

Author: Joel Kristenson

Last Updated: 2015-05-27

Overview

This KB is intended for **Political** customers and in the rare circumstance for those nonprofit customers who track their accounting inside of **TrailBlazer**. (Most of our nonprofit customers use [QuickBooks Online for Nonprofits](#) to manage their deposits, expenses, etc.)

The article first walks through the steps to find a contribution that has already been deposited in a voter's contact record, how to find the deposit date. Next it shows how to find the deposit record, how to find the specific contribution that was deposited, and how to un-deposit it out of the database.

Steps

How to Un-deposit a Contribution (*Primarily for Political Customers*)

Navigate to your Voters list, run a [search query](#) for the contributor who has a contribution record you need to un-deposit. *In this example I queried for all donors who gave **last quarter** and selected a contact named “**Meriam Abraham**”.*

Run your search query from the voters list, and open the contributor's record card.

The screenshot shows the TrailBlazer interface with the following elements:

- Application Menu:** Search (3), Reset, New, File, Edit, Include Other, Voters.
- Tasks:** Dashboard, Calendar/Tasks, Canvassing, Voter (1), Minnesota Voter List, Addresses, Households, Voter Relationships, Lawn Signs, Contributions/Pledges, Product Sales, Logs, Polling, Communications, Financial, Disclosure, System Manager.
- Search Criteria (2):**
 - Date Range: Last quarter, 1/1/2015 to 3/31/2015
 - Election: <ignore>
 - Event: <ignore>
 - Amount Range: minimum to maximum
 - Options: Awaiting Thank-You Letters, Awaiting Thank-You Phone Call, Payment Method: <ignore>, FEC Type: <ignore>, Single Contribution.
- Voters List Table:**

Incl	ID	Last Name	First Name	MI	Address Type	Address	Address Line 2	City	State	Zip Code	Birth Date	Gender	County	CD	SD	LD	Reg Id
<input checked="" type="checkbox"/>	128297	Aabel	Jenifer	Dawn		1910 Sioux Blvd		New Brighton	MN	55112	1/1/1960	F	Ramsey	004	41	41B	2205002
<input checked="" type="checkbox"/>	8	Aalgaard	Heather	Allison		6600 32nd Ave N		Crystal	MN	55427	1/1/1977	F	Hennepin	005	45	45B	3457082
<input checked="" type="checkbox"/>	46986	Aaron	Beverly			730 North Blvd		Baton Rouge	LA	70802		F					
<input checked="" type="checkbox"/>	128528	Abraham	Meriam			6569 158th St W	Apt 204	Apple Valley	MN	55124			Dakota	002	57	57A	
<input checked="" type="checkbox"/>	405	Alfred	Tyrone	Clark		2155 Brunswick Ave N		Golden Valley	MN	55422	1/1/1948	M	Hennepin	005	45	45B	1010800

Click the **Financial** tab, and highlight the contribution record so that the related information displays to the right. *In this example I used the contribution record from 2/5/2015 for \$5,000.00.*

How to Un-deposit a Contribution *(Primarily for Political Customers)*

How to Un-deposit a Contribution (Primarily for Political Customers)

File Edit X [Icons] Meriam Abraham [128528]

Title: [Dropdown]
First Name: Meriam
Middle Name: [Empty]
Last Name / Suffix: Abraham [Dropdown]
Prior Last Name: [Empty]
Nickname: [Empty]
Voter Type: Individual [Dropdown]
Candidate FEC: (none) [Dropdown]
Committee FEC Id: [Empty]

Home Address
 6569 158th St W
 Apt 204
 Apple Valley, MN 55124

Work Address
 No Address

Email
 No Email Address

Employer / Occupation
 Any Company Name 101 /
 This person occupation 501

General Household Gallery Vote History Attribute Poll Relation Financial Pledge Event Logs Lawn Sales Admin

Contribution Refund

Include Exclude New Delete Export Print Add Partner/Earmark Contribution Resignation Reattribution Returned Check Earmark

	Incl	ID	Date	Original Amount	Amount After Refunds	Election ID	Election	Deposited	Applied Against Pledges
	<input checked="" type="checkbox"/>	679	8/19/2010	1,570.00	1,570.00	20	General 2012	<input checked="" type="checkbox"/>	.00
	<input checked="" type="checkbox"/>	1016	3/29/2011	1,570.00	1,570.00	20	General 2012	<input checked="" type="checkbox"/>	.00
	<input checked="" type="checkbox"/>	2250	2/5/2015	5,000.00	5,000.00	22	General 2014	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	3				8,140.00			3	.00

FEC Type: Levin
Event: Celebrity Golf Event 2013 | 4 PM (CT) - 10:00 PM (C)
Election: General 2014 Thank You Sent
Type: Check Thank You Called
Date Received: 2/5/2015 Earmarked Out
Amount: 5,000.00 **After Refunds:** 5,000.00
Recurrence: Single [Dropdown]
Memo: Test for kb on making deposit.
 Incoming Earmark FEC Memo Force Itemization
F31 Bundle: (none)
Batch Code: 02242015JAK
Check Number: 3366

Click on the contribution record to display the information to the right.

How to Un-deposit a Contribution (*Primarily for Political Customers*)

This will provide the pertinent information to track down the deposit record, specifically the **Deposit Date**. *In my example the deposit date was on **2/21/2015** as shown in the detailed image below.*

How to Un-deposit a Contribution (Primarily for Political Customers)

File Edit [Icons] Meriam Abraham [128528]

Title: [Dropdown]
First Name: Meriam
Middle Name: [Text]
Last Name / Suffix: Abraham [Dropdown]
Prior Last Name: [Text]
Nickname: [Text]
Voter Type: Individual [Dropdown]
Candidate FEC: (none) [Dropdown]
Committee FEC Id: [Text]

Home Address
 6569 158th St W
 Apt 204
 Apple Valley, MN 55124

Work Address
 No Address

Employer / Occupation
 Any Company Name 101 /
 This person occupation 501

Email
 No Email Address

General Household Gallery Vote History Attribute Poll Relation Financial Pledge Event Logs Lawn Sales Admin

Contribution Refund

Include Exclude New Delete Export Print Add Partner/Earmark Contribution Redesignation Reattribution Returned Check Earmark

Incl	ID	Date	Amount After Refunds	Election	Deposited	Applied Against Pledges
<input checked="" type="checkbox"/>	6...	8/19/2010	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	1...	3/29/2011	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	2...	2/5/2015	5,000.00	General 2014	<input checked="" type="checkbox"/>	.00
			8,140.00		3	.00

FEC Type: Levin
Event: Celebrity Golf Event 2013 | 4 PM (CT) - 10:00 PM (C)
Election: General 2014 Thank You Sent
Type: Check Thank You Called
Date Received: 2/5/2015 Earmarked Out
Amount: 5,000.00 **After Refunds:** 5,000.00
Recurrence: Single [Dropdown]
Memo: Test for kb on making deposit.
 Incoming Earmark FEC Memo Force Itemization
F3I Bundle: (none)
Batch Code: 02242015JAK
Check Number: 3366
Date deposited: 2/21/2015

Shows which records have been deposited.

The Date Deposited

How to Un-deposit a Contribution (*Primarily for Political Customers*)

Now that you know the **Date deposited** for the contribution, jot that down or take a [screenshot](#), and **close** out of the current contact record card.

How to Un-deposit a Contribution (Primarily for Political Customers)

Application Menu

- Tasks
 - Dashboard
 - Calendar/Tasks
 - Canvassing
 - Voter
 - Polling
 - Communications
 - Financial
 - Disclosure
 - System Manager

Open Windows

- Start Page
- Voters
- Abraham, Meriam

Meriam Abraham [128528]

Title: [Dropdown]

First Name: Meriam

Middle Name: [Text]

Last Name / Suffix: Abraham

Prior Last Name: [Text]

Nickname: [Text]

Voter Type: Individual

Candidate FEC: (none)

Committee FEC Id: [Text]

Home Address

6569 158th St W
Apt 204
Apple Valley, MN 55124

Work Address

No Address

Email

No Email Address

Employer / Occupation

Any Company Name 101 /
This person occupation 501

Contribution Refund

Include Exclude New Delete Export Print Add Partner/Earmark Contribution Redesignation Reattribution Returned Check Earmark

Incl	ID	Date	Amount After Refunds	Election	Deposited	Applied Against Pledges
<input checked="" type="checkbox"/>	6...	8/19/2010	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	1...	3/29/2011	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	2...	2/5/2015	5,000.00	General 2014	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	3		8,140.00		3	.00

FEC Type: Levin

Event: Celebrity Golf Event 2013 | 4 PM (CT) - 10:00 PM (C)

Election: General 2014 Thank You Sent

Type: Check Thank You Called

Date Received: 2/5/2015 Earmarked Out

Amount: 5,000.00 After Refunds: 5,000.00

Recurrence: Single

Memo: Test for kb on making deposit.

Incoming Earmark FEC Memo Force Itemization

F3I Bundle: (none)

Batch Code: 02242015JAK

Check Number: 3366

Date deposited: 2/21/2015

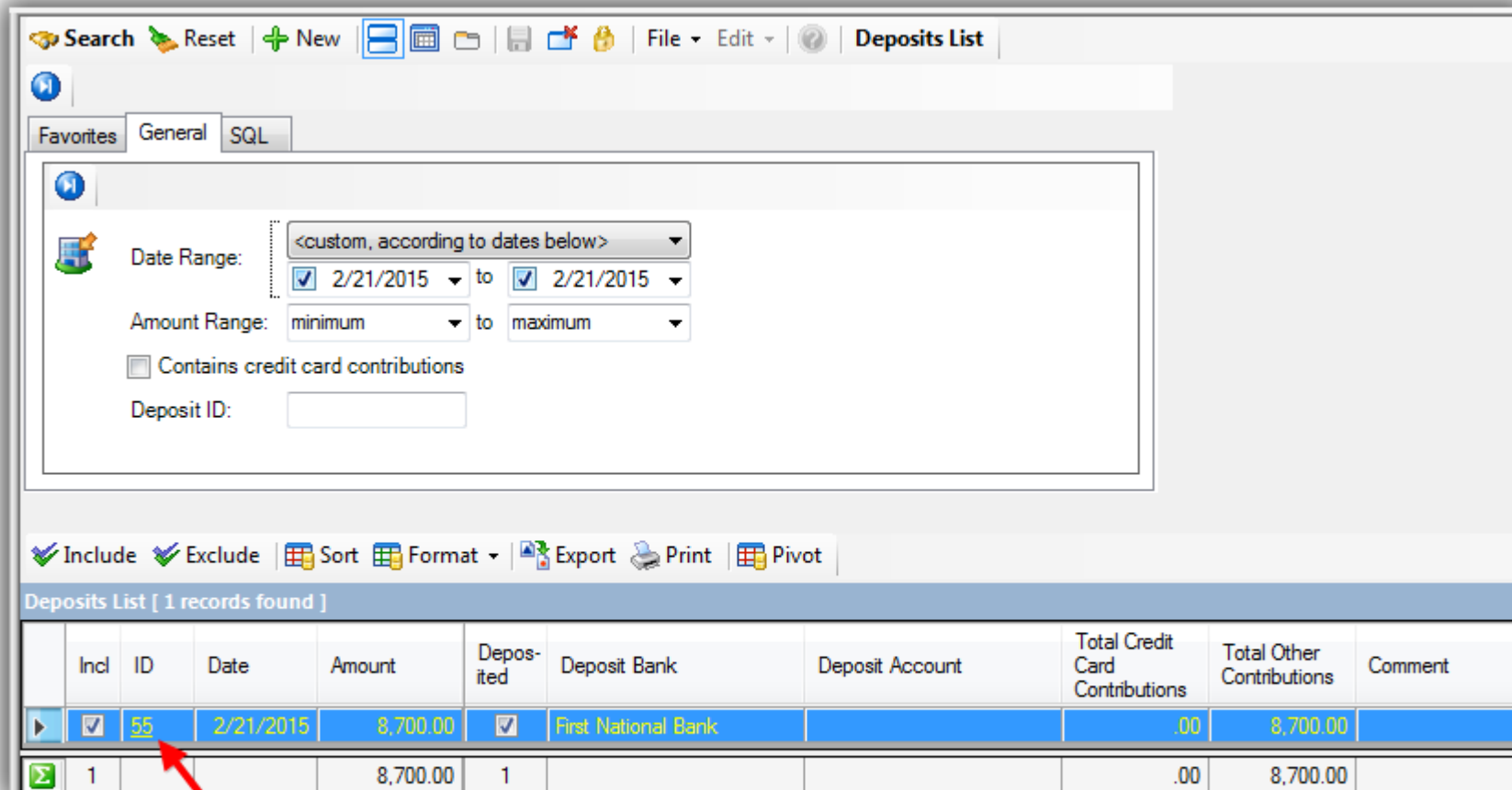
How to Un-deposit a Contribution (Primarily for Political Customers)

Next, navigate to your **Deposits** list and query by the date the contribution was deposited.

The screenshot shows the TrailBlazer application interface. On the left is a navigation tree with categories like Dashboard, Calendar/Tasks, and Financial. The 'Financial' category is expanded, and 'Deposits' is highlighted with a red arrow labeled '1'. At the top, the 'Search' button is highlighted with a red box and labeled '3'. A search filter dialog box is open, showing 'Date Range' set to '2/21/2015 to 2/21/2015', with the dialog box itself highlighted by a red box and labeled '2'. Below the search filters are options for 'Amount Range', 'Contains credit card contributions', and 'Deposit ID'. At the bottom, a table titled 'Deposits List [1 records found]' displays one record with ID 55, dated 2/21/2015, for an amount of 8,700.00 from First National Bank.

Incl	ID	Date	Amount	Deposited	Deposit Bank	Deposit Account	Total Credit Card Contributions	Total Other Contributions	Comment
<input checked="" type="checkbox"/>	55	2/21/2015	8,700.00	<input checked="" type="checkbox"/>	First National Bank		.00	8,700.00	
	1		8,700.00	1			.00	8,700.00	

Open the deposit record by clicking on the **blue ID** hyperlink. *In my example it was ID #55.*



Search Reset New File Edit Deposits List

Favorites General SQL

Date Range: <custom, according to dates below>
 2/21/2015 to 2/21/2015
 Amount Range: minimum to maximum
 Contains credit card contributions
 Deposit ID:

Include Exclude Sort Format Export Print Pivot

Deposits List [1 records found]

Incl	ID	Date	Amount	Deposited	Deposit Bank	Deposit Account	Total Credit Card Contributions	Total Other Contributions	Comment
<input checked="" type="checkbox"/>	55	2/21/2015	8,700.00	<input checked="" type="checkbox"/>	First National Bank		.00	8,700.00	
Σ 1			8,700.00	1			.00	8,700.00	

Click on the Deposit ID hyperlink to open the record.

Uncheck the box in the upper-left for 'Deposited'.

How to Un-deposit a Contribution *(Primarily for Political Customers)*

How to Un-deposit a Contribution *(Primarily for Political Customers)*

File ▾ Edit ▾ | ?

Deposit Details

Committee: Ramsey for Office

Date: 2/21/2015

Deposit Amount: 8,700.00

Bank Account: First National Bank

Comment:

Deposited

Deposit Ticket

Sequence	Ref ID	Name	Item Date	Check#	Amount
1	2246	Alfred, Tyrone	1/25/2015		\$500.00
2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
5	2250	Abraham, Meriam	2/5/2015	3366	\$5,000.00
					\$8,700.00

Contributions | **Loans** | Receipts | Expenditure Refunds | Transfers In

Contributions [5 records found]

ID	Fec Use	Voter ID	Last Name	First Name	MI	Date	Check #	CC Type	Amount	Include in Deposit	Memo	Batch Code
2246	Levin	405	Alfred	Tyrone	Clark	1/25/2015			\$500.00	<input checked="" type="checkbox"/>		
2247	Levin	128297	Aabel	Jenifer	Dawn	1/24/2015	2434		\$50.00	<input checked="" type="checkbox"/>	Test donation for kb on deposit...	02242015JAK
2248	Levin	8	Aalgaard	Heather	Alis...	2/24/2015	1654		\$2,800.00	<input checked="" type="checkbox"/>	Test donation for kb on making...	02242015JAK
2249	Levin	46986	Aaron	Beverly		1/13/2015	2211		\$350.00	<input checked="" type="checkbox"/>	Test for kb on making deposits	02242015JAK
2250	Levin	128528	Abraham	Meriam		2/5/2015	3366		\$5,000.00	<input checked="" type="checkbox"/>	Test for kb on making deposit.	02242015JAK
									\$8,700.00	5		

Include All

Clear All

Date Range

From:

To:

Memo

Search

How to Un-deposit a Contribution *(Primarily for Political Customers)*

Click **[Save]** in the lower-right, and click **[OK]** when prompted with a warning.

How to Un-deposit a Contribution (Primarily for Political Customers)

File Edit

Deposit Details

Committee: Ramsey for Office

Date: 2/21/2015

Deposit Amount: 8,700.00

Bank Account: First National Bank

Comment:

Deposited

Deposit Ticket

Sequence	Ref ID	Name	Item Date	Check#	Amount
1	2246	Alfred, Tyrone	1/25/2015		\$500.00
2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
5	2250	Abraham, Meriam	2/5/2015	3366	\$5,000.00
					\$8,700.00

Contributions Loans Receipts Expenditure Refunds Transfers In

Contributions [5 records found]

ID	Fec Use	Amount	Include in Deposit	Mem
2246	Levin	\$500.00	<input checked="" type="checkbox"/>	
2247	Levin	\$50.00	<input checked="" type="checkbox"/>	Test d
2248	Levin	\$2,800.00	<input checked="" type="checkbox"/>	Test d
2249	Levin	\$350.00	<input checked="" type="checkbox"/>	Test f
2250	Levin	\$5,000.00	<input checked="" type="checkbox"/>	Test f
		\$8,700.00	5	

Warning

Delete Transaction and Undeposit all items?

Include All

Clear All

Date Range

From:

To:

Memo

Search

Save Save and Close Print Cancel

How to Un-deposit a Contribution *(Primarily for Political Customers)*

This effectively marks all contributions that are included in the deposit slip as **un-deposited**.

The **Date** field in the upper-left will now be reactivated, and the column '**Include in Deposit**' turns green allowing you make changes:

Date field is now reactivated. (Normally you would not modify this unless the initial entry was made incorrectly.)

Deposit Ticket

Sequence	Ref ID	Name	Item Date	Check#	Amount
1	2246	Alfred, Tyrone	1/25/2015		\$500.00
2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
5	2250	Abraham, Meriam	2/5/2015	3366	\$5,000.00
					\$8,700.00

Contributions [5 records found]

ID	Fec Use	Last Name	First Name	MI	Date	Check #	CC Type	Amount	Include in Deposit	Mem
2246	Levin	Alfred	Tyrone	C...	1/25/2015			\$500.00	<input checked="" type="checkbox"/>	
2247	Levin	Aabel	Jenifer	D...	1/24/2015	2434		\$50.00	<input checked="" type="checkbox"/>	Test c
2248	Levin	Aalgaard	Heather	A...	2/24/2015	1654		\$2,800.00	<input checked="" type="checkbox"/>	Test c
2249	Levin	Aaron	Beverly		1/13/2015	2211		\$350.00	<input checked="" type="checkbox"/>	Test f
2250	Levin	Abraham	Meriam		2/5/2015	3366		\$5,000.00	<input checked="" type="checkbox"/>	Test f
								\$8,700.00	5	

Columns that turn green in Trail Blazer mean that modifications to the data in the cell can be made while in grid view.

How to Un-deposit a Contribution (*Primarily for Political Customers*)

Uncheck the box in the '**Include in Deposit**' column for the **contribution** record you need to un-deposit, and click **[Save]**.

How to Un-deposit a Contribution (Primarily for Political Customers)

File Edit ?

Deposit Details

Committee: Ramsey for Office

Date: 2/21/2015

Deposit Amount: 3,700.00

Bank Account: First National Bank

Comment:

Deposited

Deposit Ticket

Sequence	Ref ID	Name	Item Date	Check#	Amount
1	2246	Alfred, Tyrone	1/25/2015		\$500.00
2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
					\$3,700.00

Contributions | Loans | Receipts | Expenditure Refunds | Transfers In

Contributions [5 records found]

ID	Fec Use	Last Name	First Name	MI	Date	Check #	CC Type	Amount	Include in Deposit	Mem
2246	Levin	Alfred	Tyrone	C...	1/25/2015			\$500.00	<input checked="" type="checkbox"/>	
2247	Levin	Aabel	Jenifer	D...	1/24/2015	2434		\$50.00	<input checked="" type="checkbox"/>	Test d
2248	Levin	Aalgaard	Heather	A...	2/24/2015	1654		\$2,800.00	<input checked="" type="checkbox"/>	Test d
2249	Levin	Aaron	Beverly		1/13/2015	2211		\$350.00	<input checked="" type="checkbox"/>	Test f
2250	Levin	Abraham	Meriam		2/5/2015	3366		\$5,000.00	<input type="checkbox"/>	Test f
								\$8,700.00	4	

Include All

Clear All

Date Range

From: 5/27/2015

To: 5/27/2015

Memo

Search

1

2

Logon = Joel Kristenson

Save Save and Close Print Cancel

How to Un-deposit a Contribution (Primarily for Political Customers)

At this point you're finished with the un-depositing of a contribution.

Reopen the original contact record that contained the deposited contribution. *In my example I continued to use **Meriam Abraham** who had the \$5,000.00 donation from 2/5/2015.*

You'll notice that the **deposited** checkbox is no longer checked.

How to Un-deposit a Contribution (Primarily for Political Customers)

File Edit X [Icons] Meriam Abraham [128528]

Title: [Dropdown]

First Name: Meriam

Middle Name: [Text]

Last Name / Suffix: Abraham

Prior Last Name: [Text]

Nickname: [Text]

Voter Type: Individual

Candidate FEC: (none)

Committee FEC Id: [Text]

Home Address
6569 158th St W
Apt 204
Apple Valley, MN 55124

Work Address
No Address

Employer / Occupation
Any Company Name 101 /
This person occupation 501

General Household Gallery Vote History Attribute Poll Relation Financial Pledge Event Logs Lawn Sales Admin

Contribution Refund

Include Exclude New Delete Export Print Add Partner/Earmark Contribution Resignation Reattribution Returned Check Earmark

Incl	ID	Date	Amount After Refunds	Election	Deposited	Applied Against Pledges
<input checked="" type="checkbox"/>	6...	8/19/2010	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	1...	3/29/2011	1,570.00	General 2012	<input checked="" type="checkbox"/>	.00
<input checked="" type="checkbox"/>	2...	2/5/2015	5,000.00	General 2014	<input type="checkbox"/>	.00
<input checked="" type="checkbox"/>	3		8,140.00		2	.00

FEC Type: Levin

Event: Celebrity Golf Event 2013 | 4 PM (CT) - 10:00 PM

Election: General 2014 Thank You Sent

Type: Check Thank You Called

Date Received: 2/ 5/2015 Earmarked Out

Amount: 5,000.00 **After Refunds:** 5,000.00

Recurrence: Single

Memo: Test for kb on making deposit.

Incoming Earmark FEC Memo Force Itemization

F3I Bundle: (none)

Batch Code: 02242015JAK

Check Number: 3366

Logon = Joel Kristenson

Email... Save Save and Close Cancel

After the contribution is deposited this form becomes reactivated allowing you to make adjustments or delete the contribution.

After re-opening the contact record you'll notice that the box for deposited is no longer checked.

How to Un-deposit a Contribution (*Primarily for Political Customers*)

Once you're done making your changes, **save-and-close**.

You'll need to return the deposit record, and mark it as deposited again.

Open the deposit record, re-check the box for 'Include in Deposit', and click **[Yes]**.

How to Un-deposit a Contribution *(Primarily for Political Customers)*

File ▾ Edit ▾ ?

Deposit Details

Committee: Ramsey for Office

Date: 2/21/2015

Deposit Amount: 3,700.00

Bank Account: First National Bank

Comment:

Deposited

Deposit Ticket

	Sequence	Ref ID	Name	Item Date	Check#	Amount
▶	1	2246	Alfred, Tyrone	1/25/2015		\$500.00
	2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
	3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
	4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
Σ						\$3,700.00

Contributions | **Loans** | Receipts | Expenditure Refunds | Transfers In

Contributions [5 records found]

ID	Fec Use	Last Name	First Name	MI	Date	Check #	CC Type	Amount	Include in Deposit	Memo
2246	Levin	Alfred	Tyrone	C...	1/25/2015			\$500.00	<input checked="" type="checkbox"/>	
2247	Levin	Aabel	Jenifer	D...	1/24/2015	2434		\$50.00	<input checked="" type="checkbox"/>	Test donation for kb on depositing donations.
2248	Levin	Aalgaard	Heather	A...	2/24/2015	1654		\$2,800.00	<input checked="" type="checkbox"/>	Test donation for kb on making deposits.
2249	Levin	Aaron	Beverly		1/13/2015	2211		\$350.00	<input checked="" type="checkbox"/>	Test for kb on making deposits
▶ 2250	Levin	Abraham	Meriam		2/5/2015	3366		\$5,000.00	<input checked="" type="checkbox"/>	Test for kb on making deposit.
Σ								\$8,700.00	4	

Change Contribution Use

The contribution use is different than bank type. Would you like to change the contribution use?
 NOTE: If this contribution has already been reported, an amendment will need to be filed.

1

2

How to Un-deposit a Contribution (*Primarily for Political Customers*)

Check the box in the upper-left for **Deposited**, and click **Save-and-Close**.

How to Un-deposit a Contribution (Primarily for Political Customers)

File ▾ Edit ▾ ?

Deposit Details

Committee:

Date:

Deposit Amount:

Bank Account:

Comment:

Deposited

Deposit Ticket

Sequence	Ref ID	Name	Item Date	Check#	Amount
1	2246	Alfred, Tyrone	1/25/2015		\$500.00
2	2247	Aabel, Jenifer	1/24/2015	2434	\$50.00
3	2248	Aalgaard, Heather	2/24/2015	1654	\$2,800.00
4	2249	Aaron, Beverly	1/13/2015	2211	\$350.00
▶ 6	2250	Abraham, Meriam	2/5/2015	3366	\$5,000.00
▶					\$8,700.00

Contributions | **Loans** | Receipts | Expenditure Refunds | Transfers In

Contributions [5 records found]

ID	Fec Use	Last Name	First Name	MI	Date	Check #	CC Type	Amount	Include in Deposit	Memo
2246	Levin	Alfred	Tyrone	C...	1/25/2015			\$500.00	<input checked="" type="checkbox"/>	
2247	Levin	Aabel	Jenifer	D...	1/24/2015	2434		\$50.00	<input checked="" type="checkbox"/>	Test donation for kb on depositing do
2248	Levin	Aalgaard	Heather	A...	2/24/2015	1654		\$2,800.00	<input checked="" type="checkbox"/>	Test donation for kb on making depos
2249	Levin	Aaron	Beverly		1/13/2015	2211		\$350.00	<input checked="" type="checkbox"/>	Test for kb on making deposits
▶ 2250	Federal	Abraham	Meriam		2/5/2015	3366		\$5,000.00	<input checked="" type="checkbox"/>	Test for kb on making deposit.
▶								\$8,700.00	5	

Include All

Clear All

Date Range

From:

To:


Memo

Search

2

How to Un-deposit a Contribution (*Primarily for Political Customers*)

You're now finished with all the steps.

 **Tip:** Contact your FEC analyst if there's anything in question regarding amendments and the manipulation of your contribution records (**800-424-9530** or info@fec.gov).



Trail Blazer™

- YouTube Channel
- Knowledge Base Articles
- 3rd Party Resources

Related Resources

Article: [How to Deposit a Contribution](#)

Article: [Delete a Contribution](#)

Article: [Enter Contributions](#)

Article: [Importing Contributions](#)

Video: [Deposits – Setup Bank Account – Set Bank as Default – Create Deposit](#)

Trail Blazer Live Support

📞 **Phone:** 1-866-909-8700

✉️ **Email:** support@trailblz.com

📘 **Facebook:** <https://www.facebook.com/pages/Trail-Blazer-Software/64872951180>

🐦 **Twitter:** <https://twitter.com/trailblazersoft>

** As a policy we require that you have taken our intro training class before calling or emailing our live support team.*

[Click here](#) to view our calendar for upcoming classes and events. Feel free to sign up other members on your team for the same training.

** After registering you'll receive a confirmation email with the instructions for how to log into the [GoToMeeting](#) session where we host our live interactive trainings.*

** This service is included in your contract.*