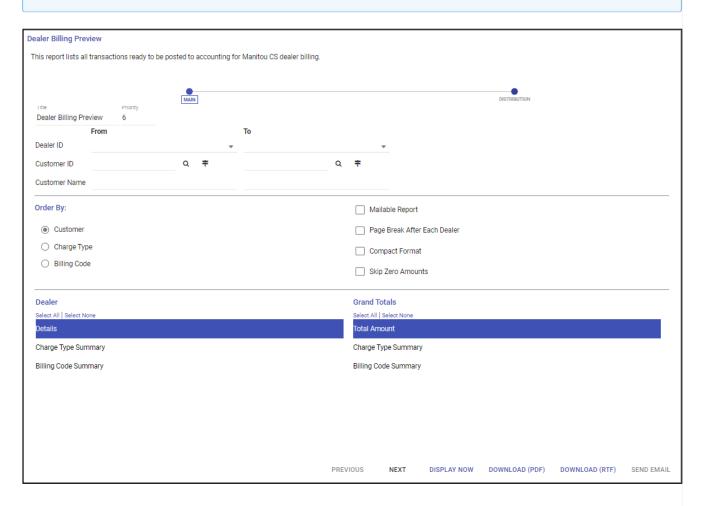# Dealer Billing Preview

The **Dealer Billing Preview** report lists all transactions ready to be posted to accounting for Manitou CS dealer billing. Run this before the Dealer Billing Generate.

> ℹ️ This requires accounting integration.

Dealer Billing Preview

This report lists all transactions ready to be posted to accounting for Manitou CS dealer billing.

MAIN ———————————————————————— DISTRIBUTION

Title	Priority
Dealer Billing Preview	6

	From	To
Dealer ID		
Customer ID		
Customer Name		

Order By:
- ◉ Customer
- ○ Charge Type
- ○ Billing Code

- ☐ Mailable Report
- ☐ Page Break After Each Dealer
- ☐ Compact Format
- ☐ Skip Zero Amounts

Dealer
Select All | Select None

Details
Charge Type Summary
Billing Code Summary

Grand Totals
Select All | Select None

Total Amount
Charge Type Summary
Billing Code Summary

PREVIOUS   NEXT   DISPLAY NOW   DOWNLOAD (PDF)   DOWNLOAD (RTF)   SEND EMAIL

Report Parameters

- **Dealer ID -** filters the report to the dealer(s) selected.
- **Customer ID** - filters the report for the customer(s) ID(s) selected.
- **Customer Name** - rarely used separately from the Customer ID. The name(s) display after the selection of the Customer ID(s).
- **Order by** - determines how the report results present. By Customer, Charge Type, or Billing Code.
- **Mailable Report** - produces the report in a format that if printed will fit in standard window business envelopes.
- **Page Break After Each Dealer** - sets the output to start a new page at each dealer.
- **Compact Format** - reduces the amount of white-space produced in the results.
- **Skip Zero Amounts** - ignores any values that are equal to zero.

- **Dealer** - allows the addition or removal of specific report results.
  - **Details** - includes all the relevant details.
  - **Charge Type Summary** - summarizes the results by charge types.
  - **Billing Code Summary** - summarizes the results to the billing codes.
- **Grand Totals** - allows the select of how the results will total the results.
  - **Total Amount** - totals all.
  - **Charge Type Summary -** totals by Charge Type.
  - **Billing Code Summary** - totals by Billing Code.

> **Dealer** and **Grand Totals** allow multi-select of values.