



Osprey Approach: Reports: Fees Journal Listing

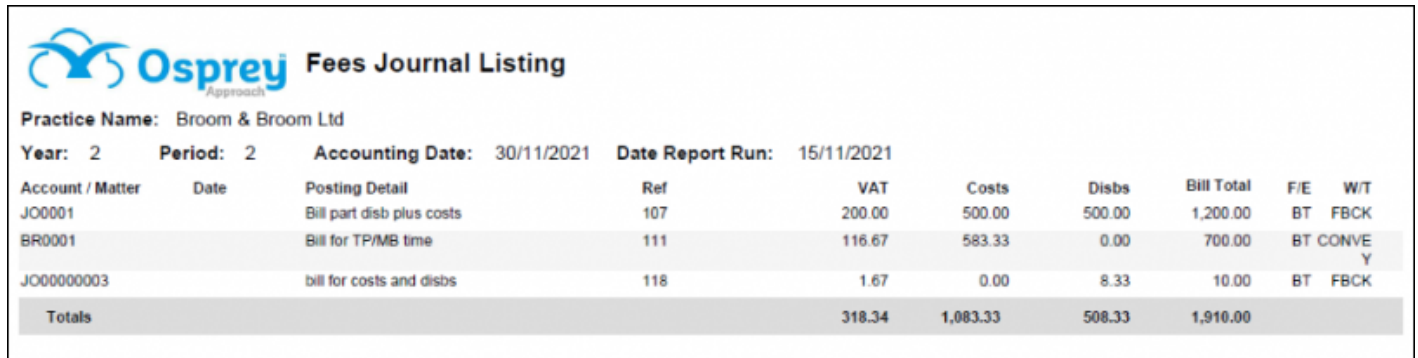
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The latest version is always online at
<https://support.ospreyapproach.com/?p=32756>



This guide will take you through the Fees Journal Listing report

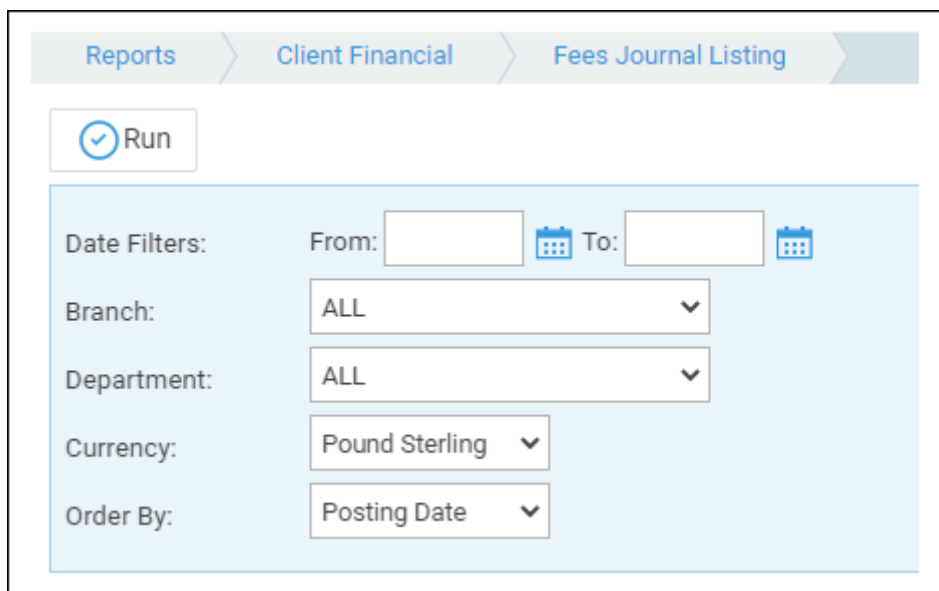
This report lists bills raised between specified dates.



Account / Matter	Date	Posting Detail	Ref	VAT	Costs	Disbs	Bill Total	F/E	W/T
JO0001		Bill part disb plus costs	107	200.00	500.00	500.00	1,200.00	BT	FBCK
BR0001		Bill for TP/MB time	111	116.67	583.33	0.00	700.00	BT CONVE	Y
JO00000003		bill for costs and disbs	118	1.67	0.00	8.33	10.00	BT	FBCK
Totals				318.34	1,083.33	508.33	1,910.00		



Fees Journal Listing example


Filter Options





Reports > Client Financial > Fees Journal Listing


Run

Date Filters: From:  To: 

Branch: 

Department: 

Currency: 

Order By: 

- **Date Filters** - Select date range from and to - dates are required
- **Branch** - Report on All branches or select a branch
- **Department** - Report on All departments or select a department
- **Currency** - Select the Currency type you wish to report on

Grouping and Ordering

- **Ordering** - Listing by Posting Date or Account Number

List of Columns produced

- Client Number/Matter Number
- Date
- Posting details
- Reference
- VAT Costs
- Disbursements
- Bill Total
- Fee Earner
- Work Type