

BAM1650 - Property Class Listing

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This report lists, by property class or item number, all items in inventory. Users can also specify a date range for retrieving records. Users can select or exclude disposable items.

Parameter	Description
Sort by Property Class (P), Item Nbr (I)	Type the property class separating multiple property classes with a comma (e.g., 1510, DONATE). Or, click ⋮ to search for property classes. Otherwise, leave blank to use all property classes.
Include Disposed Items? (Y/N)	Y - Include disposed items on the report. N - Exclude disposed items on the report. This is a required field.
Select Property Class(es), or blank for ALL	Type the property class separating multiple property classes with a comma (e.g., 1510, DONATE). Or, click ⋮ to search for property classes. Otherwise, leave blank to use all property classes.
Select Item Nbr(s), or blank for ALL	Type the ten-digit item number, including all leading zeros and separating multiple item numbers with a comma (e.g., 0000001991, 1236571991). Or, click ⋮ to search for item numbers. Otherwise, leave blank to use all item numbers.
From Date In Service (MMDDYYYY), or blank for ALL	Type the from date in service in the MMDDYYYY format, or leave blank to use all from dates.
To Date In Service (MMDDYYYY), or blank for ALL	Type the to date in service in the MMDDYYYY format, or leave blank to use all to dates.

Generate the report.