

Can I hit Post a Second Time on a Cycle Invoicing Batch?

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In SedonaOffice cycle invoicing batches sometimes encounter errors and fail to completely post.

Users often wonder is it is okay to hit post a second time on that same cycle batch. The answer is yes. Doing so will not create duplicate invoices.

The cycle invoicing process tracks every customer who has already had their invoice created, so when you hit post again, it will only create invoices for customers who had not already received them. Likewise if the user ran into an error and deleted a cycle batch, it is safe to create a new batch with the same criteria as the deleted batch. Only customers who do not yet have their invoice for that period will be picked up by in the new batch.
