Download Search Results for a Deposit

To download the search results for a deposit, complete the following steps:

1. Click **Download** from the *Search Results* table. The *Download Deposits* page appears as shown in Figure 1.

Figure 1. Download Button

> **Application Tip**
>
> The *Search Results* table does not display **Deposit Total** values for unconfirmed Foreign Check Item deposits associated with a Country of Deposit selection of **Other**.

2. Select **XML file** or **CSV file** as the file format.
3. Check the desired attributes that you want to download for the following:

   - **Deposit Information**
   - **Financial Institution Information**
   - **Agency Information**
   - **Accounting Subtotals and User Defined Data**
   - **Foreign Deposit Information**
4. Click **Submit** as shown in Figure 2. The *File Download* dialog box appears.

Figure 2. Download Attributes Selection

5. Click **Open** or **Save.**

Application Tips

- Click **Open** and the content of the file displays.
- Click **Save** to choose the location where you want to save the file.

Additional Buttons

- Click **Cancel** to return to the OTCnet Home Page. No data is saved.
- Click **Clear** to clear all data fields and reset to the default selections.
- Click **Download** to download the search results.
- Click **Previous** to return to the previous page.
- Click **Print Deposit Ticket** to print a formatted deposit ticket.
- Click **Search** to display the deposits that match the search criteria.
- Click **Return Home** to return to the OTCnet Home Page.