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Pull ACH Reports from the Online Resource Center

Retrieve updated Automated Clearing House (ACH) Information to help manage your credit card program. Track previous transactions, account activity, discounts, or payments due to Wells Fargo.

To begin, sign on to the Online Resource Center at <u>wellsfargo.com/retailservices</u> and select the "Reports" tab.

- To monitor your account activity, discounts, and credits, select "Pull ACH Data Reports".
- To download a PDF version of this report, select "Pull ACH PDF Reports"
- The ACH/Funding reports role must be selected per username under the "My Profile" tab.

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Reports	Print this page
Online Resource Center Essentia	l business data
Retrieve updated information to help manage your credit card program.	
Retrieve updated information to help manage your credit card program. Find Recent Applications Search applications submitted through the internet Processing System.	View Transactions See authorizations, charges, and returns for your credit card program.
Retrieve updated information to help manage your credit card program. Find Recent Applications Search applications submitted through the Internet Processing System. View Application Retention Report View A listing of the Consumer Credit Card Account Applications and/or IPS Disclosures Forms to be mailed to Weils Fard or retention.	View Transactions See authorizations, charges, and returns for your credit card program. Pull ACH Data Reports Monitor your account activity, including deposits, discounts, and credits

If you don't see the location(s) listed in the drop down, you will need to request access to the ACH reports for those location(s). You may request access by going to the ACH PDF Report Listing page and selecting "Click Here." You will need the Merchant Number associated with those locations to complete the request. Please reference existing ACH reports for merchant number information.

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When requesting access, please fill out the Merchant Number, Requestor Name, Requestor Email, and Requestor Phone Number and select "Submit" to complete your request.

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Home My Profile	Internet Processing System Pricing Marketing Training Reports Business Solutions Sign Off	
 Internet Processing System 	Request Access to ACH PDF Reports	
Find Recent Applications	Please fill out the form below and click Submit to complete your request. * indicates required field	
View Transactions	Merchant Number *	
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> Pull ACH PDF Reports		
Access Merchant Summary Reports	(comma separated list of merchant numbers)	
View Application Retention Report	Requestor Email *	
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Online Resource Center Advertising Resources Instructions and Procedures Fraud Prevention	Submit	

If you enter the merchant number incorrectly, you will receive an error message above the merchant number box.

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Once the information has been properly entered, you will receive the message that your request has been sent for processing. Please allow 3 business days to process.

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Request Access to AC	CH PDF Re	ports			
Your request has been sent for	processing. P	lease allow 3 bus	iness days to p	rocess.	
Click here to return to ACH PD	F Reports				

If you do not need to request access and your merchant number is already populated, you may proceed.

The ACH PDF report will hold 16 months of previous data. The begin date will automatically default to the current date. Please enter a begin date and an end date of the ACH data report range you'd like to view. Once the date range is entered, select "Search."

Home My Profile	Internet Processing System	Pricing	Marketing	Training	Reports	Business Solutions	Sign Off
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All of the ACH PDF reports will be generated within the current filter you searched. To open one of the reports, please select the specific File Name to open and view the desired material.

The "Download All" is an option to download all PDF files that were returned using the current filter as a single zip file. The maximum number of files you can download at one time is 1,000. To open a zip file, first save the file to your computer. Then, open the file and select the specific PDF you want to view.



Questions?

If you have questions, please call our Client Processing department at 1-800-551-5111, Monday through Saturday from 8:00 a.m. to 10:00 p.m. or Sunday from 10:00 a.m. to 10:00 p.m. Central Time.

We accommodate telecommunications relay service calls.