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If you want to run a report to see which room setups are being requested and when, use the **Requested Room Setups Report**. You can run it from the [Room Reservation Maintenance page](#).

<b>Date</b>	Choose from a range of daily, weekly, or monthly reports. Or choose a custom day or date range .
<b>Select Rooms</b>	Choose what rooms to include in the report
<b>Include Custom Questions</b>	If you've set up reservations to include and custom questions, you can include those answers on the report if you wish.
<b>Status</b>	Show all reservations or break them down by reserved, payment pending, pending, canceled, or denied.
<b>Display Type</b>	HTML is a web page, Word is a word processing program, Excel is a spreadsheet, and CSV format is easily read by a wide variety of text editors.
<b>Action</b>	Display or print the report

Online URL: <https://kb.demcosoftware.com/article.php?id=173>