

ACH Funding at a Glance

The most common question merchants ask about ACH processing in PaySimple is: When will I get my money? The answer to that question depends on the ACH funding cycle and how quickly it proceeds for each transaction.

The ACH transaction funding cycle is comprised of 5 steps:

1. **Initiation Day**-- The day the transaction is entered into an ACH batch by the processor.
2. **Effective Date**-- The date the transaction enters the ACH Network.
3. **Funding Time**-- The time it takes the transaction to work its way through the ACH network and for the ACH processor to confirm that the transaction is valid.
4. **Settlement Date**-- The day the deposit is made by your ACH Processor to your bank account. For merchants using ACH Direct or Vericheck as an ACH Processor, PaySimple will record this date as the "Settlement Date" for the transaction.
NOTE: For ACH Direct and Vericheck merchants, on this date it is common to see the Settlement Date in PaySimple display the current date, while the transaction Status still displays "Posted."
5. **Posting Day**-- The date money appears in your bank account and the date PaySimple updates the status of the transaction to "Settled." For merchants using NPC (ProfitStars) as an ACH Processor, PaySimple records this date as the transaction "Settlement Date."

How quickly your transactions begin the funding cycle, and how quickly they move through that cycle, depends on the following three factors:

- **Your ACH Funding Time**
When your ACH merchant account is approved you will be provided with your funding time. Most PaySimple customers use 3-day funding. Other funding times are 5-day, 10-day, and 30-day. Typically, higher-risk businesses will have longer funding times.
- **Your ACH Batch Cut-off Time**
The batch cut-off time is when an ACH transaction file is closed and submitted into the ACH Network for processing. Transactions are placed in the batch open at the time they are entered. The batch cut-off time for all PaySimple ACH processors is 5:00 PM Eastern time.
- **Your Bank's Policy for Posting Funds to Your Account**
ACH Processors typically send deposits to your bank in the afternoon, and your bank posts them to your account on the next business day. Each bank has a different policy for when it makes funds available to its customers. Some banks will post the deposit immediately upon receipt; and others may wait several days before posting it.

Use the following charts to determine when you will typically see a deposit in your bank account for ACH transactions processed using PaySimple. PaySimple will display a status of "Settled" for a transaction the day after the deposit is made to your bank account, but for ACH Direct and Vericheck it will use the deposit date as the **Settlement Date** recorded in the system. (For NPC, the **Settlement Date** recorded is the posting date--the day after the deposit date.) In most cases you will see the status update to "Settled" in PaySimple on the same day you see the deposit posted to your bank account. If you are concerned that your bank account is not accurately reflecting PaySimple reporting, contact your bank and ask about its funds posting policy.

NOTE: Funding times count only bank business days. These charts assume that you have entered the transaction prior to the day's batch cut-off time, and that no bank holidays fall within the funding time. See Appendix F in the PaySimple User Guide for detailed funding examples that include weekends and holidays.

3 Day Funding

Enter Day	Settlement Day	Posting Day
Monday	Thursday	Friday
Tuesday	Friday	Saturday*
Wednesday	Monday	Tuesday
Thursday	Tuesday	Wednesday
Friday	Wednesday	Thursday
Saturday	Thursday	Friday
Sunday	Thursday	Friday

*NOTE: Many banks do not update statements on Saturday. If your bank falls into this category, you will see the deposit post on Monday. The transaction will always be updated to "Settled" in PaySimple on Saturday.

5 Day Funding

Enter Day	Settlement Day	Posting Day
Monday	2nd Monday	2nd Tuesday
Tuesday	2nd Tuesday	2nd Wednesday
Wednesday	2nd Wednesday	2nd Thursday
Thursday	2nd Thursday	2nd Friday
Friday	2nd Friday	2nd Saturday*
Saturday	2nd Monday	2nd Tuesday
Sunday	2nd Monday	2nd Tuesday

*NOTE: Many banks do not update statements on Saturday. If your bank falls into this category, you will see the deposit post on Monday. The transaction will always be updated to "Settled" in PaySimple on Saturday.

RECONCILIATION REPORTING

You will not see an individual deposit in your bank account for each ACH transaction you process in PaySimple. Your ACH processor will make a single deposit to your account for all settled transactions on a single date. For Example, If you process four transactions that have the same settlement date: A \$25.00 payment, a \$10.00 payment, a \$30.00 payment, and a \$20.00 refund; you get a single deposit from your ACH Processor for \$45.00. (25 + 10 + 30 - 20 = 45)

To run a report in PaySimple for reconciliation to determine the transactions included in a specific deposit, open the "Settled Transactions" standard report, and then apply the following filters:

- In the **Date Range** filter, set a Custom Date Range.
 - **ACH Direct/Vericheck Merchants:** Enter the **Settlement Date** (the day before you see the deposit on your statement) in both the **From** and **To** fields.
 - **NPC (ProfitStars) Merchants:** Enter the **Posting Date** in both the **From** and **To** fields.
- In the **Payment Methods** filter, select only the "ACH" box.