
Consolidate settlement & Update settlement operation guide

- **Function introduction**

- Consolidate settlement
 - Merchants can combine several settlement orders that have been generated into one order to apply for payment, saving bank charges;
- Update settlement
 - Merchants can initiate an updated settlement for the settlement order that has been generated if they change their settlement information such as the settlement bank account information, settlement fee rate, etc.

- **Conditions of use**

- Consolidate settlement
 - There are at least two settlement orders;
 - Only be initiated in working days;
 - The combined total amount must reach the threshold amount;
 - The 'Account' subjects of each order to be consolidated are consistent;
 - Merchant's settlement status matches.
- Update settlement
 - Only be initiated in working days;
 - The settlement status matches;
 - Invoice Status is 'Unsubmitted' and Settlement Status is 'To be Processed'.

- **Operating procedures**

- Consolidate settlement
 - Enter the 'Consolidate settlement' tab from directory of [Settlement]-[Pending];
 - Select several settlement orders with the same account subject, and click 'Consolidate Settlement' button;
 - Operation complete prompt pop-up, indicating that the consolidated settlement application succeeded;
 - Merchants can check the consolidated order in the 'To be Processed' Tab after 3-5 minutes, and submit invoice to promote settlement process;

Settlement / Pending

To Be Settled To Be Processed **Settling** **Consolidate settlement**

Please consolidate and update the settlement orders under the same account subject on weekdays.

Settle Trade ID Account Subject Created Time **1. Choose time period** Search Consolidate settlement

2. Choose statements that can be consolidated

3. Click "Consolidate settlement" button

Created Time	Settle Trade ID	Account Subject	Settlement Amount	Commission	Invoice Status	Settlement Status	Action
2021-08-04 19:40:59	STR21080428825448666744320	FunTech	207.07 USD	10.00 USD	Unsubmitted	To be Processed	Detail Update settlement
2021-08-04 17:45:58	STR210804288796502868656128	FunTech	56.72 USD	20.00 USD	Unsubmitted	To be Processed	Detail Update settlement
2021-07-22 20:18:36	STL5210722276123871376683008	PHmax	12,100.42 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-22 20:18:36	STL5210722276123873519972352	FunTech	2,011.87 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-22 20:18:36	STL5210722276123872412676096	FunTech	133.02 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-22 20:18:36	STL521072227612387268111552	FunTech	1.99 USD	0.00 USD	-	To be Settled	Detail Update settlement

This statement cannot be involved in "consolidate settlement" of selected items

Consolidate settlement

Consolidation settlement succeed. After the settlement order is generated, please submit the invoice in the "To be processed" tab to promote the settlement process.

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● Update settlement

- Enter the 'Consolidate settlement' tab from directory of [Settlement]-[Pending];
- For the order that meets the update conditions, click the "Update Settlement" button in the 'Action' column;
- Operation complete prompt pop-up, indicating that the update settlement application succeeded;
- Merchants can check the updated order in the 'To be Processed' Tab after 3-5 minutes, and submit invoice to promote settlement process;

Settlement / Pending

To Be Settled To Be Processed **Settling** **Consolidate settlement**

Please consolidate and update the settlement orders under the same account subject on weekdays.

Settle Trade ID Account Subject Created Time Search Consolidate settlement

Created Time	Settle Trade ID	Account Subject	Settlement Amount	Commission	Invoice Status	Settlement Status	Action
2021-08-05 12:01:30	STR21080528107218108550544	FunTech	135.01 USD	10.00 USD	Unsubmitted	To be Processed	Detail Update settlement
2021-08-04 17:45:58	STR210804288796502868656128	FunTech	56.72 USD	20.00 USD	Unsubmitted	To be Processed	Detail Update settlement
2021-07-22 20:18:36	STL5210722276123871376683008	PHmax	12,100.42 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-22 20:18:36	STL5210722276123873519972352	FunTech	2,011.87 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-13 10:47:09	STL52107132727185715460991520	FunTech	0.01 USD	0.00 USD	-	To be Settled	Detail Update settlement
2021-07-12 20:21:52	STL5210712272560817400430704	FunTech	1,024.74 USD	0.00 USD	-	To be Settled	Detail Update settlement

The grayed-out "Update settlement" font indicates that the statement cannot be updated

Update settlement

Update settlement succeed. After the settlement order is generated, please submit the invoice in the "To be processed" tab to promote the settlement process.

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- **Notes**

- Why can't I find a new order after the successful application?
 - It needs time to generate a new order after successful application. You can view the newly generated order in the "Consolidate Settlement" tab or the "To be Processed" tab (you can log in to view it after receiving the email notification).
- What is meant by "Exist order that doesn't meet the conditions of consolidate/update settlement"?
 - Please check whether there is a order which has submitted invoice or is in payment process.
- How to check my settlement threshold amount and settlement status?
 - The merchant platform is currently not open to merchants for these inquiries. You can contact your business manager to check the settlement threshold amount and settlement status.
- I can't find the order that I want to operate in the "Consolidate settlement" tab.
 - Only the orders whose Invoice Status is 'Unsubmitted' and Settlement Status is 'To be Processed' appear in the 'Consolidate settlement' tab.