

Transaction Processing Engine

TPE[®] Admin

USER GUIDE

TXT RECONCILIATION

SUPPLEMENT

Prepared for:

Texas.gov Customers

August 2021

Version 1.0

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Introduction

This report supplement is provided to assist Texas counties with reconciling deposits after the introduction of Texas by Texas (TxT).

Beginning August 27, 2021, TxT will begin processing in the Production environment. Not all counties will immediately begin receiving transactions from TxT. When transactions process, however, additional actions will be required to reconcile counties' daily deposits.

Additional Daily Reports/Emails

Currently, each Texas county receives five (5) reports daily. Below is a bulleted list of the reports received.

- Net Revenue Details Report
- Batch Summary Report
- Batch Detail Report
- Refund Detail Report
- Return Detail Report

Each individual report is associated with a single email. Below is a bulleted list of the subject lines for the emails currently being sent.

- Daily Net Revenue Details Report (P&H Centralized) for (County) (Date)
- Daily Batch Summary Report (P&H Centralized) for (County) (Date)
- Daily Batch Detail Report (P&H Centralized) for (County) (Date)
- Daily Refund Detail Report (P&H Centralized) for (County) (Date)
- Daily Return Detail Report (P&H Centralized) for (County) (Date)

With the introduction of Texas by Texas (TxT) counties will begin receiving five (5) additional emails. Below is a bulleted list of the subject lines for the new emails being scheduled.

- Daily Net Revenue Details Report (TxT) for (County) (Date)
- Daily Batch Summary Report (TxT) for (County) (Date)
- Daily Batch Detail Report (TxT) for (County) (Date)
- Daily Refund Detail Report (TxT) for (County) (Date)
- Daily Return Detail Report (TxT) for (County) (Date)

Reconciling Deposits after TxT Launch

Counties will continue to receive only one (1) daily deposit for online credit card transactions. To reconcile the daily deposit, however, two (2) report totals will need to be added.

Use the total amounts from the reports attached to the below emails. When adding the totals together, they should match the daily deposit amount. Be sure to use the reports from the same day, and do not combine reports from different dates.

- Daily Batch Detail Report (P&H Centralized) for (County) (Date)
- Daily Batch Detail Report (TxT) for (County) (Date)

Example:

Daily Batch Detail Report (P&H Centralized) for (County) (Date) - Amount \$202.00

Report Viewer										
1 of 1 Find Next										
Batch Detail Report										
Transaction Start Date: 4/1/2015			Transaction End Date: 4/30/2015							
Batch Start Date: 4/20/2015			Batch End Date: 4/20/2015							
Order Id	FTRANS ID	Merchant Id	Service Code	Financial Processor	Implement	Client Trace	Transaction Type	Transaction Date	Batch Date	Amount
141648640	189959528	TXVR001	2001	2001 WP US CC PROCESSOR	DISCOVER	1VRBR4487302D	PAYMENT	04/20/2015 08:35:01	04/20/2015	\$63.75
141698872	190020188	TXVR001	2001	2001 WP US CC PROCESSOR	VISA	1VRDLP5080PRV	PAYMENT	04/20/2015 10:37:33	04/20/2015	\$67.00
141804628	190170196	TXVR001	2001	2001 WP US CC PROCESSOR	MASTERCARD	1VRBB4423166M	PAYMENT	04/20/2015 15:32:17	04/20/2015	\$71.25
Totals:										\$202.00
Page 1 of 1 Executed on 1/25/2021 3:48:14 PM, EST										

Daily Batch Detail Report (TxT) for (County) (Date) - Amount \$202.00

Report Viewer										
1 of 1 Find Next										
Batch Detail Report										
Transaction Start Date: 4/1/2015			Transaction End Date: 4/30/2015							
Batch Start Date: 4/20/2015			Batch End Date: 4/20/2015							
Order Id	FTRANS ID	Merchant Id	Service Code	Financial Processor	Implement	Client Trace	Transaction Type	Transaction Date	Batch Date	Amount
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Totals:										\$202.00
Page 1 of 1 Executed on 1/25/2021 3:48:14 PM, EST										

Deposit Amount = \$404.00

Daily Batch Detail Report (P&H Centralized) for (County) (Date) - Amount \$202.00

Daily Batch Detail Report (TxT) for (County) (Date) - Amount \$202.00

The county is in balance for this date.