

Print a Receipt From Card Transaction Query

To print a paper receipt from the *Card Transaction Query* page, complete the following steps:

1. Enter the pertinent card details to process a card payment.
2. The *View Card Transaction History Details* page displays. Click **Print Sale Receipt** as shown in **Figure 1** to print a paper receipt. Click **Return Home**.

Figure 1. View Card Transaction History Details, Print Sale Receipt

Card Transaction History Details

View Card Transaction History Details

The following is the current information for the card transaction selected.

Card Transaction Details

Invoice ID:	75Qn6aV0wUvn
OTC Endpoint:	ABC AIR BASE
ALC:	111111
Chain Code:	444444
Division:	444
Merchant ID:	444
Card Terminal ID:	117
Date / Time:	08/27/2019 10:02:52
Amount:	\$34.00
Transaction Status:	Refunded

Refund Transaction
Print Sale Receipt

Previous
Return Home



Additional Buttons

- **Previous** enables you to return to the previous page.
- **Refund Transaction** is also enabled. An **Approved Receipt** prints for the approved transaction.
- **Print Sale Receipt** remains enabled so that you can reprint additional receipts as needed.