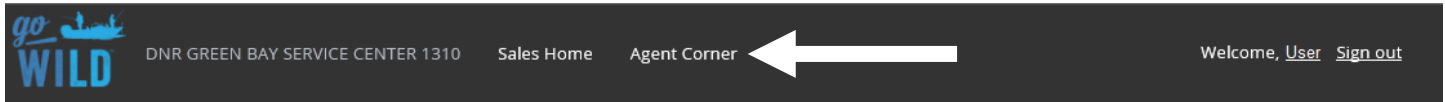


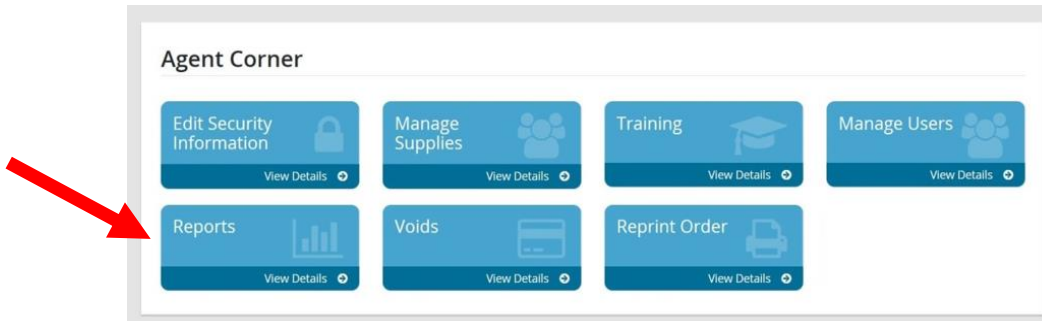
ACH Reports

You can view your weekly and daily sales and monitor your voids right on the Go Wild terminal. The following is a guide to using the Agent Corner to check those items at any time:

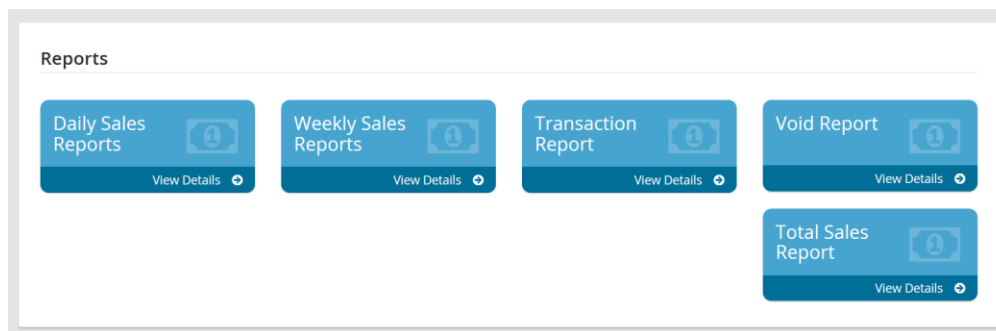
- Log in and get to the Sales Dashboard. Select the **Agent Corner** link near the top of the screen.



- The Agent Corner page has several selections. Choose the **Reports** button.



- The Reports page will have 5 options to choose from. Details are below...



- Touch the **Daily Sales Report** to see a summary of your total sales for the day, along with details on each transaction. It is printable.
- Touch the **Weekly Sales Report** button for the summary of your license sales for the most recent ACH week (Tuesday – Monday), including your license fee totals, your agent commission, and the Net ACH amount that the DNR will withdraw that week. Printable option available.
- Touch the **Transaction Report** button to search for transactions done at your location. You can search by customer info, transaction date, or the user who sold the license.
- Touch the **Void Report** button for detailed information on all of your voided licenses in an ACH period
- Touch the **Total Sales Report** button to get a summary of your total DNR sales for the year.