CHECK REGISTRY REPORT

Listed in *Figure 1* is the **Check Registry Report**. The Report holds more specific information about the *supplier* and the *checks* created. Choose the **Bank**, and **Date Range** as per your preference to filter the shown checks. Click the **Print Report Button** to print *(Figure 2)*, **Export Button** to save the report to an Excel File *(Figure 3)*, and **Email Button** to email the excel file to the designated address in the **Settings -> Email Report Settings**.
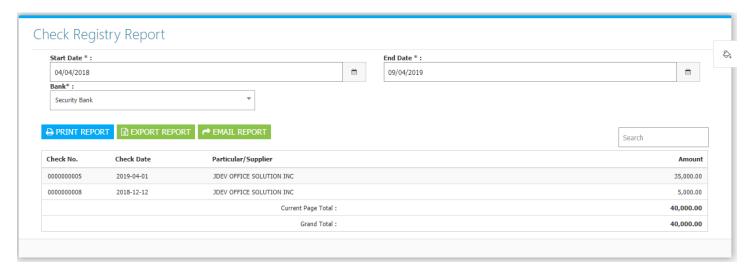
Figure 1

Figure 2

Check Registry Report

Period Covered: 04-04-2018 to 09-04-2019   **Run Date:** 09-04-2019
Bank: Security Bank

Check No.	Check Date	Particular	Amount
0000000005	2019-04-01	JDEV OFFICE SOLUTION INC	35,000.00
0000000008	2018-12-12	JDEV OFFICE SOLUTION INC	5,000.00
		Total:	₱ 40,000.00

Figure 3

Check Registry			
Period Covered: 04-04-2018			**Run Date: 09-04-2019**
Bank:	Security Bank		
0000000005	01/04/2019	JDEV OFFICE SOLUTION INC	35,000.00
0000000008	12/12/2018	JDEV OFFICE SOLUTION INC	121.00
		Total	35,121.00