

## Comdata Hotel Network Details

**Access:** ICD > Reporting > reportQ > Quick Reports > Proprietary > Comdata Hotel Network Details

**Description:** A summary of hotel transactions under the Comdata Hotel Network program. All transactions are segmented by account code and customer ID. Use this report to gain insight into your hotel spending in the Comdata Hotel Network.

**Selection Criteria:**

- **Required.** Account Code, Start Date, End Date (*date range is limited to six months*)
- **Optional.** Customer ID

**Additional Details:** Available in Excel format only.

**Sample:**

**Column A-H**

Account Code	CustID	CardNumber	CLC Posting Date	CLC Check Out Date	CLC Control Number	CLC Hotel Check In Date	CLC Hotel City	CLC Hotel ID
CL775	CL1HD	5600000000000000	9/23/2015	9/24/2015	388888	9/23/2015	NASHVILLE	CL101
CL775	CL1HD	560000000000000009	9/23/2015	9/24/2015	388880	9/23/2015	MURFREESBORO	CL101
CL775	CL1HD	560000000000000017	9/23/2015	9/24/2015	388881	9/23/2015	MURFREESBORO	CL101

**Column I-N**

CLC Hotel Name	CLC Hotel State	CLC Length of Stay	CLC Transaction Identifier	CLC Transaction Amount
BEST WESTERN	TN	1	15270923201534567	\$200.00
HOLIDAY INN	TN	1	15300923201534567	\$48.95
HOLIDAY INN	TN	1	15360923201534567	\$165.85