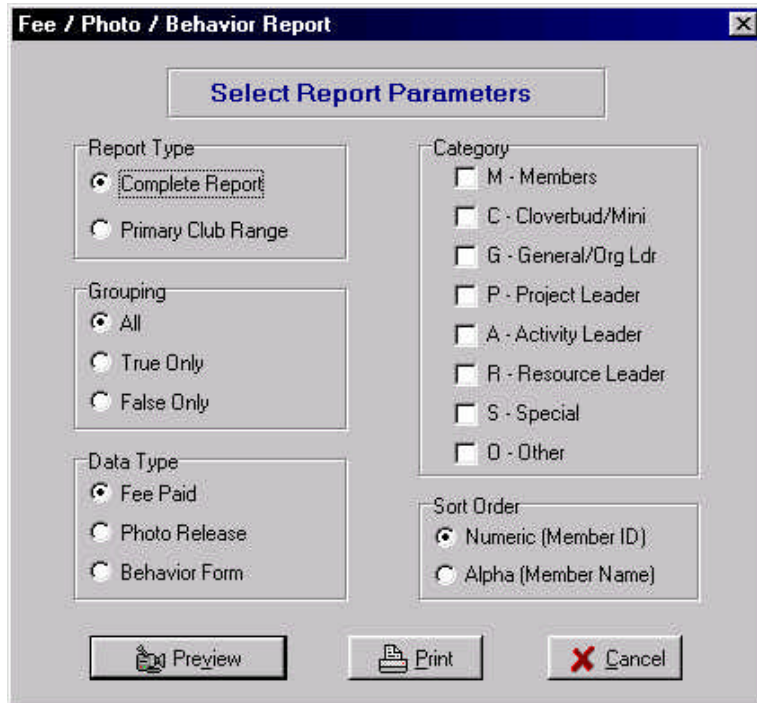


Fee/Photo Release/Behavior Report

This report prints a listing of members or leaders with a True/False status for Fee Paid, Photo Release, or Behavior Form as shown on the member/leader screen. Go **Reports|Special Reports|Fee/Photo Release/Behavior Report** from the menu bar. Counties can use these fields to document if payment of a fee was received, if their photo release was returned, and/or if the behavior form was returned. This report only prints active members/leaders.



Report Type

This is the range you would like the report to output. Select *Complete* to print an entire report of all categories chosen. Choosing *Primary Club Range* brings up a dialog box prompting a range, this only takes the members/leaders with the chosen range of Primary Club codes.

Note: This report only prints New & Return member/leaders. It does not print Alumni, Terminate, nor Inactive members.



Category

Report can be printed out for the categories selected. The categories conform to the category field in the member/leader screen. At least one category must be selected for this report to print. Members, Cloverbud/Mini, General/Organized Leader, Project Leader, Activity Leader, Resource Leader, Special, and Other.

Grouping

You may print a report for the different groupings listed. Your category selection will affect who in the group is printed.

All – Prints report for the complete active member/leader file.

True Only – Prints report for only the active member/leaders that have a True in the Selected Data Type chosen (Fee Report/Photo Release/Behavior Form).

False Only – Prints report for only the active member/leaders that have a False in the Selected Data Type chosen (Fee Report/Photo Release/Behavior Form).

Data Type

This prints a separate report for each type of data chosen.

Fee Paid – If box is checked in the member/leader file this prints as a True on this report. Choosing Fee Paid shows all active members/leaders with chosen categories according to how you grouped it above.

Photo Release - If box is checked in the member/leader file this prints as a True on this report. Choosing Photo Release shows all active members/leaders with chosen categories according to how you grouped it above.

Behavior Form - If box is checked in the member/leader file this prints as a True on this report. Choosing Behavior Form shows all active members/leaders with chosen categories according to how you grouped it above.

Sort Order

You can order your report alphabetically by *Member Name* or Numerically by *Member/Leader Number*.