Caruso How To Guide

How do I view my transaction history?

Transaction History

Follow this guide to view and export your transaction history conveniently.

- 1. Log in to the Investor Portal.
- 2. Click on the "**Transactions**" tab in the navigation bar.





3. Across the top of the list of documents, you can use filters to sort by date or time period, fund, or type of transaction.

4. View the transaction in the portal, or you can export your transactions (as a CSV file) using the "**Export CSV**" button on the right of the page.

5. To see more information about a specific transaction, click on the "**View**" link beside the transaction. *Please note the below is an example only.*

//// Mackersy	y Property	Invest	Portfolio	Documen	ts Transactions	C Macker	sy Test 🗸 🙆
Start Date -)	End Date Fund: All	\$	Type: All		0		Export CSV
Date	Transactions		Fund			Amount	
14 Aug 2023	Distribution		Industri	al Property Fu	nd	\$146.35 NZD	> View
19 Jul 2023	Distribution		Industri	al Property Fu	nd	\$146.33 NZD	> View
24 Jun 2023	Secondary Unit Purchase		Industri	al Property Fu	nd	(\$13,000.33) NZD	> View
23 Jun 2023	Deposit		Industri	al Property Fu	nd	\$13,000.33 NZD	> View
19 Jun 2023	Distribution		Industri	al Property Fu	nd	\$134.33 NZD	> View
19 May 2023	Distribution		Industri	al Property Fu	nd	\$132.33 NZD	> View
19 Apr 2023	Distribution		Industri	al Property Fu	nd	\$133.33 NZD	> View