How do I reconcile funds received with my settlements?

19/06/2025 2:53 pm AEST

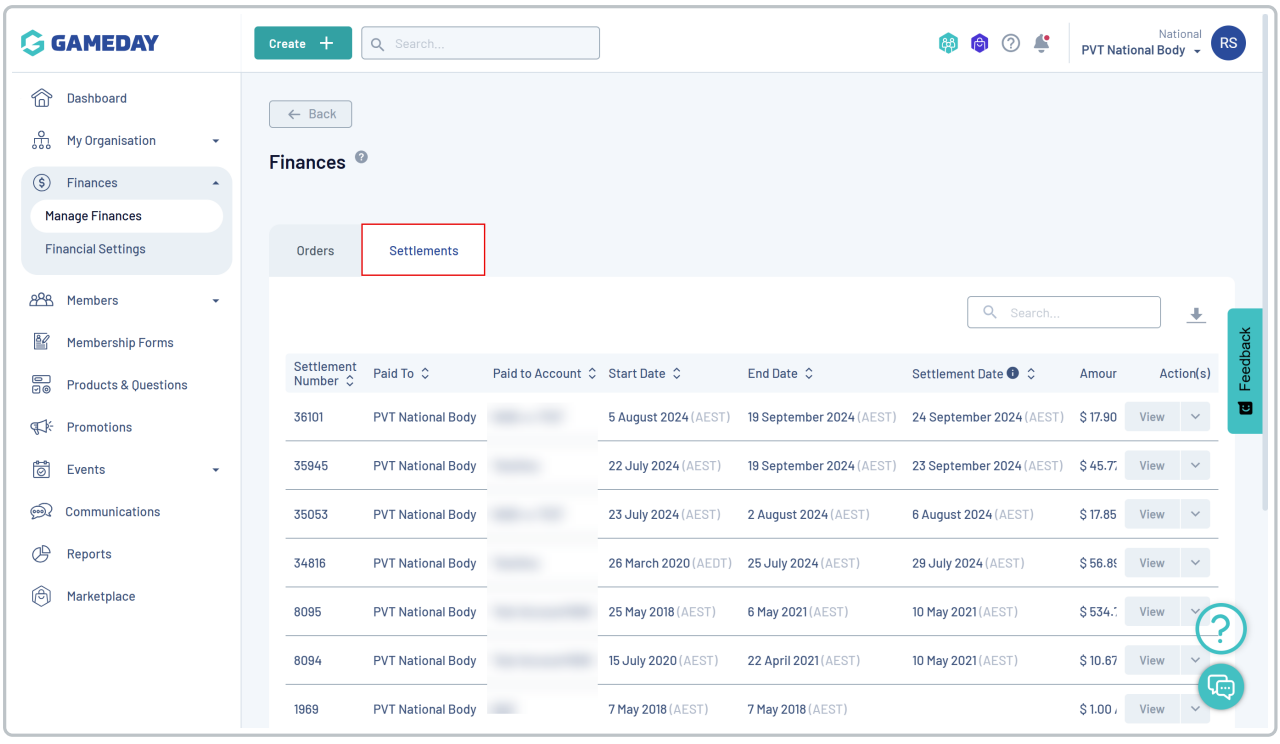
Overview

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**



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:

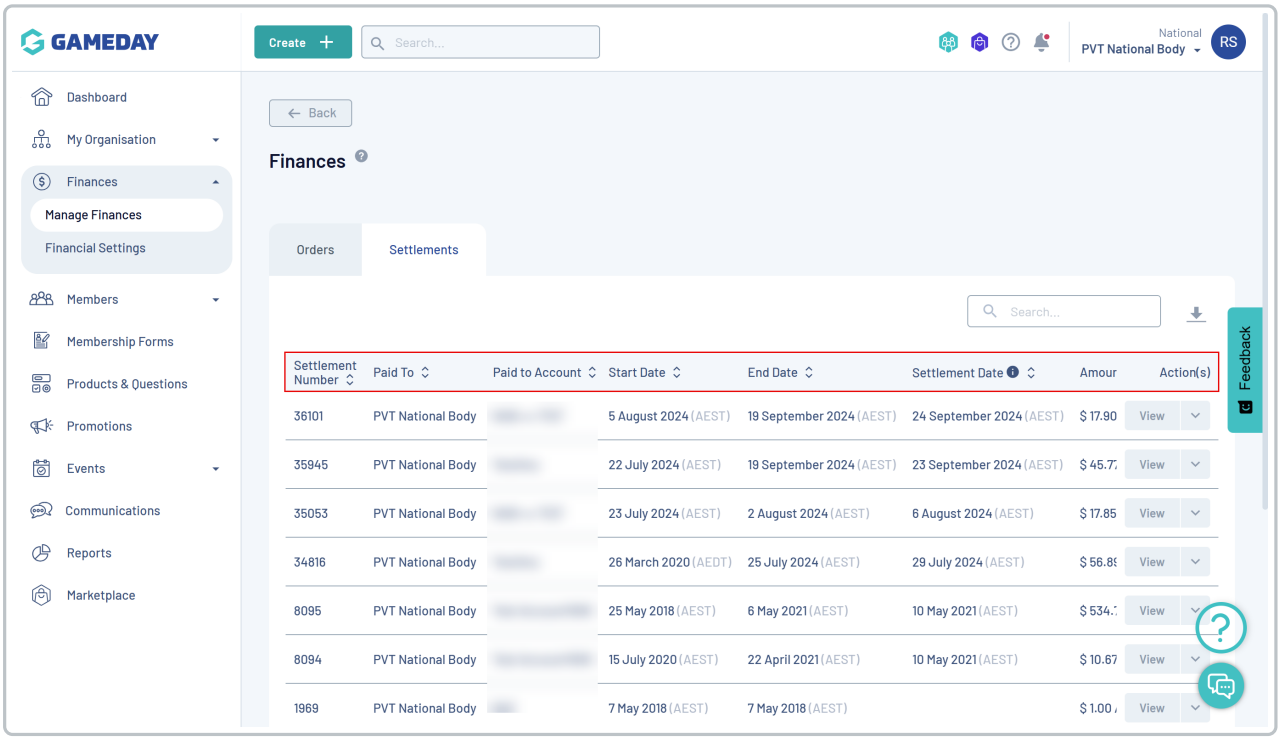
- **Paid To**: This will simply reflect the organisation to whom the funds were distributed
- **Paid to Account**: This will indicate the bank account details to which the funds were distributed
- **Start/End Date**: The Start Date and End Date fields indicate the date range within which the orders making

up this settlement were processed

- **Settlement Date**: This is the date on which the funds were settled by Stripe

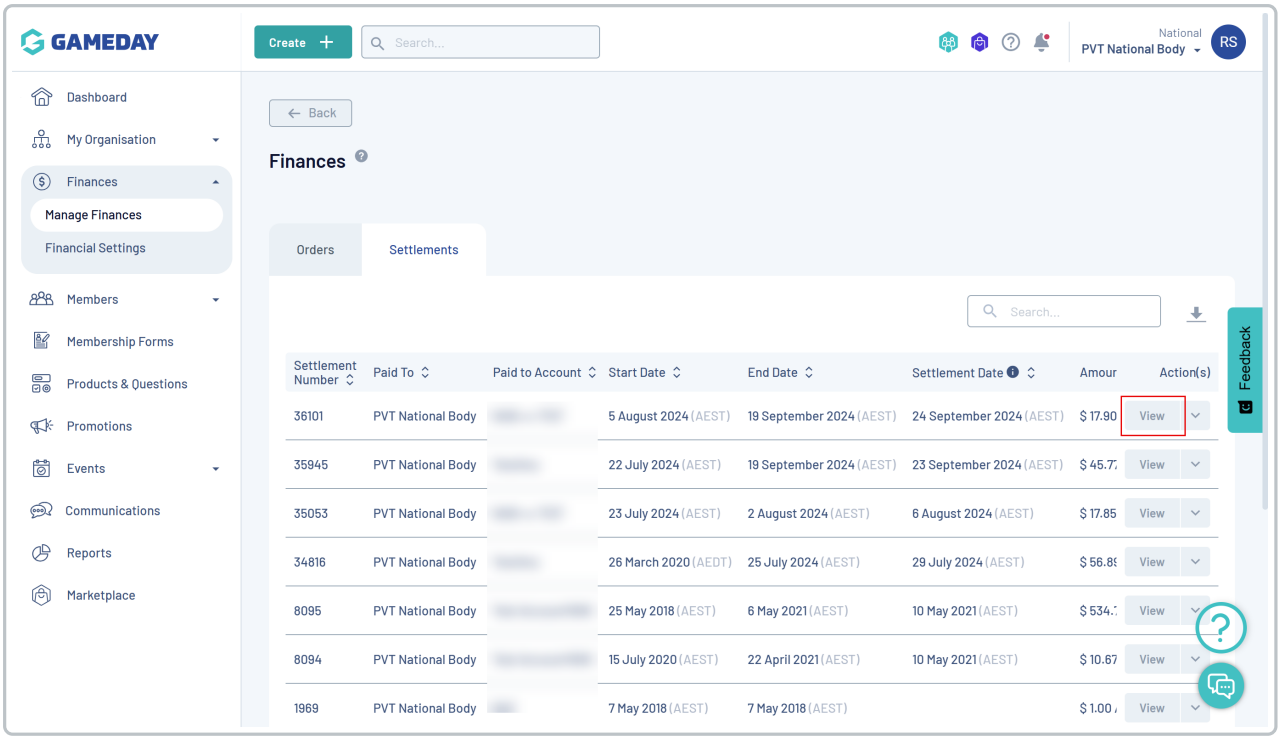
> **Note**: Depending on bank transfer times, the date you actually received the funds in your account may be up to 3 days after the Settlement Date

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



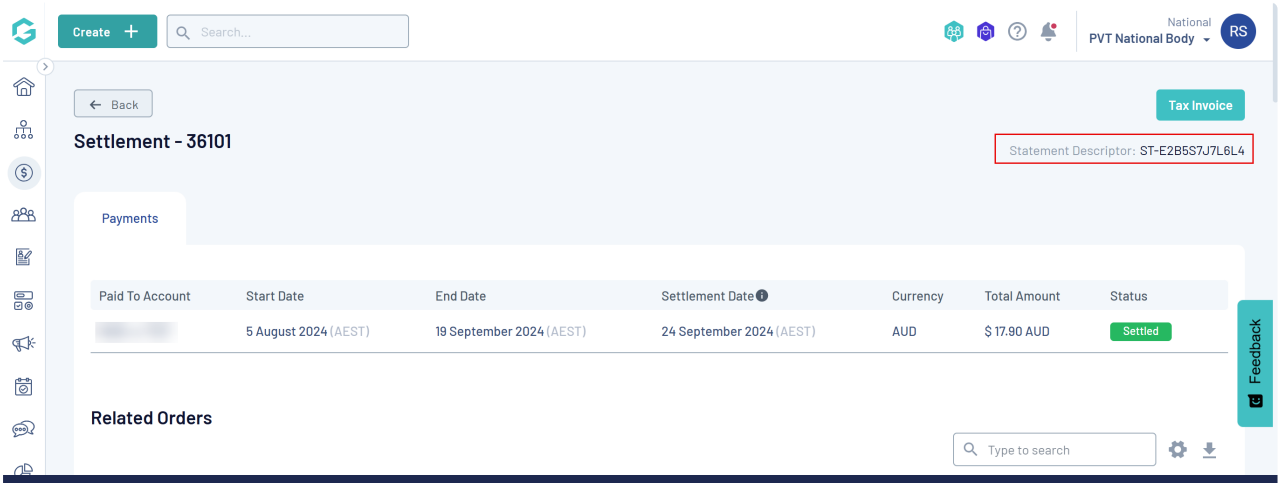
Step 3: View the individual settlement

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



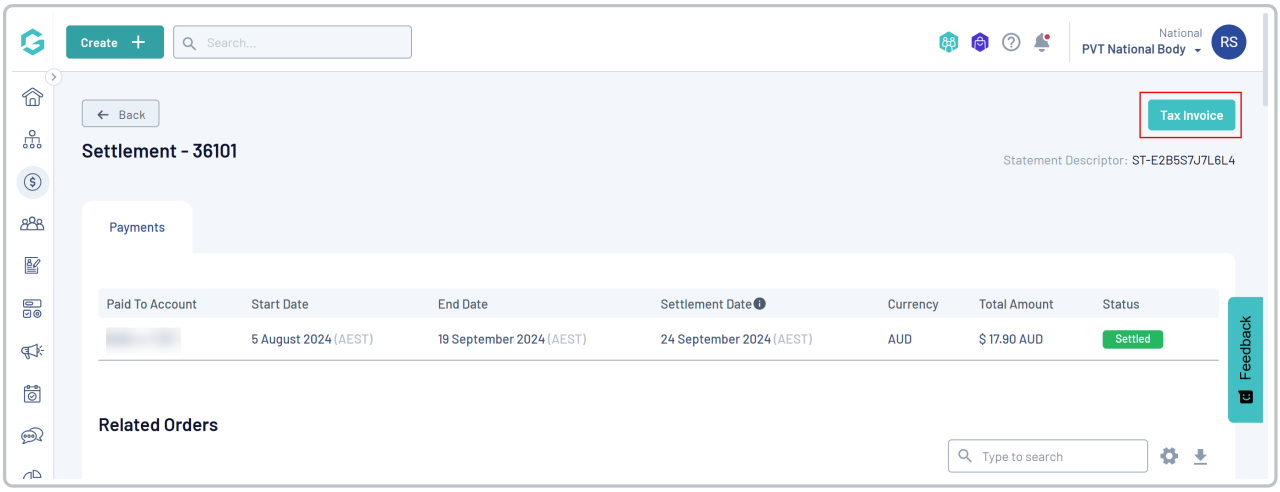
Step 4: Note the Statement Descriptor

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



The unique statement descriptor will be displayed in the invoice details under the name **Statement Desc.**



GAMEDAY

Tax Invoice & Receipt

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

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

Customer

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

Your browser does not support HTML5 video.