

Advanced Clearance Report - Transferred Out Report

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The **Advanced Clearance Report - Transferred Out** provides a listing of all members that have been transferred from your database through a Clearance. This report will show you:

- Member ID (if applicable)
- Member Name
- Created Date (the date that they were first cleared into your organisation)
- Email Address
- The Leaving Org and Receiving Org
- A Description of the clearance (if added)
- The Clearance Status

To run an Advanced Clearance Report - Transferred Out:

1. On the left-hand menu, click **REPORTS**

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	Dashboard	
с.	My Organisation	•
\$	Finances	•
288	Members	•
	Membership Forms	•
	Products & Questions	
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	Events	•
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2. Click the TABULAR REPORTS tab

Reports Help	
Tabular Reports	Report Dashboards

3. Find the Advanced Clearance Report - Transferred Out, and click VIEW REPORT

Organisati	n Detail Report	View Report	
Advanced	dvanced Clearance Report - Transferred In		
Event Deta	l Report	View Report	
Advanced	lember Report	View Report	
Rosterfy Ir	port - Basic Export Report	View Report	
Admins an	Contacts Report	View Report	
Advanced	learance Report - Transferred Out	View Report	
Event Tear		View Report	

4. The report will then display as below:

arance Repo	ort - Transferred I	n						
Leaving Org	Leaving Org		Receiving Org		Created Month Year			
All	\sim			All	\sim	All		\sim
							V E	
Member ID	First Name	Last Name	Created Date	Email	Leaving Org	Receiving Org	Description	^
National000270ID	_		12-Feb-19		PVT State A	PVT National Body		
National001105ID			26-Aug-20		P'VTClub B	PVT National Body		
National001105ID			16-Mar-21		P'VTClub B	PVT National Body		
			14-Sep-17		PVT PVT Basketball Association 2	PVT Association		
National000106ID			03-Dec-19		PVT Club A	P'VTClub B		
			15-Jan-20		PVT Club A	PVT National Body		
			15-Jan-20		PVT Club A	PVT National Body		
National081081ID			15-Sep-22		Ash OrgID Club	Jade Test Club		
National000013ID			20-Apr-21		PVT National Body	P'VTClub B		
			16-May-19		PVT Club A	PVT Club		
National000255ID			13-Oct-17		PVT Club A	PVT PVT Basketball Association 2		
			13-Sep-17		PVT PVT Basketball Association 2	PVT Association		
National001106ID			09-Dec-22		Rich Berry Test	PVT National Body		
National001090ID			19-Apr-22		GameDay - Demo Database	GameDay - Demo Association 2		
National000034ID			20-Jul-21		P'VTClub B	PVT National Body		
National000140ID			15-May-19		PVT Club A	new club 2		
National000054ID			03-Aug-21		P'VTClub B	PVT National Body		
			07-Oct-19		PVT Club A	PVT National Body		
National000324ID			31-Mar-20		PVT Club A	PVT National Body		
			31-Jan-18		PVT Association	PVT State A		
			23 - Jun - 22		PVT National Body	PVT Club A		
National000298ID			12-Dec-19		PVT National Body	PVT Club A		
National000298ID			09-Sep-20		PVT Club A	P'VTClub B		
			30-Jan-20		PVT Club A	P'VTClub B		
National000238ID			16-Oct-19		PVT Club A	PVT National Body		
			12-Aug-20		Transfer Club	GameDay Training		
			13-May-20		Transfer Club	GameDay Training		
National000321ID			06-Nov-19		PVT National Body	PVT Club A		
National0002211D			04-Mar-20		PVT Club A	PVT National Body		

You can use the filters to adjust the report to get the specific information that you need.

- Leaving Org: This is the list of organisations that members have been transferred from.
- **Receiving Org:** This is the organisation that the members have been transferred into. If you are at a higher level of hierarchy, you may be able to see different organisations in your listing.
- **Creation Date:** This is the date that the clearances were created.

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