

# Request a Custom Report

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CollaborateMD offers a robust and powerful report builder that allows you to build custom reports to fit our business needs. However in the event that you are not able to build the report, or need access to specialized reporting fields, we can build the report for you! Custom reports are a cost based service based on our evaluation; you will be provided with a quote for the requested report.

Prior to submitting this request, please review the [Reports Builder Help Article](#) for more information on building your own report.

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If you're the Auth Rep, follow the steps below to request a custom report:

1. Select **Account Administration > Services**.
  2. Click the **Request Button** next to Custom Report.
  3. Enter a detailed **Description and Details** of the report you need.
  4. Click **Submit**.
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