



First Horizon TreasuryConnectSM

Report Management



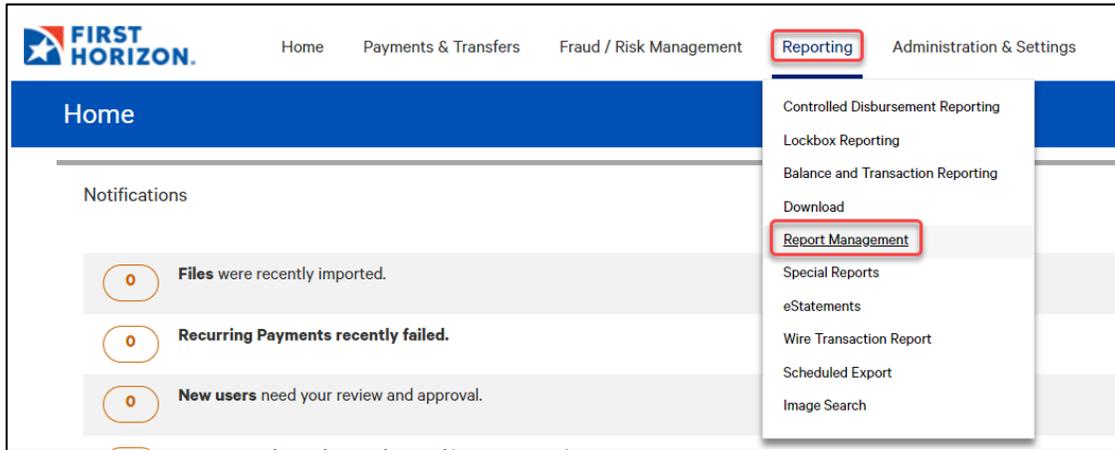


REPORT MANAGEMENT

Report Management provides a list of all standard reports available to you. Depending on your company entitlements and user permissions, you may see Payment, Information, and/or Admin standard reports.

VIEW REPORTS

1. Click the **Reporting** tab.
2. Click Report Management.



3. The system displays the Report Management screen.
4. Select **View** in the Actions column for the report you would like to view.

Actions	Report Name	Configuration Name	Public	Report Group	Report Subgroup
View	ACH Company Report	Corporate2ACH		Payments	Administrative
View	Company Details			Admin	
View	Account Statement			Information Reporting	Prior Day
View	Template Detail Report			Payments	Payments
View	Payment Detail Report			Payments	Payments
View	Current Day Availability			Information Reporting	Current Day
View	Cash Position			Information Reporting	Current Day
View	ACH Company Report			Payments	Administrative
View	User Permissions			Admin	

5. Enter or select criteria for the report.
6. The system displays the appropriate report criteria selection.
7. Click Run Report.

NOTE

- Click the checkbox beside **Save this Report** to retain and reuse the filter criteria set up.
- Export reports in the following formats: PDF, CSV, or Plain Text.
- Save, Print, or Resize the report by using the tool



Depending on your company entitlements and user permissions, you may have the following reports available to you in Report Management.

Report Name	Report Type	Description
ACH Company Statement	Payments	The ACH Company report displays a list of all ACH companies that are in the system for your company.
Company Details	Admin	The Company Details report shows your company information like accounts and products within each.
Account Statement	Information Reporting	The Account Statement report displays information for your company's demand deposit account types in a bank-statement format. The report displays only prior-day balances and transaction information for demand deposit, savings, and general ledger (GL) accounts.
Template Detail Report	Payments	The Template Detail Report shows all templates created within your accounts with specific details on each template.
Payment Detail Report	Payments	The Payment Detail report reflects payment information such as account information and payment amount. Also, view entered and approved dates on payments.
Current Day Availability	Information	The Current Day Availability report displays current day transactions, opening book, and available balances for each account. For accounts enabled for Real Time - Posted Transactions, balances and transactions in the report are updated in real time.
Cash Position	Information Reporting	The Cash Position report displays opening balances, total debits, and total credits for each account. The report also calculates an account's current balances based on current-day (intraday) transactions. For accounts enabled for Real Time - Posted Transactions, balances and transactions in the report are updated in real time.
User Permissions	Admin	The User Permissions report displays all your company users with their contact information, accessible bank accounts, payment and template permissions and approval information.



ACH COMPANY STATEMENT

The ACH Company report displays a list of all ACH companies that are in the system, including Originator Information, Originator Bank, Offset Bank, Payment Types and NACHA Import Entry Classes. This report is also where you may view Child Support Payment Agencies and Tax Payment Authorities.

1. Click **View** on the ACH Company Report.
2. Complete the required **Company** field.
3. Click **Run Report**.

Report Sample

ACH Company Report						
CORPORATE2 - CORPORATE2						
ORIGINATOR INFORMATION						
Company	CORPORATE2					
Company Name	CORPORATE2					
ACH Company ID	10000001					
ACH Company Name	CORP ABC 1					
Full Company Name	CORP ABC 1					
ORIGINATOR BANK		OFFSET BANK				
Bank	170	Account Number	001000000001			
Bank Name	First Horizon Bank	Account Name	Main Account 0001			
ABA	084000026	Bank	170			
FX Exchange Ref Indicator	-	Bank Name	First Horizon Bank			
ISO Originating Currency Code	USD	ABA	084000026			
ISO Destination Country Code	US	Account Type	Checking			
ISO Destination Currency Code	USD	Offset Type	none			
PAYMENT TYPES						
Cash Concentration	Corporate Collections	Tax Payments				
Cash Concentration/Disbursement	Corporate Trade Exchange	Telephone Initiated Collections				
Cash Disbursement	Corporate/Vendor Payments					
Child Support Payments	Destroyed Check					
Consumer Collections	Internet Initiated Collections					
Consumer Collections/Payments	NACHA File Import					
Consumer Payments	Payroll					
NACHA FILE IMPORT ENTRY CLASSES						
Entry	Description	Company Disc	Descriptive Date	Descriptive Date	Effective Date	Trans Type



COMPANY DETAILS REPORT

The Company Details report is an admin report that shows company information like your accounts and products within each.

1. Click **View** on the Company Details Report.
2. Complete the required **Company** field.
3. Click **Run Report**.

Report Sample

Company Details				
CORPORATE2 - CORPORATE2				
COMPANY CORPORATE2				
Products	Check Management, Payments and Transfers, Remote Deposit Capture, Accounting Package Integration, Risk Management, Information Reporting, Outbound SSO			
Parent Company	CORPORATE2	Allow Self Administration	No	
Time Zone	EST US/Eastern	Allow Single Administration	No	
Locale	English (United States)	Allow Superuser	No	
Company Contact	null, null	Registered for Mobile	Yes	
Contact Phone		Disabled	No	
Contact Fax				
Account Number	Account Name	Bank Name	Currency	Status
00000000000001	Lockbox Reporting B	First Horizon Bank	USD	Approved
Information Reporting	Lockbox Availability Reporting			
Account Number	Account Name	Bank Name	Currency	Status
00000000000002	Lockbox Reporting C	First Horizon Bank	USD	Approved
Information Reporting	Lockbox Availability Reporting			
Account Number	Account Name	Bank Name	Currency	Status
000001234567890	ACH PP A	First Horizon Bank	USD	Approved
Risk Management	ACH Payment Positive Pay			
Account Number	Account Name	Bank Name	Currency	Status
00100000000001	LOAN 0001	First Horizon Bank	USD	Approved
Information Reporting	Information Reporting, Information Reporting - Current Day Transaction Detail, Information Reporting - Prior Day Transaction Detail			
Payments and Transfers	Loan Draw, Loan Payment			
Account Number	Account Name	Bank Name	Currency	Status
1001000001	Main Account 0001	First Horizon Bank	USD	Approved
Check Management	Cancel Stop, Check Inquiry, Check Issue/Void, Import Stop Payments, Place Stop, Positive Pay Processing, Reverse Positive Pay Processing			
Clearing System	NACHA			
Information Reporting	Analysis Statement - Account Only, Analysis Statement - Summary Only, Analysis Statement - Summary and All Accounts, Commercial Facility Statement, Commercial Loan Statements, Consumer Loan Statements, Controlled Disbursement, DDA Statements and Notices, Information Reporting, Information Reporting - Current Day Transaction Detail, Information Reporting - Prior Day Transaction Detail, Loan Notices, Lockbox Availability Reporting			
Payments and Transfers	Loan Draw, Loan Payment, Transfer, Wire - Domestic, Wire - Drawdown, Wire - Federal Tax Wire, Wire - International			



ACCOUNT STATEMENT REPORT

The Account Statement report displays information for demand deposit account types in a bank-statement format. The report displays only prior-day balances and transaction information for demand deposit, savings, and GL accounts. See check activity, other debits and credits, plus daily balance.

1. Click **View** on the Account Statement Report.
2. Click the **Calendar Icon** found to the left of the **Statement Date** to select a pre-set or custom date range.
3. (Optional) Click to select the **Bank Code**.
4. (Optional) Click to select an **Account Group**, if applicable.
5. (Optional) Click to select an **Account Number**. You may select more than one by holding down the Shift key. If you do not select an account, they system will run the last requested report.
6. (Optional) Click to select **Currency**.
7. (Optional) Click to select **Yes** or **No** for Include detail information.
8. Click Run Report.

Account Statement

Report Criteria

* Statement Date
06/03/2021 - 06/09/2021

Bank Code
170 - First Horizon Bank

Account Group

Account Number
1 - Space Account Number - 170 - First Horizon Bank

Currency
US DOLLAR - USD

Include detail information
Yes

Save this Report

Run Report Cancel

Report Sample

STATEMENT INFORMATION		BALANCE INFORMATION		
Date	02/18/2022 - 02/23/2022	Description	Starting	Ending
Account No.	1001000001	OPENING LEDGER	6,743,184.21	6,743,184.21
Account Name	Main Account 0001	CLOSING LEDGER	6,743,184.21	6,743,184.21
Bank Name	First Horizon Bank	CLOSING AVAILABLE	6,250,000.00	6,250,000.00
Bank ID	084000026	0-DAY FLOAT		
Currency	USD	1-DAY FLOAT	484,436.45	484,436.45
		2 OR MORE DAYS FLOAT	8,747.76	8,747.76

CHECK ACTIVITY	Check Number	Date	Amount
	00000181356	02/18/2022	68.58
	00000181356	02/19/2022	68.58
	00000181356	02/20/2022	68.58
	00000181356	02/21/2022	68.58
	00000181356	02/22/2022	68.58
	00000181356	02/23/2022	68.58
	00000181452	02/18/2022	6,362.20
	00000181452	02/19/2022	6,362.20
	00000181452	02/20/2022	6,362.20
	00000181452	02/21/2022	6,362.20
	00000181452	02/22/2022	6,362.20
	00000181452	02/23/2022	6,362.20
	00000181475	02/18/2022	34,684.84



TEMPLATE DETAIL REPORT

The Template Detail Report shows all templates created within your accounts with specific details on each template.

1. Click **View** on the Template Details Report.
2. Complete **Template Code**, **Creation Date** and/or **Amount** fields or leave blank for all records.
3. Click **Run Report**.

Report Sample

Template Details			
CORPORATE2 - CORPORATE2			
TEMPLATE			
Template Code	ChildSupportTest	Company ID	1000001
Template Description	Child Support Template	Company Name	CORP ABC 1
From Account ID	001000000001	Batch Status	Approved
From Account	Main Account 0001	Entry Method	Freeform
Payment Type	Child Support Payments		
AUDIT INFORMATION			
	Timestamp	User ID	Company
APPROVED	02/23/2022 02:17:35 PM	USER2	CORPORATE2
ENTERED	02/23/2022 02:17:35 PM	USER2	CORPORATE2
Child Support Agency	Absent Parent Name	Credit/(Debit)	ABA
Arkansas	Name,Father	338.00	000000000
FIPS: 000000	Addenda:	Account Number	Account Type
0	DED*CS*123456*123456*12345*111111111111*Y*Name,Fat*0000000*N\	000000000000	Checking
			Status
			Entered
			Pmnt ID
			365
Batch Totals		338.00	Credits - 1
		0.00	(Debits) - 0
			Prenotes - 0



PAYMENT DETAILS REPORT

The Payment Detail report reflects payment information such as account information and payment amount. Also, view entered and approved dates on payments.

1. Click **View** on the Payment Details Report.
2. Complete **ID, Creation Date, Amount** or **Value Date** fields or leave blank for all records.
3. Click **Run Report**.

Report Sample

PAYMENT ID: 18		COMMENTS						
ACH Company	CORP ABC 1	test payroll template						
ACH Company ID	10000001							
From Account	Main Account 0001							
From Account ID	001000000001							
Payment Type	Payroll							
Value Date	02/28/2022							
Batch Status	Approved							
Entry Method	Scheduled							
Batch Description	PAYROLL							
Template	PayrollTemplateEmployee1 / Payroll test template							
AUDIT INFORMATION								
		Timestamp	User ID	Company				
	APPROVED	02/23/2022 02:23:29 PM	USER2	CORPORATE2				
	ENTERED	02/23/2022 02:23:29 PM	USER2	CORPORATE2				
Beneficiary Name	Bene ID	Credit/(Debit)	ABA	Acct No.	Type	Status	Pmnt ID	Trace ID
Bhavna		150.00	011001331	123	Savings	Entered	1554	
Batch Totals		150.00	Credits - 1	Prenotes - 0				
		0.00	(Debits) - 0					



CURRENT DAY AVAILABILITY REPORT

The Current Day Availability report displays current day transactions, opening book, and available balances for each account. For accounts enabled for Real Time - Posted Transactions, balances and transactions in the report are updated in real time.

1. Click **View** on the Current Day Availability Report.
2. Click the **dropdown arrow** to expand each section.
3. (Optional) Click to select the **Bank Code**.
4. (Optional) Click to select an **Account Group**, if applicable.
5. (Optional) Click to select an **Account Number**. You may select more than one by holding the shift key. If you do not select an account, they system will run the last requested report.
6. (Optional) Click to select **Currency**.
7. (Optional) Click to select **Yes** or **No** for Include detail information.
8. Click Run Report.

Current Day Availability

Report Criteria

Bank Code
 Bank Code: 170 - First Horizon Bank

Account Group
 Account Group:

Account Number
 Account Number: 1 - Space Account Number - 170 - First Horizon Bank

Currency
 Currency: US DOLLAR - USD

Save this Report

Report Sample

Main Account 0001		LAST UPDATED	
Account Number	1001000001	Balances	2/24/22 3:09 PM
Bank Name:	First Horizon Bank	Transactions	2/24/22 3:09 PM
Bank ID	084000026		
Currency	USD		
Post Date:	02/24/2022		

	Opening Balance	Total Debits	Total Credits	Current Balance
Ledger	6,743,184.21 -	2,340.54 +	155.00 =	8,575.57
Available	6,250,000.00 -	2,340.54 +	155.00 =	8,575.57

DEBIT TRANSACTIONS	Post Date	Amount	Bank Reference	Customer Reference
Total		2,340.54		
CHECK PAID	Feb 24, 2022	1,650.00		0000
CHECK PAID	Feb 24, 2022	521.33		0000

CREDIT TRANSACTIONS	Post Date	Amount	Bank Reference	Customer Reference
Total		155.00		
PREAUTHORIZED ACH CREDIT	Feb 24, 2022	150.00		
PREAUTHORIZED ACH CREDIT	Feb 24, 2022	5.00		

CURRENCY TOTALS	Opening Balance	Total Debits	Total Credits	Current Balance
Ledger	6,743,184.21 -	2,340.54 +	155.0 =	8,575.57
Available	6,250,000.00 -	2,340.54 +	0 =	8,575.57
			155.0	
			0	





CASH POSITION REPORT

The Cash Position report displays opening balances, total debits, and total credits for your company accounts. The report also calculates an account's current balances based on current-day (intraday) transactions. For accounts enabled for Real Time - Posted Transactions, balances and transactions in the report are updated in real time.

1. Click **View** on the Cash Position Report.
2. Click the **dropdown arrow** to expand each section.
3. (Optional) Click to select the **Bank Code**.
4. (Optional) Click to select an **Account Group**, if applicable.
5. (Optional) Click to select an **Account Number**. You may select more than one by holding the shift key. If you do not select an account, they system will run the last requested report.
6. (Optional) Click to select **Currency**.
7. (Optional) Click to select **Yes** or **No** for Include detail information.
8. Click Run Report.

Cash Position

Report Criteria

Bank Code
 Bank Code: 170 - First Horizon Bank

Account Group
 Account Group:

Account Number
 Account Number: 0000000022616 - CDA Account - 170 - First Horizon Bank, 100351555 - DDA Testing - 170 - First Horizon Bank, 1 - Space Account Number - 170 - First Horizon Bank

Currency
 Currency: US DOLLAR - USD

Save this Report

Report Sample

Cash Position		CORPORATE2 - CORPORATE2		FIRST HORIZON.		
Main Account 0001		LAST UPDATED				
Account Number	1001000001	Balances	02/24/2022 03:09:24 PM			
Bank Name	First Horizon Bank	Transactions	02/24/2022 03:09:24 PM			
Bank ID	084000026					
Currency	USD					
Post Date	02/24/2022					
	Opening Balance		Total Debits		Total Credits	Current Balance
Ledger	6,743,184.21	-	2,340.54	+	155.00	= 8,575.57
Available	6,250,000.00	-	2,340.54	+	155.00	= 8,575.57
BANK/CURRENCY TOTALS			Total Debits		Total Credits	Current Balance
Ledger	6,743,184.21	-	2,340.54	+	155.00	= 8,575.57
Available	6,250,000.00	-	2,340.54	+	155.00	= 8,575.57



USER PERMISSIONS REPORT

The User Permissions report displays all your company users with their contact information, accessible bank accounts, payment and template permissions and approval information.

1. Click **View** on the User Permissions Report.
2. Complete the required **Company** field.
3. Click in the **User ID** field to select a user or leave blank for all users.
4. Click **Run Report**.

Report Sample

User Permissions

CORPORATE2 - CORPORATE2

USER PROFILE INFORMATION: CORPORATE2

User Name	First Last	Email Address	invalid@email.com	Entered By	MIGRATION
User ID	USER1	CGBO Permissions	No	Entered Timestamp	12/15/2021 01:05:04 PM
Status	AP			Approved By	MIGRATION
Last Password Change	02/24/2022 12:30:00 AM			Approved Timestamp	02/24/2022 12:30:00 AM
Locale	en_US			Last Login	12/28/2021 12:27:29 PM
Time Zone	US/Eastern			INTL Pmt Restriction:	Allow FX Wires
Challenge Method	Secure ID				

Other Company Information

Login ID:	CORPORATE2USER1
Administrator:	Yes

PAYMENT PERMISSIONS

Type	Entry Method	Actions	Approval Signatures	Approve Own	Auto Approve
Cash Concentration	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes
Cash Concentration/Disbursement	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes
Cash Disbursement	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes
Child Support Payments	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes
Consumer Collections	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes
Consumer Collections/Payments	FreeForm	Approve, Manage, View	1	Yes	Yes
	FromTemplate	Approve, Manage, View	1	Yes	Yes
	Imported	Approve, Confidential, Manage, Modify, Repair, View	1	Yes	Yes