



**WEB TUTORIALS**

# Merchant Account



Run On-demand Reports

# Run On-demand Reports



Home ▾ Transactions ▾ Lookup ▾ Customer Profiles ▾ Products and Pricing ▾ AVTRIP Promotions ▾ Merchant Account ▾ Help

A screenshot of a web application interface. At the top is a navigation bar with several menu items. Below it is a main content area with five large icons: 'Account Info' (person and gear), 'System Setup' (wrench and screwdriver), 'Reports' (pie chart on a screen), 'Change Password' (lock and key), and another 'Reports' icon (pie chart). A dropdown menu is open over the 'Reports' icon in the top right, listing 'Account Info', 'System Setup', 'Report Delivery', 'Reports', and 'Change Password'. A black arrow points from a text box at the bottom to the 'Reports' icon in the main content area. Another black arrow points from the same text box to the 'Reports' option in the dropdown menu.

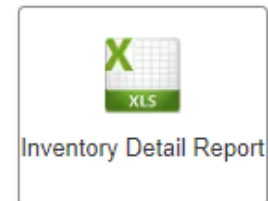
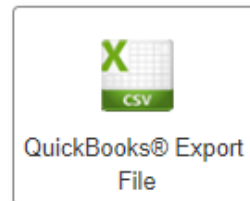
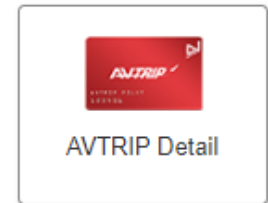
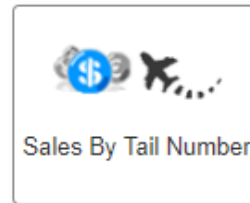
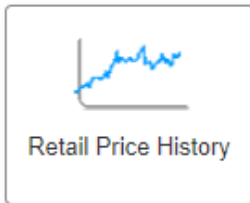
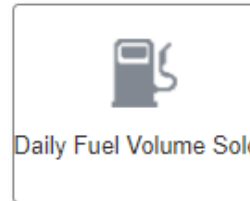
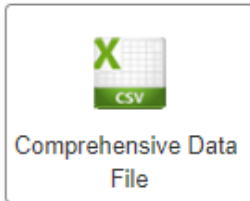
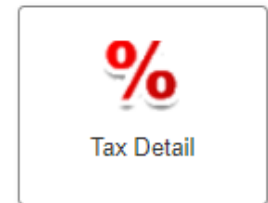
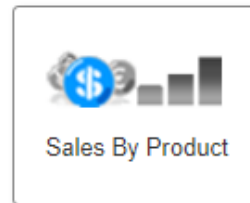
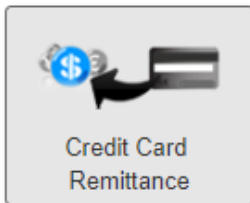
To run on-demand reporting of your transaction data, select "Reports".

# Reports



These reports can be run on-demand at anytime to compile transaction data.

## Reports



# Credit Card Remittance



## Reports

Credit Card Remittance Reports by batch date range. To view a remittance report, select "Credit Card Remittance".

 Credit Card Remittance	 Daily Fuel Volume Sold	 Tax Detail
 Comprehensive Data File	 Sales By Tail Number	 Tax Detail by Product
 Retail Price History	 QuickBooks® Export File	 AVTRIP Detail
 Accounting Export File	 Inventory Detail Report	

# Select Date Range



Close

## Generate Report - Merchant Remittance Report

Output Format  
(pdf) Portable Document Format



Output Destination

Select the date range for which you would like to view the remittance summary. Click the "Run" icon.

### Report Parameters

Merchant

Batch Date Range

# View Report



Generating Report

Close

Click here to view the report.

Click to view the report.

Execution complete (Success)	12/23/2015 12:46:44
Rendered page 3 of 3	12/23/2015 12:46:42
Found 3 pages	12/23/2015 12:46:42
Counting pages	12/23/2015 12:46:42
Commencing execution	12/23/2015 12:46:42

The image shows a software interface window titled "Generating Report". At the top right is a "Close" button. Below the title, there is a large dark blue progress bar. In the center, a white button with rounded corners says "Click here to view the report.". Below the progress bar is a table with two columns: the first column contains status messages, and the second column contains timestamps. A dark grey button with rounded corners and white text says "Click to view the report.". A black arrow points from this button up to the white button above it.



# CREDIT CARD REMITTANCE REPORT

<b>Batches Settled</b>		
11/15/2015 through 11/18/2015		
<b>Merchant</b>	<b>Merchant No.</b>	<b>Location</b>
Merchant Training Account	2985	KIXD
<b>Remit to</b>		<b>Attn:</b>
		tamartinez@multiservice.com

## BATCH REMITTANCE SUMMARY

BATCH	TERMINAL	DATE TIME	COUNT	POINTS	USD GROSS	USD PROC FEE	USD DUE
1364	10290016046	11/18/2015 11:18:23	2		\$1,721.18	\$63.52	\$1,657.66
			2		\$1,721.18	\$63.52	\$1,657.66

## AVTRIP

1364				200		\$2.00	\$(2.00)
				200		\$2.00	\$(2.00)

\$1,721.18	\$65.52	<b>\$1,655.66</b>
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**REMITTANCE  
TOTAL**

## TRANSACTION DETAILS

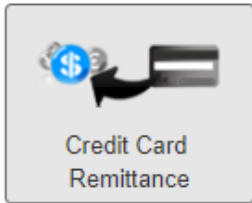
CARD TYPE	INVOICE	DATE	CARD NO.	USD GROSS	USD PROC FEE	USD DUE
<b>BATCH 1364</b>						
AIR Card	570276	11/18/2015	*****1953	\$1,001.05	\$32.54	\$968.51
AIR Card	570279	11/18/2015	*****1953	\$720.13	\$30.98	\$689.15
				\$1,721.18	\$63.52	\$1,657.66



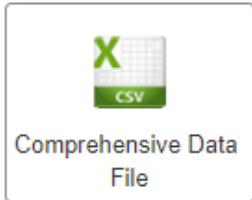
# Sales By Product



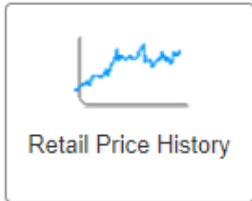
## Reports



Credit Card Remittance



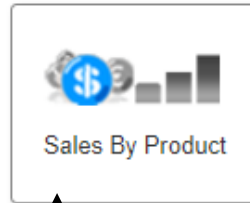
Comprehensive Data File



Retail Price History



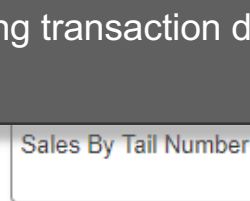
Accounting Export File



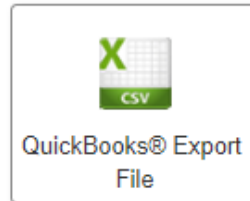
Sales By Product



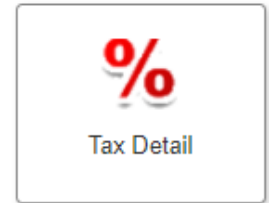
Daily Fuel Volume Sold



Sales By Tail Number



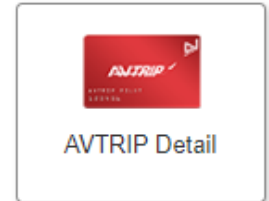
QuickBooks® Export File



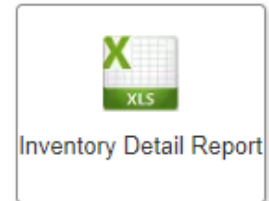
Tax Detail



Tax Detail by Product



AVTRIP Detail



Inventory Detail Report

Select "Sales By Product" to run a report providing transaction data by products.

# Select Product Type



Close

## Generate Report - Sales By Product

Output Format  
(csv) Comma Separated Values

Output Destination

### Report Parameters

Merchant

Product Type

Receipts From

Receipts To

Select type of product: Fuel, Non Fuel or All

# Select Date Range




Report Parameters

Merchant: 2985

Product Type: All

Receipts From:

Receipts To: 

November 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

Select the date range to pull transaction information.

# Generate Report



Close

## Generate Report - Sales By Product

Output Format


(csv) Comma Separated Values


Output Destination

## Report Parameters

Merchant

Product Type

Receipts From  

Receipts To  

Generate the report by clicking the "Run" Icon.




# View Report



Generating Report

Close

Click here to view the report.



Execution complete (Success)	12/23/2015 13:03:21
Rendered page 2 of 2	12/23/2015 13:03:21
Found 2 pages	12/23/2015 13:03:21
Counting pages	13:21
Processing config file(s)	13:19
Commencing execution	12/23/2015 13:03:19

Click to view the report.

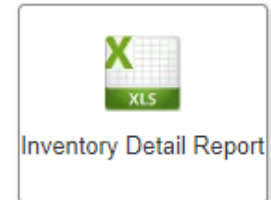
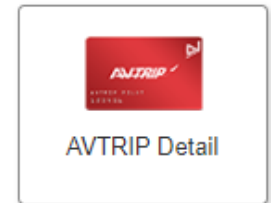
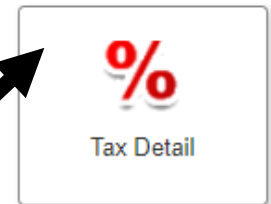
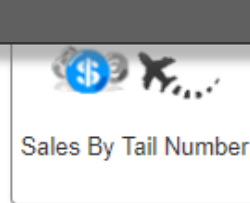
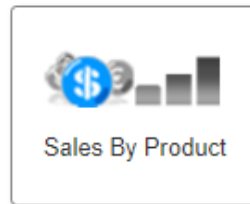
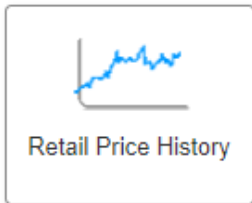
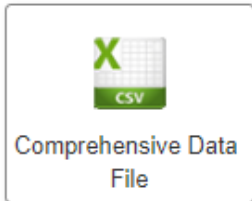
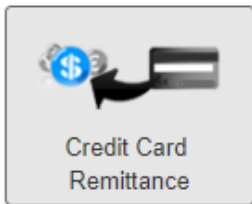
The image shows a screenshot of a web application interface. At the top left, the text 'Generating Report' is displayed in a dark red font. In the top right corner, there is a 'Close' button. Below the title, a dark blue progress bar is shown. A button labeled 'Click here to view the report.' is positioned above the progress bar. Below the progress bar is a table with two columns: the first column contains status messages, and the second column contains timestamps. A black arrow points from a button labeled 'Click to view the report.' at the bottom of the table up to the 'Click here to view the report.' button.



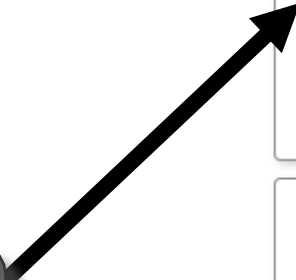
# Tax Detail



## Reports



Select the "Tax Detail" report to review tax information from transaction data.



# Select Tax Detail

## Reports

Close

### Generate Report - Tax Detail

Output Format  
(csv) Comma Separated Values

Output Destination

### Report Parameters



Merchant ID

Tax

Receipts From

Receipts To

- Noise Tax
- Canadian Excise Tax
- Customs Duty
- Energy Duty
- GST
- Harmonized Sales Tax

Select the tax that should be included in the report. If all taxes are desired, select "All".




# Select Date Range



**Report Parameters**

Merchant ID



Tax

Receipts From  

Receipts To

December 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Select desired date range for transaction information.

# Generate Report



Close

## Generate Report - Tax Detail

Output Format  
(csv) Comma Separated Values

Output Destination

---

## Report Parameters

Merchant ID

Tax

Receipts From

Receipts To

Generate the report by clicking the "Run" Icon.

# View Report



Generating Report Close

[Click here to view the report.](#)

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Execution complete (Success)	12/23/2015 16:43:12
Rendered page 2 of 2	12/23/2015 16:43:12
Found 2 pages	12/23/2015 16:43:12
Counting pages	12/23/2015 16:43:12
Processing config file(s)	12/23/2015 16:43:07
Commencing execution	12/23/2015 16:43:07

[Click to view the report.](#)

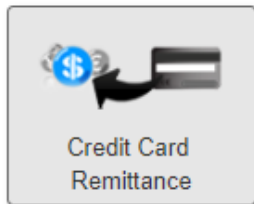


	A	B	C	D	E	F	G	H	I	J
1	Tax Detail Report									
2	Receipt Date : 01-Nov-15 to 30-Nov-15									
3	Tax : All									
4										
5	Tax	Receipt Date	Batch	Receipt N	Remittance	Product	Quantity	Product T	Tax	
6	Fed Tax re	5-Nov-15	1362	570267	Credit Car	Jet A Fuel	100	355	21.9	
7	Fed Tax re	9-Nov-15	1363	570271	Credit Car	Jet A Fuel	100	355	21.9	
8	Federal Ta	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	24.4	
9	Flow Fee j	9-Nov-15	1363	570271	Credit Car	Jet A Fuel	100	355	50	
10	Flow Fee j	5-Nov-15	1362	570267	Credit Car	Jet A Fuel	100	355	50	
11	Goods & S	18-Nov-15	1364	570276	Credit Car	Terminal Fee	1	8	0.42	
12	Goods & S	5-Nov-15	1362	570267	Credit Car	Jet A Fuel	100	355	13.83	
13	Goods & S	18-Nov-15	1364	570279	Credit Car	Avgas 100LL	100	500	26	
14	Goods & S	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	28.34	
15	Goods & S	9-Nov-15	1363	570271	Credit Car	Jet A Fuel	100	355	18.46	
16	Goods & S	18-Nov-15	1364	570276	Credit Car	Maintenance	1	200	10.4	
17	Passenger	18-Nov-15	1364	570276	Credit Car	Maintenance	1	200	0.25	
18	Passenger	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	25	
19	Passenger	18-Nov-15	1364	570276	Credit Car	Terminal Fee	1	8	0.25	
20	Passenger	18-Nov-15	1364	570279	Credit Car	Avgas 100LL	100	500	25	
21	Provincial	18-Nov-15	1364	570276	Credit Car	Terminal Fee	1	8	0.03	
22	Provincial	18-Nov-15	1364	570279	Credit Car	Avgas 100LL	100	500	2.5	
23	Provincial	18-Nov-15	1364	570276	Credit Car	Maintenance	1	200	0.03	
24	Provincial	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	2.5	
25	Provincial	18-Nov-15	1364	570276	Credit Car	Terminal Fee	1	8	0.25	
26	Provincial	18-Nov-15	1364	570279	Credit Car	Avgas 100LL	100	500	25	
27	Provincial	18-Nov-15	1364	570276	Credit Car	Maintenance	1	200	0.25	
28	Provincial	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	25	
29	Sales Tax	18-Nov-15	1364	570276	Credit Car	Jet A Fuel with FSII Additive	100	550	43.42	
30	Sales Tax	18-Nov-15	1364	570276	Credit Car	Terminal Fee	1	8	0.61	

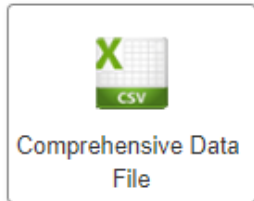
# Comprehensive Data File



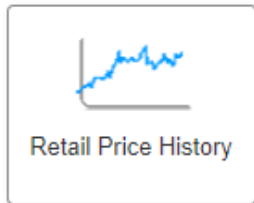
## Reports



Credit Card Remittance



Comprehensive Data File

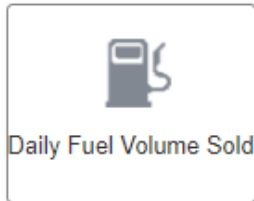


Retail Price History

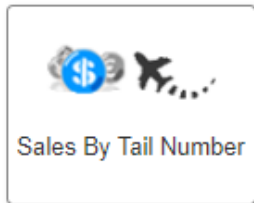


Accounting Export File

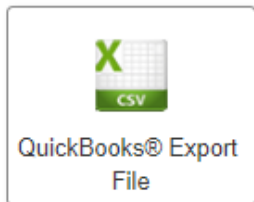
Select "Comprehensive Data File" to pull a report on all transaction information into a CSV file.



Daily Fuel Volume Sold



Sales By Tail Number



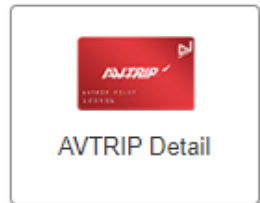
QuickBooks® Export File



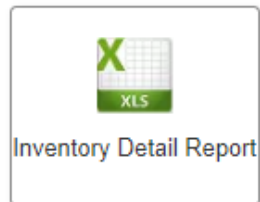
Tax Detail



Tax Detail by Product



AVTRIP Detail



Inventory Detail Report

# Select Date Range and Generate Report



## Generate Report - Comprehensive Data Download

Close

Output Format

(csv) Comma Separated Values

Output Destination

Generate Report

## Report Parameters

Merchant ID

2985

Receipt Dates From



Receipt Dates To

November 2015

Include Contract Price

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21

Select the date range then  
Select the "Run" icon.




# View Report



Generating Report

Click here to view the report.



Execution complete (Success)	01/05/2016 10:45:57
Rendered page 1 of 1	01/05/2016 10:45:57
Found 1 pages	:57
Counting pages	:57
Commencing execution	01/05/2016 10:45:57

Click to view the report.

Close

The image shows a software interface window titled "Generating Report". At the top right is a "Close" button. Below the title, there is a large blue progress bar. A button labeled "Click here to view the report." is positioned above the progress bar. Below the progress bar is a table with five rows of execution logs. A dark grey button labeled "Click to view the report." is overlaid on the table, with a black arrow pointing upwards from it to the button above the progress bar.

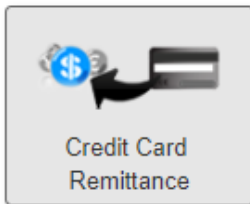
	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Batch	Terminal	Settlement Date	Card Type	Remittance Report	CardHolder	Customer/Company	Receipt N	Receipt Date	Delivery Date	Product	Quantity	Unit Price	Price
2	1338	10290016046	4-Aug-15	AIR Card	Credit Card			570138	4-Aug-15	4-Aug-15	Jet A Fuel with FSII Additive	100	4.95	
3	1338	10290016046	4-Aug-15	AIR Card	Credit Card			570139	4-Aug-15	4-Aug-15	Jet A Fuel	100	4.5	
4	1338	10290016046	4-Aug-15	Avfuel Co	Avfuel Activity	Avfuel CF	Avfuel CF Test Card A	570141	4-Aug-15	4-Aug-15	FSII - Fuel System Icing Inhibitor	100	0.09	
5	1338	10290016046	4-Aug-15	Avfuel Co	Avfuel Activity	Avfuel CF	Avfuel CF Test Card A	570141	4-Aug-15	4-Aug-15	Jet A Fuel	100	0	
6	1338	10290016046	4-Aug-15	AIR Card	Credit Card			570142	4-Aug-15	4-Aug-15	Jet A Fuel	100	4.7	
7	1338	10290016046	4-Aug-15	AIR Card	Credit Card			570143	4-Aug-15	4-Aug-15	Labor	-1	200	
8	1339	10290016046	10-Aug-15	AIR Card	Credit Card			570146	10-Aug-15	10-Aug-15	Jet A Fuel with FSII Additive	100	4.95	
9	1339	10290016046	10-Aug-15	AIR Card	Credit Card			570147	10-Aug-15	10-Aug-15	Jet A Fuel	100	3.5	
10	1339	10290016046	10-Aug-15	AIR Card	Credit Card			570147	10-Aug-15	10-Aug-15	Labor	1	200	
11	1339	10290016046	10-Aug-15	AIR Card	Credit Card			570147	10-Aug-15	10-Aug-15	Maintenance	1	100	
12	1340	10290016046	10-Aug-15	AIR Card	Credit Card			570151	10-Aug-15	10-Aug-15	Jet A Fuel	100	3.5	
13	1340	10290016046	10-Aug-15	AIR Card	Credit Card			570152	10-Aug-15	9-Aug-15	Jet A Fuel	100	4	
14	1340	10290016046	10-Aug-15	AIR Card	Credit Card			570152	10-Aug-15	9-Aug-15	Landing Fee	1	100	
15	1340	10290016046	10-Aug-15	AIR Card	Credit Card			570152	10-Aug-15	9-Aug-15	Maintenance	1	200	
16	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570159	11-Aug-15	11-Aug-15	Jet A Fuel	100	3.5	
17	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570160	11-Aug-15	11-Aug-15	Air Stairs	1	100	
18	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570160	11-Aug-15	11-Aug-15	Hangar Rental	1	150	
19	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570160	11-Aug-15	11-Aug-15	Jet A Fuel	100	3.5	
20	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570160	11-Aug-15	11-Aug-15	Landing Fee	2	100	
21	1341	10290016046	11-Aug-15	AIR Card	Credit Card			570164	11-Aug-15	11-Aug-15	Hangar Rental	1	150	
22	1342	10290016046	13-Aug-15	AIR Card	Credit Card			570167	13-Aug-15	13-Aug-15	Jet A Fuel	100	3.5	
23	1342	10290016046	13-Aug-15	AIR Card	Credit Card			570168	13-Aug-15	13-Aug-15	Jet A Fuel	100	3.5	
24	1342	10290016046	13-Aug-15	AIR Card	Credit Card			570168	13-Aug-15	13-Aug-15	Landing Fee	1	100	
25	1342	10290016046	13-Aug-15	AIR Card	Credit Card			570168	13-Aug-15	13-Aug-15	Terminal Fee	1	8	
26	1342	10290016046	13-Aug-15	AIR Card	Credit Card			570172	13-Aug-15	13-Aug-15	Hangar Rental	1	150	
27	1343	10290016046	13-Aug-15	AIR Card	Credit Card	Test Custc	Bob's Flying Service	570173	13-Aug-15	13-Aug-15	Jet A Fuel	100	3.5	
28	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570175	14-Aug-15	14-Aug-15	Jet A Fuel	1000	3.3	
29	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570176	14-Aug-15	14-Aug-15	Jet A Fuel with FSII Additive	800	5.25	
30	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570177	17-Aug-15	14-Aug-15	Jet A Fuel	1300	3.2	
31	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570178	17-Aug-15	14-Aug-15	Jet A Fuel with FSII Additive	900	5.25	
32	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570178	17-Aug-15	14-Aug-15	Landing Fee	1	100	
33	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570179	17-Aug-15	14-Aug-15	Jet A Fuel	600	3.4	
34	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570179	17-Aug-15	14-Aug-15	Parking Fee	1	200	
35	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570180	17-Aug-15	17-Aug-15	Jet A Fuel	100	3.5	
36	1344	10290016046	17-Aug-15	Avfuel Pro	Avfuel Activity	Avfuel Pro	Avfuel Pro Test Card	570181	17-Aug-15	17-Aug-15	FSII - Fuel System Icing Inhibitor	100	0.09	
37	1344	10290016046	17-Aug-15	Avfuel Pro	Avfuel Activity	Avfuel Pro	Avfuel Pro Test Card	570181	17-Aug-15	17-Aug-15	Jet A Fuel	100	0	
38	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570183	17-Aug-15	17-Aug-15	Hangar Rental	1	150	
39	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570183	17-Aug-15	17-Aug-15	Landing Fee	1	100	
40	1344	10290016046	17-Aug-15	AIR Card	Credit Card			570185	17-Aug-15	17-Aug-15	Jet A Fuel	100	3.5	



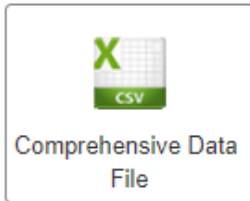
# Daily Fuel Volume



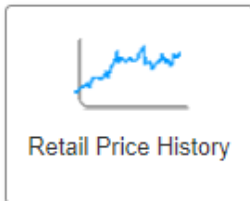
## Reports



Credit Card Remittance



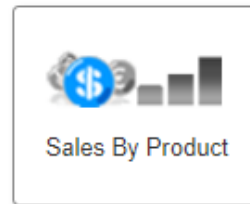
Comprehensive Data File



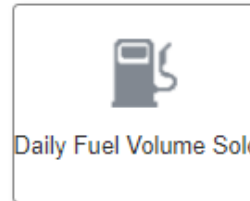
Retail Price History



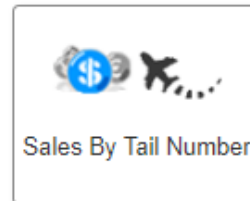
Accounting Export File



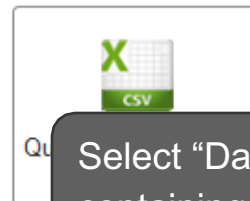
Sales By Product



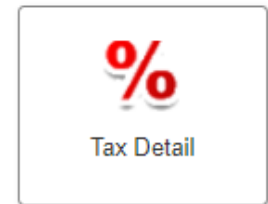
Daily Fuel Volume Sold



Sales By Tail Number



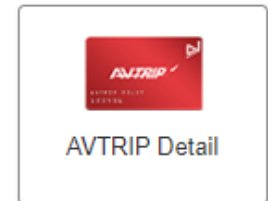
Qu



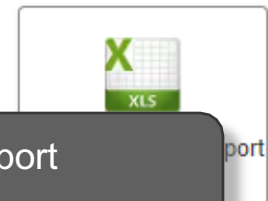
Tax Detail



Tax Detail by Product



AVTRIP Detail



port

Select "Daily Fuel Volume" for a report containing fuel volumes by date.

# Select Date Range and Generate Report



Close

## Generate Report - Daily Fuel Volume Sold


Output Format  
(csv) Comma Separated Values


Output Destination



Select the date range then  
Select the "Run" icon.

### Report Parameters

Merchant ID

Receipts From  

Receipts To  

The image shows a software interface for generating a report. At the top, there's a title bar with a 'Close' button. Below it, the main heading is 'Generate Report - Daily Fuel Volume Sold'. Underneath, there are two sections: 'Output Format' which is set to '(csv) Comma Separated Values', and 'Output Destination'. Below these is a 'Report Parameters' section. It contains three input fields: 'Merchant ID' with the value '2985', 'Receipts From' with the value '10/01/2015' and a calendar icon, and 'Receipts To' with the value '11/30/2015' and a calendar icon. At the bottom right of the form, there are two icons: a green 'Run' icon (a floppy disk) and a yellow 'Save' icon (a document with a pencil). A grey callout box with a black border contains the text 'Select the date range then Select the "Run" icon.' Two black arrows point from this callout box to the 'Receipts From' date field and the 'Run' icon.


# View Report



Generating Report

Close

Click here to view the report.



Execution complete (Success)	01/05/2016 10:58:15
Rendered page 1 of 1	01/05/2016 10:58:14
Found 1 pages	01/05/2016 10:58:14
Counting pages	01/05/2016 10:58:14
Commencing execution	8:14

Click to view the report.

The image shows a screenshot of a web application interface. At the top left, the text 'Generating Report' is displayed in a large, dark red font. In the top right corner, there is a 'Close' button. Below the title, a dark blue progress bar is shown. A white button with the text 'Click here to view the report.' is positioned above the progress bar. Below the progress bar is a table with five rows of log entries. A black arrow points from a dark grey button with the text 'Click to view the report.' located at the bottom center of the interface to the white button above. The table contains the following data:

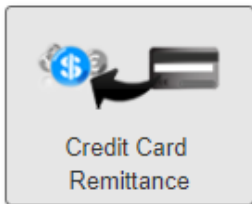
	A	B	C	D	E	F	G	H	I	J
1	Daily Fuel Volume Sold									
2	Receipt Date: 01-Oct-15 to 30-Nov-15									
3	Merchant Number: 2985									
4										
5	Receipt D: Avgas 100 Jet A Fuel Jet A Fuel with FSII Additive									
6	13-Oct-15		100	100						
7	19-Oct-15		100							
8	23-Oct-15	100	100							
9	28-Oct-15		200							
10	30-Oct-15		100							
11	5-Nov-15		100							
12	9-Nov-15		100							
13	#####	100		100						
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
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28										
29										
30										



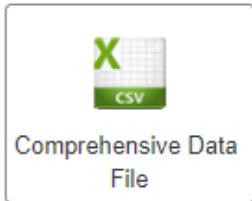
# Tax Detail by Product



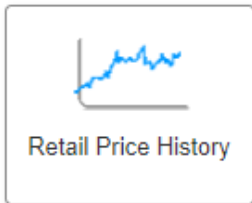
## Reports



Credit Card Remittance



Comprehensive Data File

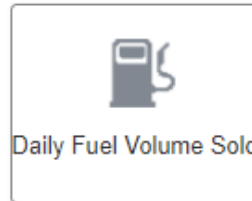


Retail Price History

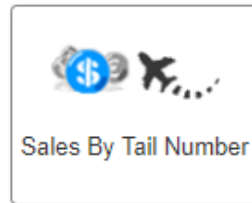


Accounting Export File

Select "Tax Detail by Product" for a report containing Tax data based on the product purchased.



Daily Fuel Volume Sold



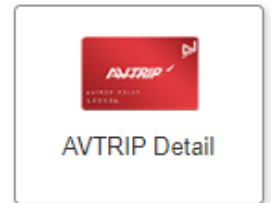
Sales By Tail Number



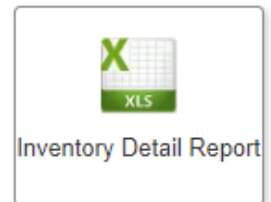
QuickBooks® Export File



Tax Detail by Product



AVTRIP Detail



Inventory Detail Report

# Select Product Type



Close

## Generate Report - Avfuel - Tax by Product Detail Report

Output Format

(csv) Comma Separated Values

Output Destination

### Report Parameters

Merchant ID

Product Type

From Date

To Date

- Fuel
- Non Fuel
- All

Select the Product that should be included in the report. If all Products are desired, select "All".



# Select Date Range and Generate Report



Close

## Generate Report - Avfuel - Tax by Product Detail Report

Output Format  
(csv) Comma Separated Values

Output Destination

Select the date range then  
Select the "Run" icon.

### Report Parameters

Merchant ID

Product Type

From Date

To Date

# View Report



Generating Report Close

[Click here to view the report.](#)

---

Execution complete (Success)	01/05/2016 11:11:33
Rendered page 1 of 1	01/05/2016 11:11:33
Found 1 pages	01/05/2016 11:11:33
Counting pages	:11:33
Commencing execution	:11:33

[Click to view the report.](#)

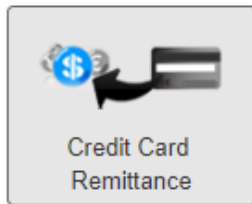




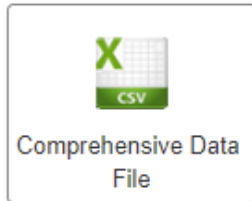
# Retail Price History



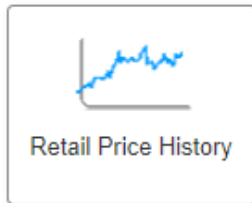
## Reports



Credit Card Remittance



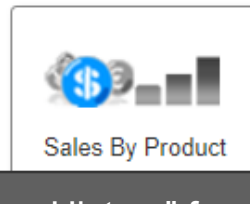
Comprehensive Data File



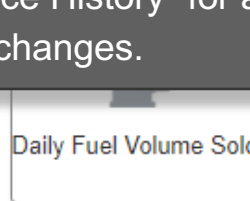
Retail Price History



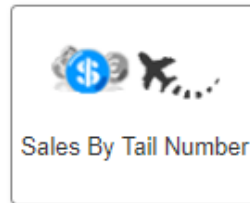
Accounting Export File



Sales By Product



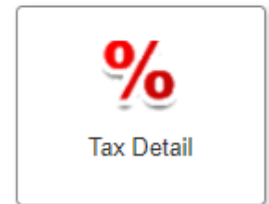
Daily Fuel Volume Sold



Sales By Tail Number



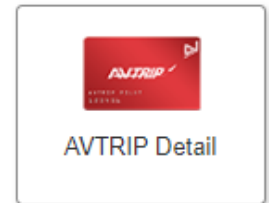
QuickBooks® Export File



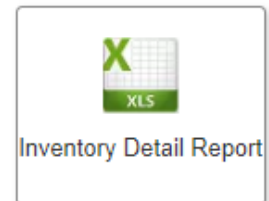
Tax Detail



Tax Detail by Product

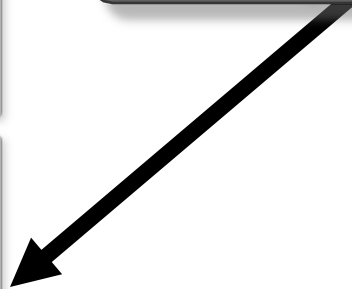


AVTRIP Detail



Inventory Detail Report

Select "Retail Price History" for a report containing price changes.



# Select Product Type



Close

## Generate Report - Avfuel - Retail Price History

Output Format  
(csv) Comma Separated Values

Output Destination

### Report Parameters

Merchant ID

Product Type

From Date

To Date

Fuel

Non Fuel

All

Save

Print

Select the Product that should be included in the report. If all Products are desired, select "All".

# Select Date Range and Generate Report



Close

## Generate Report - Retail Price History

Output Format  
(csv) Comma Separated Values

Output Destination

Select the date range then  
Select the "Run" icon.

### Report Parameters

Merchant ID

Product Type

From Date

To Date

# View Report



Generating Report

Close

Click here to view the report.

---

Execution complete (Success)	01/05/2016 11:11:33
Rendered page 1 of 1	01/05/2016 11:11:33
Found 1 pages	01/05/2016 11:11:33
Counting pages	01/05/2016 11:11:33
Commencing execution	11:11:33

Click to view the report.

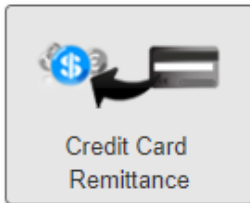
	A	B	C	D	E	F	G	H	I
1	Retail Price History								
2	Product Type: All								
3	Date: 01 AUG 15 - 30 OCT 15								
4									
5	Product	Date	Cost	Markup	Base Price	Tax Total	Total Price		
6	Avgas 100LL	17-Aug-15	0	0	0	0	0		
7	Avgas 100LL	23-Oct-15	0	0	5	0	5		
8	Car Rental	19-Aug-15	0	0	50	8.875	58.875		
9	Catering	19-Oct-15	0	0	0	0	0		
10	Charter	28-Sep-15	0	0	3	1.026	4.026		
11	Deicing Type I	30-Sep-15	0	0	2	0.505	2.505		
12	Deicing Type IV	28-Oct-15	0	0	5	0	5		
13	Flight Instruction	11-Aug-15	0	0	0	0	0		
14	General Aviation Fee	10-Aug-15	1	1	2	0	2		
15	Ground Auxiliary Power	10-Aug-15	0	0	20	3.885	23.885		
16	Jet A Fuel	4-Aug-15	0	0	3.5	0	3.5		
17	Jet A Fuel	29-Sep-15	0	0	3.55	1.934138	5.484138		
18	Jet A Fuel with FSII Additive	14-Aug-15	0	0	0	0	0		
19	Jet A Fuel with FSII Additive	14-Aug-15	3.75	0.75	4.5	0	4.5		
20	Jet A Fuel with FSII Additive	14-Aug-15	4.25	1	5.25	2.052063	7.302063		
21	Jet Fuel JP8	4-Aug-15	0	0	0	0	0		
22	Jet Fuel JP8	17-Aug-15	0	0	4	1.193	5.193		
23	Landing Fee	9-Sep-15	0	0	0	0	0		
24	Other Fuel Motor Gas	9-Sep-15	0	0	0	0	0		
25	Overnight	29-Sep-15	0	0	5	1.11	6.11		
26	Oxygen	17-Aug-15	0	0	2	0.859	2.859		
27	Parking Fee	13-Aug-15	0	0	0	0	0		
28	Security Services	30-Oct-15	0	0	5	0.55	5.55		
29	Static Dissipator	13-Oct-15	0	0	0	0	0		
30	Terminal Fee	10-Aug-15	4	4	8	2.767	10.767		



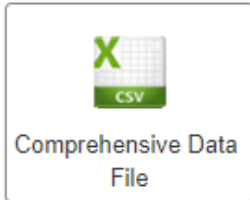
# Sales By Tail Number



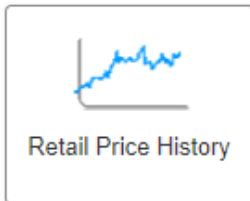
## Reports



Credit Card  
Remittance



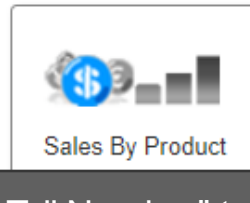
Comprehensive Data  
File



Retail Price History

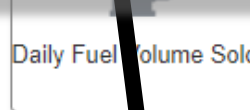


Accounting Export File



Sales By Product

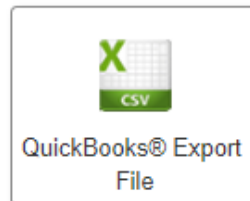
Select "Sales By Tail Number" to view fuel sold by tail number.



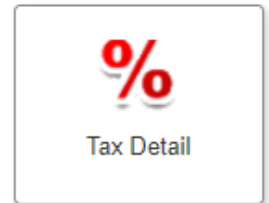
Daily Fuel Volume Sold



Sales By Tail Number



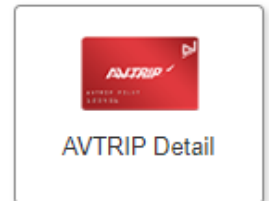
QuickBooks® Export  
File



Tax Detail



Tax Detail by Product



AVTRIP Detail



Inventory Detail Report

# Select Date Range and Generate Report



Close

## Generate Report - Avfuel Sales By Tail Number Report


Output Format  
(csv) Comma Separated Values


Output Destination



Select the date range then  
Select the "Run" icon.

### Report Parameters

Merchant ID

From Date  

To Date  

The image shows a software interface for generating a report. At the top, there's a title bar with a 'Close' button. Below it, the main heading is 'Generate Report - Avfuel Sales By Tail Number Report'. Underneath, there are two sections: 'Output Format' which is set to '(csv) Comma Separated Values', and 'Output Destination'. A grey callout box with a black border contains the text 'Select the date range then Select the "Run" icon.' Two black arrows originate from this box: one points to the 'From Date' field (08/01/2015) and its calendar icon, and the other points to the 'Run' icon (a green square with a white play symbol) in the bottom right corner of the report parameters section. The 'Report Parameters' section includes a 'Merchant ID' field with the value '2985', a 'From Date' field with '08/01/2015' and a calendar icon, and a 'To Date' field with '10/31/2015' and a calendar icon. At the bottom right of this section are two icons: a green square with a white play symbol (the 'Run' icon) and a yellow square with a white document icon (the 'Save' icon).



# View Report



Generating Report

Close

Click here to view the report.

---

Execution complete (Success)	01/05/2016 11:11:33
Rendered page 1 of 1	01/05/2016 11:11:33
Found 1 pages	01/05/2016 11:11:33
Counting pages	01/05/2016 11:11:33
Commencing execution	11:11:33

Click to view the report.

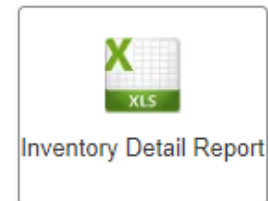
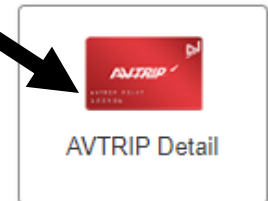
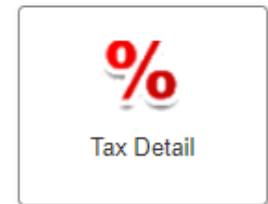
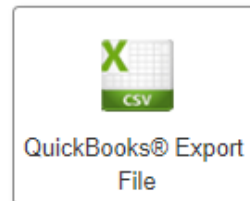
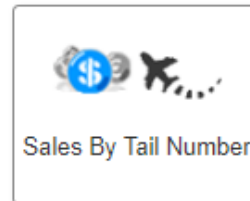
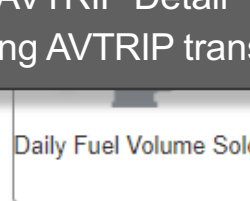
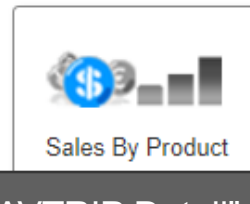
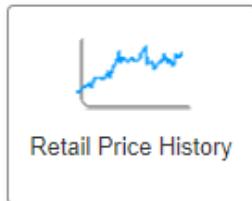
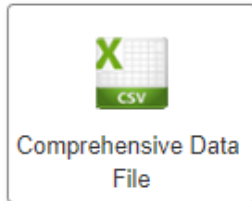
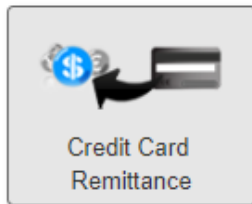


	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	TITLE													
2	Sales By Tail Number													
3	Receipt Date : 01-Aug-15 to 31-Oct-15													
4	Merchant : 2985													
5														
6	Tail No.	Customer	Receipt Date	Batch	Receipt N	Remittanc	Fuel Quan	Total Sales						
7	108LJ		9-Sep-15	1349	570204	Credit Car	172	126.04						
8	123		23-Oct-15	1359	570256	Credit Car	100	0.36						
9	123		25-Aug-15	1352	570198	Avfuel Ac	500	500.02						
10	1234		4-Aug-15	1338	570143	Credit Car	0	-234.2						
11	1234		13-Oct-15	1356	570246	Credit Car	100	530.09						
12	1234		23-Oct-15	1359	570257	Credit Car	100	530.09						
13	63008041		14-Aug-15	1344	570176	Credit Car	800	5090.2						
14	63008041		19-Aug-15	1345	570191	Credit Car	840	5344.71						
15	9626667		17-Aug-15	1344	570178	Credit Car	900	5649.36						
16	9626667		19-Aug-15	1345	570188	Credit Car	880	5526.32						
17	N123		19-Oct-15	1358	570251	Credit Car	100	694.92						
18	N1234		4-Aug-15	1338	570138	Credit Car	100	729.57						
19	N1234		4-Aug-15	1338	570139	Credit Car	100	337.5						
20	N1234		4-Aug-15	1338	570142	Credit Car	100	700.39						
21	N1234		8-Sep-15	1347	570199	Credit Car	100	372.99						
22	N1234		8-Sep-15	1347	570202	Credit Car	100	1085.88						
23	N1234		10-Aug-15	1339	570146	Credit Car	100	485						
24	N1234		10-Aug-15	1339	570147	Credit Car	100	815.35						
25	N1234		10-Aug-15	1340	570151	Credit Car	100	350						
26	N1234		10-Aug-15	1340	570152	Credit Car	100	762.04						
27	N1234		11-Aug-15	1341	570159	Credit Car	100	499.6						
28	N1234		11-Aug-15	1341	570160	Credit Car	100	1003.68						
29	N1234		11-Aug-15	1341	570164	Credit Car	0	183.3						
30	N1234		11-Sep-15	1352	570223	Credit Car	100	310.8						
31	N1234		13-Aug-15	1342	570167	Credit Car	100	529.35						
32	N1234		13-Aug-15	1342	570168	Credit Car	100	448						
33	N1234		17-Aug-15	1344	570180	Credit Car	100	529.35						
34	N1234		17-Aug-15	1344	570183	Credit Car	0	305.5						
35	N1234		17-Aug-15	1344	570185	Credit Car	100	262.5						
36	N1234		19-Aug-15	1346	570192	Credit Car	100	262.5						
37	N1234		28-Oct-15	1360	570258	Credit Car	100	605.09						
38	N1234		28-Sep-15	1353	570227	Credit Car	100	290.62						
39	N1234		28-Sep-15	1353	570228	Avfuel Ac	200	25.03						
40	N1234		29-Sep-15	1354	570234	Credit Car	100	456.76						

# AVTRIP Detail



## Reports



Select "AVTRIP Detail" for a report containing AVTRIP transaction data.



# Select Date Range and Generate Report



Close

## Generate Report - AVTRIP Detail Report

Output Format  
(csv) Comma Separated Values

Output Destination

Select the date range then  
Select the "Run" icon.

### Report Parameters

Merchant ID

From Date

To Date

# View Report



Generating Report

Close

Click here to view the report.

---

Execution complete (Success)	01/05/2016 11:11:33
Rendered page 1 of 1	01/05/2016 11:11:33
Found 1 pages	01/05/2016 11:11:33
Counting pages	01/05/2016 11:11:33
Commencing execution	11:11:33

Click to view the report.



# Select Other Menu Options



Home Transactions ▼ Customer Profiles ▼ Products and Pricing ▼ AVTRIP Promotions ▼ Merchant Account ▼ Help

Account Info

System Setup

Report Delivery

Reports

Change Password

Account Info  
System Setup  
Report Delivery  
Reports  
Change Password

Report Delivery

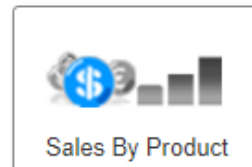
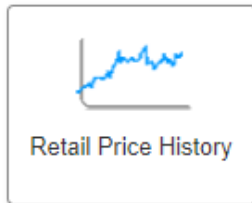
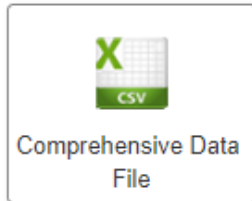
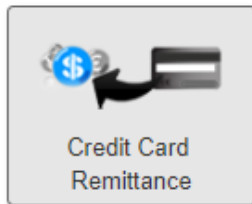
A screenshot of a web application interface. At the top is a navigation bar with links: Home, Transactions (with a dropdown arrow), Customer Profiles (with a dropdown arrow), Products and Pricing (with a dropdown arrow), AVTRIP Promotions (with a dropdown arrow), Merchant Account (with a dropdown arrow and a red underline), and Help. Below the navigation bar is a grid of six icons in rounded rectangular boxes: 'Account Info' (person and gear), 'System Setup' (wrench and screwdriver), 'Report Delivery' (pie chart and envelope), 'Reports' (pie chart on a screen), 'Change Password' (unlocked padlock), and 'Report Delivery' (pie chart and envelope). A dropdown menu is open under 'Merchant Account', listing: 'Account Info', 'System Setup', 'Report Delivery', 'Reports', and 'Change Password'. A separate 'Report Delivery' icon box is also visible to the right of the dropdown.

Use the menu to view other Merchant Account information.

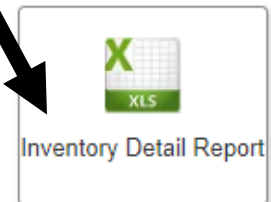
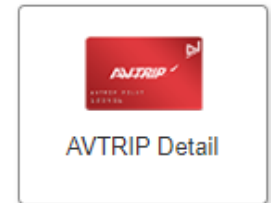
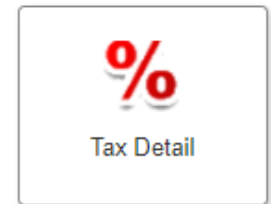
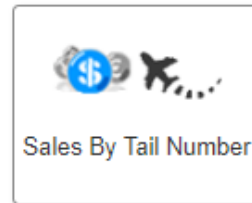
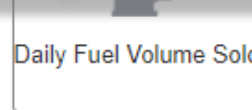
# Inventory Detail



## Reports



Select "Inventory Detail" for a report containing Inventory data.





# Select Run report by



Close

## Generate Report - Inventory Detail Report

**Output Format**  
(xls) Excel spreadsheet

**Output Destination**



**Report Parameters**

Merchant ID

Run report by

Date From

Date To

Select the "Run report by" Menu and choose "Owner" or "Tank".

# Select Included Owners or Tanks



Close

## Generate Report - Inventory Detail Report

**Output Format**  
(xls) Excel spreadsheet

**Output Destination**

Select the desired Owners or Tanks.

### Report Parameters

Merchant ID

Run report by

Owners to include

Date From

Date To

Two small icons at the bottom right of the form: a green square with a white document icon and a yellow circle with a white refresh icon.

# Select Date Range and Generate Report



Close

## Generate Report - Inventory Detail Report

**Output Format**  
(xls) Excel spreadsheet

**Output Destination**

**Report Parameters**

Merchant ID

Run report by

Date From

Date To

Select the date range then  
Select the "Run" icon.

# View Report



Generating Report

Close

Click here to view the report.

---

Execution complete (Success)	01/05/2016 11:11:33
Rendered page 1 of 1	01/05/2016 11:11:33
Found 1 pages	01/05/2016 11:11:33
Counting pages	01/05/2016 11:11:33
Commencing execution	11:11:33

Click to view the report.

