

Download Search Results for a Deposit

To download the search results for a deposit, complete the following steps:

1. Click **Download** from the *Search Results* table. The *Download Deposits* page appears as shown in Figure 1.

Figure 1. Download Button

<< < 1-3 > >> of 3 RecordsResults? Download							
Voucher	Status	Date Submitted	Date Confirmed	OTC Endpoint	ALC	Adj.	Deposit Total
968121	SUBMITTED	07/30/2014		LL1	00002099		\$
968120	SUBMITTED	07/30/2014		LL1	00002099		\$82.93
968119	SUBMITTED	07/30/2014		LL1	00002099		\$100.00



Application Tip

The *Search Results* table does not display **Deposit Total** values for unconfirmed Foreign Check Item deposits associated with a Country of Deposit selection of **Other**.

2. Select **XML file** or **CSV file** as the file format.
3. Check the desired attributes that you want to download for the following:
 - **Deposit Information**
 - **Financial Institution Information**
 - **Agency Information**
 - **Accounting Subtotals and User Defined Data**
 - **Foreign Deposit Information**
4. Click **Submit** as shown in Figure 2. The *File Download* dialog box appears.

Figure 2. Download Attributes Selection

Download Deposits

Select the attributes desired on the file from the previously searched deposits.

Select File Type and Attributes

Please select the file format

☐ XML file ☒ CSV file

[Check All](#) / [Uncheck All](#)

Deposit Information

☒ Voucher #

☐ Voucher Date

☐ Text format(2006-03-17)

☐ Number format(20060317)

☐ Deposit Date

☐ Text format(2006-03-17)

☐ Number format(20060317)

☐ OTC Endpoint - Org Code

☐ OTC Endpoint - Org Name

☐ ALC

☐ Deposit Total

☐ Checks and Money Orders Subtotal

☐ Currency Subtotal

☐ Coin Subtotal

☐ Currency Denominations and Amounts

☐ Coin Denominations and Amounts

☐ Voucher Type

☐ Status

☐ Created By

☐ Created Date/Time

☐ Text format(2006-03-17 19:30:06)

☐ Number format(20060317)

☐ Submitted by

☐ Submitted Date/Time

☐ Text format(2006-03-17 19:30:06)

☐ Number format(20060317)

☐ Confirmed by

☐ Confirmed Date/Time

☐ Text format(2006-03-17 19:30:06)

☐ Number format(20060317)

☐ Rejected by

☐ Rejected Date/Time

☐ Text format(2006-03-17 19:30:06)

☐ Number format(20060317)

Financial Institution Information

☐ Financial Institution Name

☐ RTN

☐ DDA

☐ CASHLINK Extract Date/Time

☐ Text format(2006-03-17 19:30:06)

☐ Number format(20060317193006)

☐ CAN/Account Key

☐ CCWU

☐ 1Day Deferred Amount

☐ 2Day Deferred Amount

☐ Financial Institution Comments

Agency Information

☐ Agency Use(Block 6)

☐ Alternate Agency Contact

☐ Fiscal Year

☐ Receipts Processed From/To

☐ Text format(2006-03-17)

☐ Number format(20060317)

Accounting Subtotals and User Defined Data

Deposit UDFs

☐ UDF#1

☐ UDF#2

☐ UDF#3

☐ Deposit Accounting Code Subtotals

☐ UDF#1

☐ UDF#2

Foreign Deposit Information

☐ Currency Code

☐ Foreign Currency Amount

☐ Exchange Rate

☐ Transaction ID

☐ Execution ID

[Previous](#) [Cancel](#) [Submit](#)

5. Click **Open** or **Save**.



Application Tips

- Click **Open** and the content of the file displays.
 - Click **Save** to choose the location where you want to save the file.
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Additional Buttons

- Click **Cancel** to return to the OTCnet Home Page. No data is saved.
 - Click **Clear** to clear all data fields and reset to the default selections.
 - Click **Download** to download the search results.
 - Click **Previous** to return to the previous page.
 - Click **Print Deposit Ticket** to print a formatted deposit ticket.
 - Click **Search** to display the deposits that match the search criteria.
 - Click **Return Home** to return to the OTCnet Home Page.
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