

## CLIENTBASE SUPPLIER REPORTS

ClientBase Supplier Reports	Description	Excel	ClientBase Fields	Parameters
<b>Sales &amp; Commissions Report by Supplier 2.0</b> 3.09 v: <a href="#">RevenueReportbySupplier200.rpt</a> Updated Version 1/30/2016  4.00 v: <a href="#">RevenueReportbySupplier200_4_0.rpt</a> Updated Version 7/15/2016	Report includes all confirmed reservations for ResCards that have not been	<b>No</b>	ResCard: Create Date, Region (Not Working), Reservation Create Date, total fare, taxes, commission cancelled  <a href="#">Sample</a>	<b>Start Date (earliest date in range)</b> <b>Last Date (latest date in range)</b> <b>Which Date Range (Res Card Trip Start , Reservation create Date, or Date Res Card Created</b> <b>Also Can Select All or one Supplier</b>
<b>Sales &amp; Commissions Report by Supplier 2.0 Excel Export</b> 3.09 v: <a href="#">RevenueReportbySupplierExcel200.rpt</a> Updated Version 1/30/2016  4.00 v: <a href="#">RevenueReportbySupplierExcel200_4_0.rpt</a> Updated Version 7/15/2016	Same report as Sales by Supplier except set for export to excel.	<b>Yes</b>	ResCard Create Date; ResCard #; Region(not working); Client Interface Id; ResType; Trip Start Date; Trip End Date; Client Name; Confirm #; Travel Consultant; Supplier Name; Status; Base Amount; Tax Amount; Total Fare; Commission  <a href="#">Sample</a>	<b>Start Date (earliest date in range)</b> <b>Last Date (latest date in range)</b> <b>Which Date Range (Res Card Trip Start , Reservation create Date, or Date Res Card Created</b> <b>Also Can Select All or one Supplier</b>

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ClientBase Supplier Reports	Description	Excel	ClientBase Fields	Parameters
<b>Trip Duration – Supplier</b> 3.09 v: <a href="#">Trip_Duration_Supplier.rpt</a> Updated Version 1/21/2016  4.00 v: <a href="#">Trip_Duration_Supplier_4_0.rpt</a> Updated Version 7/15/2016	Calculates various # of days for trips (1-4, 5-9, 10–14, 15–21, Over 21) Ranks clients by total Sales. Also allows running for all or one Supplier. Two Matrix's prepared. First By Supplier and Second by "Old" Destinations		First Section Lists Top 20 Suppliers, Largest Volume first, Displaying Number of Trips and Total Sales for each Day Range. <a href="#">Sample</a>	<b>Start Date (earliest date in range)</b> <b>Last Date (latest date in range)</b> <b>Which Date Range (Res Card Trip Start , Reservation create Date, or Date Res Card Created.</b> <b>Also – All or one Supplier.</b>
<b>Vendor By Region Summary</b> <a href="#">VendorByRegionSummary.rpt</a>  Formerly 1506VendorByRegionSummary100.rpt  Updated Version 1/14/2016	Summary of All Vendor (Supplier) Reservations within Each Region. ResCards must have a Confirmed booking in order to appear on the report. Dates are based on ResCard Reservation Date or Reservation Trip Start Date in CB. Sorting is by ResCard region and then by vendor. Different branches can be run by typing the 3 digit branch number separated by a comma (i.e. 000,002) or leave as asterisk (*) to run for all branches.		Total number of ResCard reservations, Reservation Total, Average Reservation, Commission Total, Average Commission for each vendor from ClientBase (CB). <a href="#">Sample</a>	<b>ResCard Create Date or Trip Start Date: Enter</b> <b>Branches: All or Branch #s</b>