

# PSL Tech Guide: Pulling Booked Booth Report

- Log in as the PSL
- Select “Reports”
- Select “Current”
- In the Left Panel, select “Booths”
- In the Right Panel, select “Booked Booth Report”
- Enter Start Date: (March 2, 2024)
- Enter End Date: (March 8, 2024)
- Type: Excel
- Click “Run Report”

Need help? Contact Customer Care for assistance: 800-236-2710 |  
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