

Remittance Account Settings

Last Modified on 09/21/2023 9:16 am PDT

Please note that this form of remittance is no longer available for newer GiveSmart Fundraise accounts. This document is being maintained for legacy accounts.

New GiveSmart Fundraise accounts must have some form of merchant services in place to take donations through GiveSmart Fundraise forms.

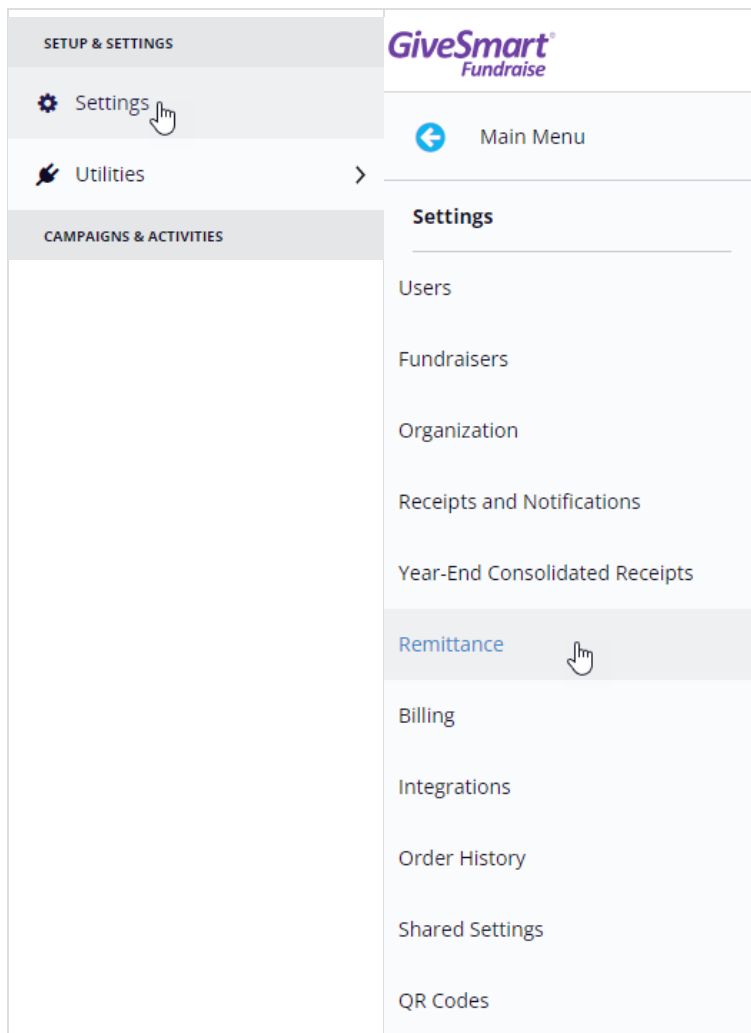
If you don't have a merchant account, donations received through your GiveSmart Fundraise subscription are forwarded on to you by check.

All remittance checks are mailed to your remittance address.

Accessing Remittance

To update your remittance address in your account:

- Click on **Settings**
- Click on **Remittance**



Users

Fundraisers

Organization

Receipt Configuration

Remittance

Billing

Payment Methods

Order History

Organization Logo

Shared Settings

Remittance

This is the person in your organization to whom MobileCause will send checks for monies raised.

First Name

Last Name

Email

Address

City

State

Zip

Phone Number

Save

Donation periods are monthly. Checks are processed and mailed within 30 days of the period's end and reflect all funds collected on your behalf during the donation period.

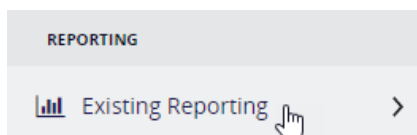
Want to receive funds faster? Open a merchant account to get your donations within a few days and offer a better donor experience. [Click here to apply for a CardConnect account.](#)

For Credit and Debit Collected Donations:

If you don't have a merchant account, remittance checks will come from GiveSmart Fundraise. This includes donations received through debit and credit card donations, such as through the Website Donation form. Checks are sent once a month.

To reconcile the remittance statement with the totals in your account:

- Under **Reporting**, click **Existing Reporting**



- Then click **Search Transactions**

REPORTING

Existing Reporting

Search Transactions

Manage Pledges

Recurring Donations

Registered Donations

Insights

On the Filter page, under Transaction Type, select **Credit Card** and **Collected**.

Search Transactions

Report Builder

Saved Reports

Transaction Type

☒ Credit Card

☒ Collected
 ☒ Pending
 ☐ Refunded
 ☐ Voided

☒ Paypal

☒ Collected
 ☐ Refunded

☐ Matching Donations

☐ Collected
 ☐ Pending

☐ Offline

☐ Non Payment

Filter the report further by **Date**, **Campaign**, **Keyword**, etc. and click **Search** at the bottom of the page.

Review the quick view of the information on the next page and if it looks correct, click Export in the upper right or if not click Edit Search to go back and change your filters.

Search Criteria (click to toggle)

Save Report

Edit Search

Export

01/01/2022 - 12/31/2022 (365 Days)

	Total Amount	Transactions
	\$5,335.00	41

Search Options

Transaction Type: Credit Card (Collected, Pending), Paypal (Collected), Matching Donations (Collected, Pending), Offline (Collected), Non Payment (Completed)

When you click Export you will be presented with the option to choose any or all column fields across all your forms. Select the columns you want to export, organize them and click Download.

Available Column Fields

Shortcode
Type
Volunteer Fundraiser
Team
Alternative Team ID
last_4

-->

<--

Select All

Selected Column Fields

Keyword
First name
Last name
Phone
Parent Name
City
State
Street address
Zip
Transaction Date
Donation date
Collected Amount
Pledged amount
Cc type
Email
Quality Of Material Presented
Quality Of Presentation Label

Up

Down

Download

A CSV spreadsheet containing requested donor information will immediately export in your browser.

Open the Excel CSV file > Sort and organize relevant columns > Reconcile remittance for fundraising and crowdfunding donations.