

## Agency Comparative Report for Year

The report breaks down the agency's commission or sales per booking by month for the year entered based on issue date. The first agent for each booking is the agent listed on the report. The report totals each month and the year.

The image shows two side-by-side screenshots of the 'Enter Parameter Values' dialog box. The left dialog is for the 'Report Type' report, and the right dialog is for the 'Vendor' report. Both dialogs have a 'Parameter Fields' list, a 'Discrete Value' dropdown, and 'OK', 'Cancel', and 'Help' buttons at the bottom.

**Report Type Dialog:**

- Parameter Fields: Report Type, Agent, RequiredID, Year, Sort
- Report Type: (C)ommission or (S)ales?
- Discrete Value: C - Run By Agency Commission

**Vendor Dialog:**

- Parameter Fields: Vendor Breakdown, Vendor Info, Branch, Branch Number Input
- Show Vendor Breakdown (Y/N):
- Discrete Value: N - No vendors displayed (Default)

Parameters for report:

**Report Type:** Run report by Agency (C)ommission or by Agency (S)ales.

**Agent Breakdown:** Run report by (O)ne Agent, Agent (G)roup, or (A)ll Agents.

**Required ID:** Enter Agent Interface ID or Agent Group Name based on Agent Breakdown.

**Year:** Enter Year (report based on issue date).

**Report Sort:** Sort report by Agent Interface ID or Descending By Yearly Total.

**Vendor:** Choose to Display Vendor Breakdown on report (Y/N).

**Vendor Breakdown:** If (Y)es to showing vendors, show by (O)ne Vendor, Vendor (G)roup, or (A)ll Vendors.

**Vendor Info:** Enter Vendor Interface ID or Vendor Group Name based on Vendor Breakdown.

**Branch:** Select to run by (O)ne Branch, Branch (G)roup, or (A)ll Branches.

**Branch Number Input:** Enter Branch Number if running by One Branch.

**Branch Group Input:** Enter Branch Group Name if running by Branch Group.