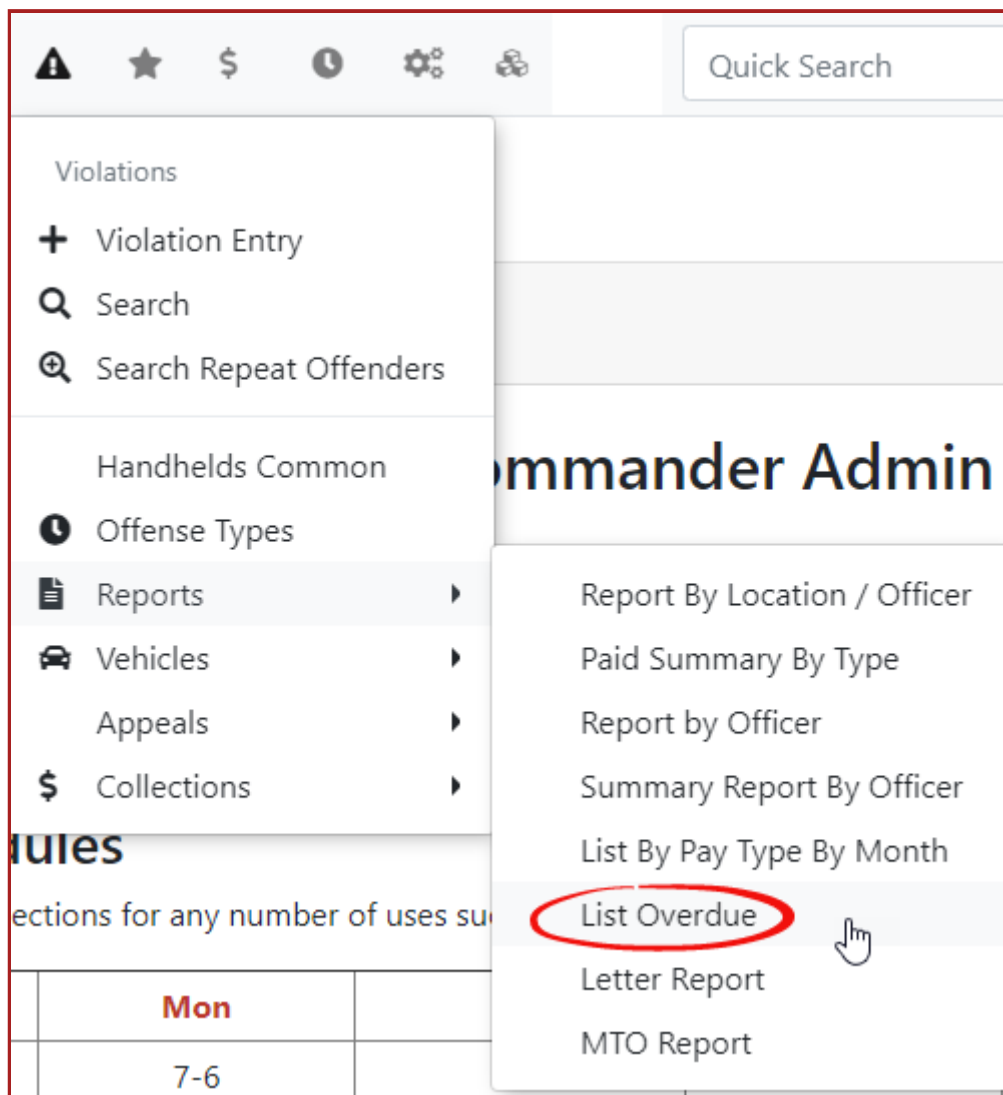


OperationsCommander - <https://opscom.wiki>

List Overdue Report

Accessing the Report

From the **Violations** menu hover over **Reports** and click the **List Overdue** menu item to access the **Overdue Violation Payments** report.



The **Overdue Violation Payments** screen is displayed.

Enter your search criteria and click **List Overdue Records**. In this case we are looking at violations between **May1st 2020** and **February 8th 2021**

The report will appear at the bottom of the screen with the violation number, details, amount, and offender details.

Overdue Violation Payments

User Type: All User Types
Ticket Category: All Ticket Categories
 Include Archived Categories
Start Date: May 01, 2020
Up To and Including: Feb 08, 2021

Search

Generate Excel Report

Ticket	Details	Amount	Offender Details
Tue. Dec. 01, 2020			
TT-10028	Parked - Permit Not Visible	\$50.00	JROCK Passenger James Rockwood jrockwood@tomahawk.ca
			Daily Total: \$50.00
Wed. Jul. 01, 2020			
TT-10030		\$50.00	JROCK Passenger James Rockwood jrockwood@tomahawk.ca
			Daily Total: \$50.00
			Grand Total: \$100.00

Email Listed Users

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Emailing Users

You can click on the user email address to email users directly related to their overdue violations.

You can also select **Email Listed Users** at the bottom of the report to send an email to **all users** on the report.

Generating an Excel Report

Click **Generate Excel Report** to create an excel document for your records or further manipulation.

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