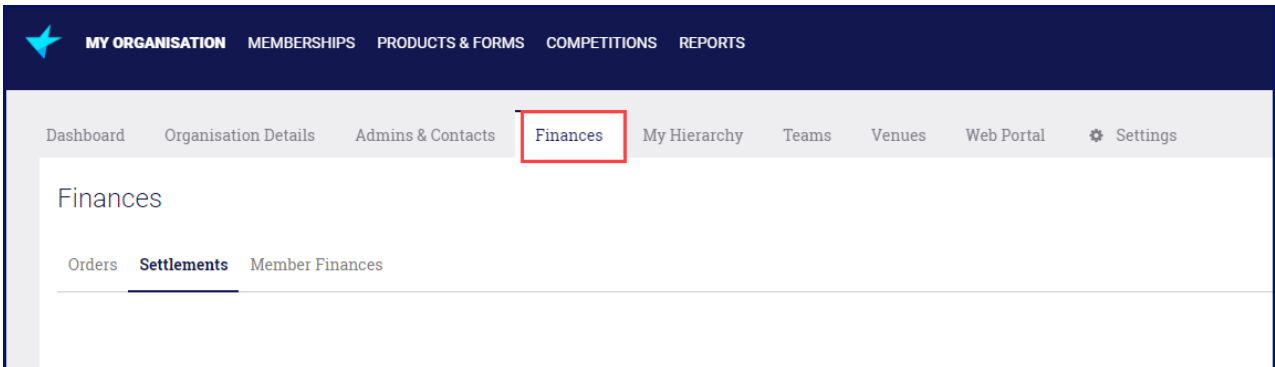




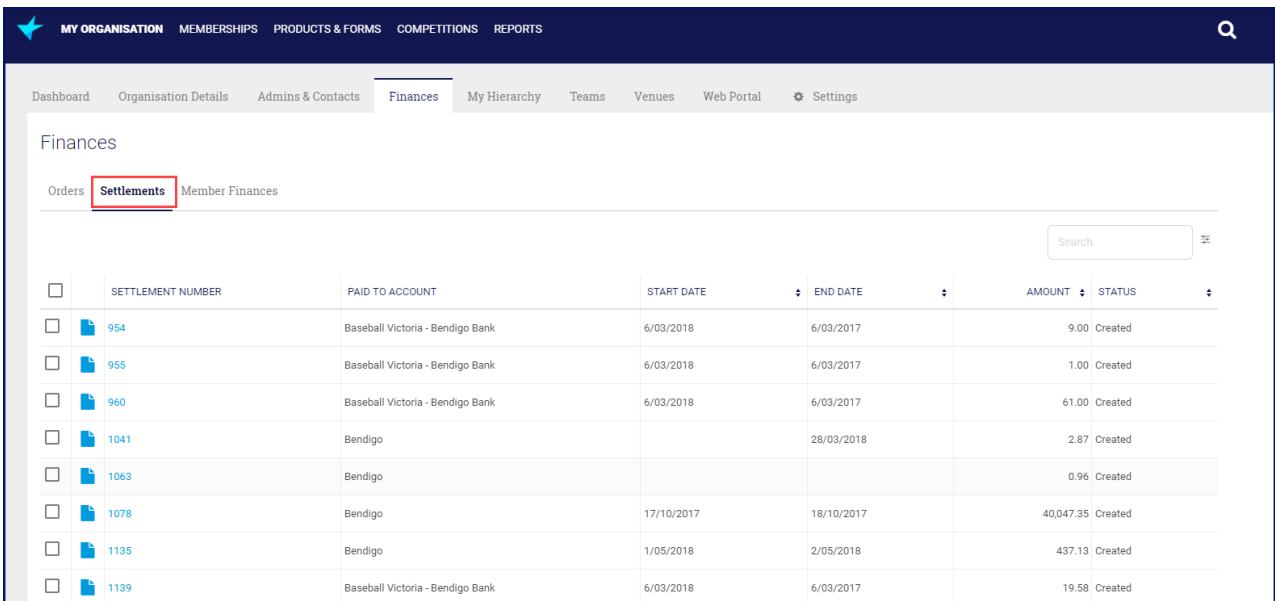
## How do I access my Settlements?

Last Modified on 07/10/2019 12:12 pm AEDT

From **My Organisation**, select the **Finances** tab.



Select the **Settlements** tab to view the list of settlements.



Click on the **Settlement Number** to view the details.

MY ORGANISATION MEMBERSHIPS PRODUCTS & FORMS COMPETITIONS REPORTS

Dashboard Organisation Details Admins & Contacts **Finances** My Hierarchy Teams Venues Web Portal Settings

Finances

Orders **Settlements** Member Finances

Search

<input type="checkbox"/>	SETTLEMENT NUMBER	PAID TO ACCOUNT	START DATE	END DATE	AMOUNT	STATUS
<input type="checkbox"/>	954	Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	9.00	Created
<input type="checkbox"/>	955	Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	1.00	Created
<input type="checkbox"/>	960	Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	61.00	Created
<input type="checkbox"/>	1041	Bendigo		28/03/2018	2.87	Created
<input type="checkbox"/>	1063	Bendigo			0.96	Created
<input type="checkbox"/>	1078	Bendigo	17/10/2017	18/10/2017	40,047.35	Created
<input type="checkbox"/>	1135	Bendigo	1/05/2018	2/05/2018	437.13	Created
<input type="checkbox"/>	1139	Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	19.58	Created

This will bring up the details of the settlement.

Settlement -

Tax Invoice Save Cancel

Paid To Account	Start Date	End Date	Currency	Total Amount	Status
Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	AUD	9.00	Created

Payments Adjustments

All Grouped

Search

<input type="checkbox"/>	PAYMENT DATE	MEMBER	DETAIL	AMOUNT	TOTAL CHARGE	SURCHARGE
<input type="checkbox"/>	22/03/2018 6:27 am	check three	Club fees 2		0.04	0.00
<input type="checkbox"/>	22/03/2018 6:12 am	Stephen Curry	Club fees 2		0.04	0.00
<input type="checkbox"/>	22/03/2018 4:27 pm	Hello There	Club fees 2		0.00	0.00
<input type="checkbox"/>	22/03/2018 4:20 pm	Hello There	Club fees 2		0.00	0.00
<input type="checkbox"/>	22/03/2018 5:16 am	Hello There	Club fees 2		0.04	0.00
<input type="checkbox"/>	22/03/2018 4:11 pm	Hello There	Club fees 2		0.00	0.00

To download the tax invoice, click Tax Invoice. This will download the invoice as a pdf file.

Settlement -

Tax Invoice Save Cancel

Paid To Account	Start Date	End Date	Currency	Total Amount	Status
Baseball Victoria - Bendigo Bank	6/03/2018	6/03/2017	AUD	9.00	Created

Payments Adjustments

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<input type="checkbox"/>	22/03/2018 5:16 am	Hello There	Club fees 2		0.04	0.00
<input type="checkbox"/>	22/03/2018 4:11 pm	Hello There	Club fees 2		0.00	0.00

## Related Articles

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