Transaction Summary Report

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The Transaction Summary Report, located in the*Transactions/Financials* section of reports, provides a summary of transactions that occurred during a specified time frame. The transactions can be filtered using various criteria including: location, date range, transaction type, and debits or credits. Total your report by transaction type or choose to total by both Category1 and transaction type.

Jackrabbit

Transaction Summary Report

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Location	Category 1	Credit/Debit	Type	Total
Main	Dance	Debit	Tuition Fee	170.00
Main	Merchandise	Debit	Merchandise	52.30