FedPayments® Reporter Detailed Users Guide

Revised 6/21/2016

FEDERAL RESERVE FINANCIAL SERVICES

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FedPayments Reporter – Overview

Please take a few minutes to become familiar with the other documentation available at the link below.

https://www.frbservices.org/serviceofferings/fedach/fededi.html

Some of the available documents include:

- ✓ Service Overview
- ✓ Sample Reports
- ✓ Report Descriptions
- ✓ EDI Fundamentals
- ✓ FAQs
- ✓ Encrypted Email Users Guide
- ✓ File transfer interface guides

Step-By-Step Instructions

The following slides show the step-by-step instructions for how to use the FedPayments Reporter service screens in the FedLine® access solution.

Accessing the Service

To access the FedPayments Reporter service, log into FedLine Web or FedLine Advantage access solution as you normally do. Then click the FedACH tab.

It is important to never use the browser forward and back buttons in FedLine. Instead always use the controls provided on the FedLine screens. For example: the Submit, Next, Reset, and Continue buttons.

Online Help

Help is available online via the Learning Center. Access the Learning Center directly from any FedLine screen using the link at the top of the screen.

Online help is also available from any screen in the FedPayments Reporter Service. Click on the question mark in upper right portion of the screen.

The DFI Maintenance Screens…

allow the entry of a custom report heading and selection of reports for the RDFI and ODFI.

Complete these screens first.

FedPayments Reporter

- DFI Maintenance
- Customer Maintenance
- View Scheduled Reports
- On Demand Reports

When the DFI Maintenance link is selected, a screen similar to this one will display.

FedACH: **DFI Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select DFI from the drop-down list and click Next to see setup information about DFI selected.

DFI: 999999999

Next Reset

If there are multiple ABA numbers defined to the service, use the drop-down list and select the ABA to be setup. If there is only one ABA number defined to the service, the ABA will be automatically populated in the drop-down list. Then select the **Next** button.

FedACH: DFI Maintenance - Main
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

IMPORTANT: Select Submit to apply all DFI setup changes.

Submit Cancel

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

The following text fields can be used to identify the name and contact information of your financial institution. This information will appear at the top of the page for most reports generated.

Report Heading 1: ACH Bank, Pleasant Town, USA

Example Text: ACH Bank, Pleasant Town, USA

Report Heading 2: Telephone: 555-555-5555, Fax: 555-555-5555, Email: Customer.Service@ACHB

Example Text: Telephone: 555-555-5555, Fax: 555-555-5555, email:Customer.Service@ACHBank.com

Here is a sample of one of the DFI maintenance screens. Let's review each tab of the DFI maintenance section and its input areas individually. Click the **submit** button at the top of the page frequently during the setup process to save the information being entered.

FedACH: DFI Maintenance - Main
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

IMPORTANT: Select Submit to apply all DFI setup changes. Submit Cancel

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

The following text fields can be used to identify the name and contact information of your financial institution. This information will appear at the top of the page for most reports generated.

Report Heading 1: ACH Bank, Pleasant Town, USA

Example Text: ACH Bank, Pleasant Town, USA

Report Heading 2: Telephone: 555-555-5555, Fax: 555-555-5555, Email: Customer.Service@ACHB

Example Text: Telephone: 555-555-5555, Fax: 555-555-5555, email:Customer.Service@ACHBank.com

<u>Report Heading Information tab</u>

The report heading information area allows entry of customized information that will be displayed on the reports. This white branding feature easily allows the DFI name and other information to be shown on the reports.

FedACH: DFI Maintenance - Main
ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

IMPORTANT: Select Submit to apply all DFI setup changes. Submit Cancel

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

Encrypted Email is an optional way to receive FedPayments Reporter reports. An existing Contact can be assigned to receive a report via Encrypted Email by clicking the Edit button next to the Contact below, or by clicking the Email button next to a specific report on the Report Information tab.

To set up a new Contact, enter the Contact Name and the Contact Email Address in the space provided then click Add Contact. To edit or delete an existing Contact, click the appropriate icon next to the corresponding Contact Name. Up to 100 contacts may be added using this feature.

Contact Name:

Contact Email Address: Add Contact

Contact Name	Contact Email	Edit	Delete
Jane Smith	jsmith@ACHBank.com		

Email Contact Information tab

With the optional encrypted email service, the generated reports can be automatically queued for retrieval by appropriate personnel at the DFI . Enter your internal email address book contacts here and use later screens to direct reports to selected addresses. Use the **Add Contact** button to define individual or group email addresses. Use the **Edit** or **Delete** buttons to maintain previously established addresses. The addresses entered on this screen should be associated with DFI, not with receivers and/or originators.

Encrypted Email is an optional feature. The Contact Name, Contact Email Address and Current Report Subscriptions for this Contact may be changed from this page.

Contact Name: George Dollar

Contact Email Address: George.Dollar@ACHBANK.COM

Current Report Subscriptions

- [x] ACH Received Entries Detail - RDFI Report
- [x] ACH Routing Number Activity Report
- [x] ACH Volume Summary by SEC Code - DFI Report
- [ ] Customer Transaction Activity Report
- [ ] Death Notification Report
- [ ] International (IAT) - RDFI Report
- [x] Notification of Change - ODFI Report
- [x] Originator Setup Report
- [ ] Receiver Setup Report
- [ ] Return Item - ODFI Report

Please click Continue to return to the DFI Maintenance page. You must click Submit on the DFI Maintenance page to save your changes.

Continue Reset Cancel

Using the edit icon is another easy method to assign an email address to multiple reports.

FedACH: DFI Maintenance - Main
ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

IMPORTANT: Select Submit to apply all DFI setup changes. Submit Cancel

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

Encrypted Email is an optional way to receive FedPayments Reporter reports. An existing Contact can be assigned to receive a report via Encrypted Email by clicking the Edit button next to the Contact below, or by clicking the Email button next to a specific report on the Report Information tab.

To set up a new Contact, enter the Contact Name and the Contact Email Address in the space provided then click Add Contact. To edit or delete an existing Contact, click the appropriate icon next to the corresponding Contact Name. Up to 100 contacts may be added using this feature.

Contact Name:

Contact Email Address: Add Contact

Contact Name	Contact Email	Edit	Delete
Jane Smith	jsmith@ACHBank.com		

Email Contact Information tab

It is the responsibility of the DFI to ensure these addresses are entered correctly and maintained over time. This screen performs only some basic checks to validate that the address entered appears to be properly formatted.

At the end of each processing day, the reports are generated and queued to the encrypted email service. The Federal Reserve Customer Contact Center (CCC) will notify DFIs of undeliverable email notices. Failure to address the issue may result in the email address being removed from the service.

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

Report Information tab

To activate, or subscribe to, reports, look in the **Format** column and change the drop-down box from “No Report” to the desired report generation format.

Some reports support the selection of a generation frequency.

Most of the requested reports are generated early in the morning for FedACH transactions from the processing day that just ended.

Monthly reports are generated on the first work day of the month. Weekly reports are generated on the first work day of the week.

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

<u>Report Information tab</u>

Activate, or subscribe to, reports using the Report Information tab.

The following report formats are available:

- PDF is best for viewing and printing
- HTML may be useful for direct browser viewing
- TXT is available but has some formatting limitations

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☑

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	No Report (No Report / CSV / Excel / HTML / PDF / TXT)	Daily Weekly Monthly			
Death Notification Report		Daily		Email	☐
International (IAT) - RDFI Report		Daily		Email	☐
Receiver Setup Report		Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

Notice that the “ACH Received Entries Report” is available in human-readable (PDF, TXT, HTML) or spreadsheet formats (CSV, Excel).

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

<u>Report Information tab</u>

Some reports allow the specification of additional parameters via the **Advanced** button. If supported, the Advanced button appears when the report is activated. All advanced report parameters have default values that may need to be reviewed and adjusted to meet the specific needs.

FedACH: DFI Maintenance - Advanced Setup
ACH BANK PLEASANT TOWN, USA

Advanced ACH Volume Summary by SEC Code Report Setup Options

Select which of the following report options should be generated.

- [x] All
- [x] Originated and received entries excluding returns, operator rejects and non-monetary entries
- [x] Originated entries excluding returns, operator rejects and non-monetary entries
- [x] Received entries excluding returns, operator rejects and non-monetary entries
- [x] Returns originated
- [x] Returns received
- [x] Operator rejects
- [x] Non-monetary entries

Select the SEC code(s) below that the service should include when generating the report.

- [x] All

[x] ACK	ACH Payment Acknowledgment	[x] MTE	Machine Transfer Entry
[x] ADV	Automated Accounting Advice	[x] POP	Point of Purchase Entry
[x] ARC	Accounts Receivable Entry	[x] POS	Point of Sale Entry with Addenda
[x] ATX	Financial EDI Acknowledgment	[x] PPD	Prearranged Payment and Deposit Entry
[x] BOC	Back Office Conversion	[x] RCK	Re-presented Check Entry
[x] CCD	Corporate Credit or Debit	[x] SHR	Shared Network Entry
[x] CIE	Customer Initiated Entry	[x] TEL	Telephone - Initiated Entry
[x] COR	Notification of Change	[x] TRC	Truncated Entry
[x] CTX	Corporate Trade Exchange	[x] TRX	Truncated Entries Exchange
[x] DNE	Death Notification Entry	[x] WEB	Internet Initiated Entry
[x] ENR	Automated Enrollment Entry	[x] XCK	Destroyed Check Entry
[x] IAT	International ACH Transaction		

Omit SEC codes from the report if all entry counts, addenda counts and dollar amounts are zero.

( ) Yes (•) No (Default)

Please click Continue to return to the DFI Maintenance page. You must click Submit on the DFI Maintenance page to save your changes.

Continue | Reset | Cancel

This is the advanced setup screen for the ACH Volume Summary by SEC Code Report. The report will generate one to seven pages depending on the options selected on this page.

Select the report configuration options desired and click the **Continue** button.

On demand generation of this report is also available to view information from previous historical months and month-to-date information.

Advanced ACH Received Entries Detail - RDFI Report Setup Options

This report will include all entries for the generation frequency specified up to the limit noted. The following options are available to customize the report to meet specific needs.

Number of Entries

Limit report to the following number of entries:
(Maximum of 100,000 for CSV and 50,000 for the other formats.)

Immediate/SameDay Entries

Include only Immediate/SameDay Entries

- (●) No
- ( ) Yes

Forward, Return, NOC, Operator Rejects

- (●) All
- ( ) Include only Forward
- ( ) Include only Return
- ( ) Include only NOC
- ( ) Include only Operator Rejects

Select the SEC code(s) below that the service should include when generating the report.

- [x] All

[x] ACK	ACH Payment Acknowledgment	[x] MTE	Machine Transfer Entry
[x] ADV	Automated Accounting Advice	[x] POP	Point of Purchase Entry
[x] ARC	Accounts Receivable Entry	[x] POS	Point of Sale Entry
[x] ATX	Financial EDI Acknowledgment	[x] PPD	Prearranged Payment and Deposit Entry
[x] BOC	Back Office Conversion	[x] RCK	Re-presented Check Entry
[x] CCD	Corporate Credit or Debit	[x] SHR	Shared Network Entry
[x] CIE	Customer Initiated Entry	[x] TEL	Telephone - Initiated Entry
[x] COR	Notification of Change	[x] TRC	Truncated Entry
[x] CTX	Corporate Trade Exchange	[x] TRX	Truncated Entries Exchange
[x] DNE	Death Notification Entry	[x] WEB	Internet Initiated Entry
[x] ENR	Automated Enrollment Entry	[x] XCK	Destroyed Check Entry
[x] IAT	International ACH Transaction		

This is the advanced setup screen for the ACH Received Entries Detail Report. Select the report configuration options desired and click the **Continue** button.

On demand generation of this report is also available to view information from previous historical time periods.

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

<u>Report Information tab</u>

Look in the **Email Contacts** column and click on the **Email** button to assign internal DFI email addresses to the individual reports that have been activated for automatic generation. The Email button will appear after a format has been selected.

FedACH: DFI Maintenance - Multiple Contact Setup
ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

ACH Routing Number Activity Report

To set up a new Contact, enter the Contact Name and Contact Email Address in the space provided then click Add Contact. This will add the Contact to the Selected Contacts list below, assigning the address to receive this report. Up to 10 Contacts may be assigned to each report.

Contact Name:

Contact Email Address: Add Contact

To subscribe an existing Contact to the report, select the Contact from the Available Contacts box, and click the down arrow to add them to the Selected Contacts box.

Available Contacts

Contact Name	Contact Email
Jane Smith	JSmith@ACHBank.com
Kevin Johnson	KJohnson@ACHBank.com

Add Remove

Selected Contacts

Contact Name	Contact Email

Please click Continue to return to the DFI Maintenance Main page. You must click Submit on the DFI Maintenance Main page to save your changes.

Continue Reset Cancel

Select entries in the **Available Contacts** box and click the **Add down arrow** button to assign the email address to the selected contacts box. The control and shift keys can be used to select multiple contacts.

Email addresses in **the selected contacts** box will have the report emailed to them. Email addresses in the available contacts will not receive this report.

Use the top portion of the screen to add additional email addresses for this report that were not initially entered.

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

Report Information tab

The Reports via FedLine feature can be used to generate appropriately formatted files containing the reports that can then be used to automatically import the generated reports directly into the DFI's Internet banking cash management portal. Some ACH processors already support this feature, so check with your Internet banking vendor or Federal Reserve account executive.

Additional technical information about this option can be obtained at the FedPayments Reporter page on FRBservices.org.

Report Heading Information | Email Contact Information | **Report Information** | FedLine Maintenance

Listed below are the reports that are available. To start generating a report for this ABA select the desired report format in the appropriate drop-down list then select the desired report generation frequency, if applicable. To stop generating a report select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

ODFI/RDFI Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Routing Number Activity Report	PDF	Monthly		Email	☐
ACH Volume Summary by SEC Code - DFI Report	HTML	Monthly	Advanced	Email	☐
Customer Transaction Activity Report	TXT	Daily Monthly		Email	☐

RDFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - RDFI Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
Death Notification Report	PDF	Daily		Email	☐
International (IAT) - RDFI Report	PDF	Daily		Email	☐
Receiver Setup Report	PDF	Daily Weekly		Email	☐

ODFI Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - ODFI Report	PDF	Daily		Email	☐
Originator Setup Report	PDF	Daily		Email	☐
Return Item - ODFI Report	PDF	Daily		Email	☐

<u>Report Information tab</u>

Look in the **FedLine** column and select the check box if the generated report should be queued to a FedLine ® access solution file delivery channel (FedLine Advantage®, FedLine Command® or FedLine Direct®). Use the All check box at the top of the column to direct all generated reports to a FedLine file delivery channel.

If the boxes are not available (grayed out), that indicates that the appropriate part of the FedACH ® Participation Agreement has not yet been processed.

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

To receive your Customer reports via FedLine, select the specific reports below. Reports can be selected individually, by customer, or all can be selected. All reports delivered via FedLine will be sent to a single electronic delivery point.

To select all reports for a specific Customer, select the check box to the far right of that customer name, or to select all currently subscribed reports, click the check box at the top labeled 'All'.

Customer	ACH Received Entries Detail - Receiver	ACH Volume Summary by SEC Code - Originator/Receiver	International (IAT) - Receiver	Notification of Change - Originator	Payment Data Information File	Remittance Advice Detail - Originator	Remittance Advice Detail - Receiver	Remittance Advice Summary - Originator	Remittance Advice Summary - Receiver	Return Items - Originator	Return Ratio - Originator	Social Security Beneficiary	All ☑
Acme Widgets	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Big City Auto Parts	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Capital City Family Medical		☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Food-Mart													
Sam Smiley, DDS							☑						☑

FedLine Maintenance tab

After customer reports are activated in the customer maintenance section, which we'll cover next, this is the screen where the DFI can control at a more granular level the exact reports for each defined customer that should be directed to the FedLine file channel. Simply select the individual check boxes or use the **All** check box. The DFI will need to come back to this screen again after customers are defined into the service.

IMPORTANT: Select Submit to apply all DFI setup changes. Submit Cancel

Report Heading Information | Email Contact Information | Report Information | FedLine Maintenance

To receive your Customer reports via FedLine, select the specific reports below. Reports can be selected individually, by customer, or all can be selected. All reports delivered via FedLine will be sent to a single electronic delivery point.

To select all reports for a specific Customer, select the check box to the far right of that customer name, or to select all currently subscribed reports, click the check box at the top labeled 'All'.

Customer	ACH Received Entries Detail - Receiver	ACH Volume Summary by SEC Code - Originator/Receiver	International (IAT) - Receiver	Notification of Change - Originator	Payment Data Information File	Remittance Advice Detail - Originator	Remittance Advice Detail - Receiver	Remittance Advice Summary - Originator	Remittance Advice Summary - Receiver	Return Item - Originator	Return Ratio - Originator	Social Security Beneficiary	All ☑
Acme Widgets	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Big City Auto Parts	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Capital City Family Medical		☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑
Food-Mart													
Sam Smiley, DDS							☑						☑

Be sure to select the **Submit** button or the changes will be not be applied. These reports are now on "autopilot" for generation and delivery. Each ABA defined to the service should be individually setup. Return to these screens to apply changes at any time. This concludes the DFI Maintenance process.

The Customer Maintenance screens…

allow the entry of receiver and originator information and selection of reports to be generated for receivers and originators.

FedPayments Reporter

- DFI Maintenance
- Customer Maintenance
- View Scheduled Reports
- On Demand Reports

When the Customer Maintenance link is selected, a screen similar to this one will display.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria

Search Detail: View List Reset

Search Results

999999999 ACH BANK

No Customers set up for DFI.
There are currently no Customers set up for this DFI ABA. To set up a new customer, select Add New Customer or select a new DFI ABA from the drop-down.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria

Search Detail:

View List Reset

Search Results

999999999 ACH BANK

No Customers set up for DFI.
There are currently no Customers set up for this DFI ABA. To set up a new customer, select Add New Customer or select a new DFI ABA from the drop-down.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete

If there are multiple ABA numbers defined to the service, use the drop-down list and select the ABA corresponding to the customer to be setup. If there is only one ABA number defined to the service, the ABA will be automatically populated in the drop-down list. Click the **View List** button then click the **Add New Customer** button.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: Add to List

Defined Company ID(s): 9876543210 Delete Selected

Here is a sample of one of the customer maintenance screens. Let's review each section, or tab, of the screen and its input areas individually. Click the **submit** button at the top of the page frequently during the setup process to save the information being entered.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: Add to List

Defined Company ID(s): 9876543210 Delete Selected

<u>Customer Information tab</u>
First, enter a descriptive customer name. This name will be used in other screens in the service. This name will also appear on some of the reports. It does not need to match the customer name in the ACH transactions.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: [ ] Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: [ ] Add to List

Defined Company ID(s): 9876543210 Delete Selected

Customer Information tab

Next, enter the **Receiver Account Number** the service should use when it searches ACH transactions to create a receiver-oriented report and click the **Add to List** button.

If this customer has multiple account numbers and wishes to see transactions from the multiple account numbers combined in a single report, add those account numbers to the list also.

Note that the "Receiver Account Number" is officially identified as "DFI Account Number" in the ACH Rules.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: [ ] Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: [ ] Add to List

Defined Company ID(s): 9876543210 Delete Selected

<u>Customer Information tab</u>

The service has the ability to match the Receiver Account Number to minor variations in the ACH transactions. The service will match regardless of leading zeros, dashes and spaces, so these variations do not need to be entered here.

Any other variations will not match and reports will not be generated. Review the Receiver Setup and ACH Received Entries Detail Reports to verify the format and contents of this field.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: Add to List

Defined Company ID(s): 9876543210 Delete Selected

Customer Information tab

Next, enter the **Company ID** the service should use when it searches ACH transactions to create originator-oriented reports and click the **Add to List** button.

If this customer has multiple Company IDs and wishes to see transactions from the multiple Company IDs combined in a single report, add those Company IDs to the list also.

FedACH: **Customer Maintenance - Main**
999999999 ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Acme Widgets

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Enter the new Customer information below. To add a New Receiver Account Number or New Company ID, enter the new value below and click Add to List. To delete an existing Receiver Account Number or Company ID, select the desired value in the list and click Delete Selected. NOTE: The service ignores leading zeros, all dashes and all spaces for Account Number and Company ID. For example: the service will recognize and display '00123-4' and '12 34' as '1234' once entered. Alphabetic characters will match regardless of their case.

Customer Name: Acme Widgets

New Receiver Account Number: Add to List

Defined Receiver Account Number(s): 1234567 Delete Selected

New Company ID: Add to List

Defined Company ID(s): 9876543210 Delete Selected

Customer Information tab

The service has the ability to match the Company ID to minor variations in the ACH transactions. The service will match regardless of leading zeros, dashes and spaces, so these variations do not need to be entered here.

Any other variations will not match and reports will not be generated. Review the Originator Setup report and Search for batch screen to verify the format and contents of this field.

FedACH: Customer Maintenance - Main
ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Corporate Customer 1

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Encrypted Email is an optional way to receive FedPayments Reporter reports. An existing Contact can be assigned to receive a report via Encrypted Email by clicking the Edit button next to the Contact below, or by clicking the Email button next to a specific report on the Report Information tab.

To set up a new Contact, enter the Contact Name and the Contact Email Address in the space provided then click Add Contact. To edit or delete an existing Contact, click the appropriate icon next to the corresponding Contact Name. Up to 100 contacts may be added using this feature.

Contact Name:

Contact Email Address: Add Contact

Contact Name	Contact Email	Edit	Delete
Jane Smith	JSmith@Corp1.com		

<u>Email Contact Information tab</u>

With the optional encrypted email service, the generated customer-oriented reports can be automatically queued for retrieval by staff at the receiver / originator. Use the **Add Contact** button to define individual or group email addresses. Use the **Edit** or **Delete** buttons to maintain previously established addresses. The addresses entered on this screen should be associated with this particular receiver / originator. DFI addresses can also be entered.

Acme Widgets

Encrypted Email is an optional feature. The Contact Name, Contact Email Address and Current Report Subscriptions for this Contact may be changed from this page.

Contact Name: John

Contact Email Address: John@AcmeWidgets.com

Current Report Subscriptions

- [x] ACH Received Entries Detail - Receiver Report
- [ ] ACH Volume Summary by SEC Code - Originator/Receiver Report
- [ ] International (IAT) - Receiver Report
- [ ] Notification of Change - Originator Report
- [x] Payment Data Information File
- [ ] Remittance Advice Detail - Originator Report
- [ ] Remittance Advice Detail - Receiver Report
- [x] Remittance Advice Summary - Originator Report
- [ ] Remittance Advice Summary - Receiver Report
- [ ] Return Item - Originator Report
- [x] Return Ratio - Originator Report
- [ ] Social Security Beneficiary Report

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue | Reset | Cancel

Using the edit icon is another easy method to assign an email address to multiple reports.

FedACH: Customer Maintenance - Main
ACH BANK PLEASANT TOWN, USA

999999999 ACH BANK

Customer Name: Corporate Customer 1

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | **Email Contact Information** | **Report Information**

Encrypted Email is an optional way to receive FedPayments Reporter reports. An existing Contact can be assigned to receive a report via Encrypted Email by clicking the Edit button next to the Contact below, or by clicking the Email button next to a specific report on the Report Information tab.

To set up a new Contact, enter the Contact Name and the Contact Email Address in the space provided then click Add Contact. To edit or delete an existing Contact, click the appropriate icon next to the corresponding Contact Name. Up to 100 contacts may be added using this feature.

Contact Name:

Contact Email Address: Add Contact

Contact Name	Contact Email	Edit	Delete
Jane Smith	JSmith@Corp1.com		

<u>Email Contact Information tab</u>

It is the responsibility of the DFI to ensure these addresses are entered correctly and maintained. This screen performs only some basic checks to validate that the address entered appears to be properly formatted.

At the end of each processing day, the reports are generated and queued to the encrypted email service The Federal Reserve Customer Contact Center (CCC) will notify DFIs of undeliverable email notices. Failure to address the issue may result in the email address being removed from the service.

Customer Information | Email Contact Information | **Report Information**

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	☐

Report Information tab

To activate or subscribe to the reports, use the **Report Information** tab.

- PDF is best for viewing and printing
- HTML may be useful for direct browser viewing
- TXT is available but has some formatting limitations. Sometimes TXT is needed for storing reports in Internet banking cash management systems

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	☐

Report Information tab

To activate, or subscribe to, reports, look in the **Format** column and change the drop-down box from “No Report” to the desired report generation format.

Most of the reports are generated early in the morning for ACH transactions from the processing day that just ended.

Monthly reports are generated on the first work day of the month. Weekly reports are generated on the first work day of the week.

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	No Report (No Report, CSV, Excel, HTML, PDF, TXT)	Daily, Weekly, Monthly			
International (IAT) - Receiver Report		Daily		Email	
Payment Data Information File		Daily	Advanced	Email	
Remittance Advice Detail - Receiver Report		Daily	Advanced	Email	
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	
Social Security Beneficiary Report	PDF	Daily		Email	

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	
Return Item - Originator Report	PDF	Daily		Email	
Return Ratio - Originator Report	PDF	Daily, Monthly	Advanced	Email	

Notice that the “ACH Received Entries Report” is available in human-readable (PDF, TXT, HTML) or spreadsheet formats (CSV, Excel).

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	
International (IAT) - Receiver Report	HTML	Daily		Email	
Payment Data Information File	ACH (No File / ACH / TXT)	Daily	Advanced	Email	
Remittance Advice Detail - Receiver Report		Daily	Advanced	Email	
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	
Social Security Beneficiary Report	PDF	Daily		Email	

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	
Return Item - Originator Report	PDF	Daily		Email	
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	

Notice that the "Payment Data Information File" is not a human-readable report, but rather a machine-readable file. This file is available in two formats. First, as an as-is text extract of the Payment Data Information areas from the addenda records (TXT). Second, as a fully NACHA-formatted file that contains the Payment Data Information along with entry and batch information (ACH).

Receivers with compatible accounts receivable systems can use this straight-through processing (STP) file to automatically post and close open receivable items in their accounting systems.

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	☐

<u>Report Information tab</u>

Most reports allow the specification of additional parameters via the **Advanced** button. If supported, the Advanced button appears when the report is activated. All advanced report parameters have default values that may need to be reviewed and adjusted to meet the specific needs of the customer.

Advanced ACH Volume Summary by SEC Code Report Setup Options

Select which of the following report options should be generated.

- [x] All
- [x] Originated and received entries excluding returns, operator rejects and non-monetary entries
- [x] Originated entries excluding returns, operator rejects and non-monetary entries
- [x] Received entries excluding returns, operator rejects and non-monetary entries
- [x] Returns originated
- [x] Returns received
- [x] Operator rejects
- [x] Non-monetary entries

Select the SEC code(s) below that the service should include when generating the report.

- [x] All

[x] ACK	ACH Payment Acknowledgment	[x] MTE	Machine Transfer Entry
[x] ADV	Automated Accounting Advice	[x] POP	Point of Purchase Entry
[x] ARC	Accounts Receivable Entry	[x] POS	Point of Sale Entry with Addenda
[x] ATX	Financial EDI Acknowledgment	[x] PPD	Prearranged Payment and Deposit Entry
[x] BOC	Back Office Conversion	[x] RCK	Re-presented Check Entry
[x] CCD	Corporate Credit or Debit	[x] SHR	Shared Network Entry
[x] CIE	Customer Initiated Entry	[x] TEL	Telephone - Initiated Entry
[x] COR	Notification of Change	[x] TRC	Truncated Entry
[x] CTX	Corporate Trade Exchange	[x] TRX	Truncated Entries Exchange
[x] DNE	Death Notification Entry	[x] WEB	Internet Initiated Entry
[x] ENR	Automated Enrollment Entry	[x] XCK	Destroyed Check Entry
[x] IAT	International ACH Transaction		

Omit SEC codes from the report if all entry counts, addenda counts and dollar amounts are zero.

( ) Yes (•) No (Default)

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

[Continue] [Reset] [Cancel]

This is the advanced setup screen for the ACH Volume Summary by SEC Code Report. The report will generate one to seven pages depending on the options selected on this page.

Select the report configuration options desired and click the **Continue** button.

On demand generation of this report is also available to view information from previous historical months and month-to-date information.

Advanced ACH Received Entries Detail - Receiver Report Setup Options

This report will include all entries for the generation frequency specified up to the limit noted. The following options are available to customize the report to meet specific needs.

Number of Entries

Limit report to the following number of entries:

(Maximum of 100,000 for CSV and 50,000 for the other formats.)

Immediate/SameDay Entries

Include only Immediate/SameDay Entries

- (●) No
- ( ) Yes

Select the SEC code(s) below that the service should include when generating the report.

- [x] All
- [x] ACK ACH Payment Acknowledgment
- [x] ADV Automated Accounting Advice
- [x] ARC Accounts Receivable Entry
- [x] ATX Financial EDI Acknowledgment
- [x] BOC Back Office Conversion
- [x] CCD Corporate Credit or Debit
- [x] CIE Customer Initiated Entry
- [x] COR Notification of Change
- [x] CTX Corporate Trade Exchange
- [x] DNE Death Notification Entry
- [x] ENR Automated Enrollment Entry
- [x] IAT International ACH Transaction
- [x] MTE Machine Transfer Entry
- [x] POP Point of Purchase Entry
- [x] POS Point of Sale Entry
- [x] PPD Prearranged Payment and Deposit Entry
- [x] RCK Re-presented Check Entry
- [x] SHR Shared Network Entry
- [x] TEL Telephone - Initiated Entry
- [x] TRC Truncated Entry
- [x] TRX Truncated Entries Exchange
- [x] WEB Internet Initiated Entry
- [x] XCK Destroyed Check Entry

This is the advanced setup screen for the ACH Received Entries Detail Report. Select the report configuration options desired and click the **Continue** button.

On demand generation of this report is also available to view information from previous historical time periods.

Advanced Payment Data Information File Report Setup

The SEC codes below may contain payment related information. Select the SEC code(s) below that the service should scan for this customer.

Note that this information may or may not contain properly formatted EDI. Companies may find this information valuable to assist with Straight Through Processing (STP).

Payment Data Information File Options

☐ All	All SEC Codes		
☐ ACK	ACH Payment Acknowledgment	☐ ENR	Automated Enrollment Entry
☐ ATX	Financial EDI Acknowledgment	☐ IAT	International ACH Transaction
☐ CCD+	Corporate Credit or Debit with Addenda	☐ PPD+	Prearranged Payment and Deposit Entry with Addenda
☐ CIE+	Customer Initiated Entry with Addenda	☐ TRX	Truncated Entries Exchange
☑ CTX+	Corporate Trade Exchange with Addenda	☐ WEB+	Internet Initiated Entry with Addenda
☐ DNE	Death Notification Entry		

Only include transactions originated from a Federal government entity or agency. ○ Yes ◉ No (Default)

File Options
- ◉ Generate Discrete Files for Each SEC Code
- ○ Generate a Single File for All SEC Codes and Entries
- ○ Generate Discrete Files for Each Entry

Carriage Return / Line Feed Characters Options
- ◉ Unix (Default)
- ○ Windows
- ○ None

The Payment Data Information File may be generated with all daily ACH entries combined in a single file or separated into multiple discrete files. The generated file(s) will contain the payment related information contained in the addenda record(s) for the identified ACH entries. For a TXT format, the information will be made available exactly as-is from the addenda record(s). For an ACH format, the information from the addenda records will be placed into NACHA-formatted file(s).

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue | Reset | Cancel

This is the advanced setup screen for the Payment Data Information File.

First , specify the SEC code(s) that the receiver desires. Second, indicate if only federal government transactions are desired. For example, an extended care facility may only need PPD+ entries from the Social Security Administration.

The file options allow control needed to accommodate various accounts receivable system needs.

Last, click the **Continue** button.

Advanced Remittance Advice Detail - Receiver Report Setup

Select the SEC code(s) below that the service should scan for when generating the Remittance Advice Detail - Receiver Report for this customer.

Remittance Advice Detail - Receiver Options

SEC Codes	All		
		CCD	Corporate Credit or Debit
		CCD+	Corporate Credit or Debit with Addenda
		CIE	Customer Initiated Entry
		CIE+	Customer Initiated Entry with Addenda
		CTX	Corporate Trade Exchange
		CTX+	Corporate Trade Exchange with Addenda
		POS	Point of Sale Entry
		PPD	Prearranged Payment and Deposit Entry
		PPD+	Prearranged Payment and Deposit Entry with Addenda
		WEB	Internet Initiated Entry
		WEB+	Internet Initiated Entry with Addenda

Each ACH item on a new page: Yes No

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue Reset Cancel

The remittance advice detail and summary reports have advanced setup screens similar to this example.

Specify the SEC code(s) that the customer desires to be shown on the reports. The default option is **All**.

The **each ACH item on a new page** controls where the service inserts page breaks into these reports. Select yes to page break after each ACH entry.

Select the options desired by the customer and click the **Continue** button.

Customer Information

Customer Name: Acme Widgets

Receiver Account Number(s): 1234567

Company ID(s): 9876543210

Advanced Return Ratio - Originator Report Setup
Select the Return Type(s) below that the service should scan for this customer. Between 1 and 60 calendar days of history are available on this report. A report page showing all unique Company Names from the ACH transactions is optional.

Return Ratio - Originator Options

Return Types

- [x] All Returns (All Return Codes, including Operator Rejects)
- [x] Invalid Return (Return Codes R03 and R04)
- [x] Unauthorized Returns (Return Codes R05, R07, R10, R29 and R51)

Days of History (1-60 calendar days available): 60

Show all unique Company Names? (•) Yes ( ) No

Print report when no return items are identified? (•) Yes ( ) No

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue | Reset | Cancel

The return ratio report has an advanced setup screen similar to this example. The report will produce one to four pages depending on the options selected on this page. Use the check boxes to control the types of returns to be shown. Each category of returns chosen will result in a separate report page.

The **show all unique company names** will control if a report page will be generated to display unique company names encountered during the reporting period that had returns.

The last option allows you to select whether or not a report will be generated if no returns of *any* type are found for that customer during the selected reporting period. Select the options desired and click the **Continue** button.

Customer Information

Customer Name: Acme Widgets

Receiver Account Number(s): 1234567

Company ID(s): 9876543210

Advanced Return Ratio - Originator Report Setup
Select the Return Type(s) below that the service should scan for this customer. Between 1 and 60 calendar days of history are available on this report. A report page showing all unique Company Names from the ACH transactions is optional.

Return Ratio - Originator Options

Return Types

- [x] All Returns (All Return Codes, including Operator Rejects)
- [x] Invalid Return (Return Codes R03 and R04)
- [x] Unauthorized Returns (Return Codes R05, R07, R10, R29 and R51)

Days of History (1-60 calendar days available): 60

Show all unique Company Names? (•) Yes ( ) No

Print report when no return items are identified? (•) Yes ( ) No

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue | Reset | Cancel

Note that the appropriate Company ID(s) must be established for the report to produce correct results. This must match what is flowing through the ACH network for it to be selected and shown on the report.

Review the Originator Setup report and Search for batch screen to verify the format and contents of the Company ID field.

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	☐

Report Information tab

With the optional encrypted email service, the generated reports can be automatically queued for retrieval by staff at the Receiver, Originator and/or DFI.

Look in the **Email Contacts** column and click on the Email button to assign email addresses to the individual reports that have been activated for automatic report generation.

FedACH: Customer Maintenance - Multiple Contact Setup
ACH BANK PLEASANT TOWN, USA

Corporate Customer 1

Payment Data Information File Report

To set up a new Contact, enter the Contact Name and Contact Email Address in the space provided then click Add Contact. This will add the Contact to the Selected Contacts list below, assigning the address to receive this report. Up to 10 Contacts may be assigned to each report.

Contact Name:

Contact Email Address: Add Contact

To subscribe an existing Contact to the report, select the Contact from the Available Contacts box, and click the down arrow to add them to the Selected Contacts box.

Available Contacts

Contact Name	Contact Email
John Smith	JSmith@corp1.com

Add Remove

Selected Contacts

Contact Name	Contact Email

Please click Continue to return to the Customer Maintenance Main page. You must click Submit on the Customer Maintenance Main page to save your changes.

Continue Reset Cancel

Click entries in the **Available Contacts** box and click the **Add down arrow** button to assign the email address to the **selected contacts** box. The control and shift keys can be used to select multiple contacts.

Email addresses in the **selected contacts** box will have the report emailed to them. Email addresses in the **available contacts** will not receive this report.

Use the top portion of the screen to add additional email addresses for this report that were not initially entered.

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily / Weekly / Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily / Monthly	Advanced	Email	☐

Report Information tab

Look in the FedLine column and select the check box if the generated report should be queued to a FedLine® access solution file delivery channel (FedLine Advantage®, FedLine Command® or FedLine Direct®). Use the **All** check box at the top of the column to direct all generated reports to a FedLine file delivery channel. If the boxes are not available (grayed out), that indicates that the appropriate part of the FedACH® Participation Agreement has not yet been processed.

This "Reports via FedLine" feature can be used to generate an appropriately formatted file containing the reports that can then be used to automatically import the generated reports directly into the DFI's Internet banking cash management portal. Some ACH processors already support this feature, so check with your Internet banking vendor or Federal Reserve account executive.

Additional information about this feature can be obtained at the FedPayments Reporter page on FRBservices.org.

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Customer Information | Email Contact Information | Report Information

Listed below are the reports that are available. To start generating a report for this Customer, select the desired report format in the appropriate drop-down list. To stop generating a report, select "No Report" in the appropriate drop-down list.

Encrypted Email and FedLine Access Solution channel delivery are optional ways to receive FedPayments Reporter reports and automate delivery of the reports to your customers. Email Contacts can be assigned to a specific report by clicking on the Email button that will be displayed after choosing the desired report format. To receive a specific report via FedLine, click the FedLine box next to the report. To receive all current report subscriptions via FedLine, click the box at the top of the reports list. All reports delivered via FedLine will be sent to a single electronic delivery point.

Your enrollment in the FedLine delivery option is not active. To activate the FedLine delivery option, complete and submit the appropriate section of the FedACH participation agreement. If you need assistance, contact the FedACH Customer Operations Support site at 866-234-5681.

Originator/Receiver Report Options — All ☐

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Volume Summary by SEC Code - Originator/Receiver Report	PDF	Monthly	Advanced	Email	☐

Receiver Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
ACH Received Entries Detail - Receiver Report	Excel	Daily Weekly Monthly	Advanced	Email	☐
International (IAT) - Receiver Report	HTML	Daily		Email	☐
Payment Data Information File	ACH	Daily	Advanced	Email	☐
Remittance Advice Detail - Receiver Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Receiver Report	PDF	Daily	Advanced	Email	☐
Social Security Beneficiary Report	PDF	Daily		Email	☐

Originator Report Options

Description	Format	Frequency	Advanced Options	Email Contacts	FedLine
Notification of Change - Originator Report	PDF	Daily		Email	☐
Remittance Advice Detail - Originator Report	PDF	Daily	Advanced	Email	☐
Remittance Advice Summary - Originator Report	PDF	Daily	Advanced	Email	☐
Return Item - Originator Report	PDF	Daily		Email	☐
Return Ratio - Originator Report	PDF	Daily Monthly	Advanced	Email	☐

IMPORTANT: Select Submit to apply all customer setup changes. Submit Cancel

Be sure to click the **Submit** button at the top or bottom of the page or the changes will be not be applied. Each ABA defined to the service should be individually setup.

This concludes the Customer Maintenance process. This customer is now on “autopilot” for report generation and delivery. Return to these screens to apply changes at any time.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria
- Select Criteria
- Customer Name
- Receiver Account Number
- Company ID

Search Detail: View List Reset

Search Results

999999999 ACH BANK

Listed below are the Customers that are set up for this DFI ABA. To edit or delete an existing Customer, click the appropriate icon next to the corresponding Customer Name. To add a New Customer for the DFI ABA, select Add New Customer. To view other Customers, select a new DFI ABA from the drop-down list above.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete
Corporate Customer 1	1111111ABC			
Corporate Cutomer 2	2222222XYZ	COMPID01		
		COMPID02		
		COMPID03		
Corporate Customer 3	3333333ABC	COMPID04		
	3333333JKL	COMPID05		
		COMPID06		
Corporate Customer 4	4444444DEF			

After establishing each customer in the service, a screen similar to this lists all customers that have been setup in the service for this ABA. Use the **Add New Customer** button to define additional customers to the service. Use the **Edit** or **Delete** buttons to view and maintain previously established customer information.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria

- Select Criteria
- Customer Name
- Receiver Account Number
- Company ID

Search Detail: View List Reset

Search Results

999999999 ACH BANK

Listed below are the Customers that are set up for this DFI ABA. To edit or delete an existing Customer, click the appropriate icon next to the corresponding Customer Name. To add a New Customer for the DFI ABA, select Add New Customer. To view other Customers, select a new DFI ABA from the drop-down list above.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete
Corporate Customer 1	1111111ABC			
Corporate Cutomer 2	2222222XYZ	COMPID01		
		COMPID02		
		COMPID03		
Corporate Customer 3	3333333ABC	COMPID04		
	3333333JKL	COMPID05		
		COMPID06		
Corporate Customer 4	4444444DEF			

If there are many customers and accounts setup in the service, not all may show on the screen.

There are several methods to determine if a particular descriptive customer name, receiver account number or Company ID is setup in the service. The browser find feature may be helpful to search if the information is displayed somewhere on the screen.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria
- Select Criteria
- Customer Name
- Receiver Account Number
- Company ID

Search Detail:

View List | Reset

Search Results

999999999 ACH BANK

Listed below are the Customers that are set up for this DFI ABA. To edit or delete an existing Customer, click the appropriate icon next to the corresponding Customer Name. To add a New Customer for the DFI ABA, select Add New Customer. To view other Customers, select a new DFI ABA from the drop-down list above.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete
Corporate Customer 1	1111111ABC			
Corporate Cutomer 2	2222222XYZ	COMPID01		
		COMPID02		
		COMPID03		
Corporate Customer 3	3333333ABC	COMPID04		
	3333333JKL	COMPID05		
		COMPID06		
Corporate Customer 4	4444444DEF			

The service includes a feature that may be helpful for locating customer information. Leaving the search criteria box set to **Select Criteria** and clicking the **View List** button will display all customers defined to the service.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria
- Select Criteria
- Customer Name
- Receiver Account Number
- Company ID

Search Detail:

View List | Reset

Search Results

999999999 ACH BANK

Listed below are the Customers that are set up for this DFI ABA. To edit or delete an existing Customer, click the appropriate icon next to the corresponding Customer Name. To add a New Customer for the DFI ABA, select Add New Customer. To view other Customers, select a new DFI ABA from the drop-down list above.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete
Corporate Customer 1	1111111ABC			
Corporate Cutomer 2	2222222XYZ	COMPID01		
		COMPID02		
		COMPID03		
Corporate Customer 3	3333333ABC	COMPID04		
	3333333JKL	COMPID05		
		COMPID06		
Corporate Customer 4	4444444DEF			

Optionally the **Select Criteria** box can be set to Customer Name, Receiver Account number or Company ID. Then use the **Search Detail** box to key enter the information the service should search. Then click the **View List** button to view defined customers that match.

Any part of the Company Name entered will match on this screen. Receiver Account Number and Company ID will match if the characters begin with what is entered.

FedACH: **Customer Maintenance - Search**
ACH BANK PLEASANT TOWN, USA

Select an ABA from the drop-down list and click View List to see a list of all established Customers for this ABA. Once an ABA has been selected, you will also have the option of entering a Customer Name, Receiver Account Number or Company ID to narrow your search for a specific Customer.

DFI: 999999999

To narrow your search for a specific Customer, you may optionally select another search criteria from the drop-down list below and enter a value in the Search Detail box then click View List.

Search Criteria: Select Criteria

Search Detail: View List Reset

Search Results

999999999 ACH BANK

Listed below are the Customers that are set up for this DFI ABA. To edit or delete an existing Customer, click the appropriate icon next to the corresponding Customer Name. To add a New Customer for the DFI ABA, select Add New Customer. To view other Customers, select a new DFI ABA from the drop-down list above.

Add New Customer

Customer Name	Receiver Account Number	Company ID	Edit	Delete
Corporate Cust 1	111111111A	COMPID01		
	222222222B	COMPID02		
	333333333C	COMPID03		
	More			
Corporate Cust 2	100000abc	COMPID01		
	20000abc	COMPID02		
		COMPID03		

If more that three receiver account numbers or Company IDs are associated with a customer name, then only the first three are shown. Click on the **More** link to see all defined entries for this customer.

The View Scheduled Reports screens…

allow for the viewing, printing and downloading of previously generated scheduled reports.

FedPayments Reporter

- DFI Maintenance
- Customer Maintenance
- View Scheduled Reports
- On Demand Reports

When the View Scheduled Reports link is selected, a screen similar to this one will display

FedACH: **View Scheduled Reports**
ACH BANK PLEASANT TOWN, USA

Report Date Range: 09/10/2010 to 09/10/2010

Report: All

Status: All

Report for DFI: All

Customer: All

View List | Reset

FedACH: View Scheduled Reports
ACH BANK PLEASANT TOWN, USA

Report Date Range: 09/10/2010 to 09/10/2010
Report: All
Status: All
Report for DFI: All
Customer: All
View List Reset

Previously generated scheduled reports are available to be viewed, printed and downloaded using these screens. When reports are directed to the encrypted email service or FedLine file delivery channel, these screen may not be needed. Reports generated for the previous 30 processing days are available.

Either accept all of the default settings and click the **View List** button or use the other available options to narrow the search results before clicking the **View List** button.

FedACH: View Scheduled Reports
ACH BANK PLEASANT TOWN, USA

Report Date Range: 09/10/2010 to 09/10/2010

Report: All

Status: All

Report for DFI: All

Customer: All

View List Reset

Download Reset

Select all reports

Sel	Status	Date	Report Type	Report For
	Available	09/10/2010	Remittance Advice Detail	222222222/ Corporate Customer 1
	Available	09/10/2010	Remittance Advice Detail	111111111/ Corporate Customer 3
	Available	09/10/2010	Remittance Advice Detail	999999999/ Corporate Customer 4
	Available	09/10/2010	Remittance Advice Detail	444444444/ Corporate Customer 1
	Available	09/10/2010	Remittance Advice Detail	555555555/ Corporate Customer 2

Select all reports

Download Reset

After the **View List** button is clicked, the bottom portion of the screen will list available reports that match the requested criteria.

FedACH: View Scheduled Reports
ACH BANK PLESANT TOWN, USA

Report Date Range: 01/02/2009 to 01/02/2009
Report: All
Status:
Report for DFI: 999999999
Customer:

Select all reports

Sel	Status	Date	Report Type
	Downloaded	01/02/2009	Remittance Advice Detail
	Available	01/02/2009	Social Security Beneficiary
	Emailed	01/02/2009	Remittance Advice Detail

Select all reports

Several status indicators can be shown. Some of these include:

Emailed indicates that the report has been queued to at least one email address.

Downloaded indicates that the report has been previously downloaded from the service using these screens.

Available indicates that the report is available to be downloaded and has not been previously downloaded, emailed or sent to FedLine.

Delivered via FedLine indicates that the report has been queued to a FedLine access solution file delivery channel.

Note that the most recent action to the report is displayed on this screen

FedACH: View Scheduled Reports
ACH BANK PLESANT TOWN, USA

Report Date Range: 01/02/2009 to 01/02/2009
Report: All
Status: All
Report for DFI: 999999999
Customer: All

View List | Reset

Download | Reset

Select all reports

Sel	Status	Date	Report Type	Report For
	Downloaded	01/02/2009	Remittance Advice Detail	00000001/ Corporate Customer 1
	Available	01/02/2009	Social Security Beneficiary	00000111/ Corporate Customer 2
	Emailed	01/02/2009	Remittance Advice Detail	00000123/ Corporate Customer 3

Select all reports

Download | Reset

To download report(s), click the select (Sel) box beside the desired report(s). Then click the **Download** button. Note that there is also a **Select all reports** option. This option will zip all of the selected reports together into one compressed file for easy downloading.

Next, a File Download dialog box similar to this one will display.

Click **Open** to view the report or **Save** to download the report(s) to the local computer.

The On Demand Reports screens…

allow for ad hoc report generation.

FedPayments Reporter

- DFI Maintenance
- Customer Maintenance
- View Scheduled Reports
- On Demand Reports

When the On Demand Reports link is selected, a screen similar to this one will display.

FedACH: **On Demand Reports**
ACH BANK PLEASANT TOWN, USA

Report Date Range: 09/01/2010 to 09/01/2010

Requested Report: Select Report

Report for DFI: 999999999

Request Report | Reset

Use the Requested Report drop-down list to select the desired report to generate. Other controls are dynamically displayed based on the report selected. Complete these additional selections and click the **Request Report** button to generate the report.

FedACH: **On Demand Reports**
ACH BANK PLEASANT TOWN, USA

Report Date Range: 01/02/2009 to 01/02/2009

Requested Report: Remittance Advice Summary

Report for DFI: 999999999

Select a Customer or enter an Account Number.

Customer: Corporate Customer 1

or

Account Number:

SEC Code: All

Each ACH item on a new page: No

Request Report | Reset

01/03/2009 8:59 AM Page 1 of 3

ACH Bank, Pleasant Town, USA
Telephone: 555-555-5555, Fax 555-555-5555, Email: Customer.Service@ACHBank.com

Corporate Customer 1

REMITTANCE ADVICE SUMMARY REPORT

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	COMPANY NAME TWO
Settlement Date:	January 3, 2009	Effective Entry Date:	January 3, 2009
DFI Account Number:	123456789	Trace Number:	123456
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	COMAPNY NAME TWO
Settlement Date:	January 3, 2009	Effective Entry Date:	January 3, 2009
DFI Account Number:	123456789	Trace Number:	123466
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	COMPANY NAME TWO
Settlement Date:	January 3, 2009	Effective Entry Date:	January 3, 2009
DFI Account Number:	123456789	Trace Number:	1234568
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	COMPANY NAME TWO
Settlement Date:	January 3, 2009	Effective Entry Date:	January 3, 2009
DFI Account Number:	123456789	Trace Number:	123469
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ADDITIONAL INFORMATION
N1~1U~CAPITAL DISTRICT DDSO \N1~BE~SEAN DEKKER ~34~081336809\

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	US TREASURY 311
Settlement Date:	September 12, 2002	Effective Entry Date:	September 09, 2002
DFI Account Number:	011102845-Sean0s	Trace Number:	1234
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ADDITIONAL INFORMATION
N1~GD~VINCENT VEGA FOR \N1~BE~SUSANNE VEGA ~34~146403362\

ACH INFORMATION

Receiver Name:	COMPANY NAME ONE	Originator Name:	US TREASURY 311
Settlement Date:	September 12, 2002	Effective Entry Date:	September 09, 2002
DFI Account Number:	011102845-Sean0s	Trace Number:	1234
Amount:	$3,222.00	SEC Code:	PPD
Transaction Type:	32	Transaction Description:	Savings Credit - Auto Deposit

ADDITIONAL INFORMATION

The report will be generated and displayed in the lower portion of the screen. The report may be viewed on this screen, or the buttons at the top of the screen can be used to print or download the report. Most reports can only be downloaded in PDF format.

The On Demand generated reports are not retained by the service in the view scheduled reports area.

Report for DFI: 999999999

Requested Report: ACH Received Entries Detail - RDFI

Report Date Range: Monthly | August 2002

The following options are available to customize the report to meet specific needs.

Number of Entries

Limit report to the following number of entries: 10000 (Maximum 10,000)

Immediate/SameDay Entries

Include only Immediate/SameDay Entries

- No
- Yes

Forward, Return, NOC, Operator Rejects

- All
- Include only Forward
- Include only Return
- Include only NOC
- Include only Operator Rejects

SEC Code: All

Request Report | Reset

CSV

Excel

HTML

PDF

Text

10/22/2014 9:15 AM

ACH Received Entries Detail Report

Page 1 of 1

Notice the multiple format download options for the ACH Received Entries Detail report when you hover the mouse over the download icon.

Encrypted Email Feature

If the reports were directed to the encrypted email feature, please refer to the Encrypted Email Users Guide. The guide is available at the link below.

https://www.frbservices.org/serviceofferings/fedach/fededi.html

Note that the encrypted email portal screens are completely separate from the FedLine service. The Encrypted Email Users Guide is an unbranded document and may be appropriate for DFIs to share with their customers.

Reports via FedLine

The reports generated by the FedPayments Reporter service can be directed to a FedLine® access solution file delivery channel. This includes FedLine Advantage®, FedLine Command® and FedLine Direct®. To activate this feature, a separate part of the FedACH® Participation Agreement is necessary.
https://www.frbservices.org/forms/fedach_services.html

The generated reports are stored in an appropriately formatted file and queued to a FedLine device specified in the participation agreement. The receiver of this file can create program code to import and load the reports to a storage area such as the DFI's Internet banking cash management portal. Some ACH processors already support this feature. Check with your ACH processor, software vendor or Federal Reserve Account Executive. Additional technical information is available at
https://www.frbservices.org/serviceofferings/fedach/fededi.html

On-us Inclusion Feature

The FedPayments Reporter Service includes an optional On-us Inclusion feature. This feature allows the inclusion of transactions not cleared via FedACH® Services in selected reports.

Inclusion of on-us / on-we entries provides business customers with complete reports of all ACH payment information.

The DFI, or its processor, transmits the on-us / on-we transactions to FedACH Services for inclusion in FedPayments Reporter Service reports. These entries bypass normal FedACH Services clearing and settlement functions.

On-us Inclusion Feature

The following reports are eligible for On-us Inclusion:

- ✓ ACH Received Entries Detail Report
- ✓ Remittance Advice Summary
- ✓ Remittance Advice Detail
- ✓ International (IAT)
- ✓ Payment Data Information file
- ✓ Receiver Setup

Contact your processor or refer to the FedPayments Reporter Service home page for additional technical details about the On-us Inclusion feature.
https://www.frbservices.org/serviceofferings/fedach/fededi.html

Additional Resources:

- More information is available at
  - https://www.frbservices.org/serviceofferings/fedach/fededi.html
- Participation agreement forms are available at
  - https://www.frbservices.org/forms/fedach_services.html
- Fee information is available at
  - https://www.frbservices.org/servicefees/
- Visit My FedDirectory® for contact information at
  - https://www.frbservices.org/contacts/

Questions

FedPayments® Reporter
ACH information.
Just how you want it. Right when you need it.