Pickup Reports

To access the pickup page, either click the **Pickup Area** tab or **Pickup Area** link from the **Report Request Queued** page. The system displays the **Pickup Area** page:

To retrieve the successful report with the blue check and *Status* of **done**, you can do one of two actions:

Click the **Download** link. The system displays the file in your browser, if you have the appropriate settings:

Right-click the **Download** link and select **Save Target As** or **Save Link As** (or something similar, according to the pop-up menu of your browser). Then save the file to the location of your choice.