



Transaction Query Form Data Requirements

Please review the following data requirements summary and directions on how to obtain the required information.

* Required information.

Program ID*	<p>The Program Id allows TradeDoubler to identify the program the transaction query relates too.</p> <p>Please note it is imperative that you include the correct Program Id to ensure the transactions are associated to the correct program, failure to provide TradeDoubler with accurate information will result in the commission will be lost.</p> <p>The Program Id can be located using one of the following methods:</p> <p>Method 1</p> <ol style="list-style-type: none"> 1) Login to your TradeDoubler account. 2) Locate the Search box, enter the name of the program in the 'Program name or ID' field and click search. 3) Click on the name of the program from the result set and select the apply option. 4) On the apply page the Program Id can be located under the 'Technical info' section. <p>Method 2</p> <ol style="list-style-type: none"> 1) Obtain the link the purchase was made through. 2) The Site Id is contained within the 'a' variable of the tracking URL: <p>i.e. http://clkuk.tradedoubler.com/click?p(50785)a(407311)g(16432722)</p>
Program Name*	<p>Name of the Program.</p>
Affiliate Site ID*	<p>The Affiliate Site Id allows TradeDoubler to uniquely identify your TradeDoubler registered site and is the site to which the commission will be awarded.</p> <p>Please note it is imperative that you include the correct Site Id to ensure the payments are made to the correct affiliate account, failure to do this will result in the untracked sales not being credited to your account and commission will be lost.</p> <p>Your Affiliate Site Id can be located using one of the following methods:</p>

	<p>Method 1</p> <ol style="list-style-type: none"> 1) Login to your TradeDoubler account. 2) Navigate to SETTINGS >> Site information. 3) Locate the website through which the purchase was made and the Site Id is displayed in the last column. <p>Method 2</p> <ol style="list-style-type: none"> 1) Obtain the link the purchase was made through. 2) The Site Id is contained within the 'p' variable of the tracking URL: i.e. http://clkuk.tradedoubler.com/click?p(50785)a(407311)g(16432722)
Site Name	Name of your site, can be located in the same area as the Site Id.
Affiliate Email*	Email address you wish to receive transaction query correspondence on.
Order Reference*	<p>The Order Reference allows the merchant to uniquely identify the transaction with in their systems so they are able to validate the transaction query claim.</p> <p>Please note the Order Reference is required in order to process the transaction query and failure to provide this information will result in the transaction being rejected from the system.</p> <p>The order reference will be supplied to the customer once the transaction is complete in the confirmation email. The merchant will provide an Order Number or a Lead Number, please only provide this information within this field.</p> <p>If the merchant does not provide an order or lead number please can you provide the users email address in this field.</p>
Product Name / Description	Please include the name / description of the product provided by the merchant in the order confirmation email, this information will assist the merchant in validating the query.
Order Value*	<p>The Order Value is the total value of the users transaction. This field is only required for sales transactions.</p> <p>If the transaction was a lead with no order value please leave this field blank.</p>
Expected Commission*	<p>The Expected Commission is the commission you expected to receive for the transaction query.</p> <p>This value is based on the commission structure for the particular program. Locate the commission structure for the program please use the following method:</p> <ol style="list-style-type: none"> 1) Login to your TradeDoubler account. 2) Locate the Search box, enter the name of the program in the 'Program name or ID' field and click search. 3) Click on the name of the program from the result set and select the apply option.

	<p>4) The Commission Structure can be located on the apply page.</p> <p>The commission for a particular transaction will be based on the type of event that has taken place. Please locate the relevant event and calculate the Expected Commission.</p>
Transaction Date*	Date of the original transaction.
Tracking URL	The URL clicked on to navigate to the merchant website when the purchase was made.
EPI	Please enter EPI value if applicable.
EPI2	Please enter EPI2 value if applicable.