Custom Mailing Labels

Person lookup/data entry

Games: 34

Applicant screening

Reports

Report ▲	Description	
Advanced/custom	Design your own report.	
Banned people	Print people who are banned.	
Basic mailing labels	Print mailing labels using built-in templates.	
Basic mailing labels with custom filters	Print mailing labels using built-in templates with advanced criteria.	
Custom column	Custom reports where you specify just the columns not a full layout.	
Custom mailing labels	Print mailing labels for people using your own label types.	
Custom mailing labels with custom filters	Print mailing labels for people using your own label types and advanced criteria.	
Demographics	Summaries of people by various attributes.	
Expiring certifications	Report on certifications expiring soon.	
Invalid addresses	People with invalid addresses.	
People	People in the system.	
Phone list	Lists of people with their phone numbers.	

GMS Transfer

User tools

Administrator tools

Setup

Select "Reports" outside of a game. Left click on "Custom Mailing Labels"

Settings: Custom Mailing labels

☐ For labels going to 2+ people with a shared address, print just one label

Starting label #:   Exclude contact flags:
        1   (none)

Groups:
(no filter)

People types:
(no filter)

☐ Only people on selected lists

Exclude people who are:
Banned,Deceased,Status: Inactive

        This scree should appear. Left click "Groups" and select your area. Left click "People types" and select athlete. Then select print on the lower right hand side.