

# Payment Summary

This report will show a breakdown of company-wide payments within a given period. This will include a summary of:

- Total payments by transactions type
- Total value of cancellations/returns
- Summary of payments per user
- VAT breakdown of payments made
- Summary of payments made, by payment type

'Payment Date' for pending payment (e.g. finance orders) will be taken as the date that the payment was completed

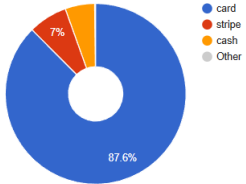
This reporting excludes cancelled payments

## Payments Summary

Source: All Device: All Store: ALL Store user: ALL Specify dates from: 19/10/2024 to: 18/11/2024 Update Reset

Download report as CSV

**Important:** This report uses the "payment date" and not the original order date, as these may be different.

Transactions	User Sales	VAT Breakdown	
38 Phone orders £10580.03	iconography 57 orders £11503.79	Gross £11504.92	
2 Quote orders £858.97	other 1 order £1.13	Net £9670.30	
14 Store orders £50.42		Tax £1834.62	
4 Website orders £15.50			
Cancellations/Returns			
1 Cancelled order £-6.75			
1 Partially returned order £-10.00			
4 Returned orders £-1749.79			
Payment Type	Amount Received	Amount Refunded	Total Amount
card	£10279.70	£-207.03	£10072.67
stripe	£803.00	£0.00	£803.00
cash	£608.00	£0.00	£608.00

## Filters

This report may be filtered by:

- Date Range
- Source
- Device

- Store
- Store User

## Key to icons

↓ = download report

## FAQs

FAQs for Payment Reports may be viewed [here](#).

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