Property Genie Report Samples Book:

Following is an overview of each report currently supported in property Genie. There is a single sample of Each report, and a screenshot of the report filters screen, to give you an idea of the report options available in each report. Changing options can create significant differences in the report content and appearance.

Reports are contained in two major containers, Property Management Reports, available to all property managers, and Accounting Reports, available to all who have accounting rights.

Property Manager Reports:

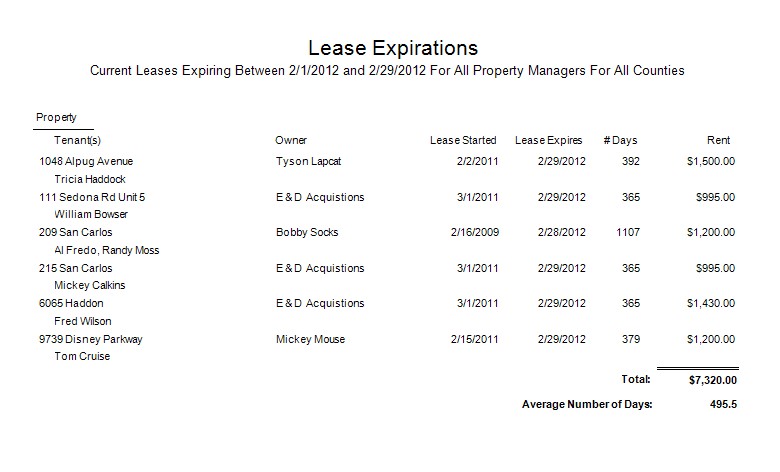
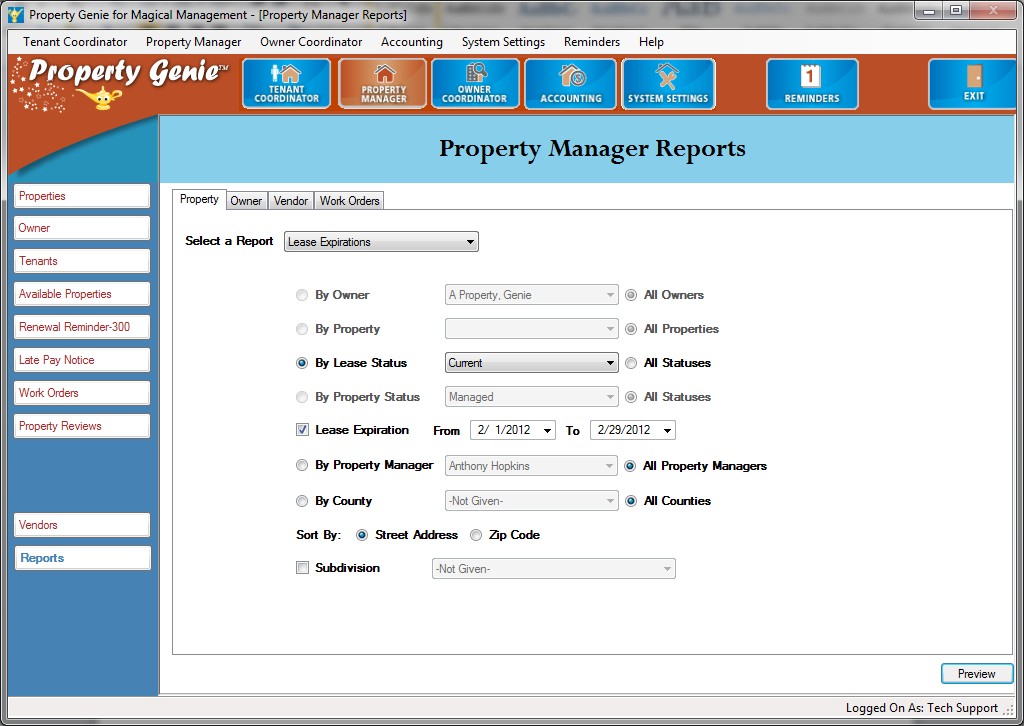
Property Management Reports are organized into 4 separate groups,

* Property
* Owner
* Vendor
* Work order

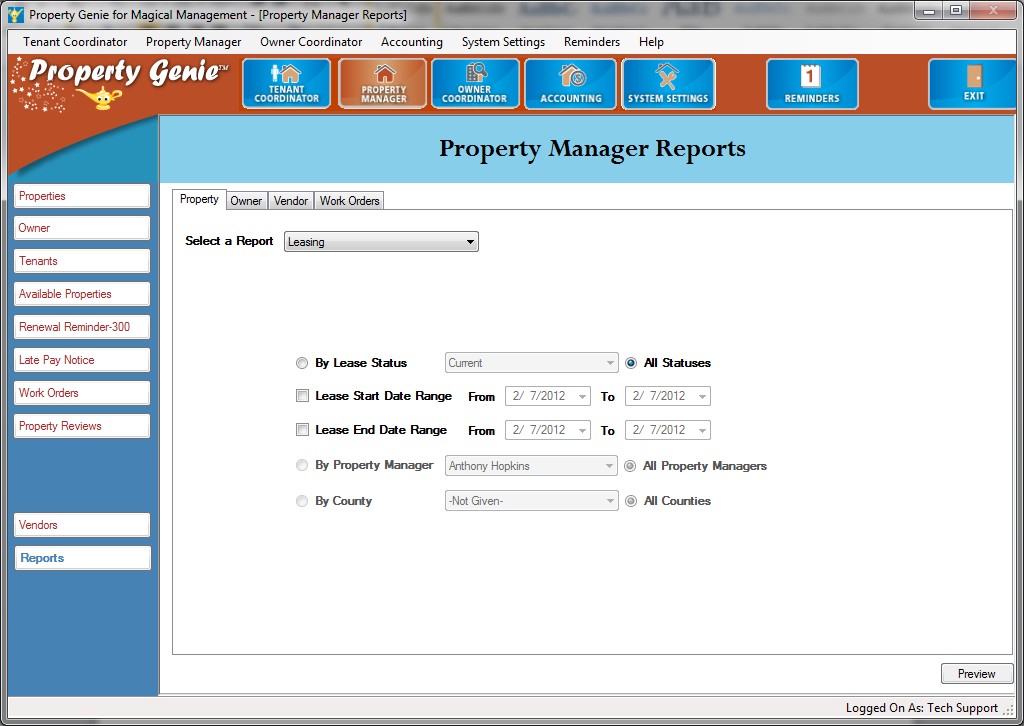
We will cover each of these in order, Beginning with all Property Reports.

Property Reports:

Lease Expirations:

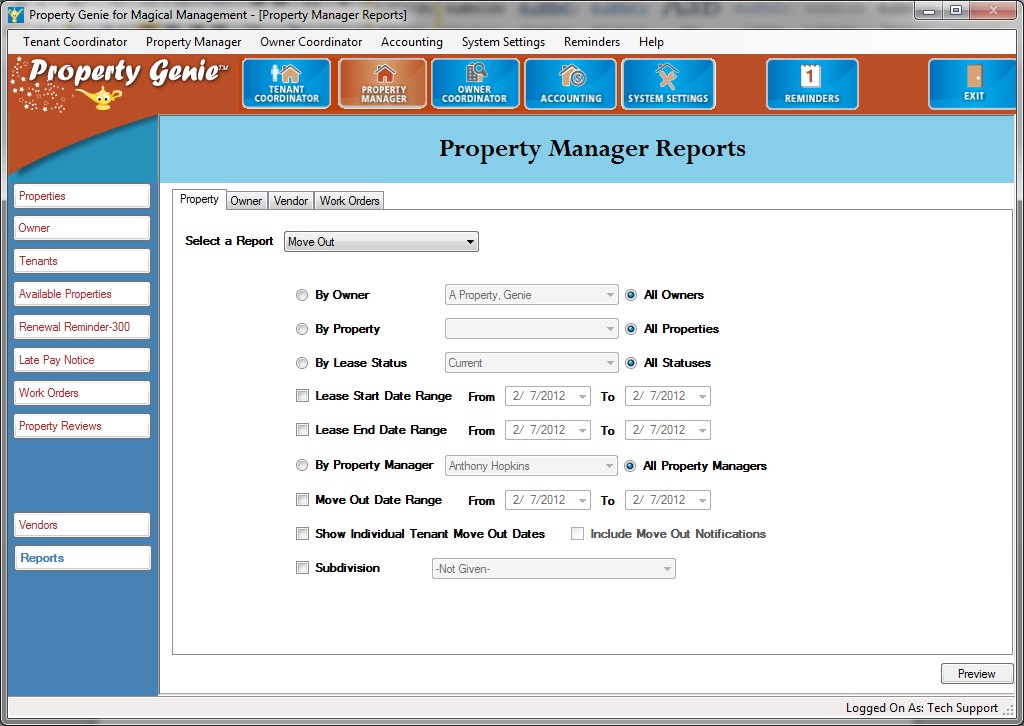
Report Options:

Leasing:



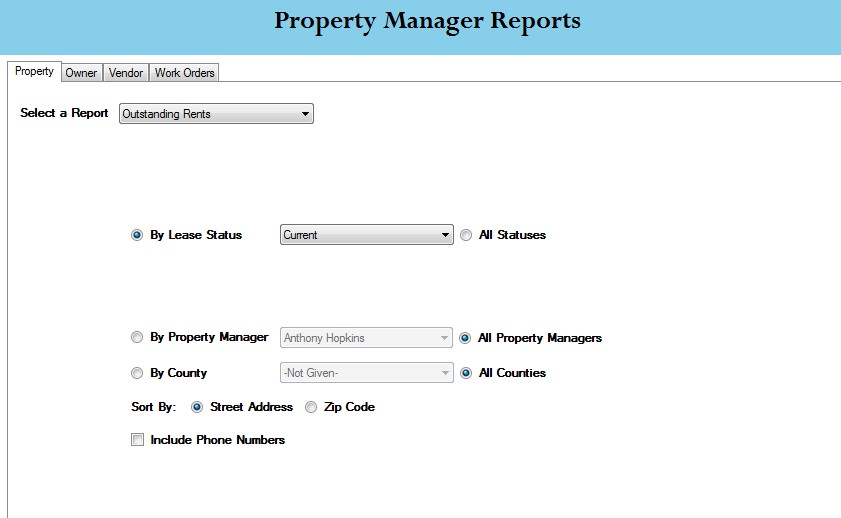


Move Out:





Outstanding Rents:





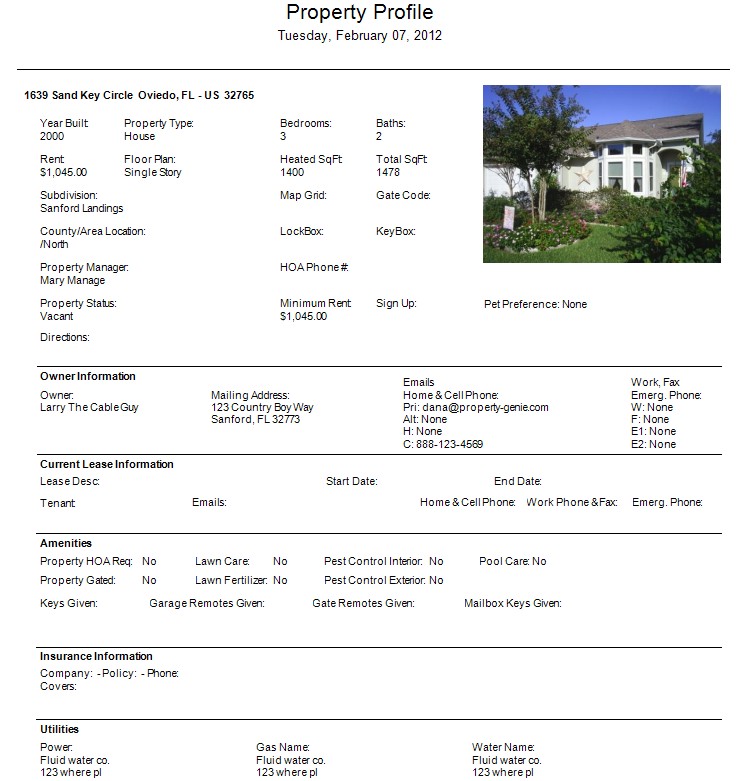
Property By Status:



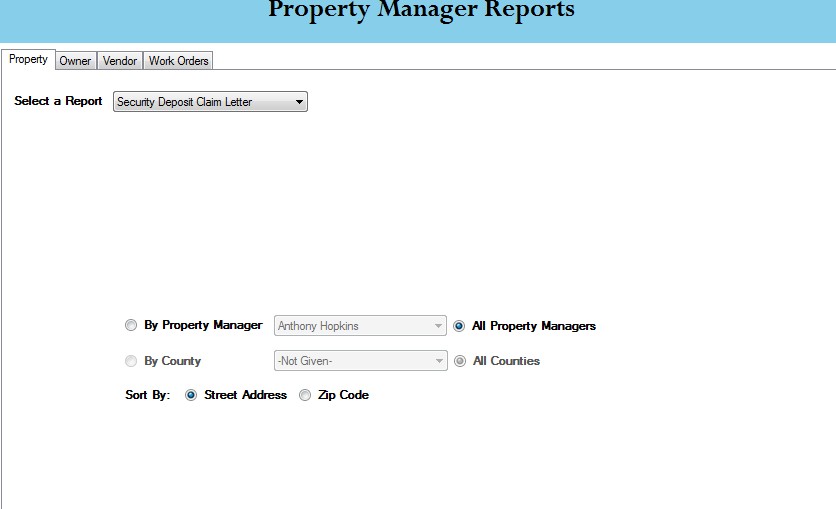


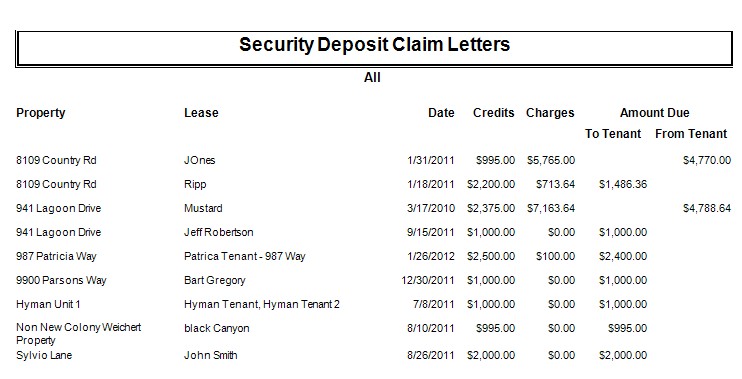
Property Profile





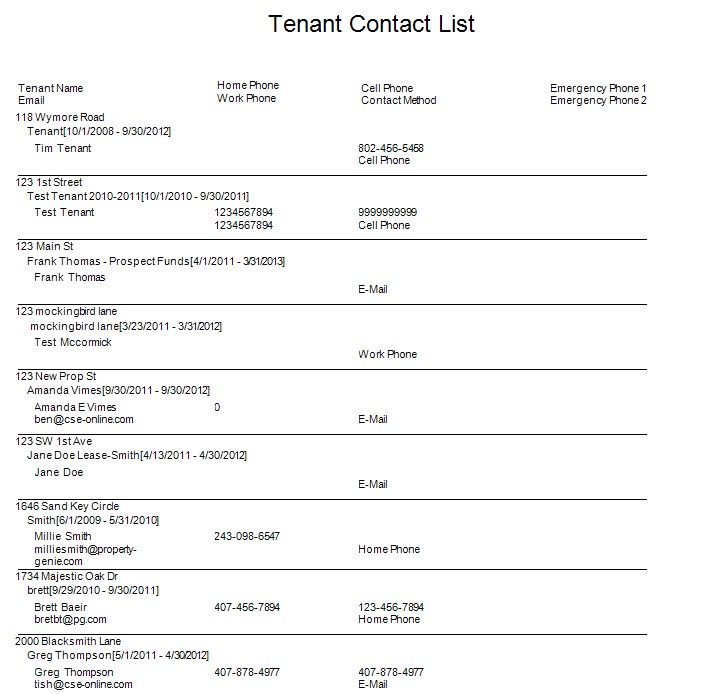
Security Deposit Claim Letter:





Tenant Contact List:





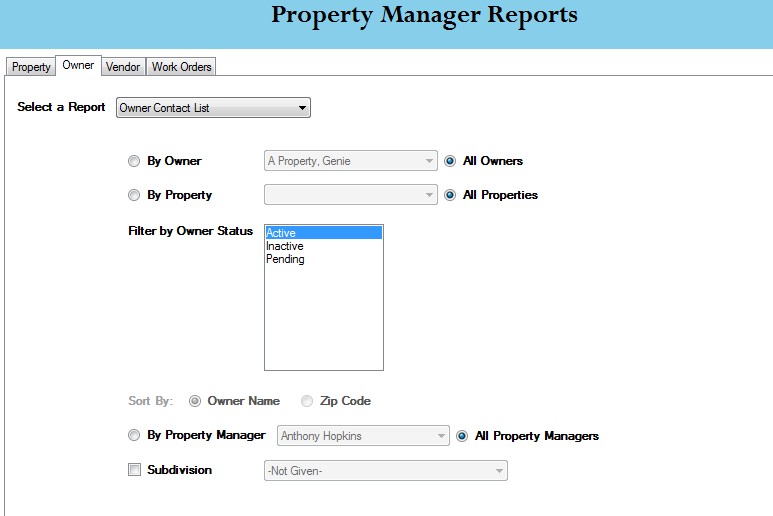
Tenant Mailing Labels:

Tenant Mailing Labels



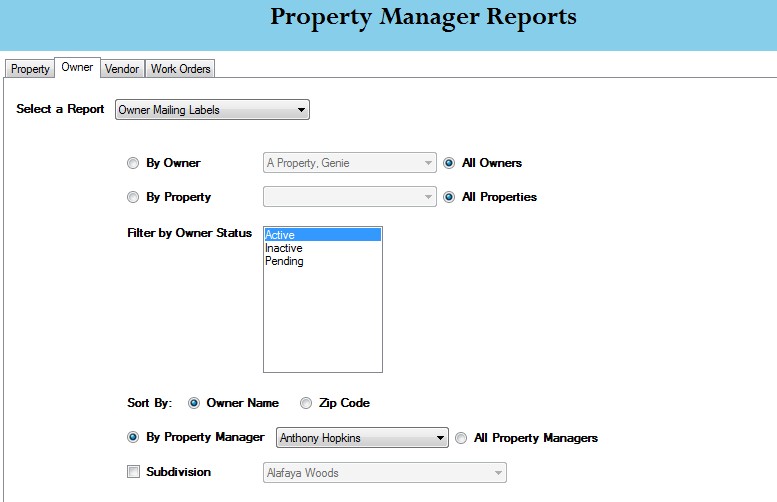
Owner Reports:

Owner Contact List



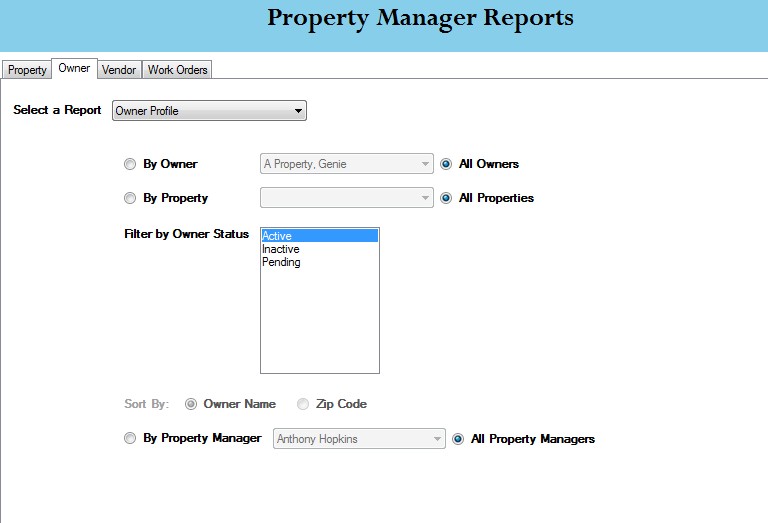


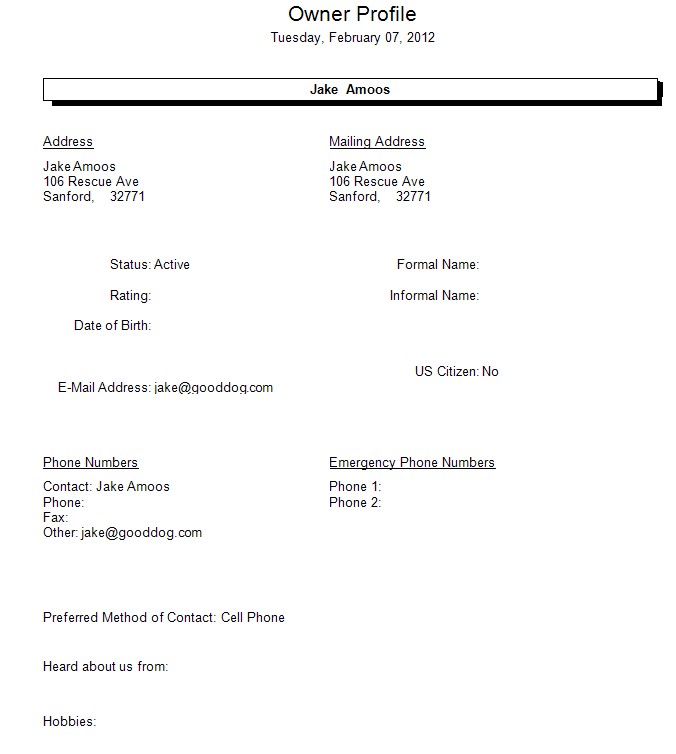
Owner Mailing Labels:





Owner Profile:



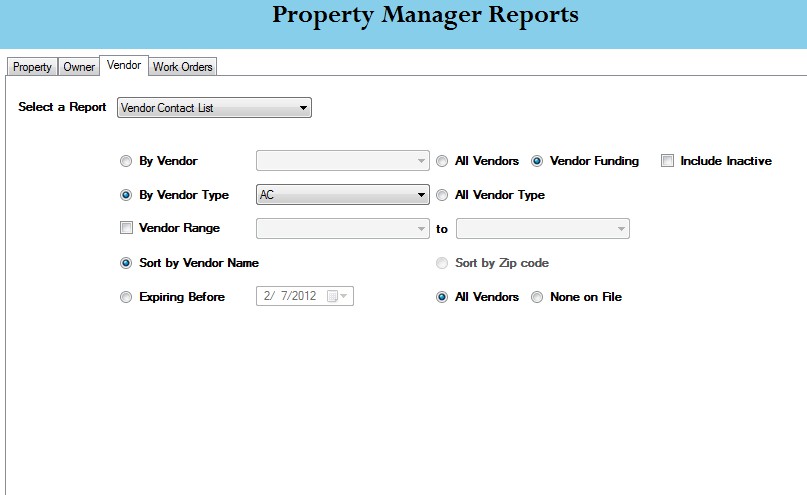


Owner Property List:

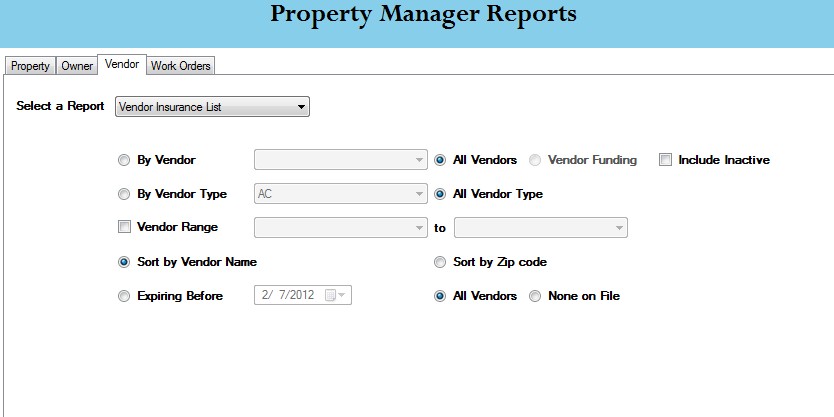


Vendor Reports:

Vendor Contact List:

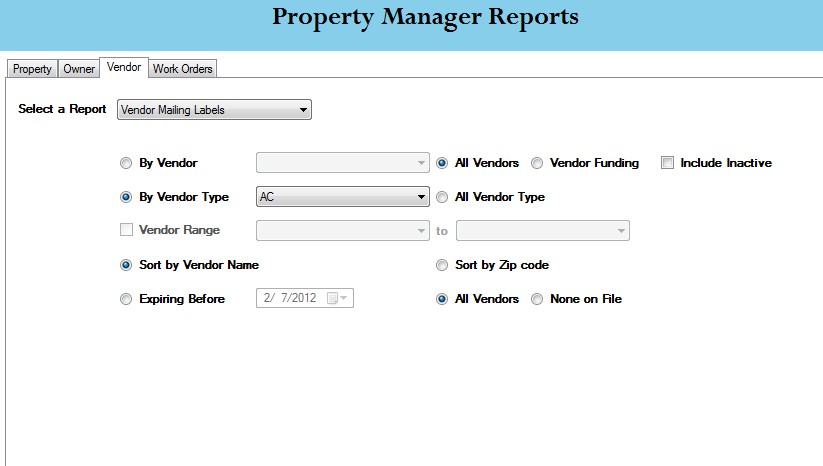


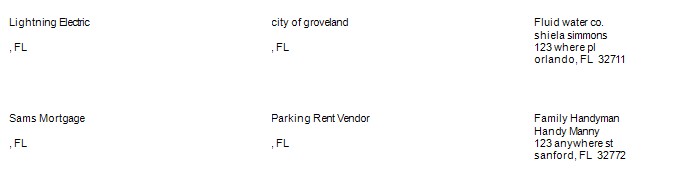


Vendor Insurance List:

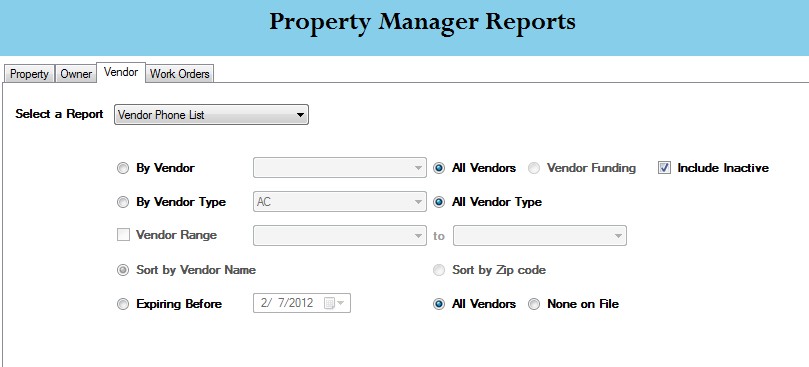


Vendor Mailing Labels:



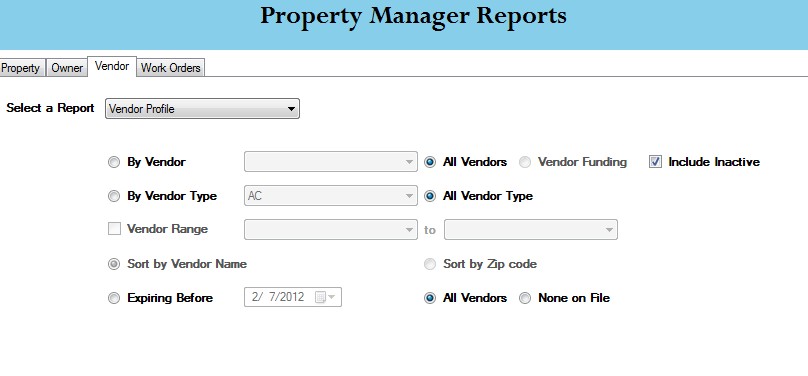


Vendor Phone List:





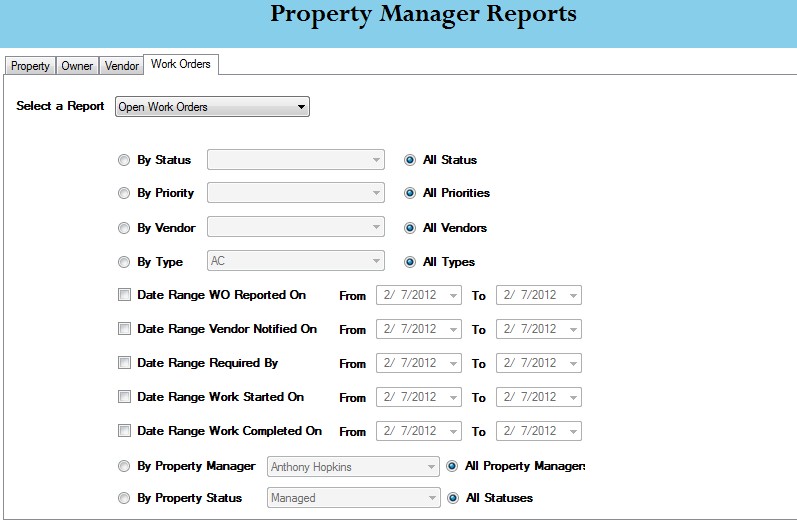
Vendor Profile:

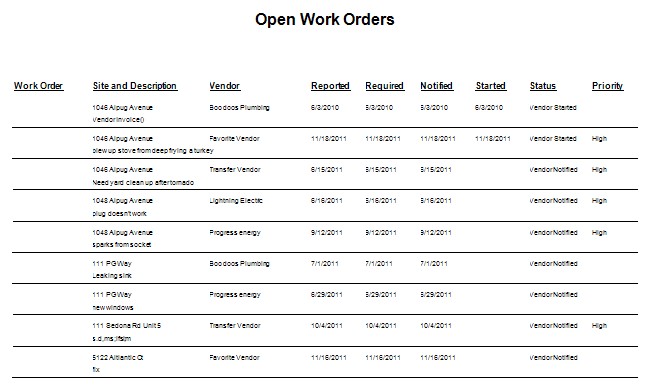




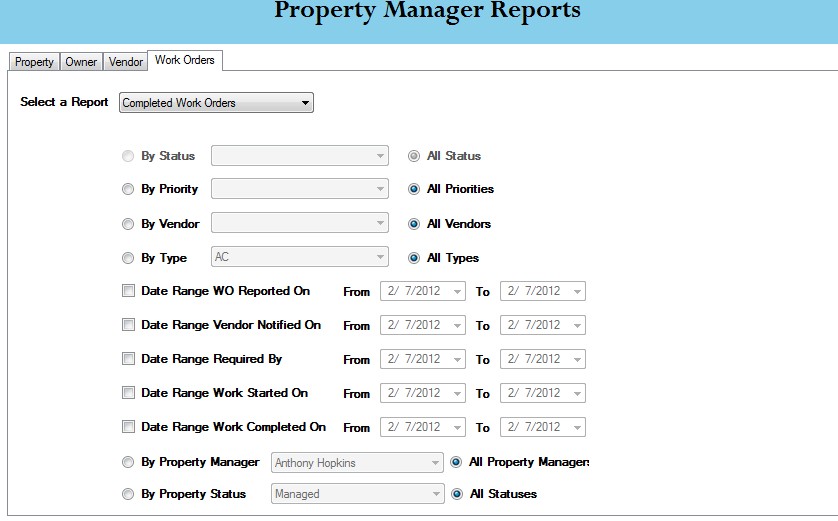
Work Order Reports:

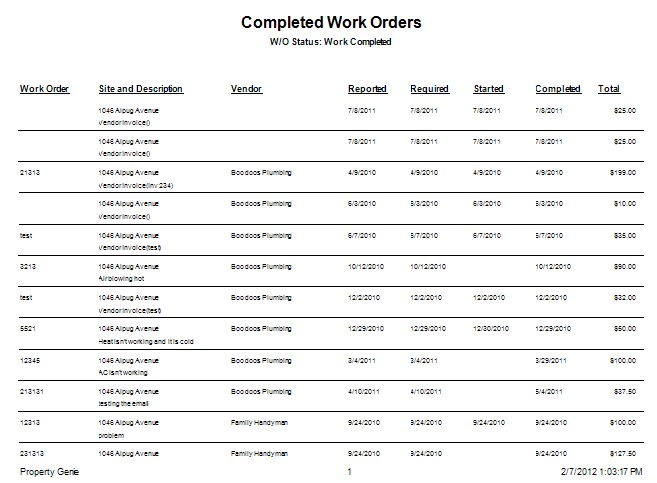
Open Work Orders:





Completed Workorders:



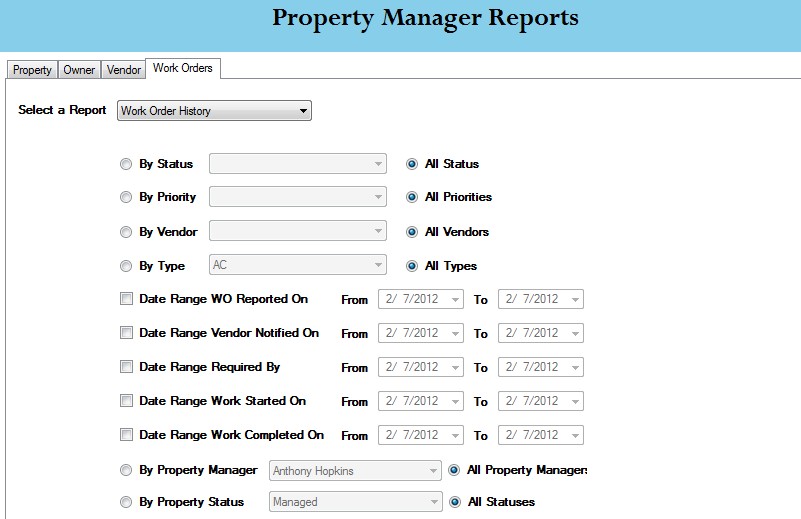


Reported work orders:



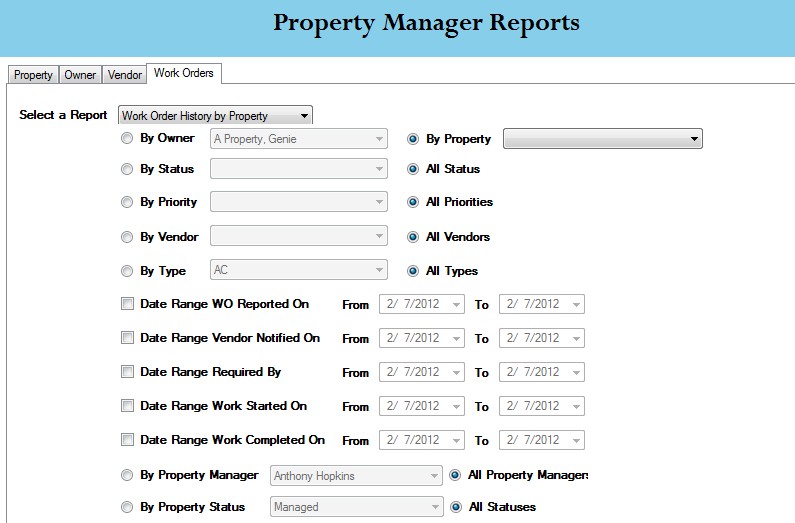


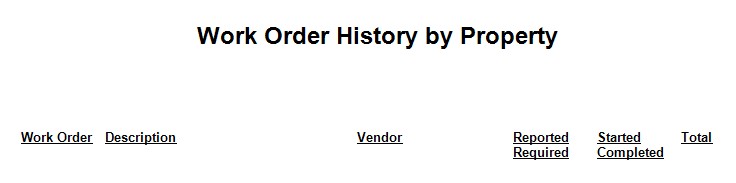
Work Order History:



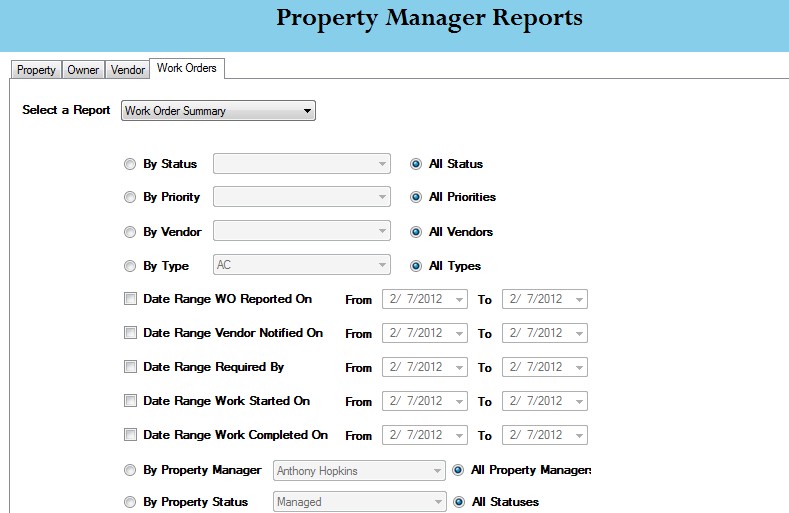


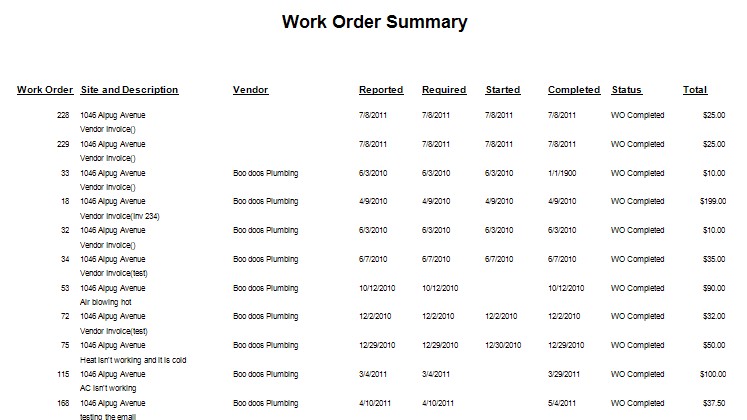
Work Order History by Property:





Work Order Summary:





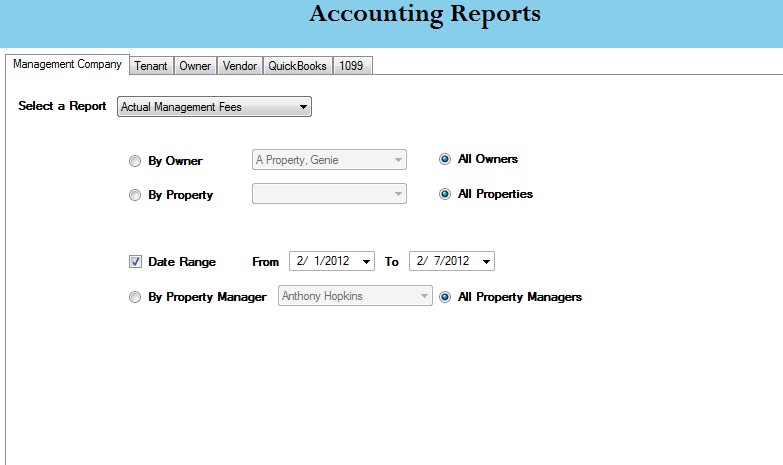
Accounting Reports:

Accounting reports are divided up into the following categories:

* Management Company
* Tenant
* Owner
* Vendor
* QuickBooks
* 1099

Management Company Reports:

Actual Management Fees:

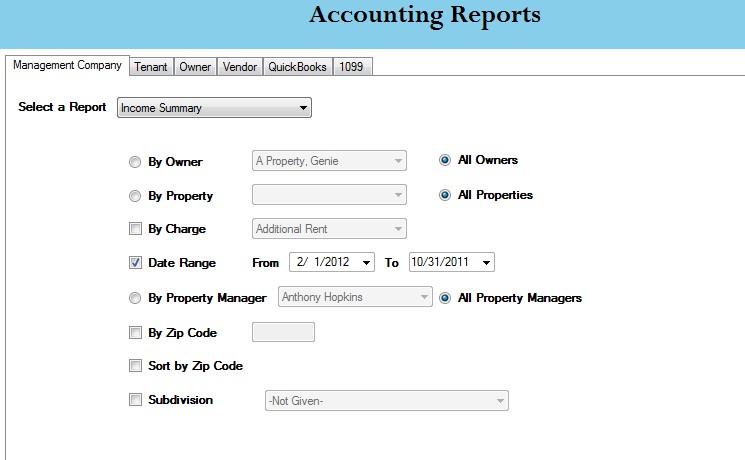


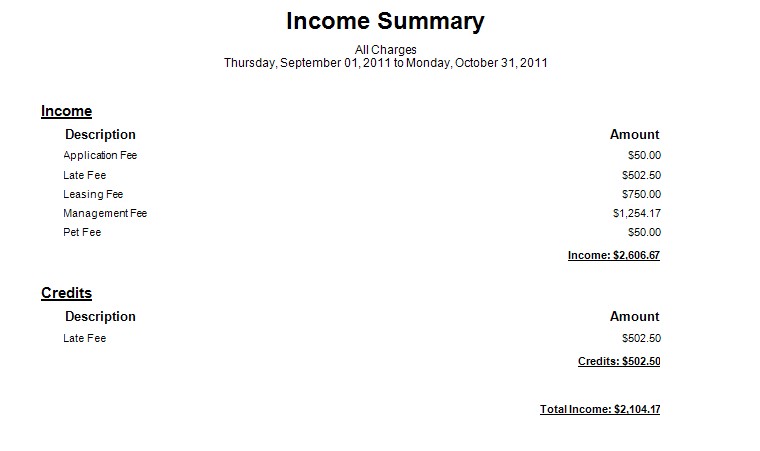


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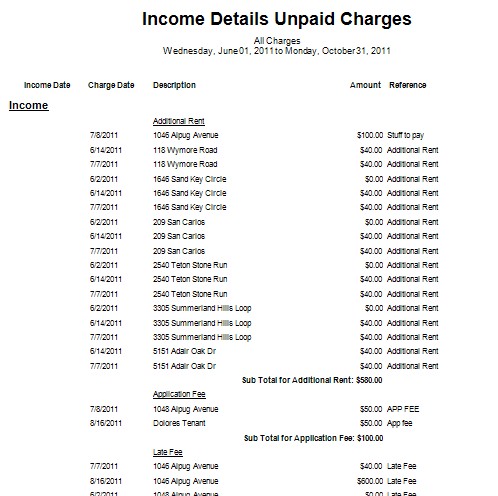


Income Summary:

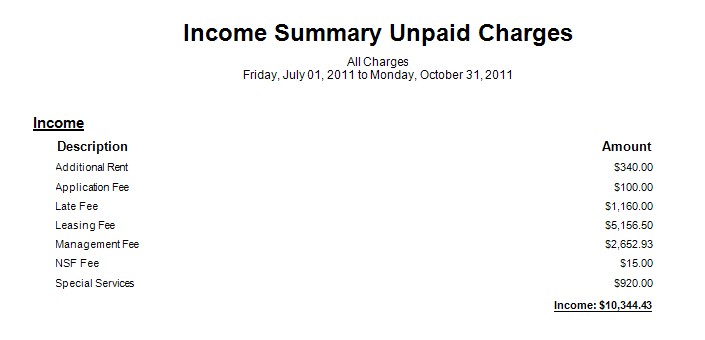


Income Details Unpaid Charges:

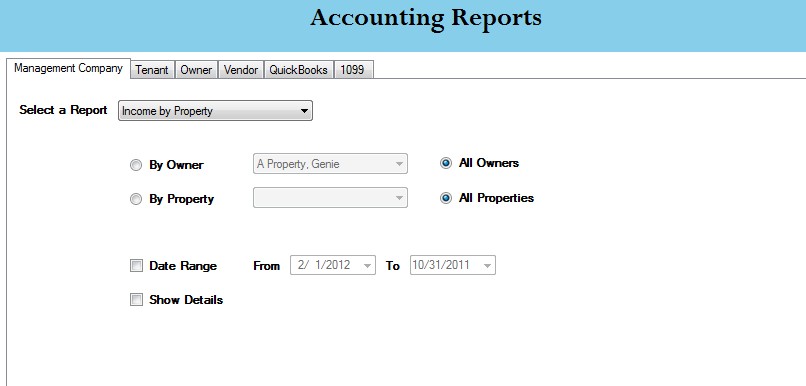




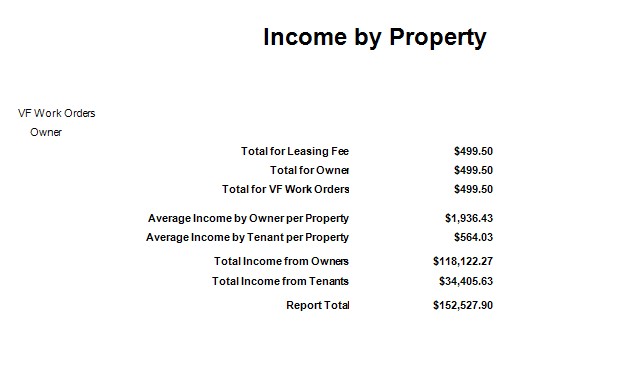
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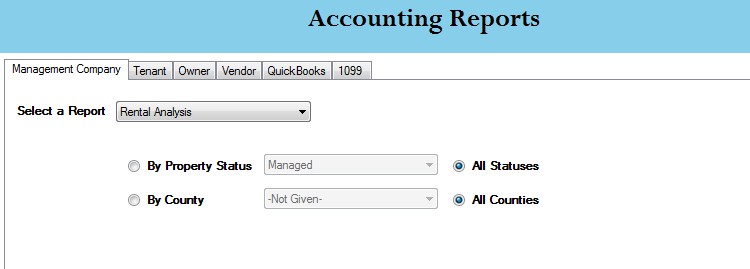
Income by Property:

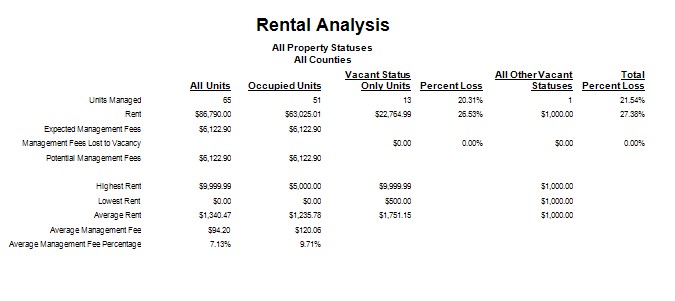




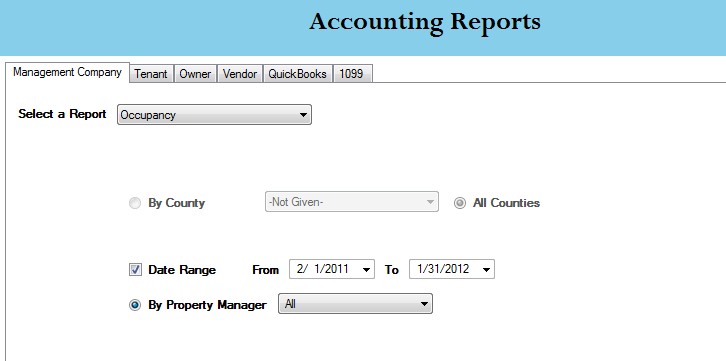
Income By Property Summary:

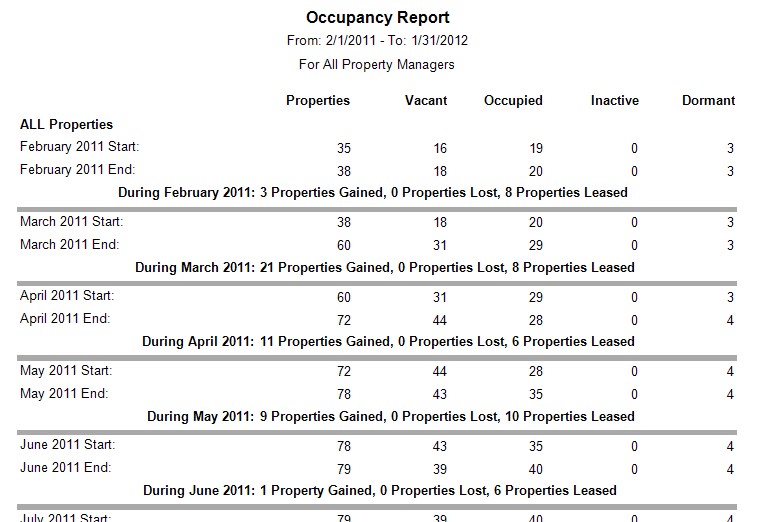
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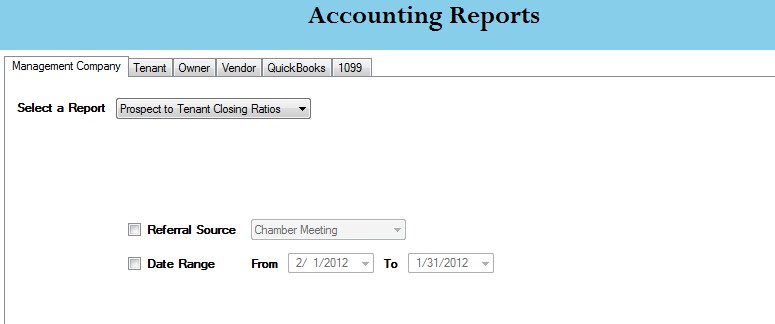


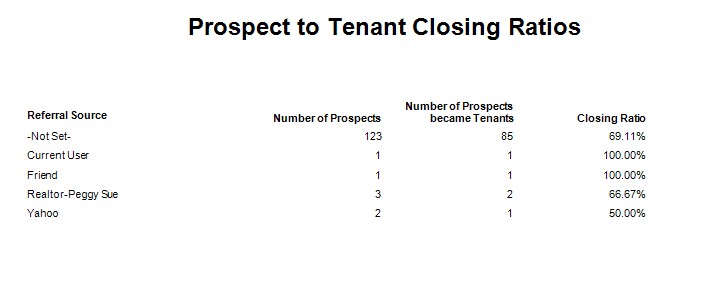
Occupancy:



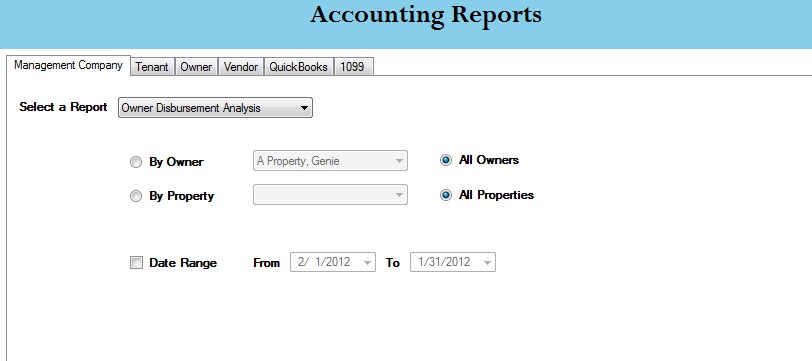


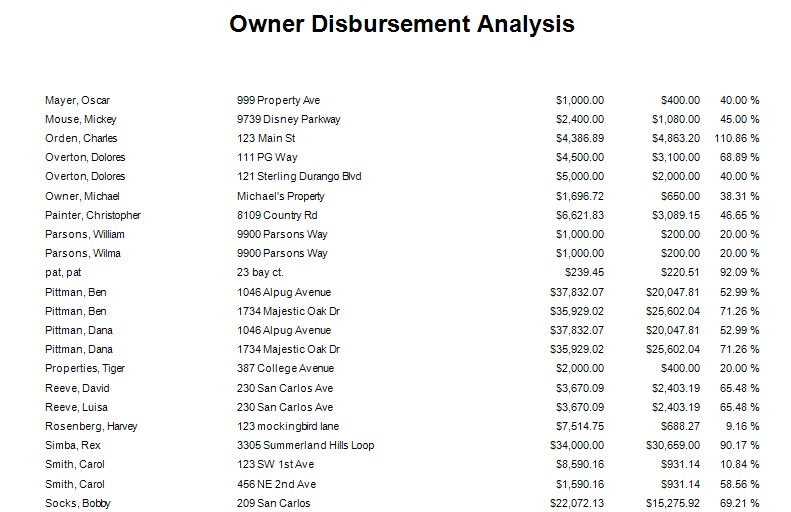
Prospect to Tenant Closing Ratios:





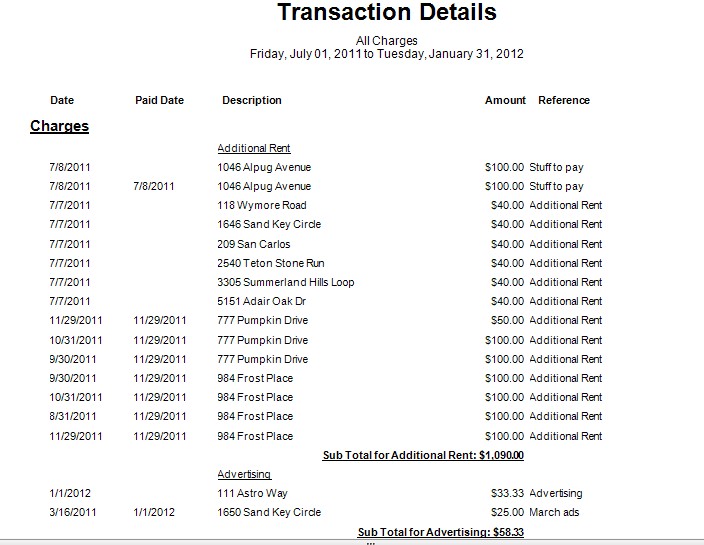
Owner Disbursement Analysis:



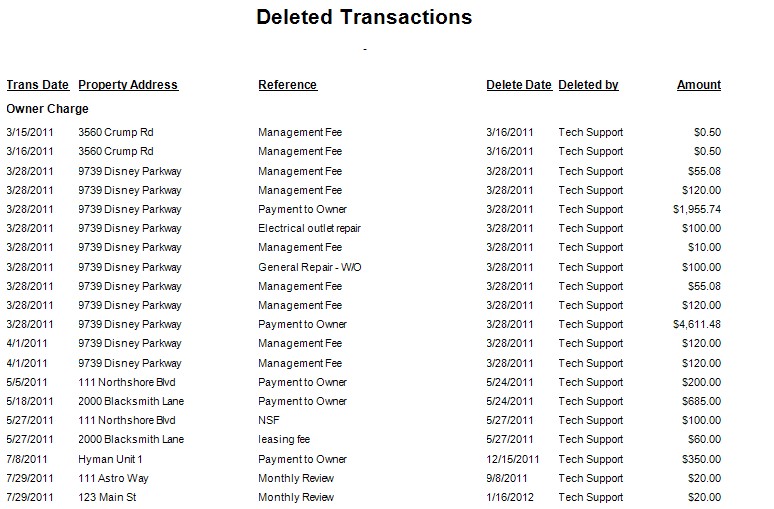


Transaction Details:



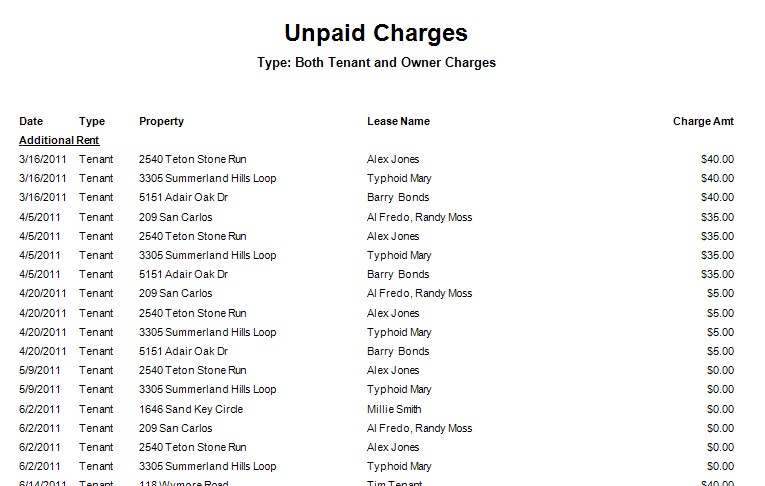


Deleted Transactions:

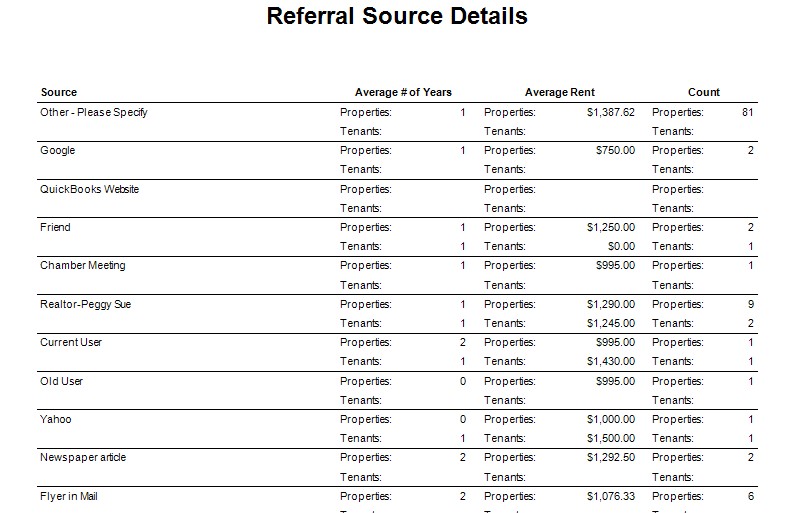
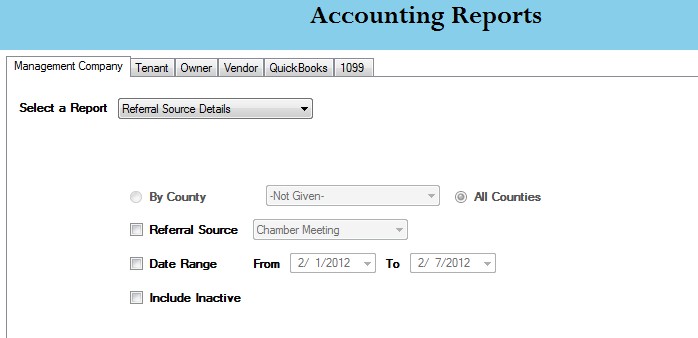


Unpaid Charges:

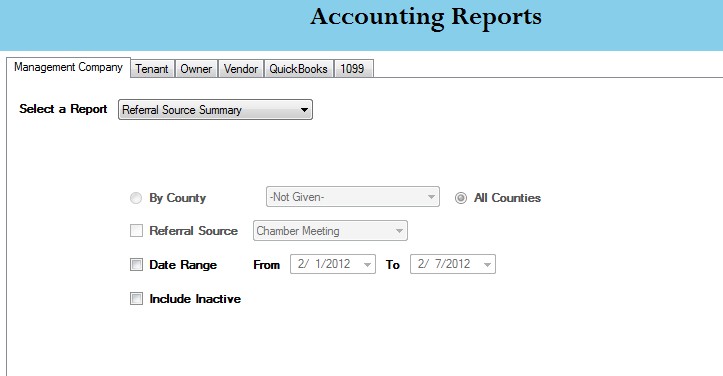




Referral Source Details:

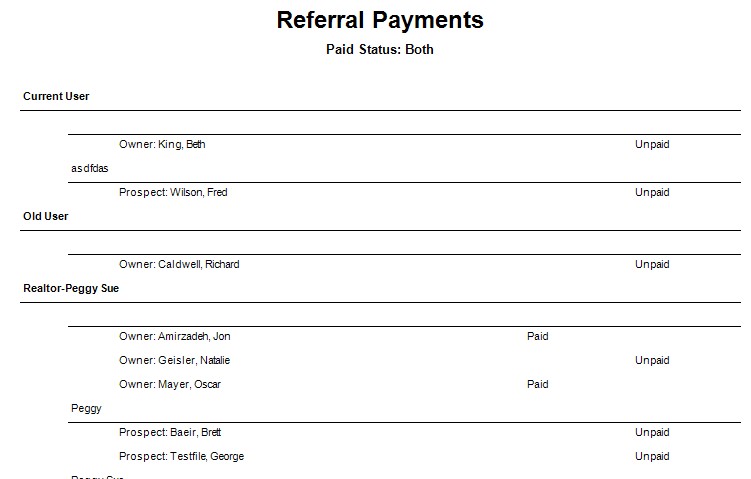


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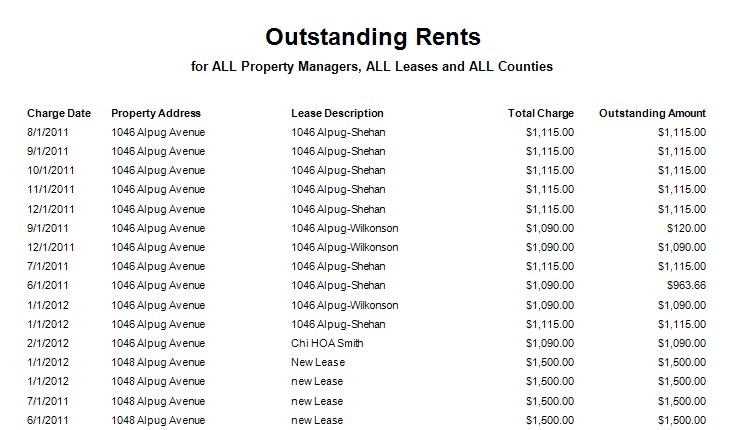
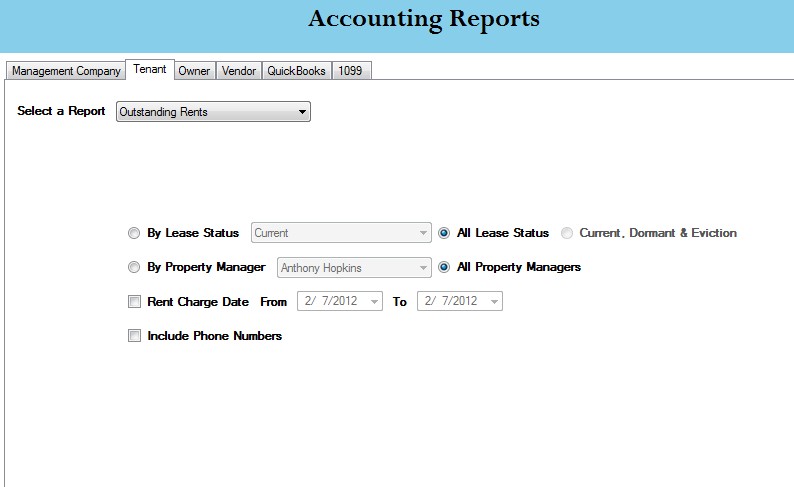


Referral Payments:

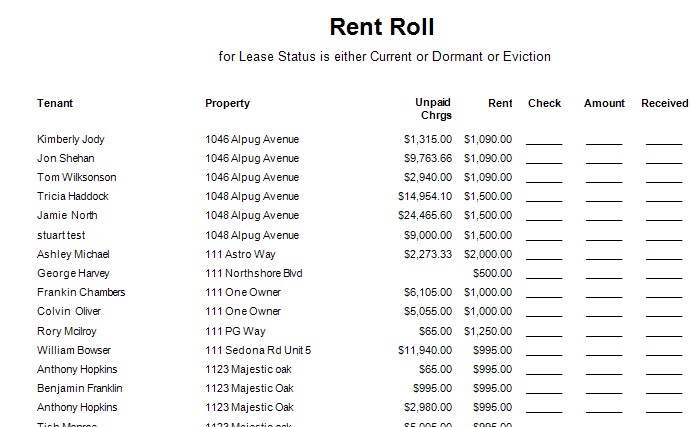
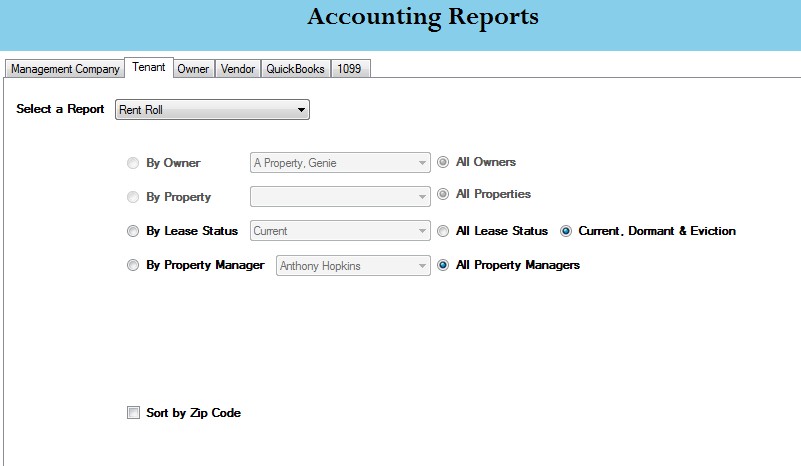


Tenant Reports:

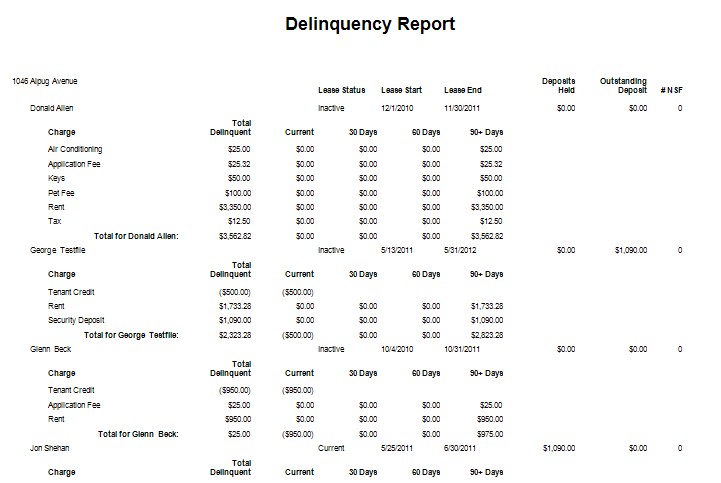
Outstanding Rents:



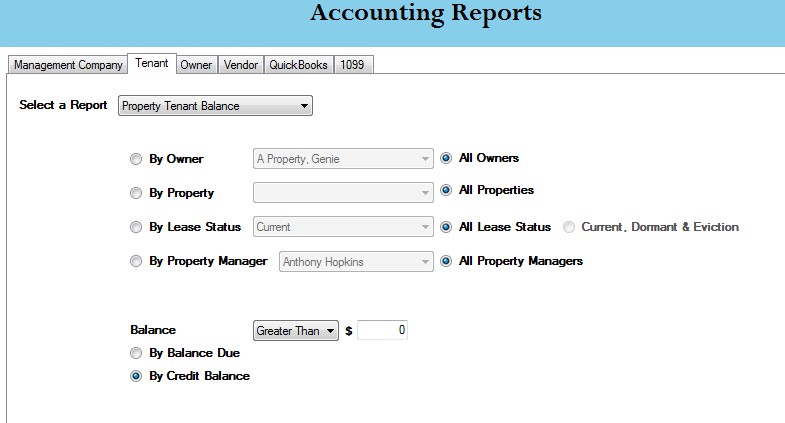
Rent Roll:



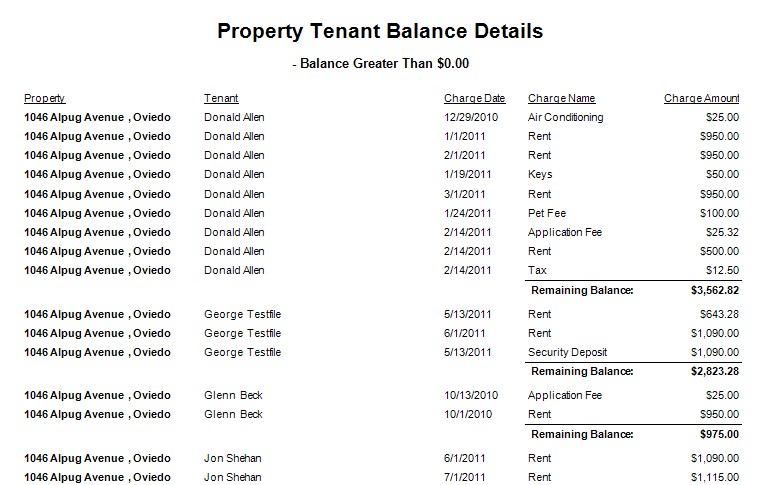
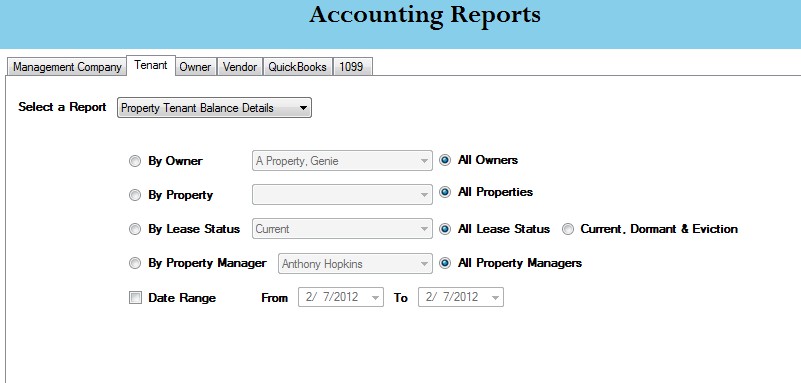
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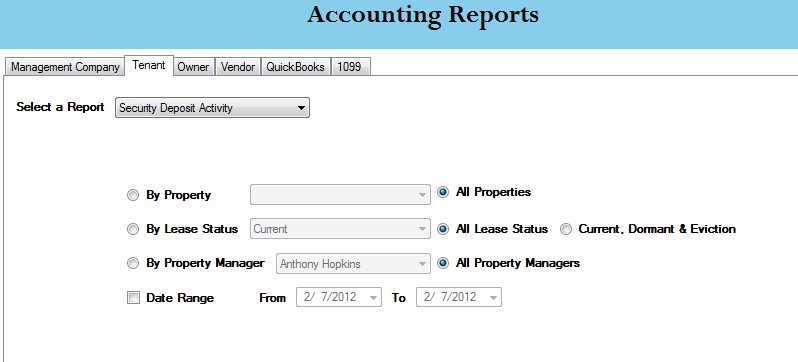
Property Tenant Balance:



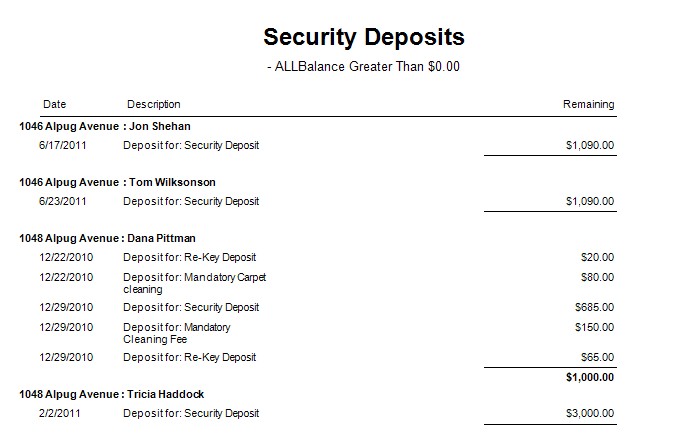
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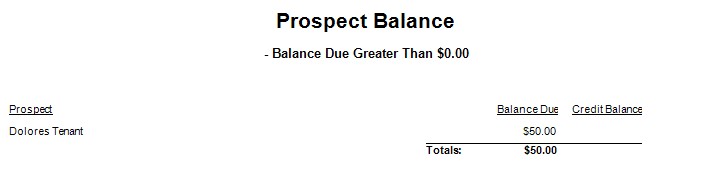
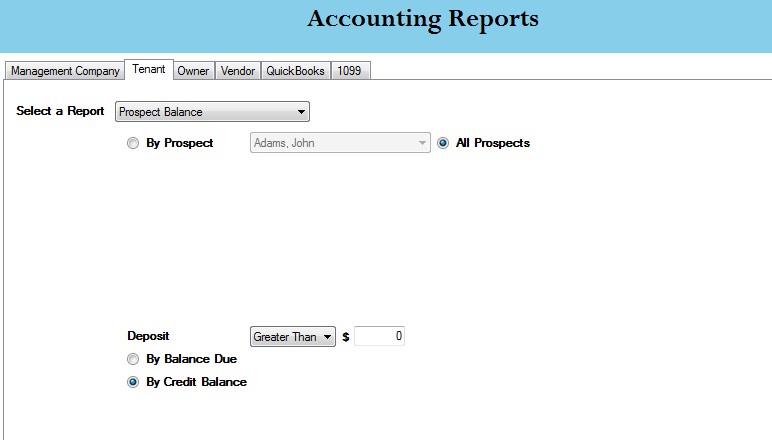


Security Deposit Activity:

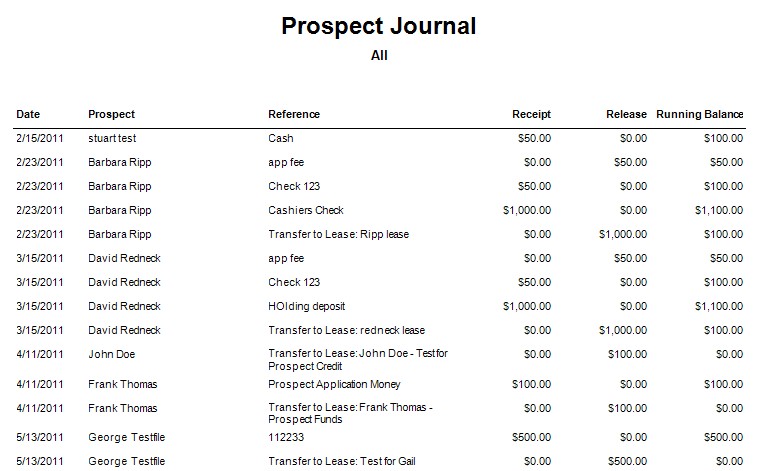
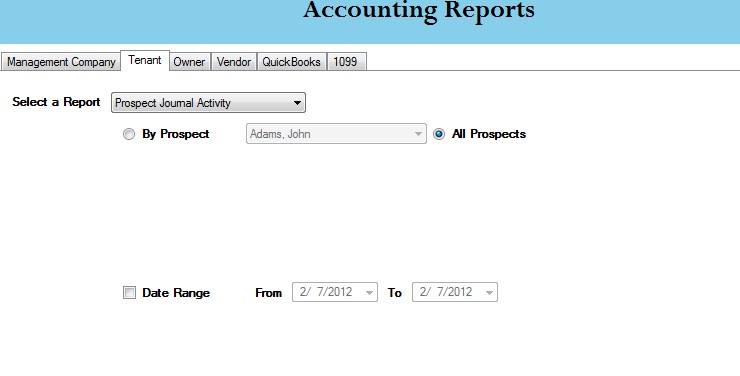


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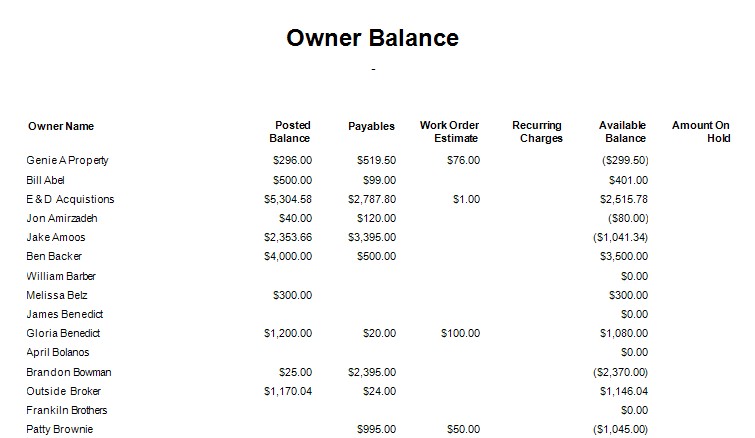
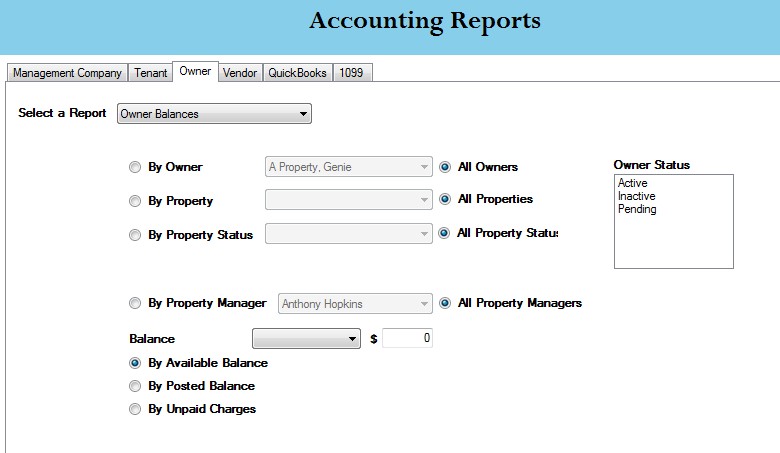
Prospect Balance:

Prospect Journal Activity:

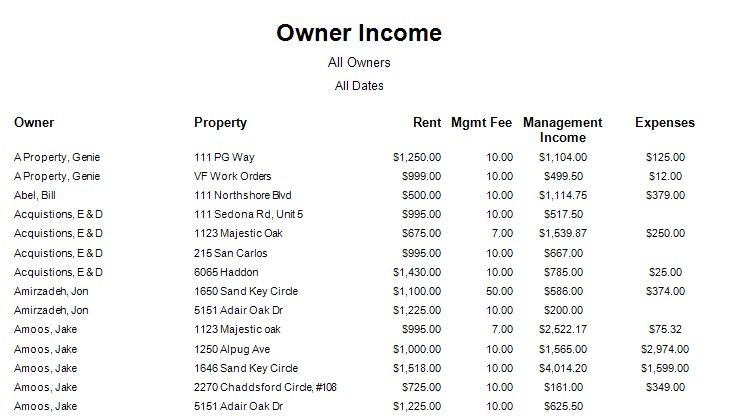
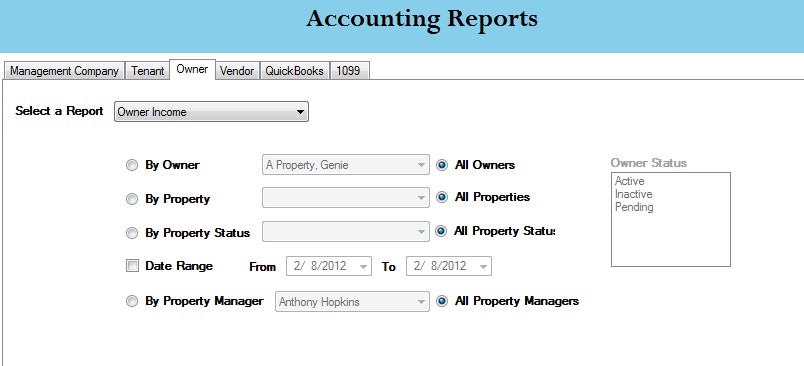


Owner Reports:

Owner Balances:

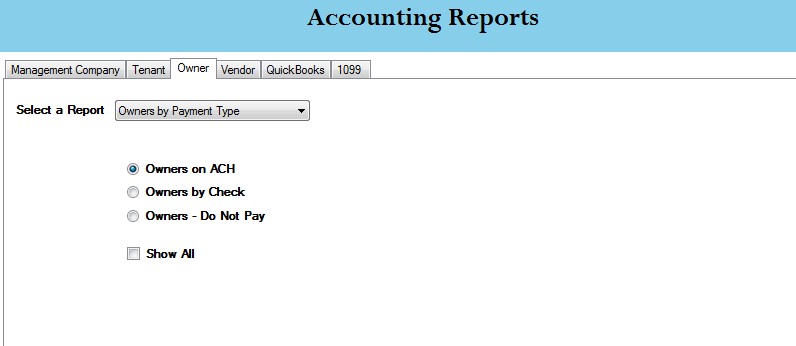


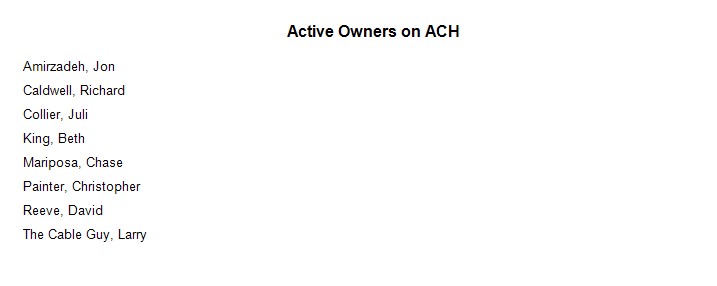
Owner Income:



Scheduled Recurring Payments:

Owners By Payment Type:



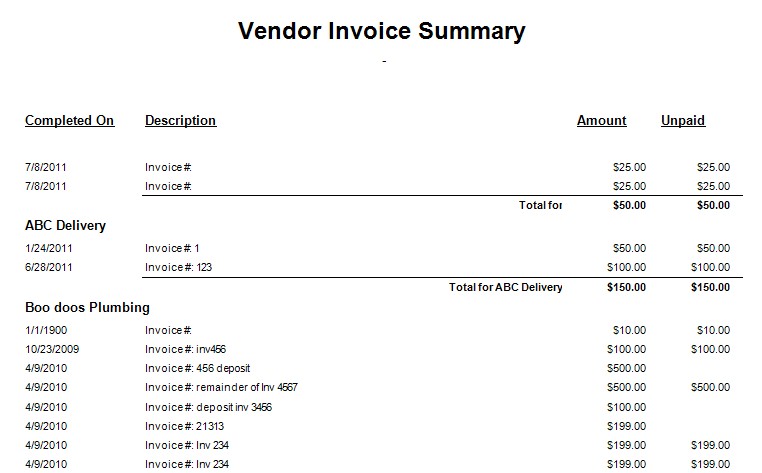


Vendor Reports:

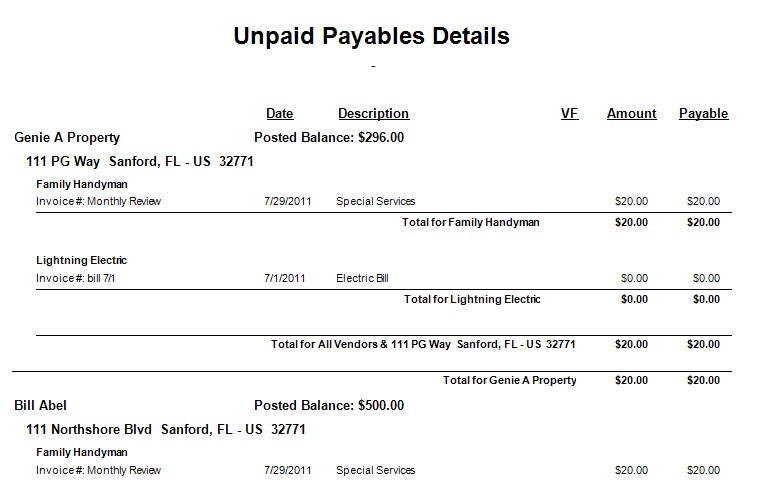
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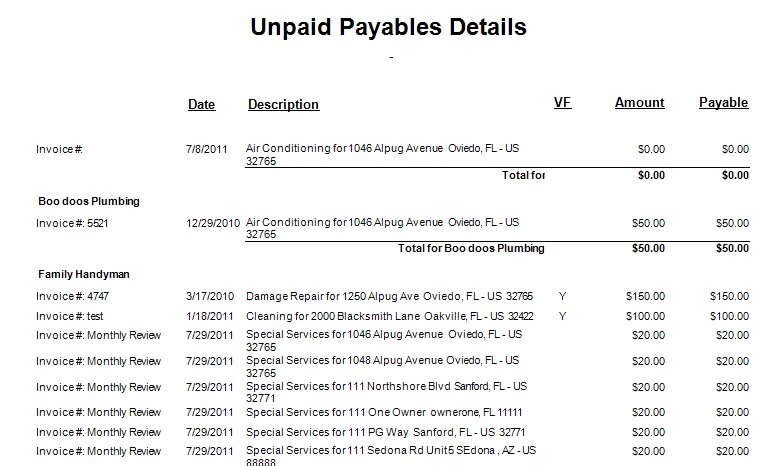
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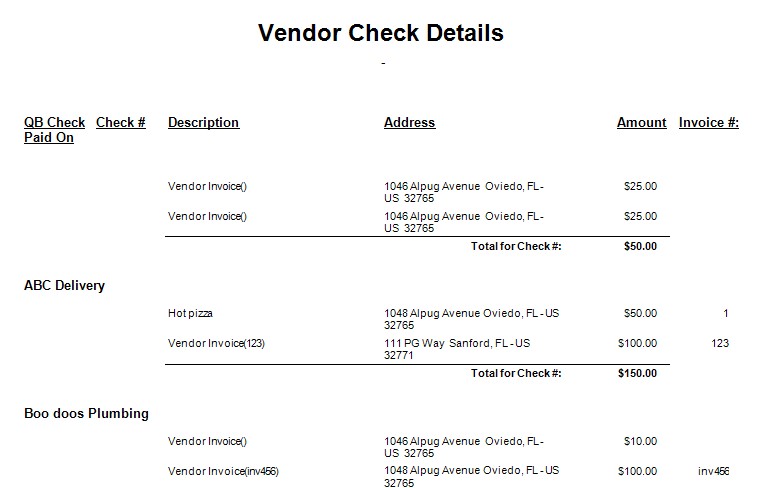
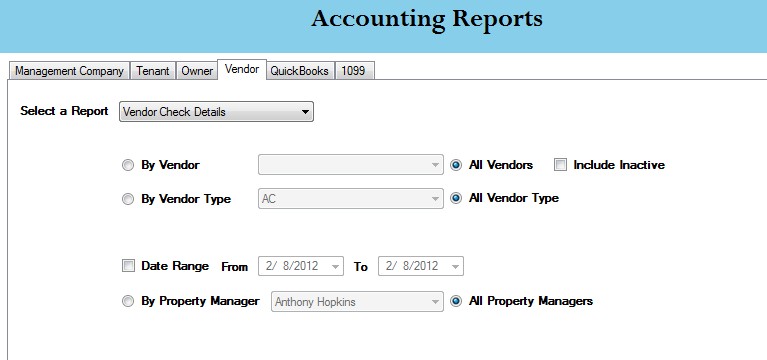


Unpaid Payables details:

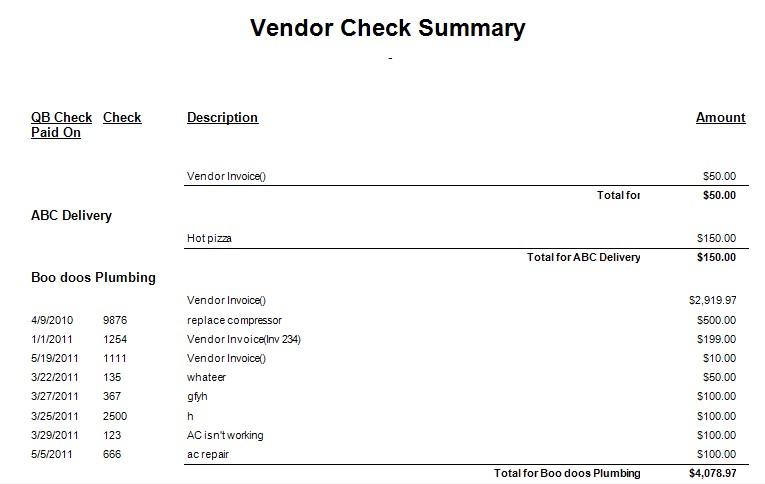
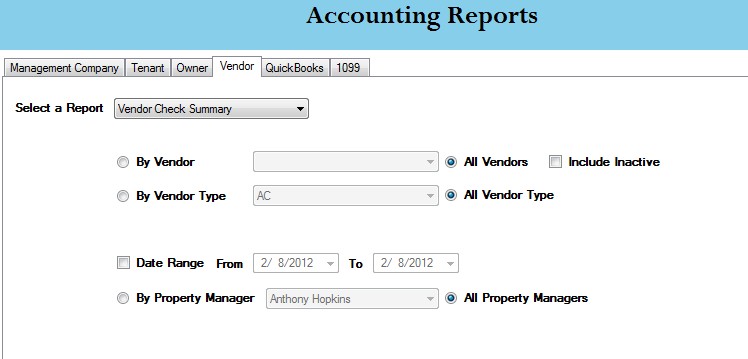


Unpaid Payables By Vendor:

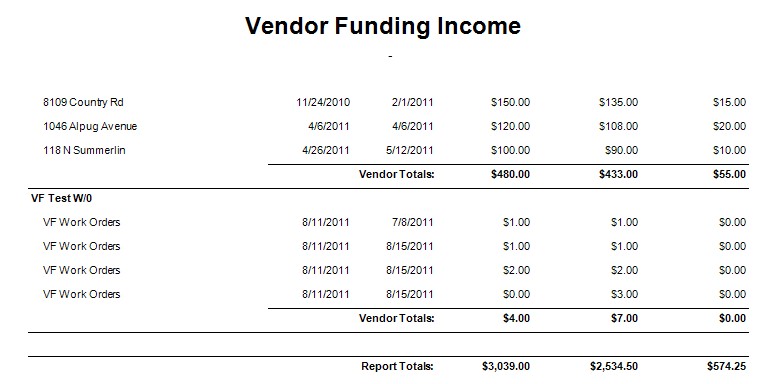
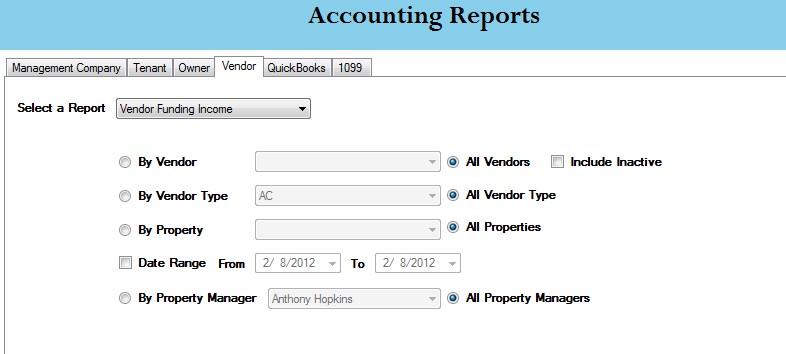


Vendor check Details:

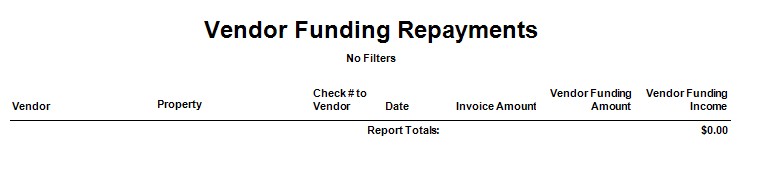
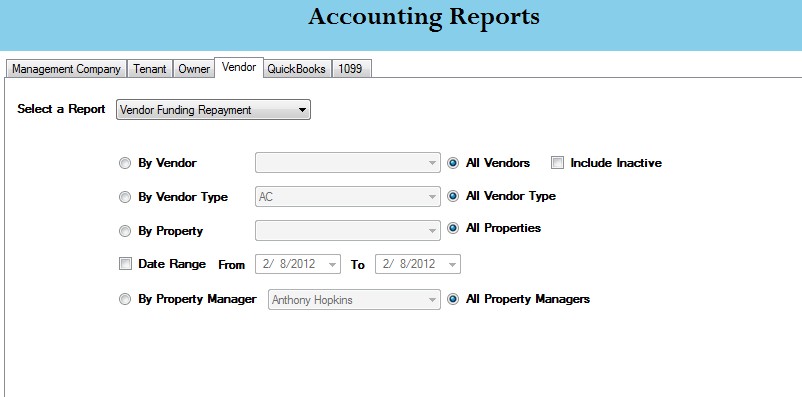
Vendor Check Summary:



Vendor Funding Income:

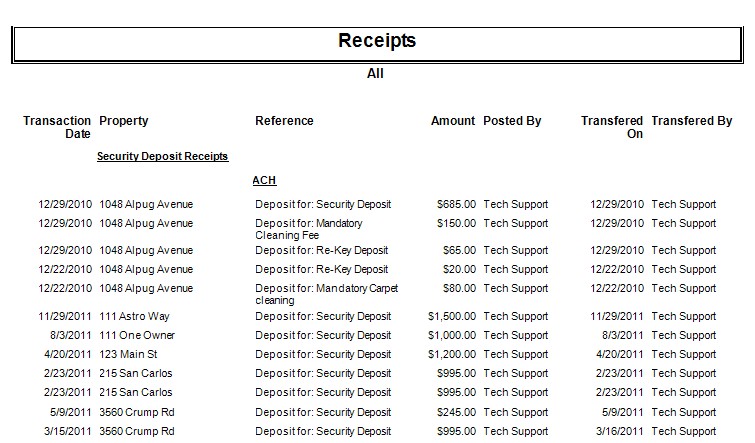
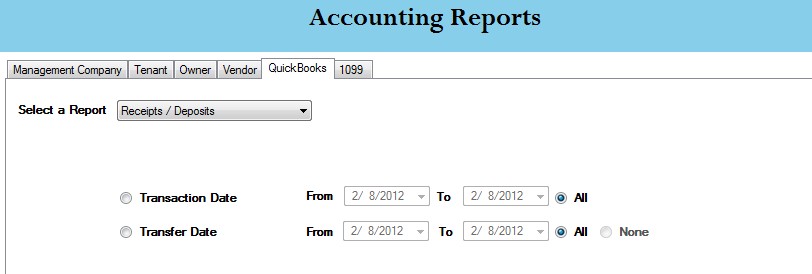


Vendor funding Repayments

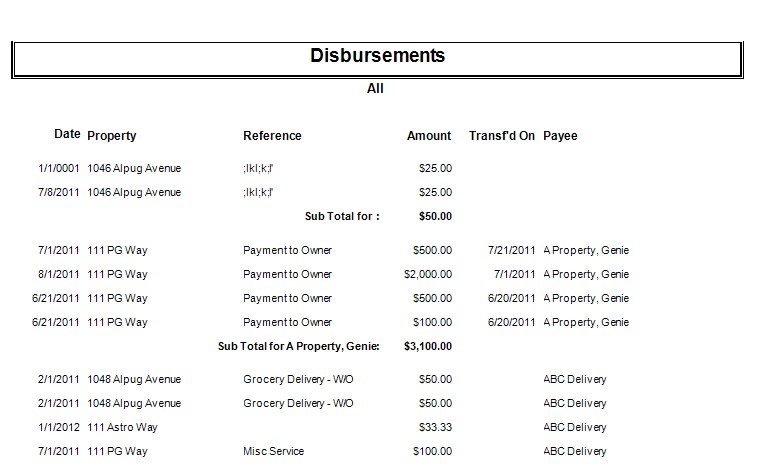
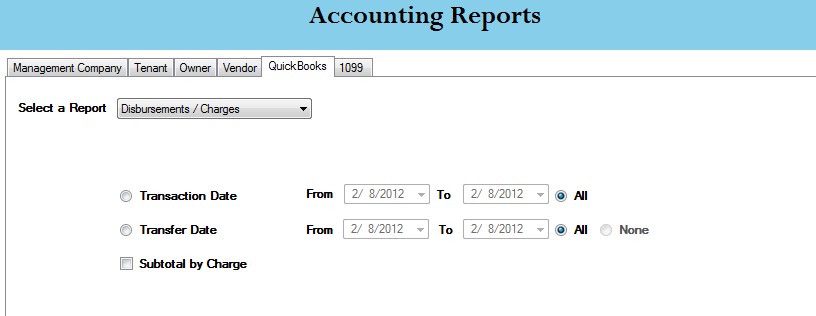


QuickBooks Reports:

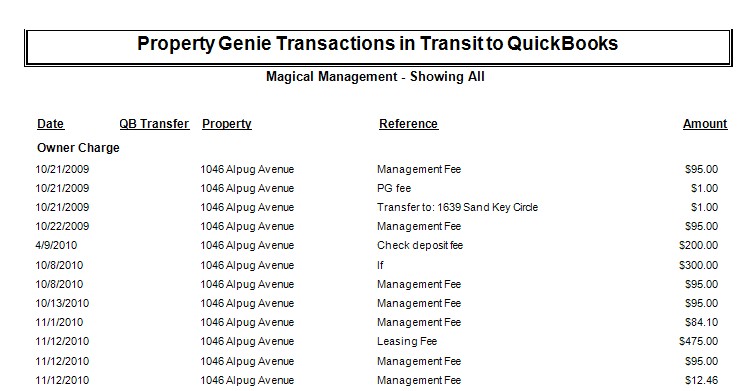
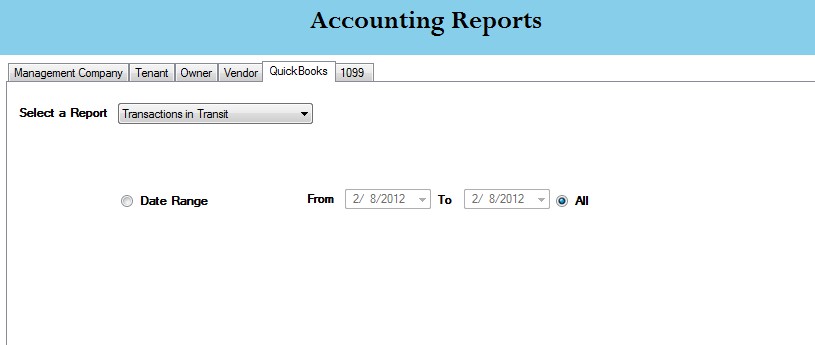
Reciepts/Deposits:



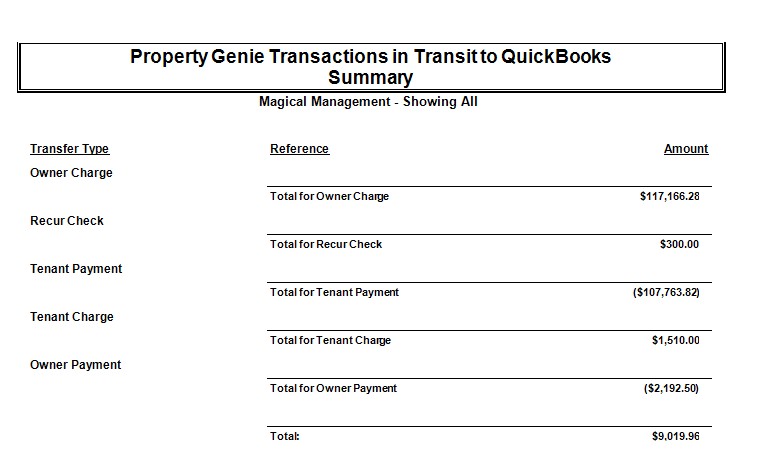
Disbursements and Charges:



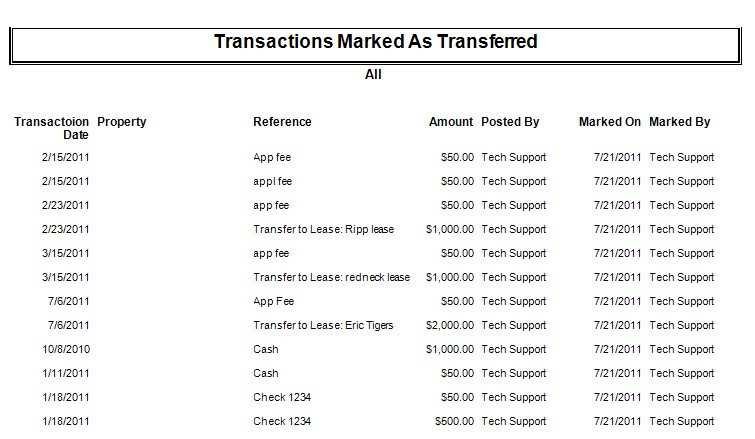
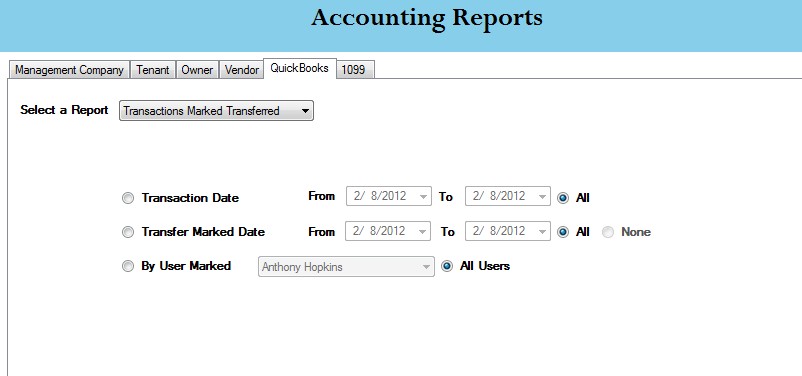
Transactions in Transit:



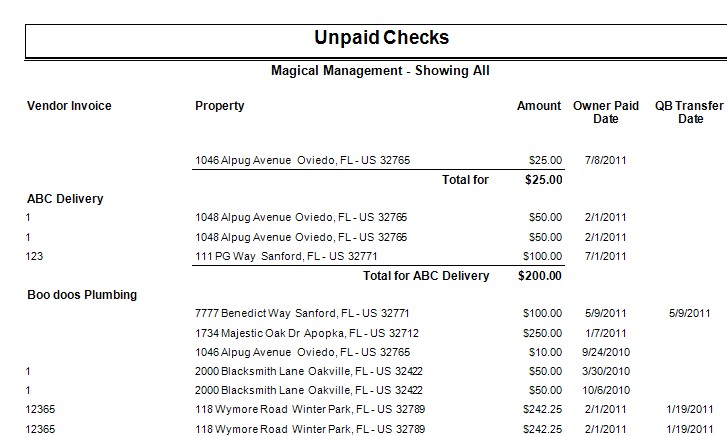
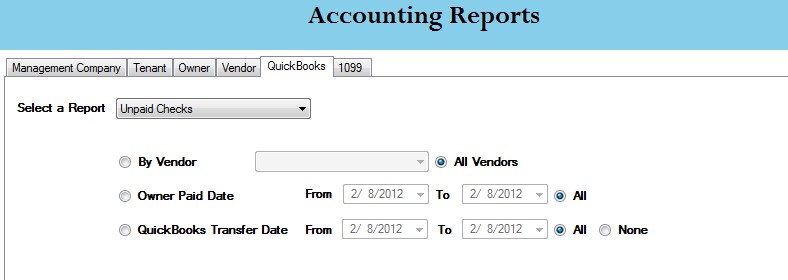
Transactions in Transit Summary:



Transactions marked Transferred:



Unpaid Checks:



1099 Report Screen: