

Vendor Comparative Sales for Year

The report breaks down the total fare per booking by month for the year entered based on issue date. The report totals each month and the year.

Parameters for report:

Select Vendor Breakdown by (O)ne Vendor, Vendor (G)roup, or (A)ll Vendors.

Enter Vendor Interface ID or Vendor Group Name if needed.

Select Vendor Type: All Vendor Types, Preferred Vendors Only, Non-Preferred Vendors Only

Enter Year: (report based on issue date).

Select Report Sort: Alphabetically by Vendor Name or Descending By Yearly Total.

Select Submit To: ARC/BSP, Supplier, CommTrack

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

Enter Branch Number if running by One Branch.

Enter Branch Group Name if running by Branch Group.