

05/08/2025 9:48 am AEST

Through GameDay's Finances module, administrators can export their **Settlements** to a CSV file to assist with breaking down and analysing settlement information.

Step 1: Open your Settlement list

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National PVT National Body

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Settlement Number	Paid To	Paid to Account	Start Date	End Date	Settlement Date	Amour	Action(s)
36101	PVT National Body		5 August 2024 (AEST)	19 September 2024 (AEST)	24 September 2024 (AEST)	\$ 17.90	View
35945	PVT National Body		22 July 2024 (AEST)	19 September 2024 (AEST)	23 September 2024 (AEST)	\$ 45.7	View
35053	PVT National Body		23 July 2024 (AEST)	2 August 2024 (AEST)	6 August 2024 (AEST)	\$ 17.85	View
34816	PVT National Body		26 March 2020 (AEDT)	25 July 2024 (AEST)	29 July 2024 (AEST)	\$ 58.6	View
8095	PVT National Body		25 May 2018 (AEST)	6 May 2021 (AEST)	10 May 2021 (AEST)	\$ 534.	View
8094	PVT National Body		15 July 2020 (AEST)	22 April 2021 (AEST)	10 May 2021 (AEST)	\$ 10.67	View
1969	PVT National Body		7 May 2018 (AEST)	7 May 2018 (AEST)		\$ 1.00	View

Feedback

Find the settlement you want to export and click **VIEW**

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Settlement Number	Paid To	Paid to Account	Start Date	End Date	Settlement Date	Amount	Status	
42102	PVT National Body		26 March 2020 (AEDT)	20 March 2025 (AEDT)	24 March 2025 (AEDT)	\$ 83.97 AUD	Settled	<div>View</div> <div>Tax Invoice</div>
41947	PVT National Body		5 March 2025 (AEDT)	13 March 2025 (AEDT)	18 March 2025 (AEDT)			
41573	PVT National Body		25 September 2024 (AEST)	28 February 2025 (AEDT)	4 March 2025 (AEDT)	\$ 60.38 AUD	Settled	
36101	PVT National Body		5 August 2024 (AEST)	19 September 2024 (AEST)	24 September 2024 (AEST)	\$ 17.90 AUD	Settled	
35945	PVT National Body		22 July 2024 (AEST)	19 September 2024 (AEST)	23 September 2024 (AEST)	\$ 45.77 AUD	Settled	

Feedback

Step 3: Export the settlement

At the top of the itemised table, click the **Download** icon. Your download will then appear in the **Notifications** widget at the top of the page

Settlement - 42102

Payments

Paid To Account	Start Date	End Date	Settlement Date	Currency	Payout Amount	Status
	26 March 2020 (AEDT)	20 March 2025 (AEDT)	24 March 2025 (AEDT)	AUD	\$ 83.97 AUD	Settled

Summary & Adjustments

	Total Amount
Total Transaction Amount	\$314.14
Total Charges (Inc Tax)	(\$121.10)
Refunds	(\$109.07)

Related Order Items

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Order ID	Payment Date	Payment For	Product Name	Source	Product Type	Product Quantity	Settlement Amount	Total Charges	Transaction Type	Total Voucher Charge
2076795	March 20th 2025, 11:56 am (AEDT)		Create member 15		Membership	1	\$ -1.09 AUD	\$ 1.10 AUD	Payment	
2076638	March 19th 2025, 4:08 pm (AEDT)		Team Entry		Event	1	\$ -0.01 AUD	\$ 0.00 AUD	Refund	