



Download Transaction File Guide

Table of Contents

DOWNLOAD TRANSACTION FILE GUIDE	1
TABLE OF CONTENTS	2
INTRODUCTION.....	3
DOWNLOADING A FILE	3
DOWNLOAD FILE FORMATS.....	4
Standard/Tab Delimited	5
Standard with Card Code/Tab Delimited	7
Expanded Fields/Comma Separated.....	8
Expanded Fields with CAVV Result Code/Comma Separated	11

Introduction

The Search feature of the Merchant Interface allows you to search for settled and unsettled transaction information and download that transaction information to your local system. You can download a group of transactions that match a certain set of criteria. This feature can be useful for creating several types of reports and monitoring the behavior of transactions submitted over a certain period of time.

Downloading a File

After you have performed a transaction search in the Merchant Interface, you may choose to download your search results.

For example, let's say you want to download information for all transactions settled within a certain date range. You would:

1. Log into the Merchant Interface.
2. Click **Search** in the Main menu.
3. Select the date range you would like to search within from the Settlement Date drop-down boxes.
4. Click **Search**.

Note: When searching for transaction history, keep in mind that using the full credit card number or bank account number as search criteria in Search only returns results for the past 120 days. However, when searching using a wildcard and the last 0-4 digits of the number (e.g., *4355, *355, *55, *5, *) results are returned for the past 2 years.

Using any other combination, such as a partial number, or a wild card among the last four digits of the number (e.g., 1425345, 4*355, 43*55, 435*) will return only results from the past 120 days.

Using any other search criteria, such as transaction ID or customer name will return results within the past 2 years.

The Merchant Interface returns search results for the date range, according to your search criteria. To download the transaction information:

1. Click the **Download To File** button above the search results.
2. Select the download file type you would like from the Select Download File Type pop-up window. (See the "Download File Formats" section below for descriptions of the four download file types).
3. The **Include Column Headings** checkbox is selected by default. If you would like to exclude column headings in the file download, click the checkbox to deselect this option.
4. Click **Submit** to download the file. A pop-up window appears indicating that the request for file download has been submitted. Do NOT close the window while the download file is being prepared. You may minimize the window to continue working while the

download file is being prepared. Once the download file has been generated, the File Download dialogue box appears.

5. In the File Download dialogue box, click **Save** to save the download file to your local system.
6. The Save As dialogue box appears prompting you to select the location where the download file should be saved. Once you have selected the location, click **Save**.
7. Click **Close** to close the Download Complete dialogue box.

The download file has been saved to your computer. All transaction download files are automatically named using the format “DownloadYYYYMMDD-HHMMSS.txt.” For example, a file that is downloaded on January 5, 2002 at 3:41:30 pm would be named Download20020105-154130.txt.

Note: You can also download transaction information in the same way from the Reports menu of the Merchant Interface. For more information about how to use reports, see the Reports help text in the Merchant Interface.

A downloaded file contains several lines of information. Each line of information is a series of fields that represents an individual transaction. Each field contains information about the transaction, for example, the transaction amount or the transaction ID. Each field is separated by a delimiter, a special character that indicates the end of one field and the beginning of another. Formatting the line of information in this way helps your computer system separate information from the downloaded transaction file into individual transactions.

Note: For security reasons, all sensitive information, such as credit card and bank account numbers are masked in download files, meaning that only eight (8) characters or digits in length are provided; the first four (4) are masked and the last four (4) are visible (e.g., XXXX9876), regardless of the actual full length. Expiration dates are fully masked (e.g., XXXX).

Download File Formats

There are four transaction file download formats: Standard/Tab Delimited, Standard with Card Code/Tab Delimited, Expanded Fields/Comma Separated, and Expanded Fields with CAVV Result Code / Comma Separated. Each type is a fixed format.

DOWNLOAD FILE FORMAT
Standard/Tab Delimited
Standard with Card Code/Tab Delimited
Expanded Fields/Comma Separated
Expanded Fields with CAVV Result Code / Comma Separated

Listed in the tables below are the file formats and field positions for the four download transaction file formats.

Note: Only characters up to ASCII 128 will be displayed in any download file.

Standard/Tab Delimited

The following table describes the default format for Standard/Tab Delimited. The field delimiter for this file format is a tab.

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTIONS
1	Response Code	Indicates the result of the transaction: 1 = Approved 2 = Declined 3 = Error 4 = Held for Review
2	Authorization Code	Six-digit numeric or alphanumeric approval code. Sample: Q78U78
3	Address Verification (AVS) Status	Indicates the result of Address Verification System (AVS) filter: A = Street Address (Street) matches, ZIP Code does not B = Address information not provided for AVS check E = AVS error G = Non-U.S. Card Issuing Bank N = No Match on Street Address (Street) or ZIP Code P = AVS not applicable for this transaction R = Retry – System is unavailable or timed out S = AVS is Service not supported by card issuer bank U = Address information for cardholder is unavailable W = 9 digit ZIP Code matches, Street Address (Street) does not X = Street Address (Street) and 9 digit ZIP Code match Y = Street Address (Street) and 5 digit ZIP Code match Z = 5 digit ZIP Code matches, Street Address (Street) does not
4	Transaction ID	This gateway-generated number identifies the transaction, and can be used to submit a modification of this transaction at a later time via HTML form POST (such as voiding or crediting the transaction, or capturing an Auth_Only transaction). Sample: 301244354
5	Submit Date/Time	The date and time the transaction was submitted. Sample: 21-Aug-2002 03:26:23 PM MDT
6	Card Number	Contains the masked* credit card number. Blank if an eCheck.Net transaction. Sample: XXXX9876
7	Expiration Date	Contains the masked* date on which the credit card expires. Sample: XXXX
8	Invoice Number	The invoice number as defined by the merchant.
9	Invoice Description	Description of the invoice as defined by the merchant.
10	Total Amount	Total value to be charged or credited inclusive of tax. Sample: 50.00
11	Method	Indicates the method of payment for the transaction: A = American Express C = Diners Club D = Discover E = EnRoute H = eCheck J = JCB

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTIONS
		M = MasterCard V = Visa
12	Action Code	Indicates the type of transaction: AUTH_CAPTURE AUTH_ONLY CAPTURE_ONLY CREDIT VOID PRIOR_AUTH_CAPTURE
13	Customer ID	Contains the merchant-defined unique identifier to represent the customer associated with the transaction. Sample : 1254585
14	Customer First Name	Contains the first name of the customer associated with the billing address for the transaction.
15	Customer Last Name	Contains the last name of the customer associated with the billing address for the transaction.
16	Company	Contains the company name associated with the billing address for the transaction.
17	Address	Contains the address of the customer associated with the billing address for the transaction.
18	City	Contains the city of the customer associated with the billing address for the transaction.
19	State	Contains the state of the customer associated with the billing address for the transaction.
21	ZIP	Contains the ZIP code of the customer associated with the billing address for the transaction.
21	Country	Contains the country of the customer associated with the billing address for the transaction.
22	Phone	Contains the phone number of the customer associated with the billing address for the transaction.
23	Fax	Contains the fax number of the customer associated with the billing address for the transaction.
24	Email	Email address to which the customer's copy of the confirmation email is sent.
25	Ship-To First Name	Contains the customer shipping first name.
26	Ship-To Last Name	Contains the customer shipping last name.
27	Ship-To Company	Contains the customer shipping company.
28	Ship-To Address	Contains the customer shipping address.
29	Ship-To City	Contains the customer shipping city.
30	Ship-To State	Contains the customer shipping state.
31	Ship-To ZIP	Contains the customer shipping ZIP code.
32	Ship-To Country	Contains the customer shipping country.
33	L2 – Tax	Contains the tax amount.
34	L2 – Duty	Contains the amount charged for duty.
35	L2 – Freight	Contains the freight amount charged.
36	L2 – Tax Exempt	Indicates whether the transaction is tax exempt. TRUE, FALSE

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTIONS
37	L2 – Purchase Order Number	Contains the merchant-defined purchase order number.
38	ABA Routing Number	The masked* ABA Routing Number of a bank for eCheck.Net transactions. Blank if credit card or card present transaction. Sample: XXXX6789
39	Bank Account Number	The masked* checking or savings account number. Blank if credit card or card present transaction. Sample: XXXX6789

* For security reasons, all sensitive information is masked in the download file. Only the last four (4) characters or digits are visible. Expiration dates are fully masked.

Standard with Card Code/Tab Delimited

The following table describes the default format for Standard with Card Code/Tab Delimited. This format is identical to the table above, but includes three additional fields: a Card Code Status, an Automated Recurring Billing indicator and a Settlement Date/Time. The field delimiter for this file format is a tab. The fields listed below are in addition to those returned with the Standard/Tab Delimited format.

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
40	Card Code Status	Indicates the results of Card Code verification: M = Match N = No Match P = Not Processed S = Should have been present U = Issuer unable to process request
41	Recurring Billing Transaction	Indicated whether this transaction is a recurring billing. Y, N
42	Settlement Date/Time	The date and time of settlement. Sample: 21-Aug-2002 03:26:23 PM MDT

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Expanded Fields/Comma Separated

The following table describes the default file format for Expanded Fields/Comma Separated. The field delimiter for this file format is a comma.

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
1	Transaction ID	This gateway-generated number identifies the transaction, and can be used to submit a modification of this transaction at a later time via HTML form POST (such as voiding or crediting the transaction, or capturing an Auth_Only transaction). Sample: 301244354
2	Transaction Status	The status of the transaction: Approved Review Authorized/Pending Capture Captured/Pending Settlement Credit/Pending Settlement Credited Declined Expired FDS – Pending Review FDS – Authorized/Pending Review Review Failed Settled Successfully Under Review Voided
3	Settlement Amount	Total value settled inclusive of tax. Sample: 50.00
4	Settlement Currency	The type of currency used for the transaction. Sample: USD
5	Settlement Date/Time	The date and time of settlement. Sample: 21-Aug-2002 03:26:23 PM MDT
6	Authorization Amount	Total value authorization transaction inclusive of tax. Sample: 50.00
7	Authorization Currency	The type of currency used for the authorization transaction. Sample: USD
8	Submit Date/Time	The date and time the transaction was submitted. Sample: 21-Aug-2002 03:26:23 PM MDT
9	Authorization Code	Six-digit numeric or alphanumeric approval code. Sample: Q78U78
10	Reference Transaction ID	This number references an original transaction ID (as in the case of VOID or CREDIT transactions).
11	Transaction Type	Indicates the type of transaction: Authorization w/ Auto Capture Authorization Only Capture Only Credit Void Prior Authorization Capture.
12	Address Verification (AVS) Status	Indicates the result of Address Verification System (AVS) checks: A = Street Address: Match – First 5 Digits of ZIP: No Match B = Address information not provided for AVS check

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
		<p>E = AVS error G = Non-U.S. Card Issuing Bank N = Street Address: No Match – First 5 Digits of ZIP: No Match P = AVS not applicable R = Retry – System unavailable or timed out S = AVS not supported by card issuing bank U = Address information is unavailable W = Street Address: No Match – First 9 Digits of ZIP: Match X = Street Address: Match – First 9 Digits of ZIP: Match Y = Street Address: Match – First 5 Digits of ZIP: Match Z = Street Address: No Match – First 5 Digits of ZIP: Match</p>
13	Card Code Status	<p>Indicates the results of Card Code verification: M = Match N = No Match P = Not Processed S = Should be on card but not so indicated U = Issuer not certified and/or has not provided encryption key</p>
14	FraudScreen Applied	Indicates whether the FraudScreen filter was applied to the transaction.
15	Recurring Billing Transaction	Indicates whether this transaction is a recurring billing. Y, N
16	Partial Capture Status	Indicates the status of a Partial Capture request.
17	Card Number	Contains the masked* credit card number. Blank if an eCheck.Net transaction. Sample: XXXX9876
18	Expiration Date	Contains the masked * date on which the credit card expires. Sample: XXXX
19	Bank Account Number	The masked* checking or savings account number. Blank if credit card or card present transaction. Sample: XXXX6789
20	ABA Routing Number	The masked* ABA Routing Number of a bank for eCheck.Net transactions. Blank if credit card or card present transaction. Sample: XXXX6789
21	Total Amount	Total value to be charged or credited inclusive of tax. Sample: 50.00
22	Currency	The type of currency used for the transaction. Sample: USD
23	Invoice Number	The invoice number as defined by the merchant.
24	Invoice Description	Description of the invoice as defined by the merchant.
25	Customer First Name	Contains the first name of the customer associated with the billing address for the transaction.
26	Customer Last Name	Contains the last name of the customer associated with the billing address for the transaction.
27	Company	Contains the company name associated with the billing address for the transaction.
28	Address	Contains the address of the customer associated with the

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
		billing address for the transaction.
29	City	Contains the city of the customer associated with the billing address for the transaction.
30	State	Contains the state of the customer associated with the billing address for the transaction.
31	ZIP	Contains the ZIP code of the customer associated with the billing address for the transaction.
32	Country	Contains the country of the customer associated with the billing address for the transaction.
33	Phone	Contains the phone number of the customer associated with the billing address for the transaction.
34	Fax	Contains the fax number of the customer associated with the billing address for the transaction.
35	Email	Email address to which the customer's copy of the confirmation email is sent.
36	Customer ID	Merchant-defined, unique identifier to represent the customer associated with the transaction. Sample: 1254585
37	Ship-To First Name	Contains the customer shipping first name.
38	Ship-To Last Name	Contains the customer shipping last name.
39	Ship-To Company	Contains the customer shipping company.
40	Ship-To Address	Contains the customer shipping address.
41	Ship-To City	Contains the customer shipping city.
42	Ship-To State	Contains the customer shipping state.
43	Ship-To ZIP	Contains the customer shipping ZIP code.
44	Ship-To Country	Contains the customer shipping country.
45	L2 – Tax	Contains the tax amount.
46	L2 – Freight	Contains the freight amount charged.
47	L2 – Duty	Contains the amount charged for duty.
48	L2 – Tax Exempt	Indicates whether the transaction is tax exempt. TRUE, FALSE
49	Level2 – Purchase Order Number	Contains the purchase order number.

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Expanded Fields with CAVV Result Code/Comma Separated

The following table describes the default file format for Expanded Fields with CAVV Result Code/Comma Separated. This format is identical to the table above, but includes additional fields: Cardholder Authentication Verification Value (CAVV) Result Code, and several fields reserved for future use. The field delimiter for this file format is a comma. The fields listed below are in addition to those returned with the Expanded Fields/Comma Separated format.

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
50	Cardholder Authentication Verification Value (CAVV) Result Code	Indicates the results of cardholder authentication verification: Blank or not present = CAVV not validated 0 = CAVV not validated because erroneous data was submitted 1 = CAVV failed validation 2 = CAVV passed validation 3 = CAVV validation could not be performed; issuer attempt incomplete 4 = CAVV validation could not be performed; issuer system error 5 = Reserved for future use 6 = Reserved for future use 7 = CAVV attempt – failed validation – issuer available (US issued card/non-US acquirer) 8 = CAVV attempt – passed validation – issuer available (US issued card/non-US acquirer) 9 = CAVV attempt – failed validation – issuer unavailable (US issued card/non-US acquirer) A = CAVV attempt – passed validation – issuer unavailable (US issued card/non-US acquirer) B = CAVV passed validation, information only, no liability shift
51	Reserved 1	
52	Reserved 2	
53	Reserved 3	
54	Reserved 4	
55	Reserved 5	
56	Reserved 6	
57	Reserved 7	
58	Reserved 8	
59	Reserved 9	
60	Reserved 10	
61	Reserved 11	
62	Reserved 12	
63	Reserved 13	
64	Reserved 14	
65	Reserved 15	
66	Reserved 16	
67	Reserved 17	
68	Reserved 18	

POSITION IN DEFAULT FILE FORMAT	FIELD NAME	DESCRIPTION
69	Reserved 19	
70	Reserved 20	

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