

Reports

Reports is where you pull the numbers you need about the platform. Each report covers one area, and you can export what you find.

“ ? Screenshot: the Reports screen.

The reports

Report	Covers
Special Offers Report	The offers running across properties
Unresolvable Addresses	Addresses the system could not match
Properties Report	Your properties
Tenants Report	Your tenants
Financial Report	Money in and out
Maintenance Report	Maintenance activity
Custom Reports	Reports you build to your own needs

Use a report

1. Open the report you need.
2. Read or filter the results.
3. Select **Export** to download it.