locate a specific transaction, head to the **Transactions** tab in Verfy® Cloud.



Select the **Advanced search** button to open the options for filtering a transaction.



The easiest way to find a specific transaction is to filter the payment channel, the amount and/or the reference number if you know it. Press **Search** to find the transaction. In the example below, I'm looking for a Sale transaction taken between 1st and 10th May 2024, on my Verfy® Move, for an exact amount of £2.00. The search has returned two matches, displayed below.

Transactions for the period of **1st April 2024 - 10th May 2024** 

[Advanced search](#)

[Export](#)

Reference: Transaction type: Transaction status: Payment channel: Exact amount: Exact amount ✕

Start date:  End date:  From time:  To time: 

Exact date

Date	Reference	Type	Method	Status	Transaction	
25 Apr 2024 - 13:47	6591N3Y8Q4DG8M3Q4QVLX2ZRW	 Sale	Verofy® Move	Approved	£2.00	Awaiting Settlement ⋮
9 Apr 2024 - 21:28	OYN093ZR14NEM9GX4EGXWL685	 Sale	Verofy® Move	Approved	£2.00	Awaiting Settlement ⋮

Click to find out how to [download a PDF copy of the receipt](#), [email a copy of the receipt to your customer](#) or [request support for a specific transaction](#).

If you are having trouble finding a specific transaction, or need support with using the filters in the Transactions tab, [contact us](#).

Revision #8

Created 8 May 2024 17:18:51 by Verofy® Support

Updated 10 May 2024 11:41:11 by Verofy® Support