Signature Reconciliation Feed – Implementation Guidelines

Version 2.4.4 – October 2023

The Signature Reconciliation Feed provides transaction and payment data to publishers who use our u1/Signature matching functionality. Use the feed to match your Signature data with payment information. To receive these reports, you must have an FTP or SFTP over SSH server and be enabled to receive the Signature Reconciliation Feed, as detailed below.

Report Types

Four reports are sent in XML format as part of the Signature Reconciliation Feed: the **Daily u1 Transaction Report**, two monthly reports, and the **Payment Report**.

Daily u1 Transaction Report

Sent daily, this report provides detailed, transaction-level reporting of all u1 transactions that have been matched, or confirmed, from the previous day. Any unconfirmed, or unmatched, transactions are sent with the next file. On the fourth day of each month, the report also includes all unmatched transaction data from the previous month.
Note that if an unmatched transaction from this list is confirmed after we have sent it as unmatched, the same transaction ID will be sent again.

Monthly Reports

Two reports are sent monthly: the **Monthly u1** report is sent on the fourth of the month and the **Daily u1Monthly** is sent on the fifth of the month. These reports are identical and contain u1 transactions processed in the previous month. They show all final data for that month and can be used to reconcile data in case of a missing Daily u1 report.
Adjustments from the Publisher Payments statements are not reflected in these reports but are reflected in the Payment Report.

Payment Report

This report is sent daily and includes order and SKU details of payments issued the previous day. If no payments are issued in a day, the report will still be sent but will not contain data. Confirming with its transaction-level detail, advertiser payments can be easily reconciled with the u1 data. If you cannot use this file, then use the Advanced Reports API daily to pull payment IDs for payments issued, invoice numbers paid by advertisers, and order-level details from each invoice.

Daily u1 Transaction Report

File Name

The daily u1 transaction report has a file name that includes your SID and the time in GMT that the file was generated.
For example: 2574052_Dailyu1_20XXJune01-1649.xml if 2574052 is the SID and 16:49 is the time.

Top Level Data Structure

The main tag is <XROOT> and </XROOT>.
The next nested tag is <PRJ_LOYALTY_METADATA_HDR> and </PRJ_LOYALTY_METADATA_HDR>.
Note that the close tag appears directly above </XROOT> at the bottom of the file.

Metadata

This is an example of the metadata:

```
<FILENAME>2574052_Dailyu1_20XXJune01-1645.xml</FILENAME>
<SID>2574052</SID>
<START_DATE>20XX-05-31</START_DATE>
<END_DATE>20XX-06-01</END_DATE>
<REPORT_TYPE>u1 Member Daily Feed</REPORT_TYPE>
```

The tags are <FILENAME>, <SID>, <START_DATE>, <END_DATE>, and <REPORT_TYPE>.

Transaction Data

There is only one type of record in this file, u1 Daily Data. Its tags are <PRJ_LOYALTY_u1_DAILY> and </PRJ_LOYALTY_u1_DAILY>. There is one record for each transaction.

This is an example of a Daily Data record:
```
<MEMBER_ID>u1_here</MEMBER_ID>
<MATCH_DATE>20XX-May-31</MATCH_DATE>
<MATCH_TIME>1730</MATCH_TIME>
<MERCHANT_PARTNER_ID>33</MERCHANT_PARTNER_ID>
<MERCHANT_PARTNER_NAME>Rakuten Affiliate Network
merchant</MERCHANT_PARTNER_NAME>
<PRODUCT_SKU_NUMBER>1</PRODUCT_SKU_NUMBER>
<PRODUCT_NAME>HEADPHONES</PRODUCT_NAME>
<TRANSACTION_ID>123</TRANSACTION_ID>
<ORDER_ID>21</ORDER_ID>
<TRANSACTION_DATE>20XX-May-30</TRANSACTION_DATE>
<TRANSACTION_TIME>1807</TRANSACTION_TIME>
<SALES_AMOUNT>99.95</SALES_AMOUNT>
<QUANTITY>1</QUANTITY>
<BASELINE_COMMISSION>10</BASELINE_COMMISSION>
```

<TRANSACTION_ID>0</ADJUSTED_COMMISSION>
<TOTAL_COMMISSION>10</TOTAL_COMMISSION>
<PROCESS_DUE_DATE>20XX-May-31</PROCESS_DUE_DATE>
<PROCESS_DUE_TIME>1701</PROCESS_DUE_TIME>

The tags are: <MEMBER_ID>, <MATCH_DATE>, <MATCH_TIME>,
<MERCHANT_PARTNER_ID>,
<MERCHANT_PARTNER_NAME>, <PRODUCT_SKU_NUMBER>, <PRODUCT_NAME>,
<TRANSACTION_ID>, <ORDER_ID>, <TRANSACTION_DATE>, <TRANSACTION_TIME>,
<SALES_AMOUNT>, <QUANTITY>, <BASELINE_COMMISSION>,
<ADJUSTED_COMMISSION>,
<TOTAL_COMMISSION>, <PROCESS_DUE_DATE>, and <PROCESS_DUE_TIME>.

Consult Appendix A for definitions of these tags.

Monthlyu1 Report

File Name

The first monthly report, Monthlyu1 Report, is sent on the fourth day of the month. Its file name includes your SID and the time in GMT that the file was generated.
For example: 2574052_Monthlyu1_20XXJune04-1645.xml if 2574052 is the SID and 16:45 is the time.

Top Level Data Structure

The main tag is <XROOT> and </XROOT>.
The next nested tag is <PRJ_LOYALTY_METADATA_HDR> and
</PRJ_LOYALTY_METADATA_HDR>. Note that the close tag appears directly above
</XROOT> at the bottom of the file.

Metadata

This is an example of the metadata:
<FILENAME>2574052_Monthlyu1_20XXJune04-1645.xml</FILENAME>
<SID>2574052</SID>
<START_DATE>20XX-05-01</START_DATE>
<END_DATE>2011-05-31</END_DATE>
<REPORT_TYPE>u1 Member Monthly Feed</REPORT_TYPE>
The tags are <FILENAME>, <SID>, <START_DATE>, <END_DATE>, and <REPORT_TYPE>.

Transaction Data

There is only one type of record in this file: monthly adjusted commission data. It is identified by tags <PRJ_LOYALTY_u1_DAILY> and </PRJ_LOYALTY_u1_DAILY>.

This is an example of a monthly data record:

<TRANSACTION_ID>E31DACCA3234ECC27253A14FB5C59F38</TRANSACTION_ID>
<ADJUSTED_COMMISSION>5</ADJUSTED_COMMISSION>

<TOTAL_COMMISSION>50</TOTAL_COMMISSION>

The tags are <TRANSACTION_ID>, <ADJUSTED_COMMISSION>, and <TOTAL_COMMISSION>.

Consult Appendix A for definitions of these tags.

The Transaction ID can be matched against the daily u1 report to identify a transaction.

Dailyu1_Monthly Report

File Name

The Dailyu1_Monthly Report is sent on the fifth day of the month. Its file name includes your SID and the time in GMT that the file was generated.
For example: 2574052_Dailyu1_Monthly_20XXJune05-1649.xml where 2574052 is the SID and 16:49 is the time.

Top Level Data Structure

The main tag is <XROOT> and </XROOT>. The next nested tag is <PRJ_LOYALTY_METADATA_HDR> and </PRJ_LOYALTY_METADATA_HDR>. Note that the close tag is directly above </XROOT> at the bottom of the file.

Metadata

This is an example of the metadata:
<FILENAME>2574052_Dailyu1_Monthly_20XXJune01-1645.xml</FILENAME>
<SID>2574052</SID>
<START_DATE>20XX-05-01</START_DATE>
<END_DATE>20XX-05-31</END_DATE>
<REPORT_TYPE>u1 Member Monthly Feed</REPORT_TYPE>

The tags are <FILENAME>, <SID>, <START_DATE>, <END_DATE>, and <REPORT_TYPE>.

Monthly u1 Data

There is only one type of record in this file: monthly u1 data. It is identified by tags <PRJ_LOYALTY_u1_DAILY> and </PRJ_LOYALTY_u1_DAILY>.
There is one record for each transaction.

This is an example of a monthly record:
<MEMBER_ID>u1_here</MEMBER_ID>
<MATCH_DATE>20XX-May-31</MATCH_DATE>
<MATCH_TIME>1730</MATCH_TIME>
<MERCHANT_PARTNER_ID>33</MERCHANT_PARTNER_ID>
<MERCHANT_PARTNER_NAME>Rakuten Affiliate Network merchant</MERCHANT_PARTNER_NAME>
<PRODUCT_SKU_NUMBER>1</PRODUCT_SKU_NUMBER>
<PRODUCT_NAME>HEADPHONES</PRODUCT_NAME>

```
<TRANSACTION_ID>123</TRANSACTION_ID>
<ORDER_ID>21</ORDER_ID>
<TRANSACTION_DATE>20XX-May-30</TRANSACTION_DATE>
<TRANSACTION_TIME>1807</TRANSACTION_TIME>
<SALES_AMOUNT>99.95</SALES_AMOUNT>
<QUANTITY>1</QUANTITY>
<BASELINE_COMMISSION>10</BASELINE_COMMISSION>
<ADJUSTED_COMMISSION>0</ADJUSTED_COMMISSION>
<TOTAL_COMMISSION>10</TOTAL_COMMISSION>
<PROCESS_DUE_DATE>20XX-May-31</PROCESS_DUE_DATE>
<PROCESS_DUE_TIME>1701</PROCESS_DUE_TIME>
```

The tags here are: <MEMBER_ID>, <MATCH_DATE>, <MATCH_TIME>, <MERCHANT_PARTNER_ID>, <MERCHANT_PARTNER_NAME>, <PRODUCT_SKU_NUMBER>, <PRODUCT_NAME>, <TRANSACTION_ID>, <ORDER_ID>, <TRANSACTION_DATE>, <TRANSACTION_TIME>, <SALES_AMOUNT>, <QUANTITY>, <BASELINE_COMMISSION>, <ADJUSTED_COMMISSION>, <TOTAL_COMMISSION>, <PROCESS_DUE_DATE>, and <PROCESS_DUE_TIME>.

Consult Appendix A for definitions of these tags.

Unmatched Monthly u1 Transactions

This file includes transactions that matched for Member ID in that month. The file also includes unmatched transactions from the previous month. These transactions have the value NULL for Member ID and Match Date.

Payment Report

File Name

The payment reconciliation report file name includes your SID and the time in GMT that the file was generated.
For example: 2574052_Payment_20XXMay31- 1645.xml where 2574052 is the SID and 16:45 is the time.

Top Level Data Structure

The main tag is <PRJ_LOYALTY_METADATA_HDR> and </PRJ_LOYALTY_METADATA_HDR>.

Metadata

This is an example of the metadata:
```
<FILENAME>2574052_Payment_20XXMay31-1645.xml</FILENAME>
<SID>2574052</SID>
<START_DATE>20XX-05-30</START_DATE>
<END_DATE>20XX-05-31</END_DATE>
<REPORT_TYPE>Payment Feed</REPORT_TYPE>
```

The tags are <FILENAME>, <SID>, <START_DATE>, <END_DATE>, and <REPORT_TYPE>.

Payment Summary

Inside the metadata tag and after the metadata, the top level of data is the **payment summary**. Its tag is <PRJ_LOYALTY_PAYMENT_SUMMARY> and </PRJ_LOYALTY_PAYMENT_SUMMARY>. There is one **payment summary** per payment. It includes both data and a series of **payment details**.

This is an example of the payment summary data:
<PAYMENT_ISSUE_DATE>20XXMay31-1120</PAYMENT_ISSUE_DATE>
<CHECK_ACH_NUMBER>12345</CHECK_ACH_NUMBER>
<LS_PAYMENT_ID>67890</LS_PAYMENT_ID>
<PAYMENT_TYPE>Domestic Check</PAYMENT_TYPE>
<PAYMENT_CURRENCY>Dollar</PAYMENT_CURRENCY>
<PAY_AMOUNT>10000.00</PAY_AMOUNT>

The tags are <PAYMENT_ISSUE_DATE>, <CHECK_ACH_NUMBER>, <LS_PAYMENT_ID>, <PAYMENT_TYPE>, <PAYMENT_CURRENCY>, and <PAY_AMOUNT>.
Consult Appendix B for definitions of these tags.

Payment Detail

As mentioned above, the payment summary includes a series of **payment details** in addition to this data. The tags for payment details are <PRJ_LOYALTY_PAYMENT_DTL> and </PRJ_LOYALTY_PAYMENT_DTL>. There is one payment detail per invoice.

A record includes data about the payment and a series of **transaction details**. Data about the payment are formatted as such:
<PARTNER_NAME>Rakuten Affiliate Network Merchant</PARTNER_NAME>
<PARTNER_ID>32</PARTNER_ID>
<INVOICE_NUMBER>25243</INVOICE_NUMBER>
<INVOICE_PERIOD_START_DATE>20XXMay01- 0000</INVOICE_PERIOD_START_DATE>
<INVOICE_PERIOD_END_DATE>20XXMay31-0000</INVOICE_PERIOD_END_DATE>
<COMMISSION_AMT_EARNED>100.00</COMMISSION_AMT_EARNED>
<FORWARD_BALANCE_AMT>0</FORWARD_BALANCE_AMT>
<ADJUSTMENT_BONUS_AMT>0</ADJUSTMENT_BONUS_AMT>
<HOLD_AMT>0</HOLD_AMT>
<PAYMENT_AMT>100.00</PAYMENT_AMT>
The tags are <PARTNER_NAME>, <PARTNER_ID>, <INVOICE_NUMBER>, <INVOICE_PERIOD_START_DATE>, <INVOICE_PERIOD_END_DATE>, <COMMISSION_AMT_EARNED>, <FORWARD_BALANCE_AMT>, <ADJUSTMENT_BONUS_AMT>, <HOLD_AMT>, and <PAYMENT_AMT>.

Consult Appendix B for definitions of these tags.

Transaction Detail

As mentioned above, each **payment detail** includes a series of **transaction details**. There is one Transaction Detail for each transaction covered by the invoice. The tags for a Transaction Detail are <PRJ_LOYALTY_TRANSACTION_DTL> and </PRJ_LOYALTY_TRANSACTION_DTL>.

There is one record for each transaction detail. Here is a sample transaction detail:
<MEMBER_ID>u1_here</MEMBER_ID>
<MATCH_DATE>20XX-May-31</MATCH_DATE>
<MATCH_TIME>1730</MATCH_TIME>
<MERCHANT_PARTNER_ID>33</MERCHANT_PARTNER_ID>
<MERCHANT_PARTNER_NAME>Rakuten Affiliate Network merchant</MERCHANT_PARTNER_NAME>
<PRODUCT_SKU_NUMBER>1</PRODUCT_SKU_NUMBER>
<PRODUCT_NAME>HEADPHONES</PRODUCT_NAME>
<TRANSACTION_ID>123</TRANSACTION_ID>
<ORDER_ID>21</ORDER_ID>
<TRANSACTION_DATE>20XX-May-30</TRANSACTION_DATE>
<TRANSACTION_TIME>1807</TRANSACTION_TIME>
<SALES_AMOUNT>99.95</SALES_AMOUNT>
<QUANTITY>1</QUANTITY>
<BASELINE_COMMISSION>10</BASELINE_COMMISSION>
<ADJUSTED_COMMISSION>0</ADJUSTED_COMMISSION>
<TOTAL_COMMISSION>10</TOTAL_COMMISSION>
<PROCESS_DUE_DATE>20XX-May-31</PROCESS_DUE_DATE>
<PROCESS_DUE_TIME>1701</PROCESS_DUE_TIME>

The tags are: <MEMBER_ID>, <MATCH_DATE>, <MATCH_TIME>, <MERCHANT_PARTNER_ID>, <MERCHANT_PARTNER_NAME>, <PRODUCT_SKU_NUMBER>, <PRODUCT_NAME>, <TRANSACTION_ID>, <ORDER_ID>, <TRANSACTION_DATE>, <TRANSACTION_TIME>, <SALES_AMOUNT>, <QUANTITY>, <BASELINE_COMMISSION>, <ADJUSTED_COMMISSION>, <TOTAL_COMMISSION>, <PROCESS_DUE_DATE>, and <PROCESS_DUE_TIME>.

Consult Appendix A for definitions of these tags.

Enablement Process

To become enabled for Signature Reconciliation Feed, send an email to **pubsupport@rakuten.com** requesting enablement. You may be asked by Customer Support to validate the relevance of the feed to your business model.
After you request enablement, the Customer Support team will update your account settings to allow you to add credentials to your FTP/SFTP server in a new form available on the Reporting Interface. See **Self-Managing Signature Reconciliation Feed** below for instructions on adding your credentials.

Self-Managing Signature Reconciliation Feed

Once Customer Support has completed your initial request, you will see a **Manage Signature Reconciliation Feed** button on the right of the Reporting Interface within the Publisher Dashboard:
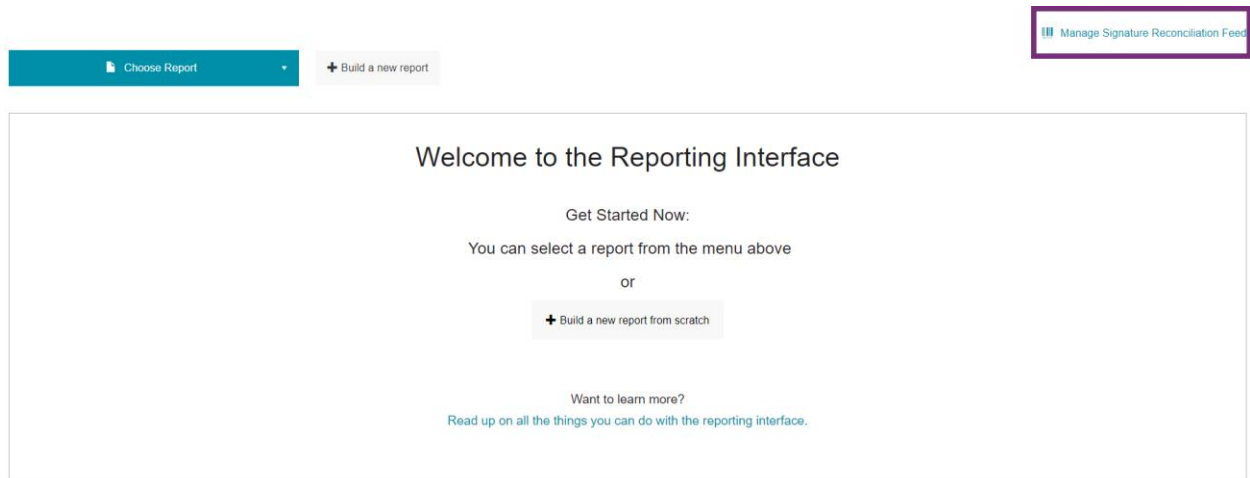
Click the button to open the feed-management modal:
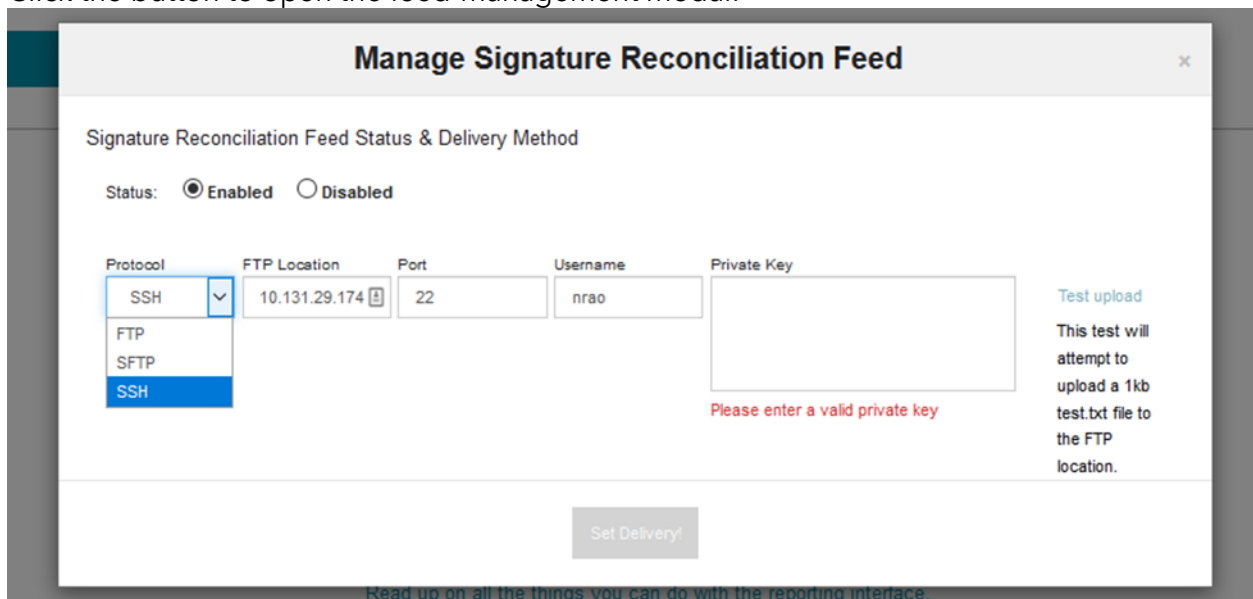
There are two main sections on this modal:

- **Status**: select to **Enable** or **Disable** the delivery of the Signature Reconciliation Feed. If you disable delivery, you will stop receiving the feed from the following day and until you select to enable delivery once more.
- **Protocol**: select a delivery protocol and set delivery information for us to send your feed. You can choose between FTP, SFTP, and SSH delivery methods and must supply the following information in order to complete enablement:

- o FTP Location
- o Port
- o Username
- o Password for FTP and SFTP; Private Key for SSH.

We recommend you test the upload prior to saving configuration. A 1KB file called test.txt will be sent to the location configured to confirm that the connection has been successful.

Once your protocol settings have been configured, set the status to Enabled and click **Set Delivery.** You should begin receiving files the following day.

Further Assistance

Contact your Publisher Manager for questions regarding Signature Reconciliation Feed. If you do not have a Publisher Manager, contact our Customer Support team via email at **pubsupport@rakuten.com**.

Appendix A: Definitions for Transaction

Info Tag Name	Description
Member ID	A variable field that you define. This can contain up to 72 alphanumeric characters, with mixed-case letters
Match Date	The date on which the Rakuten Affiliate network matches a transaction with the member of your site who made it.
Match Time	The time at which the Rakuten Affiliate network matches a transaction with the member of your site who made it.
Merchant Partner ID	The numeric value set by Rakuten Affiliate network that identifies a particular advertiser. This value is a constant.
Merchant Partner Name	An advertiser's name as it appears within the Rakuten Affiliate network. The advertiser can alter this value without notice to either the network or publishers.
Product SKU Number	The stock-keeping unit that is assigned by the advertiser. Each product in an advertiser's inventory has a unique SKU value.
Product Name	The name an advertiser gives to a product.
Transaction ID	A numeric ID that the Rakuten Affiliate network assigns to each transaction.
Order ID	The order number that is assigned by the advertiser. This represents one shopping session.

Info Tag Name	Description
Transaction Date	The date that the consumer (your member) completes their order as reported by the advertiser.
Transaction Time	The time in GMT that the consumer (your member) completes their order as reported by the advertiser.
Sales Amount	The total pre-tax and pre-shipment price of the line item multiplied by the quantity.
Quantity	The number of each product a consumer buys in their order.
Baseline Commission	The commission amount before any adjustments are made.
Adjusted Commission	The commission amount after adjustments are made. When you reach a certain level of sales, orders, clicks, or impressions in a month, advertisers often pay additional commissions. To do so, they make an adjustment.
Total Commissions ($)	The total dollar amount of the commission earned by you. All commissions are pending credit card authorization and returned merchandise.
Process Due Date	The date the transaction was processed by the Rakuten Affiliate network system.
Process Due Time	The time in GMT that the transaction was processed by the Rakuten Affiliate network system.

Appendix B: Definitions for Payment Reconciliation Report

Payment Summary

Info Tag Name	Description
Payment Issue Date	The date that Rakuten Affiliate network issues the payment. Typically, in the first five days of the month.
Check/ACH	The check or direct deposit number.
LS Payment ID	A unique ID that Rakuten Affiliate network assigns to each payment.
Payment Type	This indicates if the payment was made via check or direct deposit and whether it is domestic (in US) or international.
Payment Currency	This indicates the payment currency.
Pay Amount	The total amount of the payment.

Payment Detail

Info Tag Name	Description
Partner Name	An advertiser's name as it appears within the Rakuten Affiliate network. The advertiser can alter this value without notice to either Rakuten Affiliate network or publishers.
Partner ID	Rakuten Affiliate network's numeric value that identifies a particular advertiser. This value is a constant.
Invoice Number	The number Rakuten Affiliate network assigns to an invoice.
Invoice Period Start Date	The first day of the month.
Invoice Period End Date	The last day of the month.
Commission Amount Earned	Total commissions earned during this invoice period.
Forward Balance Amount	The amount that was forwarded from previous months.
Adjustment Bonus Amount	Any adjustment or bonus the advertiser has given to publishers. The value can be negative or positive.
Hold Amount	Any payments that were put on hold.
Payment Amount	Total commissions earned plus or minus any adjusted or held amounts.