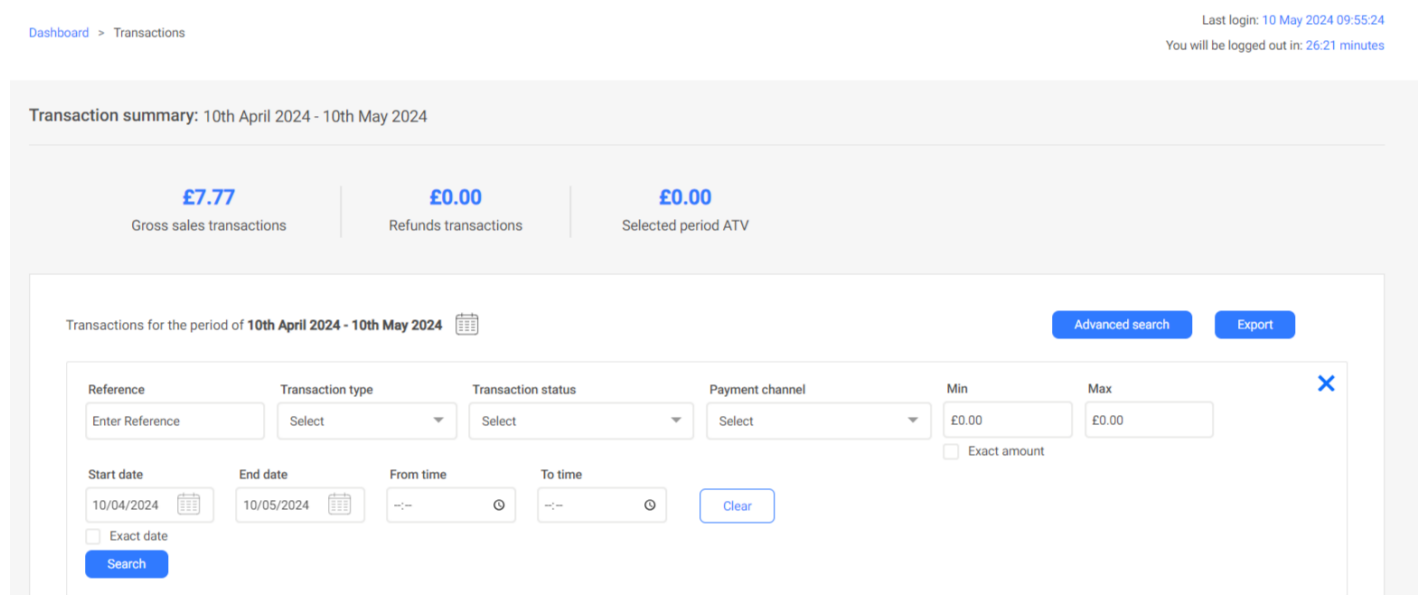


# Finding a specific transaction

To locate a specific transaction, head to the **Transactions** tab in Verofy® 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 Verofy® 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

Enter Reference

Sale

Approved

Verofy® Move

£2.00

☒ Exact amount

Start date

End date

From time

To time

Clear

01/04/2024



10/05/2024

--:--

--:--

☐ Exact date

Search

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**.

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