

# Revenue Reconciliation Reports

Jackrabbit's Revenue Reconciliation reports are an indispensable tool when you have **multiple Business Locations** in your system!

You can find these reports under the *Transactions* menu. Go to **Transactions (menu) > Transaction Reports > Revenue Reconciliation Reports**.

- ★ Reconcile revenue between where payments were received and where revenue was earned.
- ★ Analyze revenue by Family or by Business Location using four report options: **Reconciliation Summary**, **Location Summary**, **Revenue by Location**, and **Revenue by Family**.



When you have a single Business Location in your system, the only report option available is the **Revenue by Family**; the other three options relate to multiple Location revenue reconciliations.

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Using the following example, we'll step through each of the four report options:

- An organization has two Locations, Location 1 and Location 2. The physical locations are very close to each other, and many families have students taking classes at both.
- Each Location is managed by a different business partner, and revenue is routed to separate bank accounts based on the Location of the family making the payment.
- The Family Location for the Hallman Family and the Snyder Family is **Location 1**.
- The Snyder Family has a student taking one class at Location 1 (\$120); they made a payment of **\$120** for the February tuition, and it was deposited into the **Location 1** bank account.
- The Hallman Family has a student taking one class at Location 2 (\$60); they made a payment of **\$60** for the February tuition, and it was deposited into the **Location 1** bank account.
- The Paid Fees Detail report for all Locations reflects both payments and total revenue of **\$180**.

Date:		1/31/2023 5:24:15 PM		<b>Paid Fees Detail</b>				Page 1	
1/31/2023 - 1/31/2023									
Cat1	Pmt Date	Family/Acct	Fee Date	Trans Type	Note	Pmt Method	Fee Amt	Tax	Pmt Amt
<b>Music Lessons</b>									
	1/31/23	Hallman	1/1/23	Tuition Fee	February	Visa	60.00		60.00
	1/31/23	Snyder	1/1/23	Tuition Fee	February	Visa	120.00		120.00
<b>Tuition Fee Subtotal:</b>								0.00	180.00
<b>Music Lessons Total:</b>								<b>0.00</b>	<b>180.00</b>
<b># of Items:</b>			2	<b>Total Revenue:</b>				0.00	180.00

**Expand/Collapse  
All**

- ▢ [Reconciliation Summary](#)
  - ▢ [Location Summary](#)
  - ▢ [Revenue by Location](#)
  - ▢ [Revenue by Family](#)
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