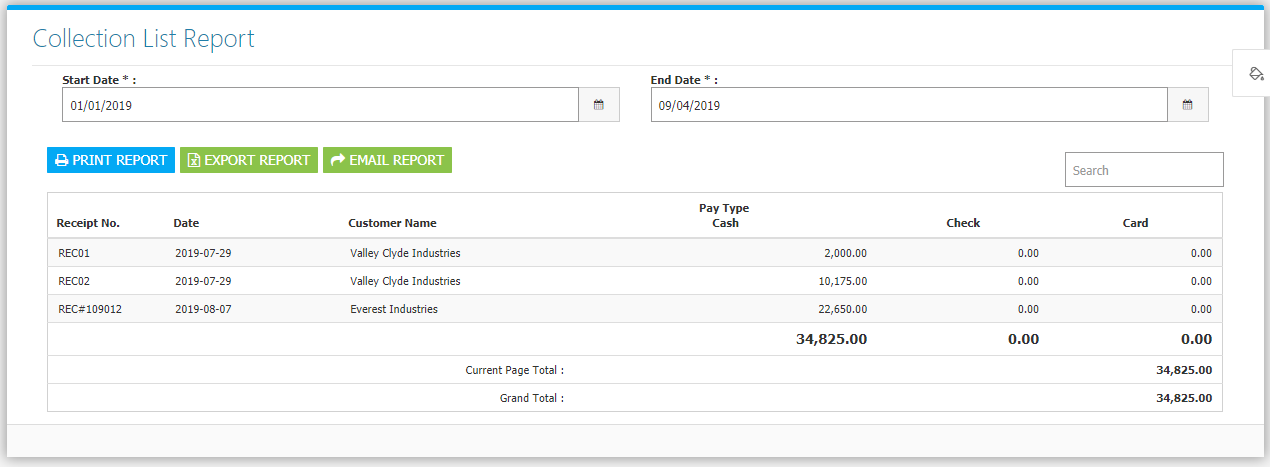
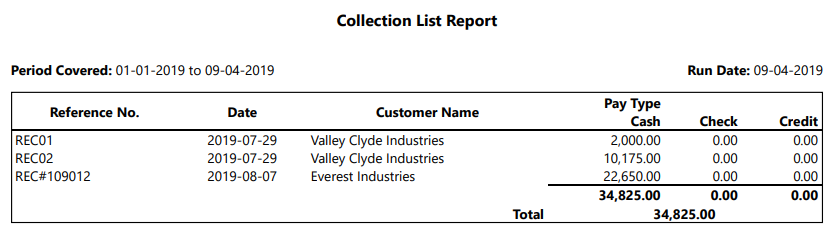
**COLLECTION LIST REPORT**

Listed in *Figure 1* is the **Collection List Report**. The Report holds more specific information about the *customers* and their *payments*. Choose the **Date Range** as per your preference to filter the shown payments. 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**



**Figure 3**

