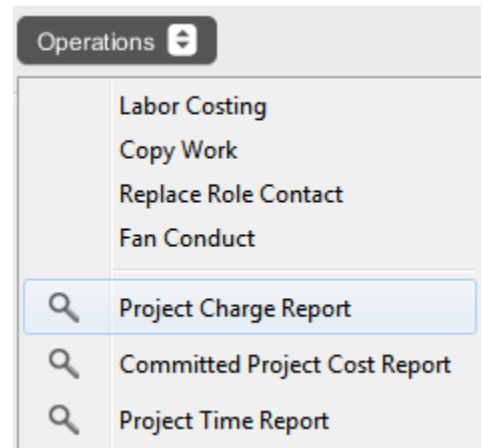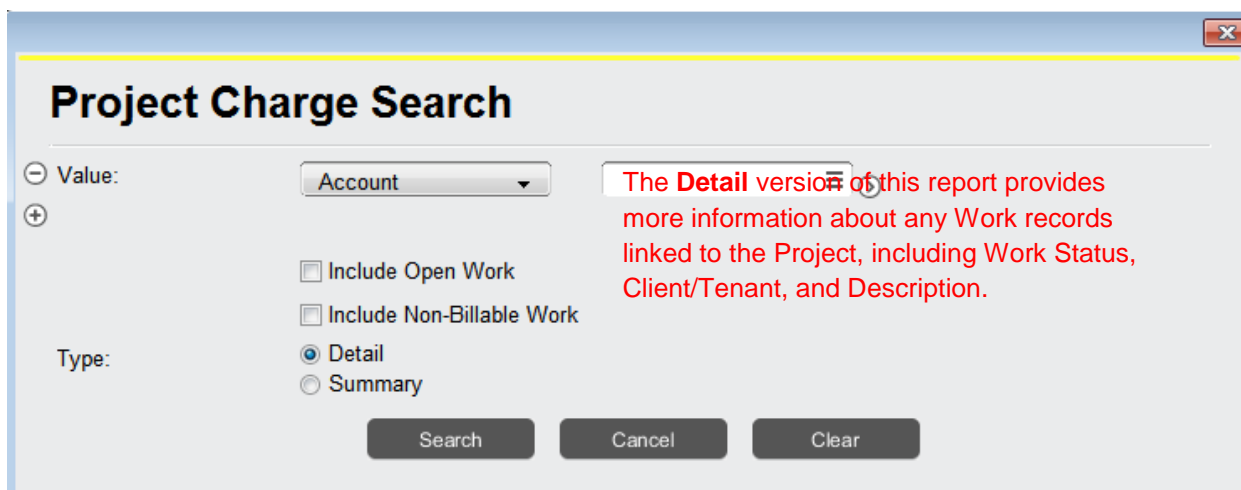The **Project Charge Report** is designed to be as flexible as possible. This report is designed to show estimated charges and committed charges for Projects.

To access this report, open the **Operations** menu in Project List View, and select **Project Charge Report**. You can also go to **Administration→Reports** from the Console and navigate to the list of Project reports to find the Project Charge Report.

Operations

> Labor Costing
> Copy Work
> Replace Role Contact
> Fan Conduct
> 🔍 Project Charge Report
> 🔍 Committed Project Cost Report
> 🔍 Project Time Report

Search window:

Project Charge Search

⊖ Value:
⊕

Account ▼

☐ Include Open Work
☐ Include Non-Billable Work

Type:
⦿ Detail
○ Summary

The **Detail** version of this report provides more information about any Work records linked to the Project, including Work Status, Client/Tenant, and Description.

Search   Cancel   Clear

Example of the Project Charge Report:

AwareManager | jxt

Project Charge Report
DIG Property Group
50 Congress Street
Boston, Massachusetts 02109

Project Work	Date	Work Status	Client	Description	Estimated	Actual	Variance	Variance %
1W.100BE - Weekly PM					$0.00	$0.00	$0.00	0.00
1Y.100BE - Yearly PM					$0.00	$603.00	$-603.00	0.00
4409	Mar 1 11	PENDING	ACTADV	Annual Air Handler Maintenance AHU-01		$603.00		
CONF ROOM1.100BE - Conference Room 1 Buildout					$0.00	$0.00	$0.00	0.00
COPY WORK - Copy Work Test					$0.00	$0.00	$0.00	0.00
COPY WORK 2 - Copy Work Test 2					$0.00	$0.00	$0.00	0.00
EXAMPLE.100BE - Example					$0.00	$0.00	$0.00	0.00
FAKEPROJ					$0.00	$0.00	$0.00	0.00
NEW GAME - New Game					$0.00	$6,623.66	$-6,623.66	0.00