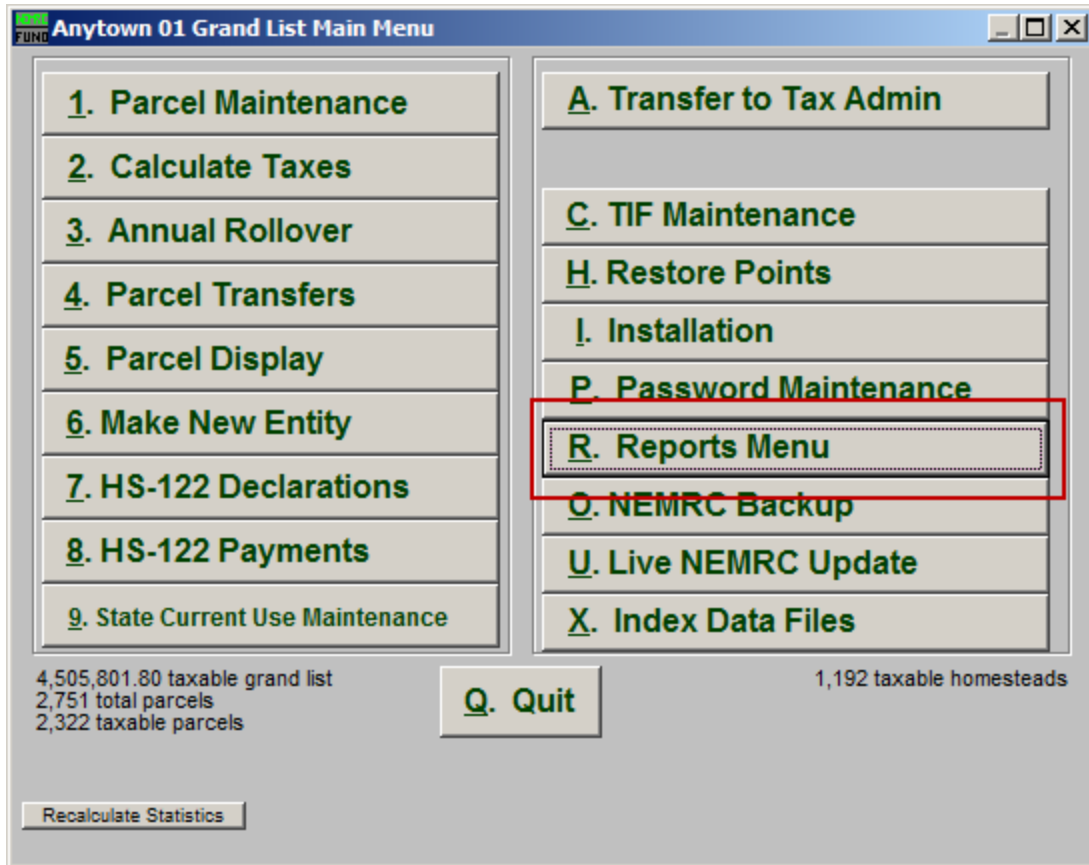


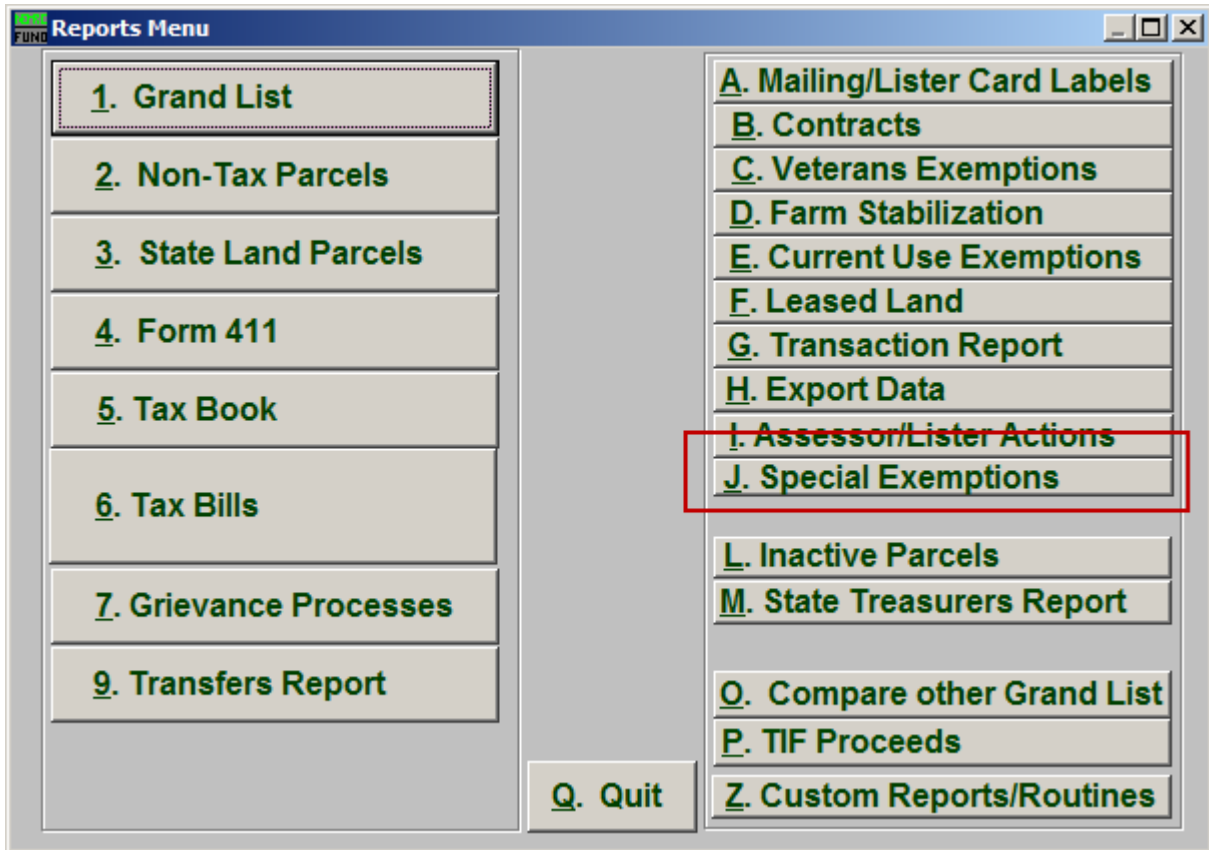
# Grand List

## R. Reports Menu: J. Special Exemptions



Click on “R. Reports Menu” from the Main Menu and the following window will appear:

## Grand List



Click on “J. Special Exemptions” from the Reports Menu and the following window will appear:

# Grand List

## Special Exemptions

Special Exemptions Report Options

General

Individual  
Range  
All parcels  
1

Order: Parcel #  
2 Owner

Print On

FoxPro Filter Expression New Edit Delete  
3

Parcel Selection

4 Start with : Find

5 End with : Find

6 8 7 9 10

Preview Print Print Condensed File Cancel

- 1. Individual OR Range OR All Parcels:** Select whether this report will be for an Individual Parcel, Range of Parcels, or All Parcels.
- 2. Order: Parcel # OR Owner:** Select which order this report will print in.
- 3. FoxPro Filter Expression:** A conditional reporting expression developed with NEMRC support. This evaluates Parcel information to determine if the Parcel should be included. Contact NEMRC support to learn more about this option.
- 4. Start with:** This will appear if you chose “Individual” or “Range” in item 1. Choose the Parcel you wish to start with.
- 5. End with:** This will appear if you chose “Range” in item 1. Choose the Parcel you wish to end with.
- 6. Preview:** Click this button to preview. Refer to GENERAL PREVIEW for more information.

## Grand List

7. **Print Condensed:** Click this button to print the report. This is different from the “Print” option in that it will use less paper for the same report.
8. **Print:** Click this button to print. Refer to GENERAL PRINTING for more information.
9. **File:** Click this button to save on this computer. Refer to GENERAL FILE for more information.
10. **Cancel:** Click “Cancel” to cancel and return to the Reports Menu.