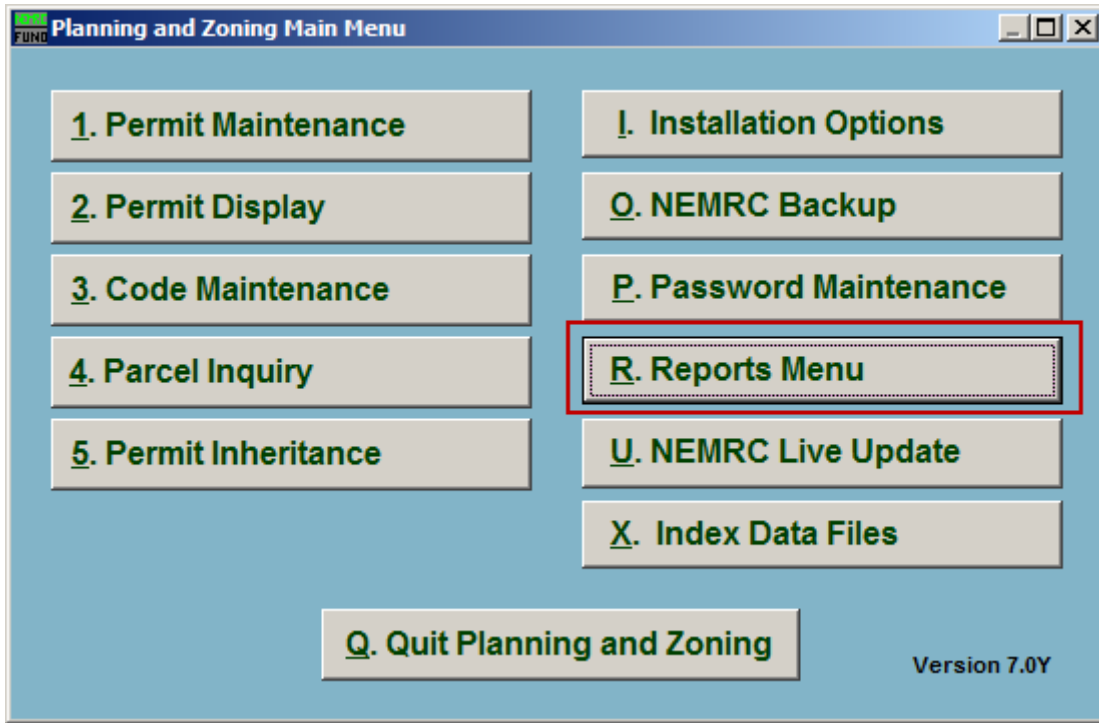


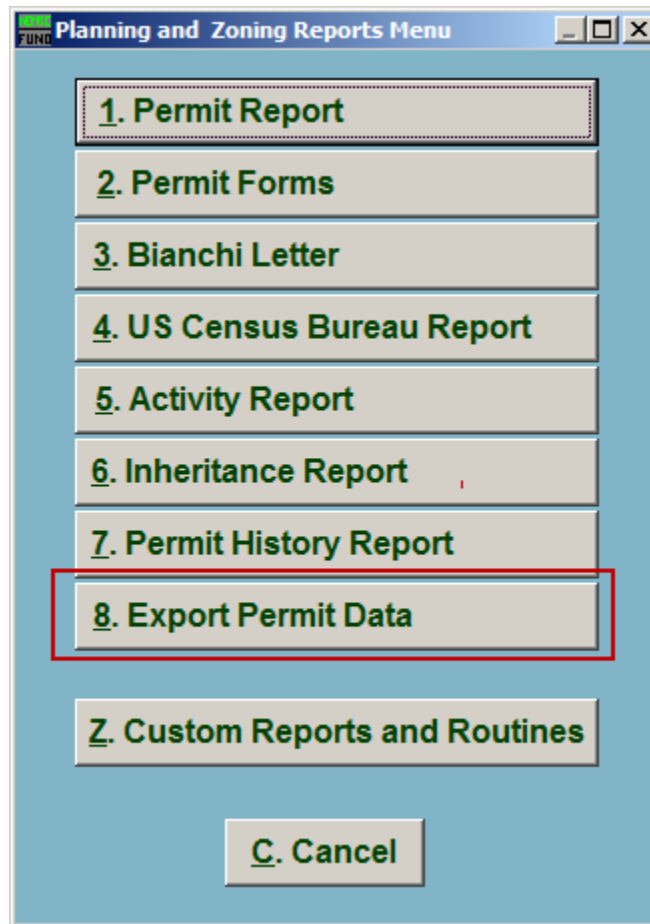
Planning/Zoning

R. Reports Menu: 8. Export Permit Data



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

Planning/Zoning



Click on “8. Export Permit Data” from the Reports Menu and the following window will appear:

Planning/Zoning

Export Permit Data

Export permit data to a file

<p>Select permit types 1</p> <ul style="list-style-type: none"><input type="checkbox"/> ALL PERMITS<input type="checkbox"/> Access<input type="checkbox"/> Building<input type="checkbox"/> Conditional use<input checked="" type="checkbox"/> Custom/Local<input type="checkbox"/> Municipal sewer connection<input type="checkbox"/> Municipal water connection<input type="checkbox"/> On-site wastewater<input type="checkbox"/> Sign<input checked="" type="checkbox"/> Site plan approval<input type="checkbox"/> State<input type="checkbox"/> Subdivision<input type="checkbox"/> Variance<input type="checkbox"/> Zoning <p style="color: red; font-size: small;">Note: This data export does NOT serve as a backup for your data</p> <p>Select save file type 3</p> <ul style="list-style-type: none"><input type="radio"/> Text: Fixed length (txt)<input checked="" type="radio"/> Text: Comma delimited (csv)<input type="radio"/> Database file (dbf)<input type="radio"/> Excel spreadsheet (xls)<input type="radio"/> Lotus 123 (wks)	<p>Select fields to be exported 2</p> <table border="0"><tr><td><input type="checkbox"/> ALL FIELDS</td><td><input type="checkbox"/> Applcnt</td><td><input type="checkbox"/> Nmisc3</td><td><input type="checkbox"/> Legend</td><td><input type="checkbox"/> Parking</td><td><input type="checkbox"/> Alloc</td></tr><tr><td><input type="checkbox"/> Prop</td><td><input type="checkbox"/> Aaddr</td><td><input type="checkbox"/> Nmisc4</td><td><input type="checkbox"/> Status</td><td><input type="checkbox"/> Stories</td><td><input type="checkbox"/> ldate</td></tr><tr><td><input type="checkbox"/> Sub</td><td><input type="checkbox"/> Aaddrb</td><td><input type="checkbox"/> Nmisc5</td><td><input type="checkbox"/> Struc</td><td><input type="checkbox"/> Rooms</td><td><input type="checkbox"/> laction</td></tr><tr><td><input type="checkbox"/> Type</td><td><input type="checkbox"/> Acity</td><td><input type="checkbox"/> Dmisc1</td><td><input type="checkbox"/> Light</td><td><input 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Select save file name (extension .csv is assumed)

Folder/directory	Z:\VTWIND\NEMRC 4	Change
File name	Permits 5	

Export 6 **Cancel** 7

1. **Select permit types:** Click to check the box next to the types of Permits to export.
2. **Select fields to be exported:** Click to check the box next to the fields that will be exported.
3. **Select save file type:** Select what file type to save this export as.
4. **Folder/directory:** Enter the folder/directory to save this export in. Click the “Change” button to locate the folder using a windows folder lookup window.
5. **File name:** Enter the file name to save this export under.
6. **Export:** Click this button to export the Permit data as selected above.
7. **Cancel:** Click “Cancel” to cancel and return to the Reports Menu.