



# **Extract August RP records and interface to Finance**



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2. Run the Regular Payroll (RP) Extract with Child Nutrition amounts (if applicable) and interface to Finance. This allows you to process and interface the TRS On-Behalf journal and continue with the end-of-year processing in Finance.

**IMPORTANT:** Save all extract reports in a folder (e.g., Preliminary Aug TRS Reports) as they will be used at a later time in the verification process.