



# NEW COMMISSION REPORTING through the VHA Dealer Portal

## Access all your VHA and Eureka Commission Reports & More!

Our new enhancement makes your selling & earning so much more easier...



FOR OUR DEALERS

- **Consolidates all Reports:** Eliminates the need to refer to emails and/or the various ePay reports – especially if you have multiple locations
- **Flexibility:** You can select a specific date range, view payout details on-screen and/or download reports into CSV file
- **Simplified for Bank Reconciliation:** You can better reconcile the amounts you receive via bank deposit or credit memos with “payment dates”

**NOTE:** Currently, the Eureka Commission Reports displayed do NOT include BT/VM RTR transactions – COMING SOON!

**LOGIN TODAY!**

**COMMISSION REPORTING**

**ORDER VHA HANDSETS**

**LOAD EUREKA WALLET**

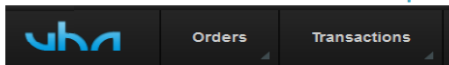
**TRAINING VIDEO**

Provides you a simple 3-minute walkthrough of this new function  
<http://vhacorp.com/services-support/how-to-video>

## HOW TO ACCESS THESE REPORTS:

1 Choose location via “Change Store”

2 Select Transactions > Commission Report



3 Select the requested report

Report Name	Report Description
VHA Commissions Summary	Detailed report for SPG/VHA pr protection payments
Eureka Monthly Payment Statement	Commission summary by Payr
Eureka Activation Commissions Report	Detailed report of Commission

4 Input date range & click view

Start Date: 08/01/2014	End Date: 08/15/2014			
Payment Period : 08/01/2014 ~ 08/15/2014				
Run ID	Date	Payment Type	Count	Total
1271	2014-08-12	VM SR Residual 6.2014	110	\$48.02

5 Click on report for details & export

Run ID : 1271	VM SR Residual 6.2014	Export	Page: 1	
Activation Date	Item	SKU	Replenishment Amount	Amount
2013-12-14	Payroll Reversal Rate	2000040201040200	\$0.00	\$0.00
2013-12-17	Payroll Reversal Rate	2000040201040200	\$48.00	\$4.26

## Need more assistance? Yes, call us today!

We would be happy to walk you through each of the reports. Please call your FAM/IAM for details.

*- Thank You*

For questions please contact your VHA Internal Account Manager at (800) 404-3063