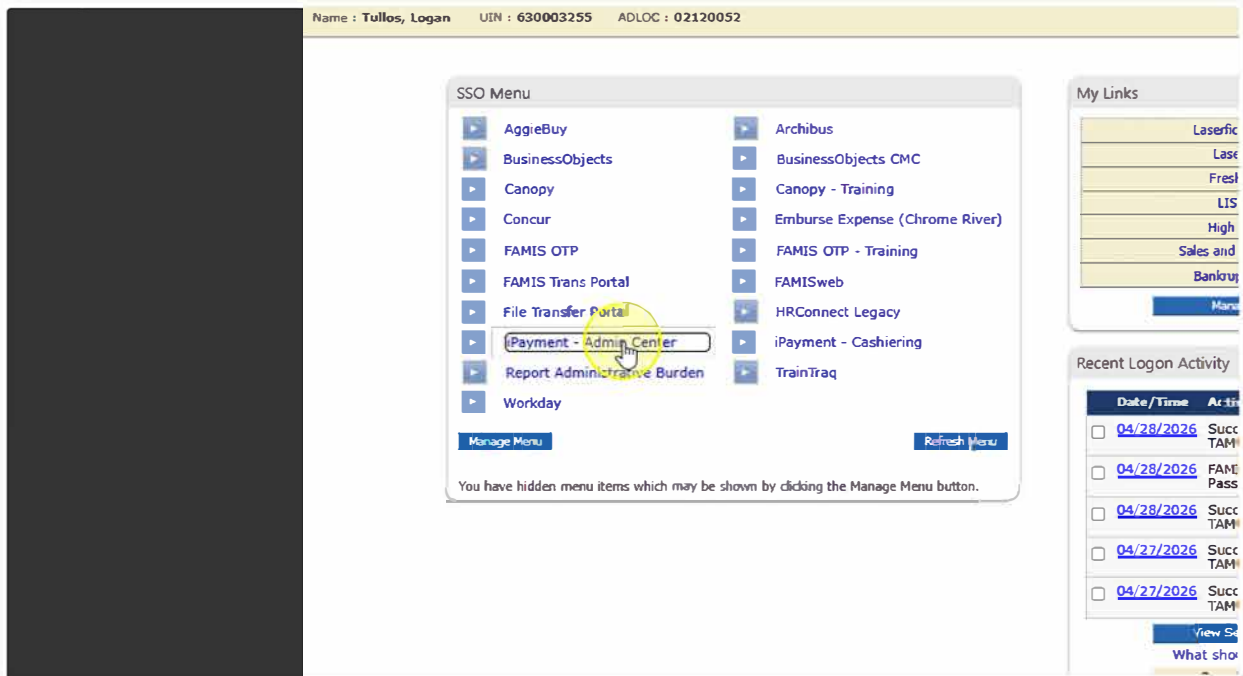


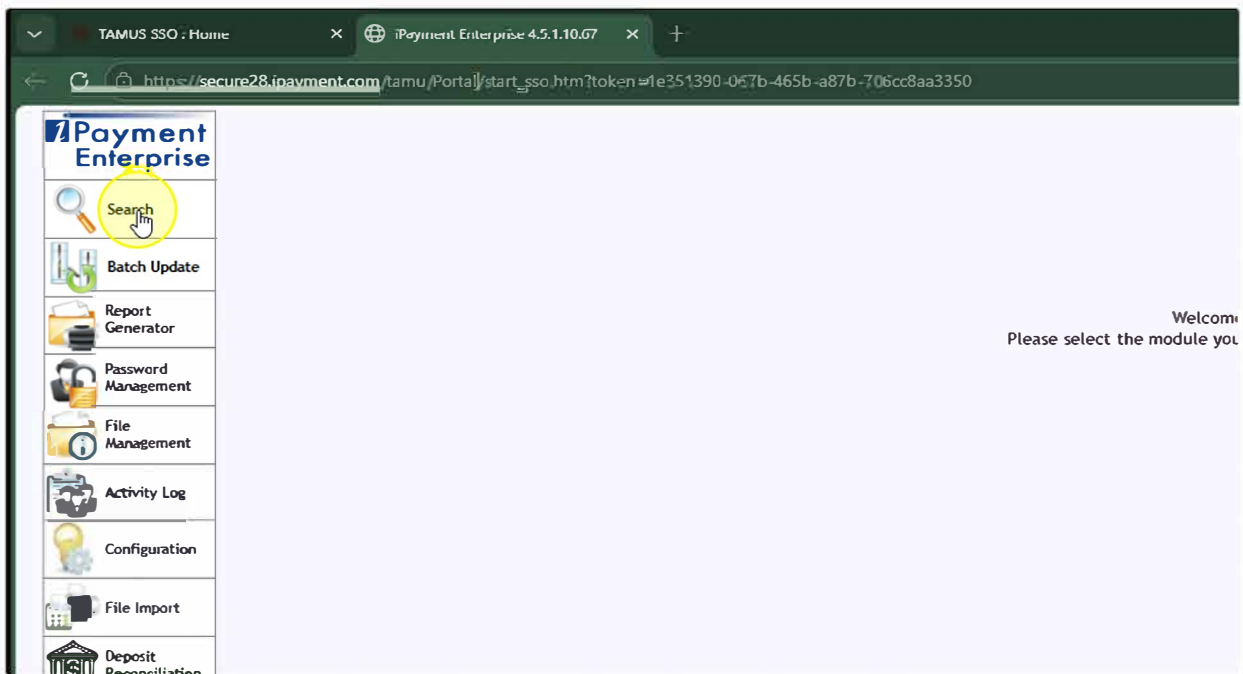
# Verify a Deposit

Tuesday, April 28, 2026

1 Click "iPayment - Admin Center"



2 Click "Search"



3 Click "file ID" and type in your File Number

The screenshot shows a web browser window with the URL `ure28.ipayment.com/tamu/Portal/start_sso.htm?token=1e351390-067b-465b-a87b-706cc8aa3350`. The page features a search interface with the following fields and values:

- Source: All
- Event Status: All
- Receipt or File(s): Receipt Reference (empty) or File ID (2026096008) or Effective Date (04/28/2026)
- Transaction Type or Tender Type: All
- Primary ID: (empty)
- Amount: (empty) To (empty)
- User: All
- Workgroup: All
- Custom Field Text: (empty)

Buttons for "Search" and "Clear" are located at the bottom right of the form.

4 Click "Search"

This close-up view focuses on the search criteria and the "Search" button. The "File ID" field contains the value "2026096008" and the "Effective Date" is set to "04/28/2026". A yellow circle highlights the "Search" button, with a mouse cursor pointing to it, indicating the next step in the process.

5

On the left side, click on the blue Reference Number to see the full file

**Close Window**  
 Date: 04/28/2026 09:51:55  
 User: 630003255  
**Search Criteria**  
 Source: All  
 Reference Number:  
 Primary ID :  
 Text :  
 Transaction Type : All  
 Tender Type : All  
 Amount :  
 Amount :  
 User : All  
 Workgroup : All  
 Date Type: Effective Date  
 Event Status: All

REFERENCE NUMBER	POSTED ON
<a href="#">2026096008-1</a>	4/6/2026 7:49:25 AM

**Print Duplicate Receipt**  
**Print Search Result**  
**Print Audit Search Result**  
 iPayment Reference Number:  
**2026096008-1**  
 Effective Date 4/6/2026  
 Workgroup 26FISC-Business Office - FMO  
 User 230003152

**TRANSACTIONS**  
**26AR Payment** \$150.00  
**2026096008-1-1**

Date/time 04/06/2026 7:48:50 AM  
 Customer Number: 6603656600000  
 Customer Name: Brazos County Elections Administrator Office  
 Campus Code: 26  
 26AR Payment Invoice Detail \$150.00  
 Amount Due: \$150.00  
 Amount Paid: \$150.00  
 Campus Code: 26  
 Billing Department: ADMN  
 Invoice Date: 03/11/2026  
 Fee Description: RELLIS RENTAL OF CHAPEL 3-3-2026  
 Line: 1  
 Invoice Number: X003102  
**Total Amount: \$150.00**

**PAYMENT**  
**Check-B02601** \$150.00  
 Tran Form: CH  
 Check Number: 8214839

6

Locate where the Deposit is going. In this case it is going to an Invoice

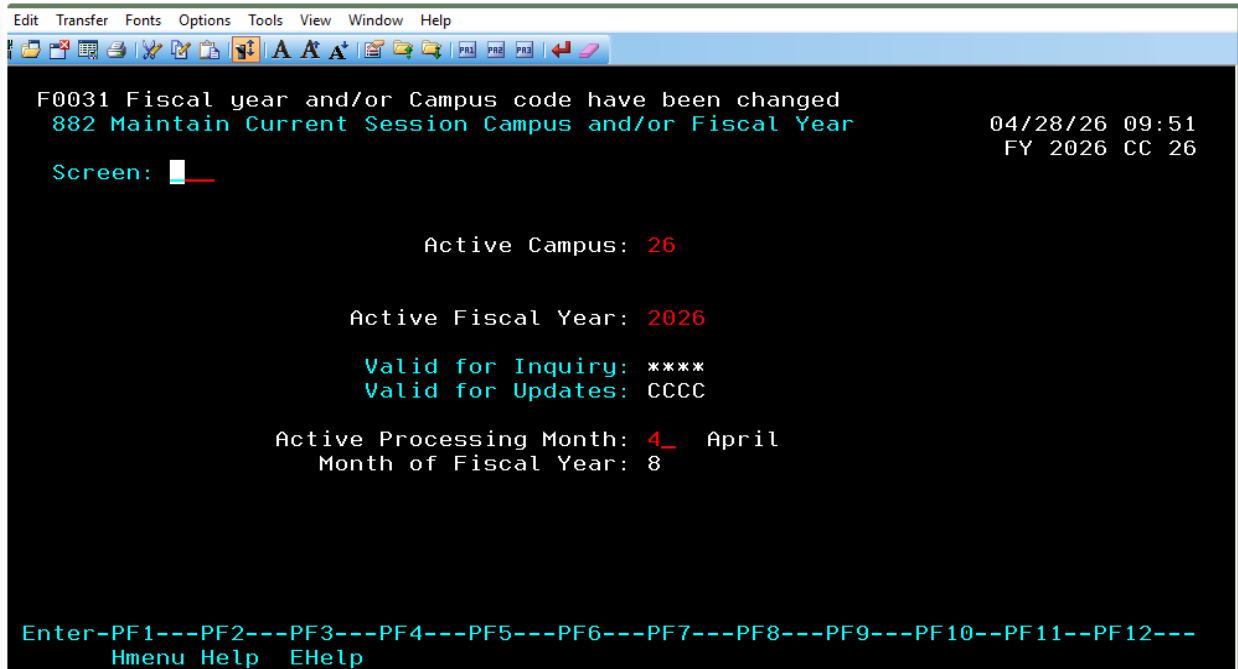
Effective Date 4/6/2026  
 Workgroup 26FISC-Busin  
 User 230

**TRANSACTIONS**  
**26AR Payment** \$150.00  
**2026096008-1-1**

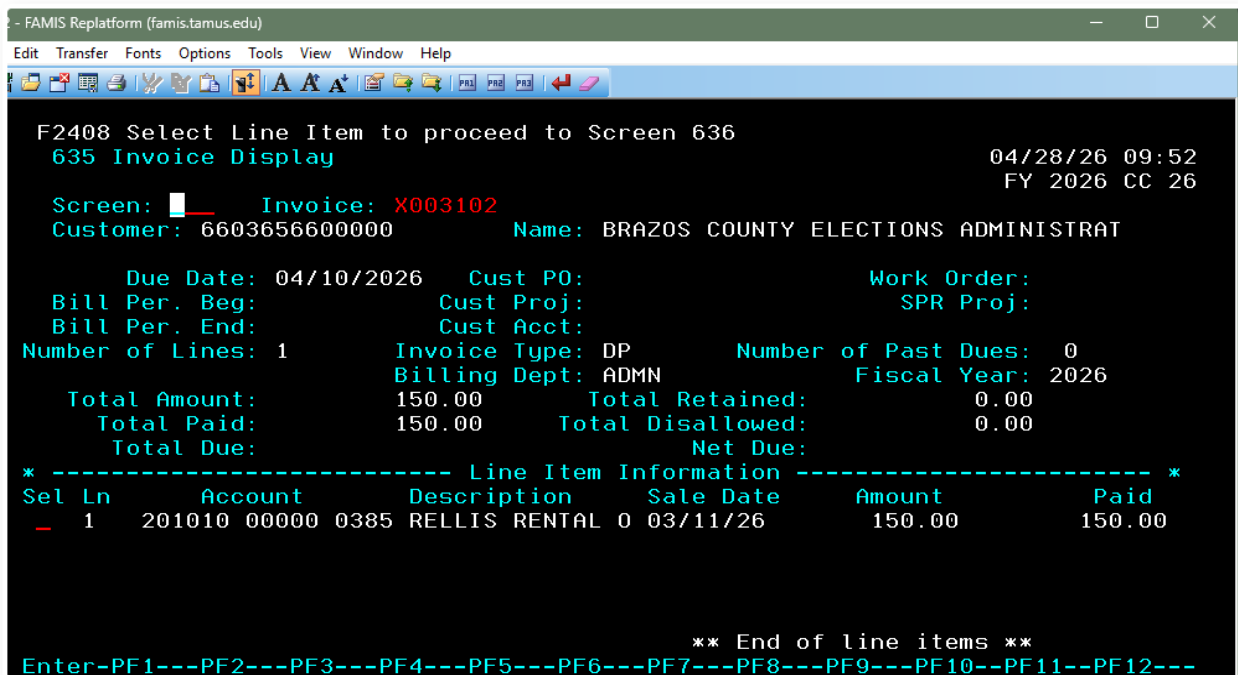
Date/time 04/06/2026  
 Customer Number: 6603656600000  
 Customer Name: Brazos County Elections Administrator Office  
 Campus Code: 26  
 26AR Payment Invoice Detail \$150.00  
 Amount Due: \$150.00  
 Amount Paid: \$150.00  
 Campus Code: 26  
 Billing Department: ADMN  
 Invoice Date: 03/11/2026  
 Fee Description: RELLIS RENTAL OF CHAPEL 3-3-2026  
 Line: 1  
 Invoice Number: X003102

**PAYMENT**  
**Check-B02601** \$150.00  
 Tran Form: CH  
 Check Number: 8214839

7 Go to Screen 882 and make sure you are on the correct Active Campus



8 Type Screen 635 to find the Invoice



9

Type in Screen 636 to see the payment. If you need to verify a deposit for an account, you can go to screen 47 and type in the account number and reference number

636 Invoice Line Item Display 04/28/26 09:52  
FY 2026 CC 26

Screen:  Invoice: X003102 Line Item: 01  
Customer: 6603656600000 Name: BRAZOS COUNTY ELECTIONS ADMINISTRAT

Account: 201010 00000 0385 Amount: 150.00  
Desc: RELLIS RENTAL OF CHAPEL 3-3-2026 Amount Fed: 150.00  
6070025 Amount Paid: 150.00

Cost Ref1: 2: 3: Amount Paid Fed: 150.00  
Line Net Due: .00 Amount Retained: 0.00  
Line Total Due: .00 Amount Disallowed: 0.00

\* ----- Audit History ----- \*

Bat Date	Bat Ref	Amount	C/P	D/C	Ref	Feed	Bank	Description
03/11/26	FMC001	150.00	C	D	6070025	Y	02612	RELLIS RENTAL OF CHAPEL
04/06/26	FMP001	150.00-	P	C	6096008	Y	02612	RELLIS RENTAL OF CHAPEL

\*\* End of Transactions \*\*

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---  
Hmenu Help EHelp Notes More

2 Sess-1 128.194.92.180 TAVGD730 4/12