

Destiny Fine History report - *This report shows all fines/fees paid for library materials.*

On the Patron Tab, under Reports Tab, click on the Fine History Report.

Choose Library, the date(s) you want a report for, and choose Run. Choose how to sort.

View the report when it is completed.

Date	Patron	Title	Reason	Performed by	Total
11/2/2010	Nguyen, Sandra Ngan Khanh (02003042)	Ghost school (31856009691377)	Refund	sch002245	(\$3.99)
11/2/2010	Ramirez, Ryan Adam Alonzo (00886078)	Castle under attack (31856007013798)	Lost	jam003159	\$12.95
11/3/2010	Licknosky, Logan Scott (02000509)	Biscuit (31856009993724)	Lost	sch002245	\$3.99
11/4/2010	Bormann, Julia Renee (00895479)	The school nurse from the black lagoon (31856004871412)	Refund	sch002245	(\$2.99)
11/4/2010	Licknosky, Logan Scott (02000509)	Biscuit (31856009993724)	Refund	sch002245	(\$3.99)
11/9/2010	Cribbs, Madisen Diane (00896806)	Katie the kitten fairy (31856013247232)	Lost	sch002245	\$9.96
11/15/2010	Gardner, Zoe Isabelle (02007855)	Franklin is lost (31856003538053)	Lost	sch002245	\$3.95
11/22/2010	Gardner, Zoe Isabelle (02007855)	Franklin is lost (31856003538053)	Refund	sch002245	(\$3.95)
12/1/2010	Mohebi, Diana Nazifa	Absolutely Lucy (31856009931799)	Refund	sch002245	(\$3.99)

You can see what you've marked Lost or Overdue.

You can see what you've refunded. To see when the student paid the Fine, click on the reason link.

View info on fines refunded and waived also. Make a copy of the transaction record (below) when you receive the money. Keep it in your records.

Date	Transaction	Performed by	Amount	Balance
11/2/2010	Fine Assessed	Jameson, Gaylynn	\$12.95	\$12.95
11/2/2010	Paid	Jameson, Gaylynn	\$12.95	\$0.00