



Transaction Status Guide

Status	Processed	Authorized	Drafted	Cancelled	Failed
Description	The transaction has been processed. ACH transactions and Transfers in this status are unable to be deleted by the bank.	The transaction has been submitted to the bank for processing but has not been completed. A transaction in this status can still be deleted by the client.	This is essentially a saved transaction that has not been submitted for processing. Transactions requiring dual approval will remain in this status until all approvals are given.	The transaction has been deleted and will not be submitted for processing.	This transaction encountered an error when attempting to process. Contact the bank for more information
Allowed Actions	<ul style="list-style-type: none"> • Copy – create a new transaction with the same information • Print Details – print a summary of the transaction 	<ul style="list-style-type: none"> • Cancel – move the transaction to the cancelled status • Copy – create a new transaction with the same information • Print Details – print a summary of the transaction 	<ul style="list-style-type: none"> • Approve – only available on dual approval transactions. Moves into authorized or processed status • Copy – create a new transaction with the same information • Print Details – print a summary of the transaction 	<ul style="list-style-type: none"> • Copy – create a new transaction with the same information • Print Details – print a summary of the transaction 	<ul style="list-style-type: none"> • Copy – create a new transaction with the same information • Print Details – print a summary of the transaction