

# Reconciliation Reports

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Full Account Reconciliation & Deposit  
Reconciliation



On Thursday, November 26th, no electronic transactions will be processed or transmitted as the Federal Reserve and Johnson Financial Group will be closed in observance of Thanksgiving Day.

Click an account tile to view details and transaction history.

- Home
- Message Center
- Transactions
- Cash Management
- Payments
- ACH Pass-Thru
- DepositPartner - SSO
- Lockbox
- Tax Payment
- JFG One Card
- Merchant Services
- Recipient Address Book
- Subsidiaries
- Positive Pay
- Business Gateway
- Positive Pay
- Small Business Credit C...
- Transfers
- Locations

## Home

### ACCOUNTS

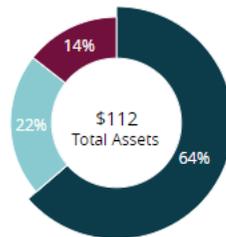
Current: \$125.81

RLC VARIABLE 200201 Current Balance	\$4.10	VARIABLE COMMERCIAL 200202 Current Balance	\$9.50
Test Checking **5801 Available Balance Current Balance	\$71.45 \$71.45	COMMERCIAL CHECKING **2687 Available Balance Current Balance	\$24.57 \$24.57
COMMERCIAL CHECKING **8091 Available Balance Current Balance	\$16.19 \$16.19		

- DepositPartner
- Positive Pay
- Business Gateway

### ACCOUNT SUMMARY

Assets Debts



#### Test Checking XXXXXX5801

Available Balance  
Current Balance \$71.45  
View Transactions

< Previous

Next >

Select **Positive Pay** under the **Cash Management** menu.

On Thursday, November 26th, no electronic transactions will be processed on this day.

Financial Group will be closed in observance of Thanksgiving Day.

Loading...



- Home
- Message Center <sup>2</sup>
- Transactions
- Cash Management
- Payments
  - ACH Pass-Thru
  - DepositPartner - SSO
  - Lockbox
  - Tax Payment
  - JFG One Card
  - Merchant Services
  - Recipient Address Book
  - Subsidiaries
  - Positive Pay
  - Business Gateway
  - Positive Pay
  - Small Business Credit C...
- Transfers
- Locations
- Reports

You will see a Loading screen as the Single Sign On connects to the Positive Pay system. Please note, there may be a delay as the system loads.

On Thursday, November 26th, no electronic transactions will be processed or transmitted as the Federal Reserve and Johnson Financial Group will be closed in observance of Thanksgiving Day. X

- Home
- Message Center <sup>2</sup>
- Transactions
- Cash Management
- Payments
- ACH Pass-Thru
- DepositPartner - SSO
- Lockbox

## Positive Pay

Launch Advanced Options

Exceptions

Add Check

All Accounts

Search

Decisions Needed

No exceptions

No exceptions

The integrated AccessJFG Positive Pay page is limited to Exception Processing and Adding Issued Checks.

For full positive pay functionality, please click **Launch Advanced Options** to enter the full Positive Pay platform.

- Positive Pay
- Small Business Credit C...
- Transfers
- Locations
- Reports

Total Exceptions (0) \$0.00 | Total Decisioned (0) \$0.00

Submit All Decisions



Collapse All -

\_NOTLIVEETMSJohnsonFinancialGroupWI

## Welcome to



## Positive Pay System

Please decision all exceptions by 1:00PM CST.

For **Full Account Reconciliation**, click on **Account Reconciliation Summary** under Transaction Reports.

For **Check Reconciliation** please see page 13. For **Deposit Reconciliation** please see page 16.

- ! Exception Processing
  - Quick Exception Processing
- Client Maintenance
  - File Mapping
  - ACH Authorization Rules
  - User Setup (Client)
- Transaction Processing
  - Submit Issued Check File
  - Add New Issued Check
  - Void a Check
  - Check Search
  - Paid Items Extract
  - ACH Transaction Search
  - ACH Reporting Files
- Transaction Reports
  - Daily Checks Issued Summary
  - Stops and Voids
  - Exception Items
  - Stale Dated Checks
  - Account Reconciliation Summary**
  - Check Reconciliation Summary
  - Deposit Reconciliation Summary
  - Payee Match Report
- Audit Reports
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- System Reports
  - Transaction Filters / Blocks
  - Issued Check Processing Log



Collapse All -

- ! Exception Processing
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## Account Reconciliation Summary

### Start New Reconciliation

**Account ID**  
Test 3666

**Reconcile Through Date**  
11/08/2020

This account has never been reconciled.

Note: Transaction history is retained within the system for 90 days after an item has paid.

**Search**

### Reconciliation History

**Account ID**  
Test 3666

No reconciliation history to display.

To generate a new reconciliation report, select the account from the **Account ID** field and then select the **Reconcile Through Date**. Click **Search**. This will provide a reconciliation report beginning from the previous reconciliation to the date selected.

Any past reconciliation reports that you have pulled from the system will be available in the **Reconciliation History** box. Simply select the **Account ID** field and any available reports will be shown.

Collapse All -

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## Account Reconciliation Summary



Transaction Type	Count	Total Amount
Previous Outstanding Checks	0	\$0.00
Issued Checks	100	\$40,221.39
Paid Checks	24	\$26.93
Stop Payments	1	\$1.12
Voids	11	\$1,825.51
ACH Debits	1	\$0.90
ACH Credits	0	\$0.00
Miscellaneous Debits	5	\$5.60
Miscellaneous Credits	0	\$0.00
Deposits	5	\$56.25
Service Charges Paid	0	\$0.00
Interest Paid	0	\$0.00
Taxes/Withholding	0	\$0.00
<b>Current Outstanding Checks</b>	<b>64</b>	<b>\$38,367.83</b>

This account has never been reconciled.  
 This Reconcile Through Date: 10/31/2020  
 Account ID: Test 3666

[Finish Reconciliation](#)

After clicking **Search**, you will be taken to the Reconciliation Summary. In the upper left-hand portion of the screen, you will see the Transaction Summary for the account.

State	\$38,367.83
Current	-\$38,367.83
Current	

- Issued Checks**
- Paid Checks
- Stop Payments
- Voids
- ACH Debits
- Miscellaneous Debits
- Deposits
- Current Outstanding Checks

Issued Date	↑   Count	Total Amount	
10/20/2020	12	\$56.80	⋮
10/21/2020	2	\$1.19	⋮

Collapse All -

- ! Exception Processing
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## Account Reconciliation Summary



### Transaction Summary

Transaction Type	Count	Total Amount
Previous Outstanding Checks	64	\$38,367.83
Issued Checks	0	\$0.00
Paid Checks	1	\$1.13
Stop Payments	0	\$0.00
Voids	22	\$0.00
ACH Debits	0	\$0.00
ACH Credits	0	\$0.00
Miscellaneous	0	\$0.00
Miscellaneous	0	\$0.00
Deposits	0	\$0.00
Service Charge	0	\$0.00
Interest Paid	0	\$0.00
Taxes/Withholding	0	\$0.00
Current Outstanding Checks	62	\$38,364.48

On the right is a Balance Summary section. If no Account Balance is listed, enter the starting **Account Balance** to calculate the Current Register Balance.

Last Reconcile Through Date: 10/31/2020  
This Reconcile Through Date: 11/08/2020  
Account ID: Test 3666

[Finish Reconciliation](#)

### Balance Summary

Account Balance:	(\$0.26)
Current Outstanding Checks:	\$38,364.48
Current Register Balance:	-\$38,364.74

### Reconciliation History

Date	
10/31/2020	 

Previous Outstanding Checks	Paid Checks	Voids	Current Outstanding Checks												
<table border="1"><thead><tr><th>Issued Date</th><th>Count</th><th>Total Amount</th><th></th></tr></thead><tbody><tr><td>10/20/2020</td><td>10</td><td>\$43.80</td><td>⋮</td></tr><tr><td>10/21/2020</td><td>2</td><td>\$1.19</td><td>⋮</td></tr></tbody></table>				Issued Date	Count	Total Amount		10/20/2020	10	\$43.80	⋮	10/21/2020	2	\$1.19	⋮
Issued Date	Count	Total Amount													
10/20/2020	10	\$43.80	⋮												
10/21/2020	2	\$1.19	⋮												

Collapse All -

- Exception Processing
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- Miscellaneous Credits
- Deposits
- Service Charges Paid
- Interest Paid
- Taxes/Withholding
- Current Outstanding Checks

At the bottom of the page, you will see the details of your Reconciliation. Click the different tabs to view the details for each category.

Click the arrow to export information from individual categories into Excel or PDF files. See next page to export the entire reconciliation report.

\$61,632.17

**Issued Checks**

Paid Checks

Stop Payments

Voids

ACH Debits

Miscellaneous Debits

Deposits

Current Outstanding Checks

Issued Date	↑   Count	Total Amount	
10/20/2020	12	\$56.80	⋮
10/21/2020	2	\$1.19	⋮
10/22/2020	12	\$21.84	⋮
10/23/2020	2	\$2,700.00	⋮
10/25/2020	5	\$523.00	⋮
10/26/2020	8	\$6,809.32	⋮
10/27/2020	9	\$34.20	⋮
10/28/2020	29	\$35.29	⋮
10/29/2020	16	\$30,033.99	⋮
10/30/2020	5	\$5.76	⋮
	100	\$40,221.39	i

Showing 10 results

1

View 10

Collapse All -

- ! Exception Processing
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## Account Reconciliation Summary

Transaction Type	Count	Total Amount
Previous Outstanding Checks	0	\$0.00
Issued Checks	100	\$40,221.39
Paid Checks	24	\$26.93

This account has never been reconciled.  
This Reconcile Through Date is 10/21/2020.  
Account ID: Test

[Export transactions to Excel](#)  
[Export summary to PDF](#)  
[Export summary and transactions to PDF](#)

[Finish Reconciliation](#)

Click the arrow in the upper-right corner of the screen to download the entire report.

**Export transactions to Excel:** Exports all the details from the categories, found in the bottom half of the page, into an Excel file. Each category will have its own tab in the Excel file.

**Export summary to PDF:** Exports the Transaction Summary, found in the upper-left portion of the page, into a PDF file.

**Export summary and transactions to PDF:** Exports both the Transaction Summary as well as the individual category details into a PDF file.

Issued Date	Count	Total Amount
10/20/2020	12	\$56.80
10/21/2020	2	\$1.19

Collapse All -

- Exception Processing
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  - Add New Issued Check
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## Account Reconciliation Summary

### Transaction Summary

Transaction Type	Count	Total Amount
Previous Outstanding Checks	0	\$0.00
Issued Checks	100	\$40,221.39
Paid Checks	24	\$26.93
Stop Payments	1	\$1.12
Voids	11	\$1,825.51
ACH Debits	1	\$0.90
ACH Credits	0	\$0.00
Miscellaneous Debits	5	\$5.60
Miscellaneous Credits	0	\$0.00
Deposits	5	\$56.25
Service Charges Paid	0	\$0.00
Interest Paid	0	\$0.00
Taxes/Withholding	0	\$0.00
Current Outstanding Checks	64	\$38,367.83

This account has never been reconciled.  
 This Reconcile Through Date: 10/31/2020  
 Account ID: Test 3666

[Finish Reconciliation](#)

While you are viewing this Reconciliation summary, it is only a temporary summary. To lock in and save the Reconciliation, click **Finish Reconciliation**. After clicking that button, the Reconciliation Report will be saved. It will also mean that the next time you pull a reconciliation, the next report will start from the day after this Reconciliation period ended. For example, if you set this report to end on 10/31/2020, the next time you run a reconciliation report, it will start on 11/01/2020.

Issued Checks | Paid Checks | Stop Payments | Voids | ACH Debits

Issued Date	Count	Total Amount
10/20/2020	12	\$56.80
10/21/2020	2	\$1.19

Collapse All -

- ! Exception Processing
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- System Reports
  - Transaction Filters / Blocks
  - Issued Check Processing Log

## Account Reconciliation Summary

### Start New Reconciliation

Account ID  
Test 3666

Reconcile Through Date  
11/08/2020

Last Reconcile Through Date: 10/31/2020

Note: Transaction history is retained within the system for 90 days after an item has paid.

[Search](#)

### Reconciliation History

Account ID  
Test 3666

Date  
10/31/2020

[Download](#) [Close](#)

After a Reconciliation has been saved, you can export past reports in the Reconciliation History section of the first **Account Reconciliation Summary**. The date will show the ending date of the Reconciliation Report. Click the arrow to download the report into an Excel or PDF file.



Collapse All -

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## Welcome to



## Positive Pay System

Please decision all exceptions by 1:00PM CST.

For Check Reconciliation, click on **Check Reconciliation Summary** under Transaction Reports.

- ! Exception Processing
  - Quick Exception Processing
- Client Maintenance
  - File Mapping
  - ACH Authorization Rules
  - User Setup (Client)
- Transaction Processing
  - Submit Issued Check File
  - Add New Issued Check
  - Void a Check
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- Collapse All -
- ! Exception Processing
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  - Check Reconciliation Summary**
  - Deposit Reconciliation Summary
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### Check Reconciliation Summary

#### Start New Reconciliation

**Account ID**  
Test 3666

**Reconcile Through Date**  
10/31/2020

This account has never been reconciled.

Note: Transaction history is retained within the system for 90 days after an item has paid.

**Search**

#### Reconciliation History

**Account ID**  
Test 3666

No reconciliation history to display.

The workflow for **Check Reconciliation** is the same as Account Reconciliation. To generate a new reconciliation report, select the account from the **Account ID** field and then select the **Reconcile Through Date**. Click **Search**. This will provide a reconciliation report beginning from the previous reconciliation to the date selected.

Any past check reconciliation reports that you have pulled from the system will be available in the **Reconciliation History** box. Simply select the Account from the **Account ID** field and any available reports will be shown.

Collapse All -

- ! Exception Processing
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## Check Reconciliation Summary



### Transaction Summary

Transaction Type	Count	Total Amount
Previous Outstanding Checks	0	\$0.00
Issued Checks	100	\$40,221.39
Paid Checks	24	\$26.93
Stop Payments	1	\$1.12
Voids	11	\$1,825.51
		7.83

This account has never been reconciled.  
This Reconcile Through Date: 10/31/2020  
Account ID: Test 3666

[Finish Reconciliation](#)

### Balance Summary

Statement Balance:	100000
Current Outstanding Checks:	\$38,367.83
Current Register Balance:	\$61,632.17

### Reconciliation History

No reconciliation history to display.

This screen will operate identical to the Full Account Reconciliation summary, except the report will only include checks. A transaction summary will be at the upper left, balance summary at the right, and individual category details at the bottom. The same Export options will be available. When you are ready to save the Reconciliation, click **Finish Reconciliation**.

Issued Date	Count	Total Amount
10/20/2020	12	\$56.80
10/21/2020	2	\$1.19
10/22/2020	12	\$21.84

Collapse All -

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## Welcome to



## Positive Pay System

Please decision all exceptions by 1:00PM CST.

For **Deposit Reconciliation**, click on **Deposit Reconciliation Summary** under **Transaction Reports**.

- ! Exception Processing
  - Quick Exception Processing
- Client Maintenance
  - File Mapping
  - ACH Authorization Rules
  - User Setup (Client)
- Transaction Processing
  - Submit Issued Check File
  - Add New Issued Check
  - Void a Check
  - Check Search
  - Paid Items Extract
  - ACH Transaction Search
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  - Payee Match Report
- Audit Reports
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Collapse All -

- ! Exception Processing
  - Quick Exception Processing
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- ACH Authorization Rules
  - User Setup (Client)
- Transaction Processing
  - Submit Issued Check File
  - Add New Issued Check
  - Void a Check
  - Check Search
  - ACH Reporting Files
- Transaction Reports
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  - Exception Items
  - Stale Dated Checks
  - Check Reconciliation Summary
  - Deposit Reconciliation Summary**
  - Account Reconciliation Summary
- System Reports
  - Transaction Filters / Blocks
  - Issued Check Processing Log

## Deposit Reconciliation Summary

### Start New Reconciliation

Account ID  
Ops1000

Reconcile Through Date  
10/31/2020

This account has never been reconciled.

Note: Transaction history is retained within the system for 90 days after an item has paid.

**Search**

### Reconciliation History

Account ID  
Ops1000

No reconciliation history to display.

To generate a new **Deposit Reconciliation** report, select the account from the **Account ID** field and then select the **Reconcile Through Date**. Click **Search**. This will provide a reconciliation report beginning from the previous reconciliation to the date selected.

Any past deposit reconciliation reports that you have pulled from the system will be available in the **Reconciliation History** box. Simply select the **Account ID** field and any available reports will be shown.



Collapse All -

- ! Exception Processing
  - Quick Exception Processing
- Client Maintenance
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  - User Setup (Client)
- Transaction Processing
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- Location**
- 70th and A ST. (103)
  - Main Street (101)
  - Outlet Mall (102)
  - Deposits

Manage Locations

The bottom portion of the screen lists the deposit details for each date. Click on the date line item to see a breakdown of the information for each date.

Click the arrow in the upper right-hand corner to export this information into a PDF or Excel file. See the next page for information on how to export a report showing each individual deposit, with location and amount.

This account has never been reconciled.  
This Reconcile Through Date: 10/31/2020  
Account ID: Ops1000

Finish Reconciliation

Reconciliation History  
No reconciliation history to display.

Deposits

Location

Deposit Date	↑   Count	Total Amount	
08/18/2020	1	\$5,432.45	⋮
09/07/2020	1	\$100,000.00	⋮
09/22/2020	1	\$487.44	⋮
10/02/2020	1	\$15,457.54	⋮
	4	\$121,377.43	i

Showing 4 results

1

View 10

Collapse All -

- ! Exception Processing
  - Quick Exception Processing
- Client Maintenance
- ACH Authorization Rules
- User Setup (Client)
- Transaction Processing
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## Deposit Reconciliation Summary

Location	Count	Total Amount
70th and A ST. (103)	1	\$487.44
Main Street (101)	1	\$100,000.00
Outlet Mall (102)	2	\$20,889.99

This account has never been reconciled. This Reconcile Through Date is 10/02/2020. Account ID: Ops

[Export transactions to Excel](#)

[Export summary to PDF](#)

[Export summary and transactions to PDF](#)

[Finish Reconciliation](#)

Click the arrow in the upper-right corner of the screen to download the entire report.

**Export transactions to Excel:** Exports details of every deposit (date, location, amount) into an Excel file.

**Export summary to PDF:** Exports the Transaction Summary, found in the upper-left portion of the page, into a PDF file.

**Export summary and transactions to PDF:** Exports both the Transaction Summary as well as the details of each deposit into a PDF file.

10/02/2020	1	\$15,457.54	
	4	\$121,377.43	

Showing 4 results

1

View 10

Collapse All -

- ! Exception Processing
  - Quick Exception Processing
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### Transaction Summary

Location	Count	Total Amount
70th and A ST. (103)	1	\$487.44
Main Street (101)	1	\$100,000.00
Outlet Mall (102)	2	\$20,889.99
Deposits	4	\$121,377.43

This account has never been reconciled.  
This Reconcile Through Date: 10/31/2020  
Account ID: Ops1000

[Finish Reconciliation](#)

### Reconciliation History

Deposit Date	Count	Total Amount	
08/18/2020			
09/07/2020	1	\$100,000.00	
09/22/2020	1	\$487.44	
10/02/2020	1	\$15,457.54	
	4	\$121,377.43	

[Manage Locations](#)

Deposit Date	Count	Total Amount	
08/18/2020			
09/07/2020	1	\$100,000.00	
09/22/2020	1	\$487.44	
10/02/2020	1	\$15,457.54	
	4	\$121,377.43	

Showing 4 results 1 View 10

While you are viewing this Reconciliation summary, it is only a temporary summary. To lock in and save the Reconciliation, click **Finish Reconciliation**. After clicking that button, the Reconciliation Report will be saved. It will also mean that the next time you pull a reconciliation, the next report will start from the day after this Reconciliation period ended. For example, if you set this report to end on 10/31/2020, the next time you run a reconciliation report, it will start on 11/01/2020.

# Thank You

## Additional Resources and Support

For additional resources, including “how-to” guides, please visit our online Client Resources page at <https://www.johnsonfinancialgroup.com/client-resources>

If further support is needed, please call our Treasury Management Support Center at 888.769.3796 or by email at [tmsupport@johnsonfinancialgroup.com](mailto:tmsupport@johnsonfinancialgroup.com).

[JohnsonFinancialGroup.com](https://www.johnsonfinancialgroup.com)

