

## CLIENTBASE GROUP REPORTS

ClientBase Group Reports	Description	Excel	ClientBase Fields	Parameters
<b>Group Hotel Rooming List</b> 3.09 v: <a href="#">Grouphotelroominglist.rpt</a> Updated Version 1/23/2016  4.00 v: <a href="#">Grouphotelroominglist_4_0.rpt</a> Updated Version 7/13/2016	Displays a hotel rooming list for a ResCard group(s). Selects on Active and/or Departed. Includes Confirmed and Quoted Reservations	No	<b>Profile:</b> DOB, Age <b>ResCard:</b> Group Name, <b>Reservations:</b> Travel Category "Hotel", No. of Nights, No. of Travelers, No. of Rooms. Traveler Names <b>Service Provider:</b> Property, Start and End Dates, Room Type, Room Description, Check-in Time, Check-out Time <a href="#">Sample</a>	<b>ResCard Group Name</b> <b>ResCard Status</b>
<b>Group Miscellaneous Passenger List</b> 3.09 v: <a href="#">Groupmiscpassengerlist.rpt</a> Updated Version 1/1/2016  4.00 v: <a href="#">Groupmiscpassengerlist_4_0.rpt</a> Updated Version 7/13/2016	Displays a traveler list for a ResCard group(s) using Travel Category Miscellaneous Includes Confirmed and Quoted Reservations	No	<b>ResCard:</b> Group Name, Travel Category "Miscellaneous", No. of Travelers, No. of Units <b>Service Provider:</b> Service Provider Name, Start and End Date, Description <a href="#">Sample</a>	<b>ResCard Group Name</b> <b>ResCard Status</b>
<b>Group Passenger Cruise Manifest</b> 3.09 v: <a href="#">GroupPassengerManifest.rpt</a> Updated Version 12/23/2015  4.00 v: <a href="#">GroupPassengerManifest_4_0.rpt</a> Updated Version 7/13/2016	Cruise ResCard and Service Provider information with passport information with Travel Category Cruise Includes Confirmed and Quoted Reservations	No	<b>Profile:</b> Title, Gender, Citizenship, Passport Information & DOB <b>ResCard:</b> Group Name, Travel Category "Cruise", & Reservation # <b>Service Provider:</b> Traveler Name, Service Provider, Ship, Cabin #, Category, Deck and Dining <a href="#">Sample</a>	<b>ResCard Group Name</b> <b>ResCard Status</b>
<b>Group Passenger Cruise Manifest-Short Form</b> 3.09 v: <a href="#">GroupPassengerCruiseManifestShortForm.rpt</a> Updated Version 12/31/2015  4.00 v: <a href="#">GroupPassengerCruiseManifestShortForm_4_0.rpt</a> Updated Version 7/13/2016	Cruise ResCard and Service Provider information. Does not contain passport information.	No	<b>Profile:</b> DOB <b>ResCard:</b> Group Name, Travel Category "Cruise", ResCard #, Reservation # <b>Service Provider:</b> Service Provider Ship, Cabin #, Category & Deck, Traveler Name <a href="#">Sample</a>	<b>ResCard Group Name</b> <b>ResCard Status</b>

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<b>Group Tour Passenger List</b> 3.09 v: <a href="#">GroupTourPassengerList.rpt</a> Updated Version 1/1/2016  4.00 v: <a href="#">GroupTourPassengerList_4_0.rpt</a> Updated Version 7/13/2016	Displays all travelers on a tour within a specific group name	No	<b>ResCard:</b> Group Name, Travel Category "Tour" <b>Service Provider:</b> Tour Name, Description, Start (Depart) and End (Arrival) Dates , Traveler Name <a href="#">Sample</a>	<b>ResCard Group Name</b> <b>ResCard Status</b>
<b>Birthday List for Profile Groups</b> <a href="#">BirthdaysbySelectedGroupProfiles_308.rpt</a> Updated Version 1/1/2016	Displays all travelers within Profile Group and highlights in RED all having a birthday in current month.	No	<b>Profile:</b> Group Name, Traveler Name, Birthdate, Age, Address, Primary Travel Consultant <a href="#">Sample</a>	<b>Profile Group Name</b>
<b>Birthday List For ResCard Groups</b> <a href="#">BirthdaysbySelectedGroupResCards_308.rpt</a> Updated Version 1/1/2016	Displays all travelers within ResCard Group and highlights in RED all having a birthday within 20 days of the trip.	No	<b>ResCard:</b> ResCard #, Traveler Name <b>Profile:</b> Birthdate, Age, Address, Primary Agent <a href="#">Sample</a>	<b>ResCard Group Name</b>