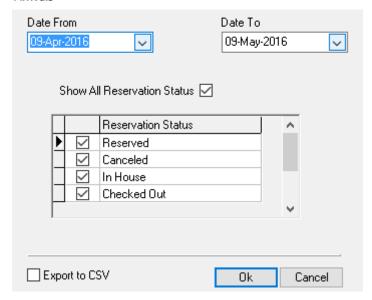# Rate Override/Variance Report

This Report produces a list of the rates that were changed during the date range selected, and are grouped by Reason.

NOTE: The list of reasons for cancellations and early check-outs must be manually configured before this report can be used. They can be created by going to **System Configuration > Property > Reasons** tab. Choose **Rate Override Reasons** from the drop down list. See the article [Reasons Tab](#) for more information.

Reports > Audits > Rate Override/Variance

The report includes:

- Date
- Clerk
- Res ID
- Original Rate
- Overridden Rate
- Variance
- Reservation Status

Rate Override Reasons
for
April 09, 2016 - May 09, 2016

Reason : Matching Competitor's Rate

Date	Clerk	Res ID	Original Rate	Overriden Rate	Variance	Reservation Status
9 May 2016	RSI ADMIN	1823	$650.00	$600.00	$(50.00)	In House

Total For : Matching Competitor's Rate						1

Reason : Service Recovery

Date	Clerk	Res ID	Original Rate	Overriden Rate	Variance	Reservation Status
27 Apr 2016	RSI ADMIN	1773	$500.00	$350.00	$(150.00)	Checked Out

Total For : Service Recovery						1

Total Rate Override						**2**