



Select AR options

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[District Administration](#) > [Options](#) > [Accounts Receivable](#)

Set up Accounts Receivable options such as the number of invoices to print, labels for each invoice copy, payment terms, overdue comments, and whether to review invoices.

Options > Accounts Receivable District Adr

Save

Retrieve Print

Number of Invoices to Print:

Options

Auto Assign Customer?

Collate Print Copies by Invoice?

Workflow

Allow Approval Process?

Reset Approval Path?

Labels

Label on First Copy:	<input type="text"/>	<input type="checkbox"/> Include Account Numbers?	<input type="checkbox"/> Print Approval Path?
Label on Second Copy:	<input type="text"/>	<input type="checkbox"/> Include Account Numbers?	<input type="checkbox"/> Print Approval Path?
Label on Third Copy:	<input type="text"/>	<input type="checkbox"/> Include Account Numbers?	<input type="checkbox"/> Print Approval Path?
Label on Fourth Copy:	<input type="text"/>	<input type="checkbox"/> Include Account Numbers?	<input type="checkbox"/> Print Approval Path?
Label on Fifth Copy:	<input type="text"/>	<input type="checkbox"/> Include Account Numbers?	<input type="checkbox"/> Print Approval Path?

Additional Invoice Text

Overdue Comment: Number of Days Overdue for Comment:

Terms: