

PAYPAL, CASHAPP, VENMO

**Venmo and CashApp** transaction history will be better retrieved from their websites vs the apps. I have attached the instructions for CashApp. Their telephone number is (800) 969-1940 in case there are any questions.

For Venmo:

1. Log in via website
2. On the left hand side of the screen there is a tab titled "Statements"
3. In the center of the screen there will be a drop down box where the last 12 months are accessible. Choose the month.
4. There is a button on the right side labeled "Download CSV" - It can be uploaded to Blue Stylus in that format or emailed to trustee@coollaw.com.

Venmo's telephone number is (855) 812-4430 in the event that there are further issues with obtaining statements.

### **FOR PAYPAL - STATEMENTS REPORTS AND DOCUMENTS**

To view your running balance on the web, run an Activity Report:

Go to Activity.

Click the Download icon image.

Click See more reports.

Click Activities and then Activity Report.

Note: Click Activity download if in Classic View.

Choose "Balance affecting" under Transaction type, then your desired date range and file format.

Click Create Report

When the report is ready, click Download.

To view and download your monthly statements on the web:

Go to Activity.

Click the Download icon image.

Click All Transactions

Click the Download icon image next to the month you're looking for.

You can download a report of your transaction activity for up to the past 7 years into PDF, Quicken, QuickBooks, or as a CSV or TAB file.

CASHAPP INSTRUCCIONES BELOW

To view your monthly statements in-app:

- 1 Tap the Profile icon on your Cash App home screen
- 2 Select Documents
- 3 Tap Account Statements

You can also access your account statements by:

- 1 Signing into [Cash.app](https://cash.app/) (<https://cash.app/>)
- 2 Tapping the Statements button in the top-right corner
- 3 Selecting which monthly statement you want to view

