

# Catalog SOP: How to download a Cancelled Listings Report

10/11/2024 11:17 am CDT

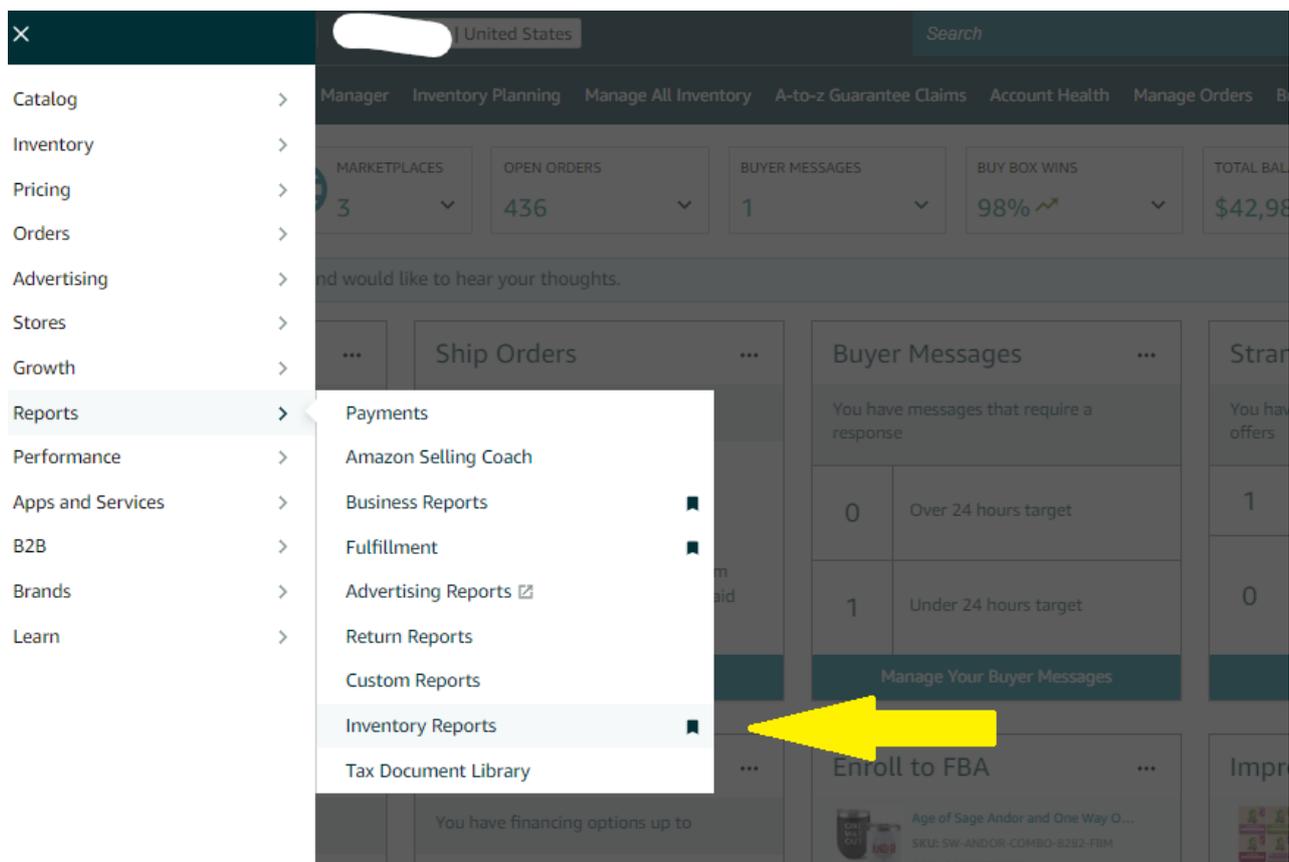


**Who is this for?** An Amazon seller may request a Cancelled Listings Report to gain valuable information about their cancelled listings on the platform. Cancelled listings are products that were listed on Amazon but were later cancelled by the seller, either voluntarily or due to policy violations.



**Objective:** To identify and manage cancelled listings. By downloading the report, sellers can quickly identify all their cancelled listings in one place. They can then manage these listings by either relisting them or taking necessary steps to prevent future cancellations.

1. Access the “Report” tab from the top menu of Seller Central and select “Inventory Reports” from the selection Menu.



2. On the next page, select “Cancelled Listings Report” from the “Select Report Type” Drop-Down.

Select Report Type: High Volume Listings Report

- Referral Fee Discounts Report
- Inventory Report ( Custom )
- Active Listings Report ( Custom )
- Category Listings Report
- Amazon-fulfilled Inventory Report
- Open Listings Report Lite
- Open Listings Report Liter
- Open Listings Report
- Inactive Listings Report
- All Listings Report ( Custom )
- Cancelled Listings Report
- Sold Listings Report
- Seller-Fulfilled Exports Eligibility Report
- Referral Fee Preview Report

Batch ID	Date & Time Reported	Date & Time Completed
56019490	5/13/2023 10:17:18 GMT+0800	5/13/2023 10:17:51 GMT+0800 (Irkutsk Standard Time)
53019490	5/13/2023 10:07:22 GMT+0800	5/13/2023 10:07:39 GMT+0800 (Irkutsk Standard Time)
52019490	5/13/2023 10:05:52 GMT+0800	5/13/2023 10:06:10 GMT+0800 (Irkutsk Standard Time)
51019490	5/13/2023 10:02:45 GMT+0800	5/13/2023 10:03:04 GMT+0800 (Irkutsk Standard Time)
74019490	5/13/2023 08:23:34 GMT+0800	5/13/2023 08:24:40 GMT+0800 (Irkutsk Standard Time)

3. If you wish to customize your report, click the “Customize the columns for this report” link and follow the steps on the next page.

Select Report Type: Cancelled Listings Report

Download a Cancelled Listings Report for details of listings cancelled by Amazon. [Learn more](#)  
[Customize the columns for this report](#)

Request Report

4. You can customize the report and just select the attributes that you want or you need. Click “Save” once done with the customization.

Report Type: Cancelled Listings Report

Group: All

Available Attributes

- optional-payment-type-exclusion
- scheduled-delivery-sku-set
- Business Price
- Quantity Price Type
- Quantity Lower Bound 1
- Quantity Price 1
- Quantity Lower Bound 2
- Quantity Price 2
- Quantity Lower Bound 3
- Quantity Price 3
- Quantity Lower Bound 4
- Quantity Price 4
- Quantity Lower Bound 5
- Quantity Price 5
- merchant-shipping-group

Add >

< Remove

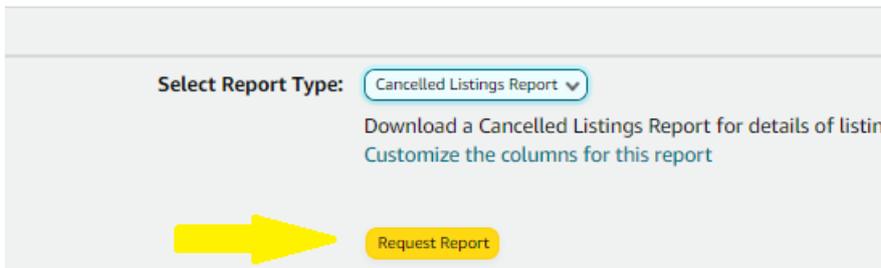
Add All >

Selected Attributes

- seller-sku
- asin1
- item-name
- item-description
- price
- quantity
- product-id-type
- item-note
- item-condition
- will-ship-internationally
- expedited-shipping
- product-id

Reset Save

5. Return to your Inventory Reports page by clicking the “Inventory Reports” link at the top left of the page. Click the “Request Report” button.



6. Your report will appear in the table below with an “In Progress” status.

**Request Report**

Report Type	Batch ID	Date & Time Requested	Date & Time Completed	Report Status	Download
Cancelled Listings Report	619562019490	5/13/2023 10:35:04 GMT+0800 (Irkutsk Standard Time)	Not Complete	In Progress	
Category Listings Report (All)	619556019490	5/13/2023 10:17:18 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:17:51 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inactive Listings Report	619553019490	5/13/2023 10:07:22 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:07:39 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inactive Listings Report	619552019490	5/13/2023 10:05:52 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:06:10 GMT+0800 (Irkutsk Standard Time)	Ready	Download

7. Once the report is ready for download, the status will change to “Ready,” and a “Download” link will appear. Click the “Download” link to download the report.

**Request Report**

Report Type	Batch ID	Date & Time Requested	Date & Time Completed	Report Status	Download
Cancelled Listings Report	619562019490	5/13/2023 10:35:04 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:35:22 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Category Listings Report (All)	619556019490	5/13/2023 10:17:18 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:17:51 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inactive Listings Report	619553019490	5/13/2023 10:07:22 GMT+0800 (Irkutsk Standard Time)	5/13/2023 10:07:39 GMT+0800 (Irkutsk Standard Time)	Ready	Download

8. The report will be available in text format.



9. It is advisable to open the report via Excel for easy audit. Sample of Cancelled Listings Report below is in Excel format.

	A	B	C	D	E	F
1	item-name	item-description	seller-sku	price	quantity	item-is-n
2	Amir Blue	Tu Blue Tumbler Ex	03...A83VHX4	39.99	0	
3	Mc stir Gr	n Green Tumbler	1032...AT Y D	19.99	0	
4	M... Wide N	Dog Is Home Ste	07...JH...F	13.99		
5	N...ir Wide N		12...HN...E	13.99	0	
6	o...e Nat	The all-natural si	0407...V...S8	16.99		
7	e of S	Nat	The all-natural si	040...AP...B27	16.99	0
8	A...e	Nat	The all-natural si	112...AL...1C	16.99	0
9	A...age Nat	The all-natural si	112...5BX...Y	16.99	0	
10	i...e Nat	The all-natural si	1...8Z...PYTA	16.99		
11	... Nat	The all-natural si	1...3Z5CE...V2	16.99	0	
12	A...e Nat	The all-natural si	112...Z5C...E85	16.99		
13	A...e Nat	The all-natural si	11...Z5D...JUT	16.99	0	
14	A...e a	Nat	The all-natural si	112...5BT...L	16.99	

