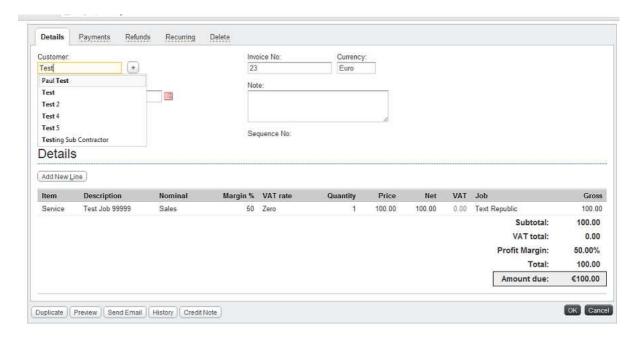
Recurring Invoices

Please note: You cannot set up a recurring date prior to the current date

Example: If today's date is 09/02/2012 You cannot set your invoice to recur before, or on, this date.

First go to Sales and Invoices and select the invoice you want to set to recur.



At the top of the screen you will see you have a "Recurring" tab, select this option.



Click the "Recurring" box and then select your start and finish date and select the frequency of the invoice. Now click the OK button.