

Organisation Detail Report

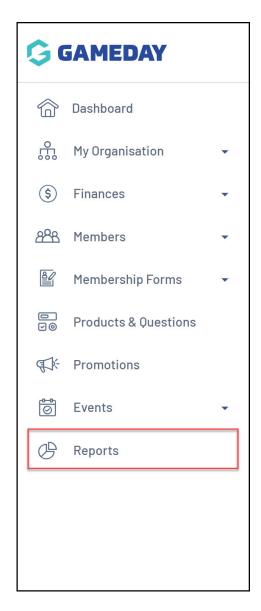
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The **Organisation Detail Report** provides information related to your organisation and - if you are at a higher level of a multi-tiered hierarchy - any organisations below your own in the hierarchy. This report includes:

- Organisation ID
- Organisation Name
- Organisation Alias
- Organisation Type
- Organisation Status
- Parent Organisation
- Organisation Contact Details
- Organisation Address
- Timezone
- Tax Identification Number

To run an Organisation Detail Report

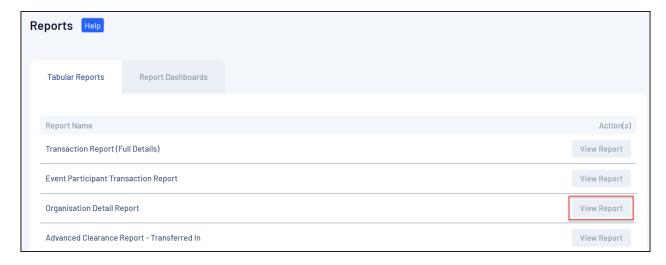
1. On the left-hand menu, click **REPORTS**



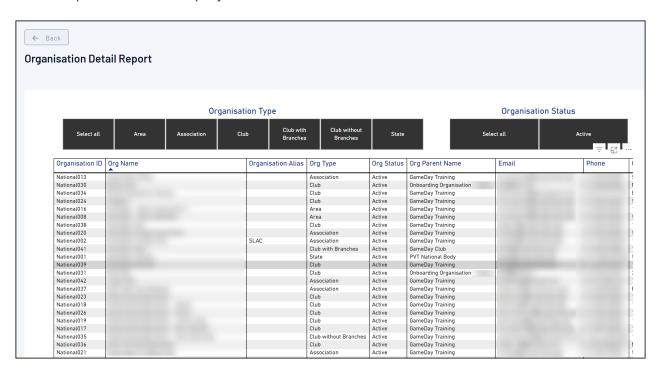
2. Click the TABULAR REPORTS tab



3. Find the Organisation Detail Report, and click VIEW REPORT



4. The report will then display as below:



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