# Search for orders using a filter

The filter is located on the left side of the interface and is used to search for orders by specified criteria (see image below).



To display a list of orders by specified criteria, click on the **Search** button under the filter. If no criteria are specified, the search will return a list of all orders. A description of the search criteria available in the filter is given in the table below.

Field	Description
	Period section

# Field Description Issuing bank The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank. Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name Press Enter on your keyboard. The section will display the names of banks corresponding to the entered template. Check the box next to one or more banks from the list. Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list.

Currency

### ency (3-letter code, for example, RUR; selected from the drop-down list). Cardholder Name

Value of Cardholder Name field specified by the buyer upon payment. When searching, you can specify % instead of unknown characters.

To

e maximum amount of the transaction in the minimum currency units (for example, in kopecks).

### Date to

end of the period

Search by Select the desired value for the description of the period specified in the fields above:

### Response code

he response code of the payment gateway or processing to the last transaction operation.

### Approval code

f confirmation of the fact of payment from the issuing bank.

# Date from

ng of the period in which the date and time of the payment or the date and time of the refund falls.

### Order number

Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4.

### Card number

PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the "%" character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders.

### From

The minimum transaction amount in the minimum currency units (for example, in kopecks).

Payment way
List of available means of payment. Check the box next to the desired values.

### Merchants

In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps.

# Select **Search by login** or **Search by name** at the top of the section.

L. In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step). 3.

Press Enter on your keyboard. A list of merchants whose usernames/names begin with the specified character set will be displayed.

Check the boxes next to the desired merchants.

### **Refund state**

Posted:

### Starting with

# Declined;

# Order status

status\_order
Order status in the system. Check the box next to the desired values:

### Refund

# Deposited;

### Declined;

# Reversed;

### Approved

# status\_refund

Order status in the system. Check the box next to the desired values:

# Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

# to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks).

### Order ID

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

# Processing ID

uiring bank processing.

# Terminal ID

# IP address

IP address of the payer. When searching, you can specify % instead of unknown characters.

# Field Description Issuing bank The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank. Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name Press Enter on your keyboard. The section will display the names of banks corresponding to the entered template. Check the box next to one or more banks from the list. Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list. Currency ency (3-letter code, for example, RUR; selected from the drop-down list). Cardholder Name Value of Cardholder Name field specified by the buyer upon payment. When searching, you can specify % instead of unknown characters. To e maximum amount of the transaction in the minimum currency units (for example, in kopecks). Date to end of the period Search by Select the desired value for the description of the period specified in the fields above: Response code he response code of the payment gateway or processing to the last transaction operation. Approval code f confirmation of the fact of payment from the issuing bank. Date from ng of the period in which the date and time of the payment or the date and time of the refund falls. Order number Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4. Card number PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the "%" character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders. From The minimum transaction amount in the minimum currency units (for example, in kopecks). Payment way List of available means of payment. Check the box next to the desired values. Merchants In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps. Select **Search by login** or **Search by name** at the top of the section. L. In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step). 3. Press Enter on your keyboard. A list of merchants whose usernames/names begin with the specified character set will be displayed. Check the boxes next to the desired merchants. **Refund state** Posted:

# Declined;

Finishing at

# Order status

status\_order
Order status in the system. Check the box next to the desired values:

Refund

# Deposited;

### Declined;

# Reversed;

### Approved

# status\_refund

Order status in the system. Check the box next to the desired values:

# Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

# to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks).

### Order ID

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

## Processing ID

uiring bank processing.

# Terminal ID

IP address IP address of the payer. When searching, you can specify % instead of unknown characters.

Field	Description
	Select the desired value for the description of the period specified in the fields above:
	•
Search by	creation date;
	payment time.
	, , , , , , , , , , , , , , , , , , ,
	Order properties section
Order number	Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4.
	Order status in the system. Check the box next to the desired values:
	•
	Refund;
	Deposited;
Order status	Peclined;
Order Status	e e e e e e e e e e e e e e e e e e e
	Reversed:
	• • • • • • • • • • • • • • • • • • • •
	Approved;
	•
	Created.
Payment way	List of available means of payment. Check the box next to the desired values.
Order ID	A unique order number in the system assigned during its registration.
	If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.
Terminal ID	Terminal ID.
Processing ID	Merchant ID in acquiring bank processing.
Reference number	Processing transaction id

Field Description Issuing bank The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank. Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name

Press Enter on your keyboard.
The section will display the names of banks corresponding to the entered template.

Check the box next to one or more banks from the list.
 Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list.

### Currency

ency (3-letter code, for example, RUR; selected from the drop-down list).

### Cardholder Name

Value of Cardholder Name field specified by the buyer upon payment. When searching, you can specify % instead of unknown characters.

# To

e maximum amount of the transaction in the minimum currency units (for example, in kopecks).

### Date to

end of the period

Search by Select the desired value for the description of the period specified in the fields above:

### Response code

he response code of the payment gateway or processing to the last transaction operation.

### Approval code

f confirmation of the fact of payment from the issuing bank.

### Date from

ng of the period in which the date and time of the payment or the date and time of the refund falls.

### Order number

Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4.

# Card number

PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the "%" character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders.

### From

The minimum transaction amount in the minimum currency units (for example, in kopecks).

### Payment way

available means of payment. Check the box next to the desired values.

### Merchants

In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps.

# Select **Search by login** or **Search by name** at the top of the section.

L. In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step). 3.

Press Enter on your keyboard. A list of merchants whose usernames/names begin with the specified character set will be displayed.

Check the boxes next to the desired merchants.

# **Refund state**

Posted:

## Confirmation code

### Declined:

# Order status

status\_order
Order status in the system. Check the box next to the desired values:

# Refund

### Deposited; Declined;

Reversed;

Approved

# status\_refund

Order status in the system. Check the box next to the desired values:

# Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

# to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks).

# Order ID

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

# Processing ID

uiring bank processing.

# Terminal ID

IP address IP address of the payer. When searching, you can specify % instead of unknown characters.

Field	Description	
Response code	The response code of the payment gateway or processing to the last transaction operation.	
Payment parameters section		
Card number	PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the '%' character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders.	

# Field Description Issuing bank The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank. Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name Press Enter on your keyboard. The section will display the names of banks corresponding to the entered template. Check the box next to one or more banks from the list. Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list. Currency ency (3-letter code, for example, RUR; selected from the drop-down list). Cardholder Name Value of Cardholder Name field specified by the buyer upon payment. When searching, you can specify % instead of unknown characters. To e maximum amount of the transaction in the minimum currency units (for example, in kopecks). Date to end of the period Search by Select the desired value for the description of the period specified in the fields above: Response code he response code of the payment gateway or processing to the last transaction operation. Approval code f confirmation of the fact of payment from the issuing bank. Date from ng of the period in which the date and time of the payment or the date and time of the refund falls. Order number Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4. Card number PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the "%" character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders. From The minimum transaction amount in the minimum currency units (for example, in kopecks). Payment way List of available means of payment. Check the box next to the desired values. Merchants In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps. Select **Search by login** or **Search by name** at the top of the section. L. In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step). 3. Press Enter on your keyboard. A list of merchants whose usernames/names begin with the specified character set will be displayed.

Check the boxes next to the desired merchants.

**Refund state** 

Posted:

Cardholde

Declined;

Order status

status\_order
Order status in the system. Check the box next to the desired values:

Refund

Deposited; Declined;

Reversed;

Approved

status\_refund

Order status in the system. Check the box next to the desired values:

Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks).

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

Processing ID

uiring bank processing.

Terminal ID

IP address

IP address of the payer. When searching, you can specify % instead of unknown characters.

Order status

status\_order
Order status in the system. Check the box next to the desired values:

Refund Deposited;

Declined;

Reversed;

Approved

status\_refund

Order status in the system. Check the box next to the desired values:

Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks). Order ID

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

Processing ID

uiring bank processing. Terminal ID

IP address IP address of the payer. When searching, you can specify % instead of unknown characters.

Field	Description
	The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank.
	Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name.
	2.
Issuing bank	Press Enter on your keyboard.
	The section will display the names of banks corresponding to the entered template.
	3.
	Check the box next to one or more banks from the list.
	Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list.

Field Description Issuing bank The name of the bank that issued the card. The section is initially empty. Follow these steps to select an issuing bank. Enter the name of the bank in the Filter field. The value can be partially entered by placing a '%' sign instead of unknown characters or by specifying only the initial characters of the bank name Press Enter on your keyboard.
The section will display the names of banks corresponding to the entered template. Check the box next to one or more banks from the list.
 Use the Search all except checkbox if necessary below the list of options. This limitation is only taken into account if there are selected items in the list. Currency ency (3-letter code, for example, RUR; selected from the drop-down list). Cardholder Name Value of Cardholder Name field specified by the buyer upon payment. When searching, you can specify % instead of unknown characters. To e maximum amount of the transaction in the minimum currency units (for example, in kopecks). Date to end of the period Search by Select the desired value for the description of the period specified in the fields above: Response code he response code of the payment gateway or processing to the last transaction operation. Approval code f confirmation of the fact of payment from the issuing bank. Date from ng of the period in which the date and time of the payment or the date and time of the refund falls. Order number Order number. The value can be specified in whole or in part by substituting a% sign in place of one or more unknown characters. For example, if you specify 4% in this field, the list of orders will display all orders whose number begins with 4. Card number PAN, the number of the bank card used for payment. In the case of payment via Apple Pay, DPAN is used as the card number: a number associated with the buyer's mobile device and acting as a payment card number in the Apple Pay system. The value can be specified in whole or in part by substituting the "%" character instead of one or more unknown characters. For example, when specifying 4% in this field, all orders with a card number starting with 4 will be displayed in the list of orders. From The minimum transaction amount in the minimum currency units (for example, in kopecks). Payment way available means of payment. Check the box next to the desired values. Merchants In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps. Select **Search by login** or **Search by name** at the top of the section. L. In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step). 3. Press Enter on your keyboard. A list of merchants whose usernames/names begin with the specified character set will be displayed. Check the boxes next to the desired merchants.

**Refund state** 

Posted:

Country of issuing bank Declined;

Order status

status\_order
Order status in the system. Check the box next to the desired values:

Refund

Deposited; Declined;

Reversed;

Approved

Created

status\_refund

Order status in the system. Check the box next to the desired values:

Bank Issuer Country

Country of the bank that issued the card. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the country code of the issuing bank (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).
2.

Select one or several countries from the list:

to mark all displayed entries, click on the Select all button;

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

Payer country
Payer's country. Check the boxes next to the options you want.

1. To limit the list of possible options, enter part of the country name or the payer's country code (the search is case-insensitive) and click on the Search button to the right of the input field (if the line is empty, all countries will be selected). Country code of the issuing bank - two-letter code (according to ISO 3166-1, for example, US for the USA or DE for Germany).

2. Select one or several countries from the list:

to mark all displayed entries, click on the Select all button:

use the Search all except checkbox below the list of options if necessary - this criterion is taken into account only if the list contains selected items.

to

Maximum transaction amount (in minimum currency units, for example, in kopecks).

The minimum transaction amount (in the minimum currency units, for example, in kopecks).

Order ID

A unique order number in the system assigned during its registration. If there is a non-empty and correct format of the order ID field, the rest of the fields are not taken into account.

Processing ID

uiring bank processing.

Terminal ID

IP address IP address of the payer. When searching, you can specify % instead of unknown characters.

Description				
Amount section				
The minimum transaction amount in the minimum currency units (for example, in kopecks).				
The maximum amount of the transaction in the minimum currency units (for example, in kopecks).				
Transaction currency (3-letter code, for example, RUR; selected from the drop-down list).				
Merchants section				
In this section, you can specify the merchants whose transactions you want to see in the table. To do this, follow these steps.  1.				
Select <b>Search by login</b> or <b>Search by name</b> at the top of the section. 2.				
In the field below, the first few characters of the login or name of the merchant (depending on the choice made in the previous step).				
Press Enter on your keyboard.				
A list of merchants whose usernames/names begin with the specified character set will be displayed.				
4. Check the boxes next to the desired merchants.				