

Establishing or Changing Invoice Messages Public Utilities Store Location

From the Main Menu choose the following options:

#7 Files

#17 Location Master

#1 Location Master Maintenance

Once in the Location Master Maintenance program choose the following:

If Utilities: Information Pertaining to SPSMFG (Manufacturing)

Work With/Establish Utility Bill Environment

Screen 1 of 1 (shown below) Edit message directly, F1 to Update

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South Point Systems Inc.                               Screen 1 of 1 - (GA)

WORK WITH/ESTABLISH UTILITY BILL CREATION ENVIRONMENT
Utility Bills Printer-----: ..... (M)
Utility Bills Form ID-----: .....
Force 99 Alert Code-----: ..... (Y=Yes)
Post Card Utility Bill Type-----: Y (A , B or C)
Months to Print Inactive Bills-----: .....
Default Utility Bill Message (1)----: .....
Default Utility Bill Message (2)----: .....
Default Utility Bill Message (3)----: .....

Move Cursor to Field you wish to see more information about and press F10
Fields denoted by (M) are mandatory and Must have data entered into them.

PRESS ENTER TO CONTINUE (+)   F7 - EXIT PROGRAM
F1 - UPDATE CHANGES          F10 - VIEW FIELD DEFINED HELP
F2 - PAGE BACK                F12 - WORK WITH ESTABLISHED PRINTERS
F5 - 1st SCREEN
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