



How do I reconcile funds received with my settlements?

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Overview

If you are taking online payments through GameDay, you will need to reconcile the funds you receive in your bank account with the settlement payouts that are recorded in your GameDay database. This can be done by checking the unique Statement Descriptor that appears on your individual settlements and tax invoices in GameDay.

Step-by-Step

Step 1: Open your GameDay settlements

In the left-hand menu, click **Finances > Manage Finances > SETTLEMENTS**

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)	\$ 56.8	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

Step 2: Find the settlement you want to reconcile

Your settlement list will include each weekly payout you received in your account, including the following information:

- **Paid To:** This will simply reflect the organisation to whom the funds were distributed
- **Paid to Account:** This will indicate the bank account details to which the funds were distributed
- **Start/End Date:** The Start Date and End Date fields indicate the date range within which the orders making up this settlement were processed
- **Settlement Date:** This is the date on which the funds were settled by Stripe

Note: Depending on bank transfer times, the date you actually received the funds in your account may be up to 3 days after the Settlement Date

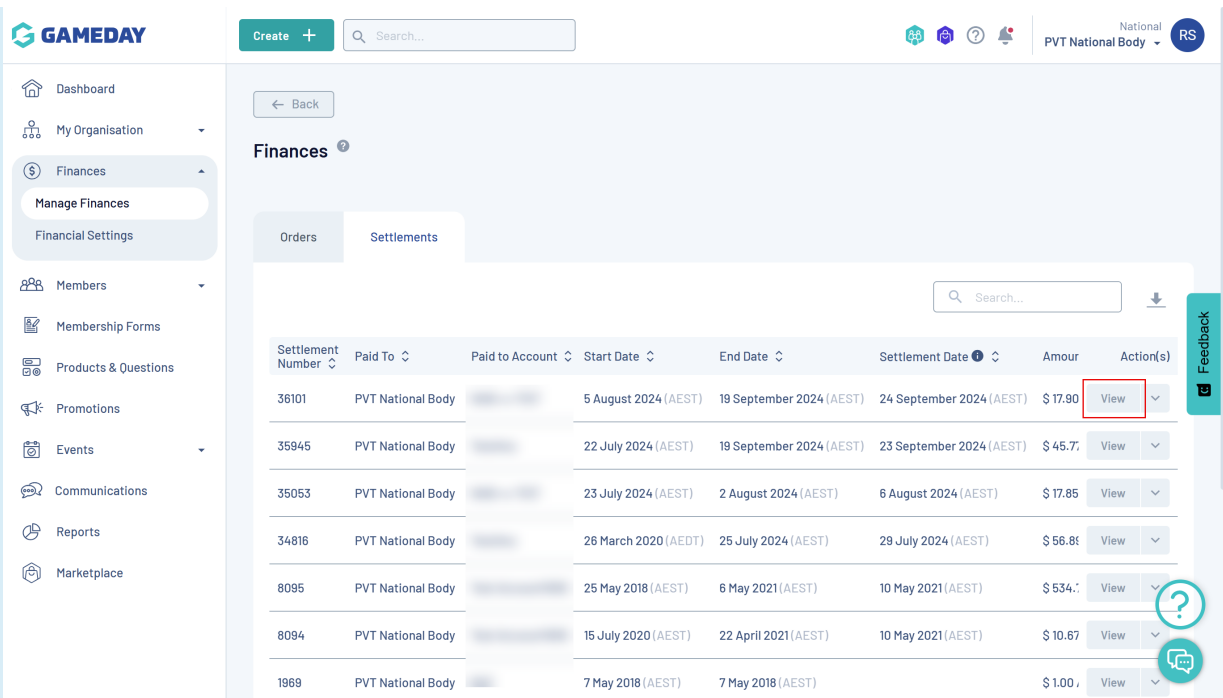
- **Amount:** This will reflect the amount you received in your bank account

The screenshot shows the Gameday interface with a sidebar on the left containing navigation options like Dashboard, My Organisation, Finances, Members, etc. The main content area is titled 'Finances' and has a 'Settlements' tab selected. A table displays a list of settlements. A red box highlights the columns: Settlement Number, Paid To, Paid to Account, Start Date, End Date, Settlement Date, Amour, and Action(s). The table contains the following data:

Settlement Number	Paid To	Paid to Account	Start Date	End Date	Settlement Date	Amour	Action(s)
36101	PVT National Body	[blurred]	5 August 2024 (AEST)	19 September 2024 (AEST)	24 September 2024 (AEST)	\$ 17.90	View
35945	PVT National Body	[blurred]	22 July 2024 (AEST)	19 September 2024 (AEST)	23 September 2024 (AEST)	\$ 45.7	View
35053	PVT National Body	[blurred]	23 July 2024 (AEST)	2 August 2024 (AEST)	6 August 2024 (AEST)	\$ 17.85	View
34816	PVT National Body	[blurred]	26 March 2020 (AEDT)	25 July 2024 (AEST)	29 July 2024 (AEST)	\$ 56.8	View
8095	PVT National Body	[blurred]	25 May 2018 (AEST)	6 May 2021 (AEST)	10 May 2021 (AEST)	\$ 534.	View
8094	PVT National Body	[blurred]	15 July 2020 (AEST)	22 April 2021 (AEST)	10 May 2021 (AEST)	\$ 10.67	View
1969	PVT National Body	[blurred]	7 May 2018 (AEST)	7 May 2018 (AEST)		\$ 1.00	View

Step 3: View the individual settlement

Next to the settlement you want to reconcile, click **VIEW**




Step 4: Note the Statement Descriptor





In the top right-hand corner of the settlement page, you will see a **Statement Descriptor**. This is the unique identifier that can be matched exactly with the descriptor on your bank statement



An example of the Statement Descriptor visible in GameDay

You can also obtain the Statement Descriptor along with any other settlement details by opening the **TAX INVOICE** in the top-left-hand corner


Create +




National PVT National Body




← Back
Tax Invoice
Statement Descriptor: ST-E2B5S7J7L6L4

Settlement - 36101


Payments

Paid To Account	Start Date	End Date	Settlement Date	Currency	Total Amount	Status
[Redacted]	5 August 2024 (AEST)	19 September 2024 (AEST)	24 September 2024 (AEST)	AUD	\$ 17.90 AUD	Settled

Related Orders

Feedback



Tax Invoice & Receipt

Date 24/09/2024 (AEST)
Invoice # 36101
Payout ID [Redacted]
Statement Desc. ST-E2B5S7J7L6L4
Currency AUD
Amount Due \$0.00

GameDay
 132 Cremorne Street
 Cremorne
 VIC 3121
 Australia
 ABN # 76 608 341 260

Customer
 [Redacted]

Description	Total Transaction Value:	Charges excl. Tax:	Applicable Tax:	Charges incl. Tax:
Settlement # 36101 (05/08/2024 - 19/09/2024 AEST)	\$92.52	\$67.84	\$6.78	\$74.62
Payment deducted from settlement				(\$74.62)

This is a copy invoice for your records detailing your processing fee charges for the period indicated. No payment is required as all transaction charges have already been paid in full and deducted from settlement. Please email us at accounts@mygameday.app if you have any queries.

Amount Due
 \$0.00

Watch

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