GL Code Listing

Access: Reporting > reportQ > Quick Reports > Administration > GL Code Listing

Description: View transactions by general ledger (GL) codes that have been set up for your account. Includes transaction details and GL code numbers and descriptions.

Specifications: This type of report is for only MasterCard customers.

Additional Details: Available in PDF and Excel. See the sample images on the next page.

SECTION 1

GL Code Listing (MasterCard)

REPORT NAME	GL Codes Listing	v06032011081
DATE QUERY PRODU	7/20/2012	
ACCOUNT CODE	AB123	
CUSTOMER ID	ALL	
EMPLOYEE NUMBER	ALL	
CARD NUMBER	ALL	
CARDHOLDER FIRST	ALL	
CARDHOLDER LAST	ALL	
DATE TYPE	POSTED DATE	
BEGIN DATE	7/1/2012 12:00:00 AM	
END DATE	7/18/2012 12:00:00 AM	
PRIMARY SORT	CARDHOLDER LAST NAME	
SECONDARY SORT	-NONE-	
TOTAL RECORDS	419	

Account Code	Customer ID	Transaction Date	Posted Date	GL Code Number	GL Code Description	Detail 1	Detail 2	Amount	Reviewed	Taxes Paid	Card Number	Cardholder First Name	Cardholder Last Name	Employee Number	Merchant Name
AB123	ABC12	06/29/2012	07/02/2012	0101001.10.00	GENERAL LINE			$46.57			55673XXXXXX1234	01001	TRUCK	113318	OIL STOP
AB123	ABC12	06/29/2012	07/02/2012	0101001.10.01	GENERAL LINE			$99.00			55673XXXXXX1235	01002	TRUCK	162360	OIL STOP
AB123	ABC12	06/29/2012	07/02/2012	0101001.10.02	GENERAL LINE			$63.16			55673XXXXXX1236	01003	TRUCK	164330	OIL STOP
AB123	ABC12	06/29/2012	07/02/2012	0101001.10.03	GENERAL LINE			$76.12			55673XXXXXX1237	01004	TRUCK	041103	OIL STOP

SECTION 2

Passenger Name	Merchant City	Merchant State	Merchant Group	Default Used
	LITTLE FORT	AL	FUEL GROUP	Y
	LITTLE FORT	AL	FUEL GROUP	Y
	LITTLE FORT	AL	FUEL GROUP	Y
	LITTLE FORT	AL	FUEL GROUP	Y