

# Utilizing Reporting Tools

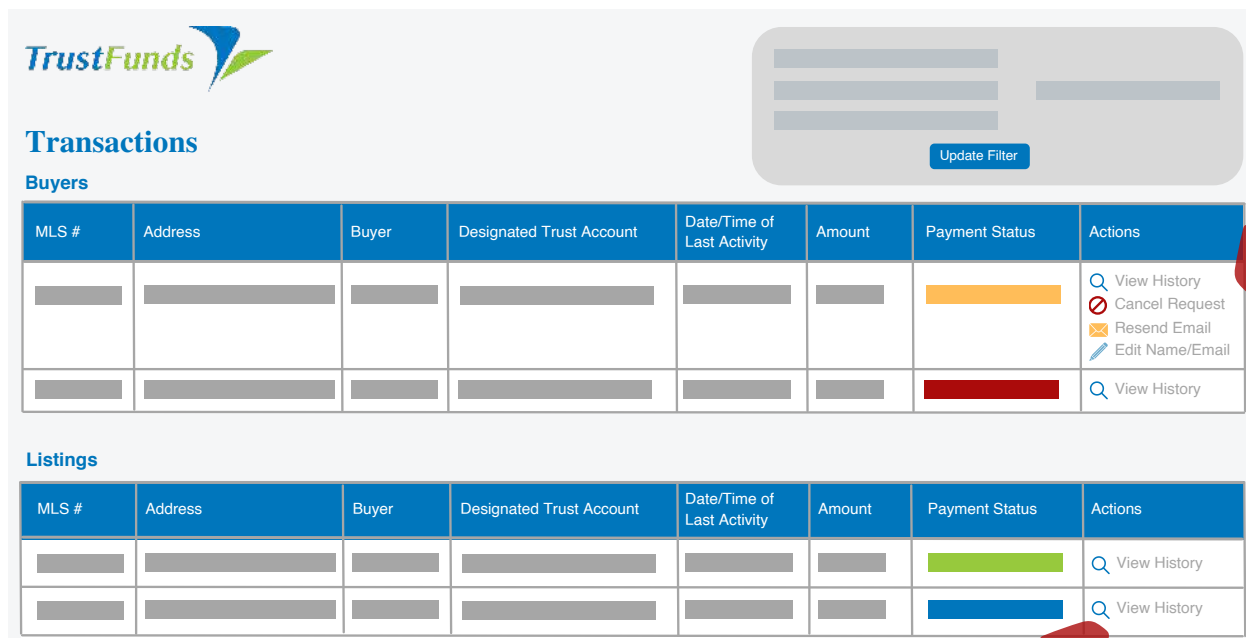
Get to know the power of TrustFunds flexible and dynamic Transactions and Payment History reporting.

Did you know you already have a TrustFunds account? There's no need to register. Access your account, by clicking on the TrustFunds link on your MLS homepage.



## Transactions Table

The TrustFunds Transactions Table provides valuable details on all transactions. You can filter information by date and type, see real-time payment status updates, and view the History Report. Prior to the buyer submitting the payment, you may also cancel a request, resend email, and edit name or email address.



**Transactions**

Buyers

MLS #	Address	Buyer	Designated Trust Account	Date/Time of Last Activity	Amount	Payment Status	Actions
							<a href="#">View History</a> <a href="#">Cancel Request</a> <a href="#">Resend Email</a> <a href="#">Edit Name/Email</a>
							<a href="#">View History</a>

Listings

MLS #	Address	Buyer	Designated Trust Account	Date/Time of Last Activity	Amount	Payment Status	Actions
							<a href="#">View History</a>
							<a href="#">View History</a>

## View History Report

To view the Payment History Report for each transaction, click on "View History" in the Transactions Table, Actions column. This view allows you to see all transaction details including date and time stamps for each step in the transaction process. In addition, users can send access, save, and print transaction details.