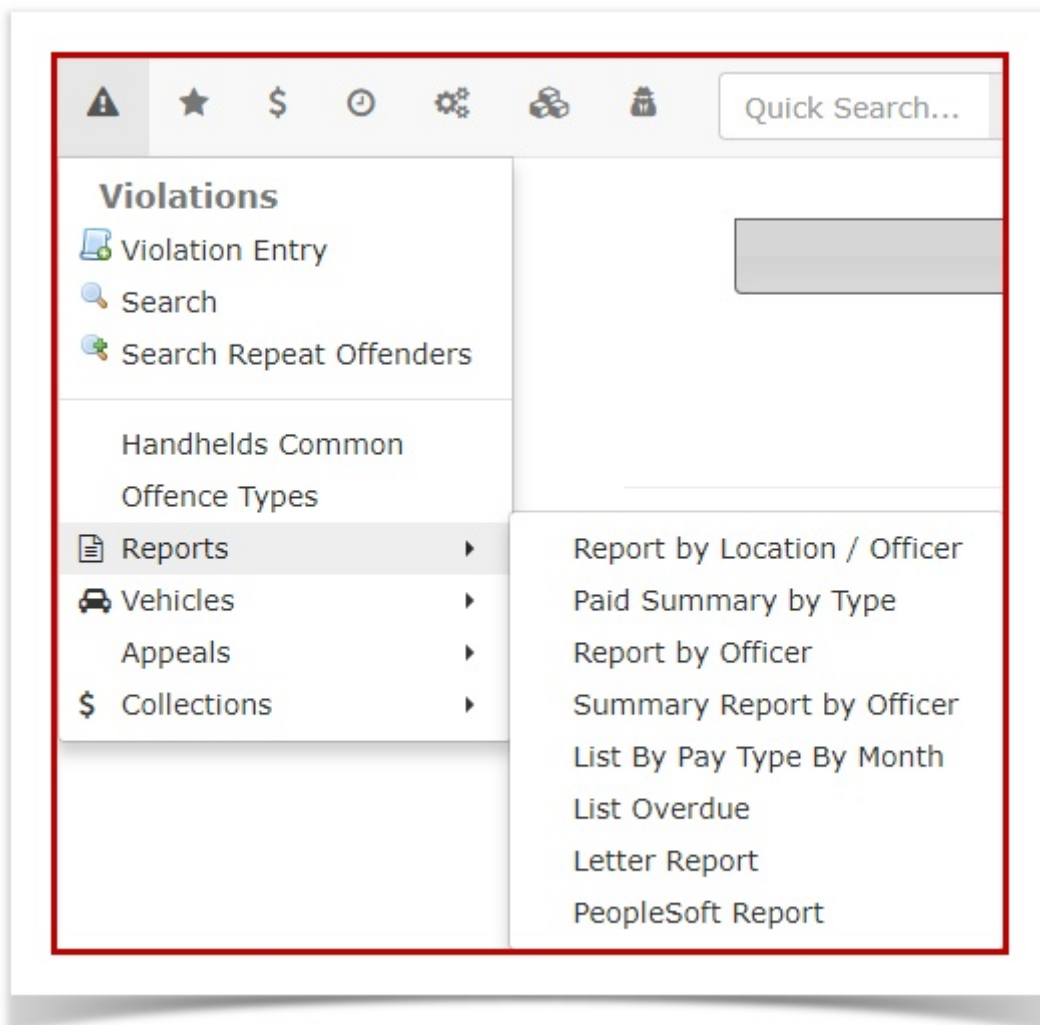# Permit Sales by Lot by Month

1. In **Parking Management**, hover over the '**Permit Management**' icon and click '**Reports**' then '**Permit Sales by Lot by Month**'.

2. The '**Permit Sales by Lot by Month**' screen will display. The current month will automatically be displayed, but you can choose the month you wish to report on. Use the drop-down menus to select the month and year and click the '**Retrieve**' button to get the new report.

Permit Sales by Lot by Month

Select Month to Retrieve

Jan 2017   [📅]   Retrieve

Lot Name	Payment Type	Amount	# Sold
Red Student Lot West	Visa	593.25	1
		593.25	1
	Grand Total:	593.25	1

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