ID Report

Access: Reporting > reportQ > Quick Reports > Administration > ID Report

Description: View transaction-level detail by prompted ID and name. Includes transaction detail, prompted ID number was entered at time of purchase, and point-of-sale name associated with that prompted ID.

Specifications: This type of report is for MasterCard customers.

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

COMDATA

ID Report Account Detail
Produced on: 7/20/2012 4:05:45 PM
Posted Date between 7/1/2012 12:00:00 AM and 7/3/2012 12:00:00 AM

Account Code:	████
Customer Id:	ALL
Reporting Options:	Account Detail
Primary Sort:	NONE
Secondary Sort:	NONE

Account Code: ███████████

ID Number:

Transaction	Purchase Date/Time	Lvl	Merchant Name	City, State	Vehicle #	Card #	Driver ID	Employee #	First Name	Last Name	Misc 1	Misc
021840314	6/29/2012 11:59 PM	L	████	████		██████6150		████	JOSEPH D	████		

POS First Name	POS Last Name	Odom	MPG	CPM	Description	Unit/Glns	PPU/G	Gross Cost	Discount	Rebate	Net Cost
JOSEPH D	████	0	0	$0.00	Lenovo Rf T60/Cd/1.83/1/	-1.00	$15,999.000	-$15,999.00	$0.00	$0.00	$-15,999.00
JOSEPH D	████	0	0	$0.00	Other Miscellaneous Tran	1.00	$15,828.210	$15,828.21	$0.00	$0.00	$15,828.21

Transaction	Purchase Date/Time	Lvl	Merchant Name	City, State	Vehicle #	Card #	Driver ID	Employee #	First Name	Last Name	Misc 1	Misc
021850516	7/2/2012 12:15 AM	N	████	████		██████2610		████	MEI	████		

POS First Name	POS Last Name	Odom	MPG	CPM	Description	Unit/Glns	PPU/G	Gross Cost	Discount	Rebate	Net Cost
MEI	████	0	0	$0.00	Airline Fare	-1.00	$231.600	-$231.60	$0.00	$0.00	$-231.60
MEI	████	0	0	$0.00	Other Miscellaneous Tran	-1.00	$271.600	-$271.60	$0.00	$0.00	$-271.60

| Totals For : ID # | | | | | | Unit/Glns -2.00 | | Gross Cost -$673.99 | Discount $0.00 | Rebate $0.00 | Net Cost $-673.99 |