Retailer Reports Guide

December 2021

Table of Contents

Getting Started

This manual provides guidelines for reviewing the DTN Reports.

These reports provide Esso and Mobil Retailers with detailed information required to reconcile Point of Sale (POS) data with IOL payments.

The term Dealer refers to an individual Esso or Mobil Dealer, or Esso or Mobil Retailer, and may be used interchangeably in this document.

Important Information

Important information about the using the system will be highlighted in 3 ways:

1. **NOTE:**
   - Additional information provided.

   - Advice on completing a task.

   - Special attention required.

Overview

New settlement and payment systems and processes are being implemented at all Canadian Esso and Mobil retail locations. There will be new reports, an updated day-end process, and a few other minor process updates so that you can take advantage of these new systems.

Day-End Close

I. Day-End Close Process

To ensure the most up-to-date information is included in the new reports, and to help with effective and efficient business operations, the payment settlement system requires a day-end close process to be performed **daily**.

- Retailers must complete a Day-End Close process **once every 24 hours between 2:00pm EST and 1:45pm EST the following day.**

BEST PRACTICE:

- Follow these steps to perform a day-end close:

    1. Day-End Close

        o Under **Reports** select **Shift Change;** when prompted to run **Day End**, select **Yes.**

        - Receive a "successful" response.
        - Debit Batch Close process (for Interac Debit transactions) is automatically initiated by running the Day-End close.
        - Loyalty Day-End Close is also automatically initiated by running the Day-End Close.

    2. Back Office Day End

        o Use the **Back Office Day End** pushkey to perform the Back Office Close

        - The Back Office Day End should be completed only if you have a back office connection.
        - The Back-Office Day End pushkey will appear only on your primary terminal.

NOTE:
- There are no changes to the existing Retailer settlement process related to Interac Debit transactions.
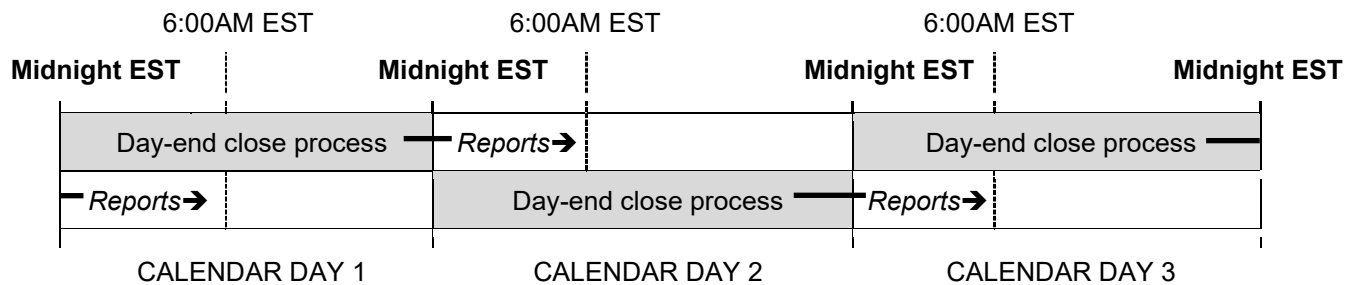
II. Reports

How report are received:
- BWs enter into the DTN system Retailer email addresses (maximum 4) and the reports that are delivered to each address.
- Reports are **sent to Retailers by email** according to BW settings.

When reports are received?

- Reports are delivered by 6:00am EST on the calendar day following the Day-End Close process.

III. Forced Day-End Close

If no day-end process is performed within the 24-hour period between 2:00pm EST and 1:45pm EST the following day, payment settlement will be forced at 1:45pm EST:

What happens when there is a Forced Day-End close?

- Day-end close for card settlement occurs at 1:45 EST.
- Debit Batch Close process (Interact Debit settlement) is **NOT** triggered.
- Loyalty day-end close is **NOT** forced.

⚠ **WARNING:**

- DTN reports sent after a Forced Day-End close will not include any loyalty information.
- Local POS report and the settlement system reports will not balance.

👍 **BEST PRACTICE:**

- If a Forced Day-End close occurs,
  - Perform the next Day-End Close process after the Forced Day-End close at the regular time.
  - Reconcile POS reports from both days using two sets of DTN reports:
    1. Reports from the Forced Day-End close.
    2. Reports from the Day-End Close process after the forced close.

Retailer Reports

I. Report Types

Each report has a three-character code to indicate the type of report it is.

The following table lists Report Type Codes for each report received by the Retailer.

- **Code:** The 3-character identifier for the message.
- **Report Name:** Indicates the name of the report.
- **Description:** Describes the information contained in the report.

Code	Report Name	Description
CCM	Card Settlement Report	Day/Shift summary totals and adjustments
DFM	Daily Card Sales Fee Report	Daily summary of total sales and card fees by card type, Credit/Debit/SP, Inside/Outside, Fuel/Nonfuel
PCR	PRICE PRIVILEGES/Car Wash Redemption Report	PRICE PRIVILEGES/Car Wash dollar amounts for loyalty points redeemed.
FMM	Monthly Card Sales Fee Report	Monthly summary of the daily card sales fee reports.
MSR	Multiple Sales Report	Daily report identifying multiple inside sales (credit only; no debit or Fleet) by truncated card number, to help detect possible fraud.
LDD	Dealer Loyalty Detail Report (Two reports are received)	LDDa: Transaction level **dollar amounts** for loyalty points issued/redeemed.
		LDDb: Transaction level details for loyalty **points** issued/redeemed.
LPF	Daily Loyalty Potential Fraud	Summary of cards that were used multiple times at a site in one day.

II. Reviewing Report Files

BEST PRACTICE:
- All reports received by email are best viewed in **Microsoft Word**.
- Follow these steps to view reports in Word:
    1. In the email you have received, select ALL TEXT (press "Control" key and then "A" key at the same time)
    2. Copy the content of the email.
    3. Paste the information into **Microsoft Word**
    4. Once the file is in Microsoft Word, some adjustments are necessary to ensure columns are aligned:
        o Select Page Layout Orientation**: Landscape**
        o With ALL TEXT selected (press "Control" key and then "A"), choose
            - **Font Type: Courier New**
            - **Font Size: 8 pt.**
            - **Single spacing**

III. Start and End Messages

Each report has a standard message at the beginning and end of each report to ensure you are viewing the entire report.

The following table explains the items in the standard line at the beginning of the first page of the report:

Start Report Message	`IOL2  0000303455`	`DFM-0008`	`12-08-17`	`START MSG`
Definition	IOL2 Dealer Number	Report Code – Sequence ID	Date sent: Month-day-year	Start of report message

The following table explains the items in the standard line at the end of the report:

End Report Message	`IOL2  0000303455`	`DFM-0008`	`12-08-17`	`END MSG`
Definition	IOL2 Dealer Number	Report Code – Sequence ID	Date sent: Month-day-year	End of report message

NOTE:
- Each **Type** of message is` assigned a **Sequence ID** that indicates the chronological order in which that specific report was received.

IV. Card Codes

The following codes are used in the reports to represent cards used for transactions:

CODE	Card Type
MC	Mastercard Mastercard Fleet
VI	Visa
DI	Discover
EB	Citi ExxonMobil Consumer Citi ExxonMobil Commercial Fleet
AX	American Express
DE	Interac Debit
GA	Esso and Mobil Gift Card Activation
GR	Esso and Mobil Gift Card Redemption
CA	Esso and Mobil Carwash Card Activate
CW	Esso and Mobil Carwash Card Redeem
CP	PRICE PRIVILEGES (PP) Card Activate
CD	PRICE PRIVILEGES (PP) Card Redeem
WX	WEX Esso and Mobil Fleet / WEX Universal and Other Fleet
EF	WEX ExxonMobil Fleet

Reconciliation

The Retailer reports provide a wealth of information for a variety of purposes.

- Card Settlement Report (CCM)
    - POS Sales (Gross & Net).
    - Adjustment (Card Processing Fees, Loyalty Reimbursements and Redemptions).
    - TOTAL AMT CREDITED: IOL payment.
        - IOL payment does not include DEBIT transactions.

The following reports provide information required to reconcile Point of Sale (POS) data with IOL payments:

1. Daily Card Sales Fee Report (DFM)
    - TOTAL SALES / NET SALES AMT

      MINUS
    - DE (Debit Card Sales)
2. PRICE PRIVILEGES/Car Wash Redemption Report (PCR)
    - **ADD** CD /NET SALES AMT (PRICE PRIVILEGES Card Redemptions)
    - **ADD** CW /NET SALES AMT (Esso and Mobil Car Wash Card Redemptions)
3. Dealer Loyalty Detail Report (LDDa)
    - **ADD** Site Totals
        - Site Total [PC Optimum] = MINUS Total Issued Value

⚠️ **WARNING:**
- Totals from POS may vary slightly with DTN Report totals due to rounding.

Card Settlement Report (CCM)

```
IMPERIAL DEALERS
IOL2  0302876  CCM-0013  07-02-18   START MSG
              JULY 02, 2018
              MACEWEN PETROLEUM INC
              18 ADELAIDE ST
              MAXVILLE              ON
              K0C 1-0000


                                      A/R CUSTOMER#:
3151750000
                                        SUMMARY ID#: 6381
     DEALER LOCATION FOR: 0302876
     NAME            : C E MACTAVISH LIMITED
     ADDRESS         : 594 10TH ST
     CITY,STATE,ZIP  : HANOVER          ONN4N 1-0000
                  DEALER   SHIFT   SHIFT      SHIFT        SHIFT
                  NUMBER   DATE    NUMBER   NET AMOUNT   GROSS AMT
                  ------  -------  -------  ----------   ---------
           (A)  0302876 063018  S202001     N/A          $84.16
                0302876 070118  S301001     N/A        $9,326.35

           (B)  CARD PROCESSING FEES:    $102.86-
                LYLTY REIMBURSEMENTS :     $64.62
                PP & CW REDEMPTIONS  :      $2.39
           (C)  TOTAL POS SALES      :  $9,374.66    $9,412.90
           (D)  TOTAL AMT CREDITED   :  $4,335.30
                GROSS AMT SUBTOTAL   :              $9,412.90

                PROCESSING DATE**    :      07/02/18

                      PAGE   1 LAST
IOL2  0302876  CCM-0013  07-02-18   END MSG
```

(A) Shift Total

(B) Adjustments

(C) POS Sales
- Net & Gross

(D) TOTAL AMT CREDITED: IOL Payment

NOTE:
IOL Payment does not include DEBIT transactions.

NOTE:
- There are no changes to the existing Retailer settlement process related to Interac Debit transactions.

Daily Card Sales Fee Report (DFM)

I. Sales Activity Codes

In addition to the codes relating to the types of cards used, the additional codes are used describe the sales activities. There is a line in the report that provides a simple legend:

- `O-OUT,I-IN,E-CREDIT/DEBIT CARD,S-SPEEDPASS,P-PAPER,M-MOBILE,X-MCX`

The following table provides a description of these codes:

Code	Description
O-OUT	Outside Sales
I-IN	Inside Sales
E-CREDIT/DEBIT CARD	Credit or Debit Card
S-SPEEDPASS	Speedpass
P-PAPER	*Not used in Canada*
M-MOBILE	Speedpass+ Mobile Application
X-MCX	*Not used in Canada*

II.   Daily Cards Sales Fee Report (DFM)

```
IMPERIAL DEALERS
IOL2  0000315295  DFM-0013  09-06-18  START MSG
PARKLAND FUEL CORPORA        SALE DATE: SEP,05,2018    PROCESS DATE: SEP,06,2018
TOM'S ESSO                   DEALER # : 302995         SAP #       :  3152950000
-------------------------------------------------------------------------------
*O-OUT,I-IN,E-CREDIT/DEBIT CARD,S-SPEEDPASS,P-PAPER,M-MOBILE,X-MCX CR **CARD TYPE
-------------------------------------------------------------------------------
   #TRANS  * * **GROSS SALES AMT   TRAN FEE      % FEE    TOTAL FEE NET SALES AMT
   ------  - - -- --------------   --------   --------    --------- -------------
       15  I E MC         845.06        .00    14.7884        14.78        830.28
       24  I E VI       1,211.85        .00    21.2073        21.21      1,190.64
        4  I E AX         139.11        .00     2.4343         2.44        136.67
       99  I E DE       3,828.18        .00      .0000          .00      3,828.18
        3  I E GR         150.00        .00     2.6250         2.63        147.37
        5  I E WX         624.37        .00    13.7361        13.73        610.64
        1  I S MC          43.03        .00      .7530          .75         42.28
        4  O E MC         177.35        .00     3.1035         3.11        174.24
       13  O E VI         579.72        .00    10.1451        10.15        569.57
        2  O E AX         180.29        .00     3.1550         3.16        177.13
       29  O E DE       1,211.18        .00      .0000          .00      1,211.18
        5  O E WX         336.21        .00     7.3966         7.40        328.81
        1  O M VI          84.16        .00     1.4728         1.47         82.69


      205               9,410.51                              80.83      9,329.68

DAILY SUMMARY      #TRANS            GROSS SALES AMT   TOTAL FEES  NET SALES AMT
-------------      ------            ---------------   ----------  -------------
CREDIT CARD           72                   4,093.96        75.98       4,017.98
DEBIT CARD           131                   5,189.36         2.63       5,186.73
SPEEDPASS              1                      43.03          .75          42.28
MOBILE                 1                      84.16         1.47          82.69
TOTAL POS            205                   9,410.51        80.83       9,329.68

TOTAL SALES          205                   9,410.51        80.83       9,329.68

INSIDE SALES         151                   6,841.60        55.54       6,786.06
OUTSIDE SALES         54                   2,568.91        25.29       2,543.62
TOTAL SALES          205                   9,410.51        80.83       9,329.68

IOL2  0000315295  DFM-0013  09-06-18  END MSG
```

(A) row: `99  I E DE  3,828.18  .00  .0000  .00  3,828.18`

(B) DEBIT CARD

(C) TOTAL SALES / NET SALES AMT

Side notes:

- **#TRANS:** transactions
- *** I**nside or **O**utside transactions.
- *** Transaction type**
- **** Card Type.**
- **GROSS SALES AMT:** Gross Sales Amounts for each Card Type.
- **TRAN FEE:** Fee for transaction set amount.
- **%FEE:** Transaction fee a percentage of sales, (4 decimal points).
- **TOTAL FEE:** fee amt to calculate NET SALES.
- **NET SALES:** Gross Sales minus Fees.

(A) DE (Interact Debit)

(B) DEBIT CARD

(C) TOTAL SALES
- NET SALES AMT

⚠ **WARNING:**

DEBIT CARD under DAILY SUMMARY
- Contains **NOT** just INTERAC Debit Card Transactions
- Includes the following transactions:
  - DE – INTERAC Debit Card Transactions
  - GA – Esso and Mobil Gift Card Activations
  - GR – Esso and Mobil Gift Card Redemptions
  - CA – Esso and Mobil Car Wash Card Activations
  - CP – PRICE PRIVILEGES Card Activations

Step 1 for Reconciliation:

1. The Daily Cards Sales Fee Report (DFM):

   (C) TOTAL SALES / NET SALES AMT

   MINUS

   (A) DE (Interact Debit)

📝 **NOTES:**
- Reports do not include reconciliation of Interact Debit (Moneris).
- The reconciliation process and timing for reports for Moneris transactions are unchanged from how they currently occur.

PRICE PRIVILEGES/Car Wash Redemption Report (PCR)

```
IMPERIAL DEALERS
IOL2  0000302995  PCR-0008  09-06-18  START MSG
PARKLAND FUEL CORPORA      SALE DATE: SEP,05,2018   PROCESS DATE: SEP,06,2018
TOM'S ESSO                 DEALER # : 302995        SAP #      :  3152950000
---------------------------------------------------------------------------
CD-PRICE PRIVILEGES REDEMPTIONS,CW-CAR WASH REDEMPTIONS  **CARD TYPE
---------------------------------------------------------------------------
**GROSS SALES AMT    TRAN FEE      % FEE     TOTAL FEE    NET SALES
-----------------    --------      -----     ---------    ----------
CD         5.92          .00     .1036-          .10-         5.82

           5.92                                 .10-         5.82

DAILY SUMMARY          GROSS SALES AMT   TOTAL FEES   NET SALES AMT
-------------          ---------------   ----------   -------------
TOTAL CD                         5.92         .10-            5.82
TOTAL CW                          .00          .00             .00


IOL2  0000302995  PCR-0008  09-06-18  END MSG
```

(A) TOTAL CD / NET SALES AMT (PRICE PRIVILEGES Card Redemptions)

(B) TOTAL CW / NET SALES AMT (Car Wash Card Redemptions)

Step 2 for Reconciliation:

1. From the Daily Card Sales Fee Report (DFM)
   - TOTAL SALES / NET SALES AMT
     MINUS
   - DE (Debit Card Sales)

2. PRICE PRIVILEGES/Car Wash Redemption Report (PCR)

   (A) **ADD** TOTAL CD /NET SALES AMT

   (B) **ADD** TOTAL CW /NET SALES AMT

Dealer Loyalty Detail Report (LDDa)

```
IMPERIAL DEALERS
IOL2  0000302961  LDD-0257  11-27-18  START MSG
Loyalty Points Dollar Value Report                                        LDDa
Daily Transaction Level Detail

Date: 11/27/2018
Name: BW FUEL CO.  #3194600700
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
                      Last 4
Transaction           Loyalty                Trans             Ineligible           $$ Value   Total
Date                  Member     Fuel/        Total    Total    Sales/    Eligible   of Points  Issued
Time        Trans ID  Account    non-Fuel    (incl tax)  F/nF   Sales Tax  Amount    Redeemed   Value
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~ ~~~~~~~~~ ~~~~~~~~
RBWS-302961-WI  #0000302961  20 LONSDALE DR MONCTON, NB E1G 2


PC Optimum

26Nov2018 11:56           P-3888     F        15.46    15.46    0.00     15.46      0.00     0.00
26Nov2018 12:24           P-5871     nF        4.99     4.99    0.00      4.99      0.00     0.00
26Nov2018 12:26           P-XXXX     F        20.00    20.00    0.00     20.00      0.00     0.00
26Nov2018 12:51           P-7384     F        73.21    73.21    0.00     73.21      0.00     0.00
26Nov2018 12:56           P-2147     F        59.30    59.30    0.00     59.30      0.00     0.00
26Nov2018 01:09           P-2430     nF       10.04    10.04    0.00     10.04      0.00     0.00
26Nov2018 01:14           P-0826     F        84.00    84.00    0.00     84.00      0.00     0.00

26Nov2018 11:19           P-4273     nF       35.13     1.94    0.00      1.94      0.00     0.00
26Nov2018 11:19           P-4273     F        35.13    33.19    0.00     33.19      0.00     0.00
27Nov2018 12:05           P-1071     F        20.02    20.02    0.00     20.02      0.00     0.00
27Nov2018 12:06           P-1563     F        50.00    50.00    0.00     50.00      0.00     0.00
27Nov2018 12:53           P-8149     F        35.00    35.00    0.00     35.00      0.00     0.00
27Nov2018 01:14           P-7207     F        46.31    46.31    0.00     46.31      0.00     0.00
27Nov2018 01:39           P-9689     nF       67.18     7.18    0.00      7.18      0.00     0.00
27Nov2018 01:39           P-9689     F        67.18    60.00    0.00     60.00      0.00     0.00

      Sub-total Fuel                                  1514.45    0.00   1514.45              0.00
      Sub-total non-Fuel                               219.00  129.46     89.54              0.00
                                                     -------------------------------          ------
         Total Site                                  1733.45  129.46   1603.99      0.00     0.00

                                                                        Site Total:          0.00
```

(A) circle marker · **(B)** circle marker · **(C)** circle marker

PC Optimum

(A) *PC Optimum Points Not Redeemed at this time*

(B) Total Issued Value

(C) Total Site

(PC Optimum [NET = Issued)

Site Totals = (PC Optimum)

Step 3 for Reconciliation:

1. From Daily Card Sales Fee Report (DFM)
   - TOTAL SALES / NET SALES AMT
     MINUS
   - DE (Debit Card Sales)

2. From PRICE PRIVILEGES/Car Wash Redemption Report (PCR)
   - **ADD** TOTAL CD (PRICE PRIVILEDGES Card Redemptions)
   - **ADD** TOTAL CW (Esso and Mobil Car Wash Card Redemptions)

3. Dealer Loyalty Detail Report (LDDa):
   - Site Total [PC Optimum] = MINUS Total Issued Value

Other Reports

Card Reports

1. Monthly Card Sales Fee Report (FMM)
2. Multiple Sales Report (MSR)

Loyalty Reports

3. Dealer Loyalty Detail Report (LDDb)
4. Daily Loyalty Potential Fraud (LPF)

Monthly Card Sales Fee Report (FMM)


```
IMPERIAL DEALERS
IOL2  303455  FMM-0001  01-11-18  START MSG
PARKLAND FUEL CORPORA        September, 19, 2017
PARKLAND FUEL CORPORA        DEALER# : 303455        SAP#:3152950000

CARD TYPE           #TRANS GROSS SALES AMT      TOTAL FEES    NET SALES AMT
---------           ------ ---------------      ----------    -------------
MC                    22        352.00             6.89          345.11
VI                     7        104.30             1.84          102.46
DI                     5         78.00             1.37           76.63
EB                     6         84.00             1.66           82.34
AX                     7        108.00             1.90          106.10
DE                     5         78.00              .00           78.00
GA                    21        835.00-             .00          835.00-
GR                     5         78.00             1.37           76.63
CP                     1         10.00-             .00           10.00-

TOTAL SALES           79         37.30            15.03           22.27

CREDIT CARD           41        636.30            12.07          624.23
DEBIT CARD            32        689.00-             1.37          690.37-
SPEEDPASS              6         90.00             1.55           88.41
TOTAL POS             79         37.30            15.03           22.27

TOTAL SALES           79         37.30            15.03           22.27

INSIDE SALES          79         37.30            15.03           22.27
OUTSIDE SALES          0          .00              .00             .00
TOTAL SALES           79         37.30            15.03           22.27

SALE TYPE           #TRANS GROSS SALES AMT      TOTAL FEES    NET SALES AMT
---------           ------ ---------------      ----------    -------------
FUEL                  64        163.00-            12.22          175.22-
NON-FUEL               0          .00              .00             .00
SPLIT PRODUCT         15        200.30             2.81          197.49
TOTAL SALES           79         37.30            15.03           22.27

IOL2  303455  FMM-0001  01-11-18  END MSG
```

(A) DE (Debit transactions)

(B) DEBIT CARD

(B) DEBIT CARD

- Contains **NOT** just INTERAC Debit Card Transactions
- Includes the following transactions:
  - DE – INTERAC Debit Card Transactions
  - GA – Esso and Mobil Gift Card Activations
  - GR – Esso and Mobil Gift Card Redemptions
  - CA – Esso and Mobil Car Wash Card Activations
  - CP – PRICE PRIVILEGES Card Activations

Multple Sales Report (MSR)

```
IMPERIAL DEALERS
IOL2 0302876 MSR-0009 07-02-18 START MSG
MULTIPLE SALES    07/02/2018
Sale Date      07/01/2018

0000400   20:30 037924XXXXXX9057    65.00
0000400   20:43 037924XXXXXX9057    20.10
IOL2 0302876 MSR-0009 07-02-18 END MSG
```

(A) Time of transaction

(B) Card number

(C) Amount of transaction

Dealer Loyalty Detail Report (LDDb)

PC Optimum

(A) Total Points Redeemed this site

(B) Total Points Issued

(C) PC Optimum Total Points Issued

(D) PC Optimum
- Sub-Totals
- Total
- Transaction Count

 NOTE:

- **BW Promo Points Issued** is currently not in use.

Daily Loyalty Potential Fraud (LPF)

Card Summary

Summary of cards that were used multiple times at a site in one day.

```
MULTIPLE SALES        05/05/2020

Sale Date             05/04/2020

BW NO: BW NAME     DLR NO: 00123456


Operator No.   ID        Time      Card No            Earned     Redeemed

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

manager        PCO       07:46     608559XXXXXXXX1234   790        0

manager        PCO       09:08     608559XXXXXXXX1234   640        0

manager        PCO       15:52     608559XXXXXXXX1234   190        0



~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Operator No. ID          Time      Card No            Earned     Redeemed     Transaction Amount

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

manager        PCO-phone 12:24     XXXXXX1234           9680       0          900.00
```

Reconciling POS Reports with DTN Reports

IOL Payment

Card Settlement Report (CCM)

(A) Adjustments (Fees, Reimbursements, Redemptions)
(B) TOTAL POS SALES (SHIFT NET AMOUNT / SHIFT GROSS AMT)
(C) TOTAL AMT CREDITED (IOL Payment: No Debit included)

```
IMPERIAL DEALERS
IOL2  0302876  CCM-0013  07-02-18  START MSG
           JULY 02, 2018
           MACEWEN PETROLEUM INC
           18 ADELAIDE ST
           MAXVILLE           ON
           K0C 1-0000


                                    A/R CUSTOMER#:
3151750000
                                      SUMMARY ID#: 6381

    DEALER LOCATION FOR: 0302876
    NAME              : C E MACTAVISH LIMITED
    ADDRESS           : 594 10TH ST
    CITY,STATE,ZIP    : HANOVER           ONN4N 1-0000
              DEALER   SHIFT   SHIFT      SHIFT        SHIFT
              NUMBER   DATE    NUMBER   NET AMOUNT    GROSS AMT
              -------  ------- -------  ----------   ---------

              0302876  063018  S202001     N/A          $84.16
              0302876  070118  S301001     N/A       $9,326.35
         CARD PROCESSING FEES:       $102.86-
         LYLTY REIMBURSEMENTS :        $64.62
         PP & CW REDEMPTIONS  :         $2.39
         TOTAL POS SALES      :     $9,374.66      $9,412.90
         TOTAL AMT CREDITED :       $4,335.30
         GROSS AMT SUBTOTAL :                      $9,412.90

       PROCESSING DATE**    :        07/02/18

                    PAGE    1 LAST
IOL2  0302876  CCM-0013  07-02-18  END MSG
```

Credit Gross Sales:

POS Daily Summary	DFM

AFD Credit
     PLUS
Kiosk Credit
	DAILY SUMMARY
	GROSS SALES AMT column
	   (A) **TOTAL SALES**
	   (B) MINUS **DEBIT CARD**
	(Note: DEBIT CARD includes these codes: DE, GA, GR, CA, CP).
	(*The example below contains only DE and GR.)

Fees:

POS Daily Summary	DFM

• Information not available in POS	**TOTAL POS** line:
	  • **TOTAL FEES** column
	(**Note:** Total fees include fees for credit and gift card redemptions.)
	To calculate **Credit Card fees**:
	  • TOTAL POS/TOTAL FEES minus
	  • DEBIT CARD/TOTAL FEES.)

Activations:

POS Daily Summary	DFM
ITEM SALES ➤ **Department: PP-GIFT CARD** *Note: This sample POS shows the ITEM SALES category, where Gift Card and PRICE PRIVILEGES Card Activations are found.* **This sample has no Gift Card or PRICE PRIVILEGES Card activations; see next page for an example.*	**GA** • Sum of all gross sales for Gift Card Activations in itemized section of DFM. **CP** • Sum of all gross sales for PRICE PRIVILEGES Card Activations in itemized section of DFM.

```
                ITEM SALES
Item                    net#  V    Total
Department: 000000     Slush Item/Misc.
0999999 Miscellaneo     0    3 $    0.00
---------------------------------------------
      Grand Total       0    3 $    0.00

Department: 000046    1A-TOBACCO 25 PACK
0019063 Blmnt Blu K     1    0 $   15.49
---------------------------------------------
      Grand Total       1    0 $   15.49
                             GST $    0.77
                             HST $    1.24

Department: 000054        1I-GENERAL
0000900 Ferrier Ora     1    0 $    2.29
---------------------------------------------
      Grand Total       1    0 $    2.29
                             GST $    0.11
                             HST $    0.19

Department: 000166    4M-CHOCOLATE BARS
0025879 KitKat Bar      1    0 $    1.95
---------------------------------------------
      Grand Total       1    0 $    1.95
                             GST $    0.10
                             HST $    0.15

Department: 000502    DY-BOTTLE DEPOSIT
0000965 dasani591m1     1    0 $    1.69
---------------------------------------------
      Grand Total       1    0 $    1.69
                             GST $    0.08
                             HST $    0.14

Department: 000609     GX-SOFT DRINKS
0000163 NOS Energy      1    0 $    3.99
0014923 Starbucks 4     1    0 $    2.29
---------------------------------------------
      Grand Total       2    0 $    6.28
                             GST $    0.11
                             HST $    0.19

Department: 000717     JX-OTHER SNACKS
0000791 GCM Jerky       1    0 $    3.49
---------------------------------------------
      Grand Total       1    0 $    3.49

Department: 000754      KY-TOBACCO
0019035 NextGoldKS2     1    0 $   10.49
0021771 PallMllBlue     1    0 $    9.59
0022024 DM Balance      2    0 $   23.98
---------------------------------------------
      Grand Total       4    0 $   44.06
                             GST $    2.20
                             HST $    3.53

Department: 001077    TX-PRE PKGD FOOD
0000742 Potato Twis     1    0 $    1.99
---------------------------------------------
      Grand Total       1    0 $    1.99

Department: 001149      VX-LOTTERY
0001024 Open Lotter     1    0 $   12.00
0010853 InstntVarit     1    0 $    2.00
0010855 InstntVarit     3    0 $    3.00
---------------------------------------------
      Grand Total       5    0 $   17.00

               Redemptions
Description             net#  V    Amount
999901 Fuel saving      1    1      0.49
```

```
ESSO
IOL1  3152950000  DFM-0015  02-07-18  START MSG
                            DAILY SALES FEE REPORT

PARKLAND FUEL CORPORA       SALE DATE: FEB,06,2018   PROCESS DATE: FEB,07,2018
PARKLAND FUEL CORPORA       DEALER # : 324609        SAP #        :3152950000
-----------------------------------------------------------------------------
*O-OUT,I-IN,E-CREDIT/DEBIT CARD,S-SPEEDPASS,P-PAPER,M-MOBILE,X-MCX   **CARD TYPE
-----------------------------------------------------------------------------
   #TRANS  * *  **GROSS SALES AMT   TRAN FEE     % FEE    TOTAL FEE    NET SALES
   ------  - -  -----------------   --------    -----    ---------    ---------
        4  I E MC           19.42       .00     .3672          .37        19.05
        4  I E VI            1.02-      .00     .0568          .06         1.08-
        5  I E AX           10.00       .00     .2693          .27         9.73
        2  I E DE            3.25       .00     .0000          .00         3.25
        1  I E GA           10.00-      .00     .0000          .00        10.00-
        1  I E CP           10.00-      .00     .0000          .00        10.00-
        1  I E WX            3.00       .00     .0660          .07         2.93
        1  I S MC            9.79       .00     .1713          .17         9.62
        1  I S VI            2.59       .00     .0453          .05         2.54
        1  I S WX            4.00       .00     .0880          .09         3.91

       21                   31.03                           1.08         29.95

DAILY SUMMARY      #TRANS         GROSS SALES AMT   TOTAL FEES  NET SALES AMT
--------------     ------         ---------------   ----------  -------------
CREDIT CARD          14                    31.40          .77          30.63
DEBIT CARD            4                    16.75-         .00          16.75-
SPEEDPASS             3                    16.38          .31          16.07
TOTAL POS            21                    31.03         1.08          29.95

TOTAL SALES          21                    31.03         1.08          29.95

INSIDE SALES         21                    31.03         1.08          29.95
OUTSIDE SALES         0                      .00          .00            .00
TOTAL SALES          21                    31.03         1.08          29.95
```

Example of how Gift Card and PRICE PRIVILEGES Cad Activations are reconciled using POS and DTN reports:

POS Daily Summary	DFM

ACTIVATIONS
 	
Found under:
➢ ITEM SALES
➢ Department:
   • PP-GIFT CARD
 	
Gift Card Activations Example
• Gift Ca $10.00 (Activation)
 	
ITEM SALES table
 	
PRICE PRIVILEGES Card Activations Example
• CPL Card $10.00 (Activation)
	GA
	  • Sum of all gross sales for Gift Card Activations in itemized section of DFM.
	
	DFM report image
	
	CP
	  • Sum of all gross sales for PRICE PRIVILEGES Card Activations in itemized section of DFM.

PRICE PRIVILEGES/Car Wash Redemptions

POS Daily Summary	PCR
Redemptions section • **Fuel saving** • **Carwash sav** *(no Carwash sav in this sample.* *Note: The **Carwash sav** item under* *Redemptions refers to Carwash Cards only.*	**DAILY SUMMARY** **(A)** ADD **TOTAL CD** & **TOTAL CW** (GROSS SALES AMT) **(B)** **FEES**: PRICE PRIVILEGES Card and Car Wash Card redemptions only

Fees:

POS Daily Summary	PCR
• Information not available in POS	*Note:* *TOTAL FEES in the PCR report are for PRICE PRIVILEGES Card and Car Wash Card redemptions only.*

Loyalty Points Value (LDDa):

PC Optimum Site Total

(A) **$$ Value of Points Redeemed**
MINUS

(B) **Total Issued Value**
EQUALS

(C) **Site Total**

```
IMPERIAL DEALERS
IOL2  0000302961  LDD-0287  11-27-18  START MSG
Loyalty Points Dollar Value Report                                                      LDDa
Daily Transaction Level Detail

Date: 11/27/2018
Name: BW FUEL CO.    #3194600700
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
                           Last 4
Transaction                Loyalty               Trans              Ineligible            $$ Value    Total
Date                       Member    Fuel/       Total     Total    Sales/    Eligible    of Points   Issued
Time           Trans ID    Account   non-Fuel    (incl tax) F/nF    Sales Tax  Amount      Redeemed    Value
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
RBWS-302961-WI   #0000302961   20 LONSDALE DR MONCTON, NB E1G 2

PC Optimum

26Nov2018 11:56          P-3888    F        15.46      15.46    0.00      15.46       0.00        0.00
26Nov2018 12:24          P-5871    nF        4.99       4.99    0.00       4.99       0.00        0.00
26Nov2018 12:26          P-XXXX    F        20.00      20.00    0.00      20.00       0.00        0.00
26Nov2018 12:51          P-7384    F        73.21      73.21    0.00      73.21       0.00        0.00
26Nov2018 12:56          P-2147    F        59.30      59.30    0.00      59.30       0.00        0.00
26Nov2018 01:09          P-2430    nF       10.04      10.04    0.00      10.04       0.00        0.00
26Nov2018 01:14          P-0826    F        84.00      84.00    0.00      84.00       0.00        0.00

26Nov2018 11:19          P-4273    nF       35.13       1.94    0.00       1.94       0.00        0.00
26Nov2018 11:19          P-4273    F        35.13      33.19    0.00      33.19       0.00        0.00
27Nov2018 12:05          P-1071    F        20.02      20.02    0.00      20.02       0.00        0.00
27Nov2018 12:06          P-1563    F        50.00      50.00    0.00      50.00       0.00        0.00
27Nov2018 12:53          P-8149    F        35.00      35.00    0.00      35.00       0.00        0.00
27Nov2018 01:14          P-7207    F        46.31      46.31    0.00      46.31       0.00        0.00
27Nov2018 01:39          P-9659    nF       67.18       7.18    0.00       7.18       0.00        0.00
27Nov2018 01:39          P-9659    F        67.18      60.00    0.00      60.00       0.00        0.00

        Sub-total Fuel                              1514.45    0.00    1514.45                   0.00
        Sub-total non-Fuel                           219.00  129.46      89.54                   0.00
                                               -------------------------------------
            Total Site                             1733.45  129.46    1603.99       0.00        0.00

                                                               Site Total:         0.00
```

Loyalty Points Issued:

POS Daily Summary	LDDb
(A) PC Optimum	**(B)** PC Optimum Total (**Total Points Issued** column)

Loyalty Points Redeemed:

POS Daily Summary	LDDb
Redemptions section: **(A)** Redemption of items EXCEPT **Fuel saving** and **Carwash sav** listed in this section *(see example next page)*	**(B)** **LDDa**: *$$ Value of Points Redeemed* shows reimbursements to the retailer for items redeemed **(C)** **LDDb**: *Total Points Redeemed this site* shows total Points redeemed

LDDa

LDDb

Loyalty Points Redeemed

- **Example**:
  - CarWash Redemption
  - Total amount **$22.00**

- Items are listed under Redemptions