

**1. Can a CR document be reprinted?**

No. However, if you need another copy you may screenprint the document.

**2. How do I get an invoice to print?**

Check the APCT table and verify that the scheduled print date and upper limit dates are current on the table. Submit a written request (SAAS Invoice Print Request Form) to MMRS Operations by faxing it to 601-359-6593.

**3. Is there a way to have an invoice reprinted?**

If the invoice is still on the INRP table, the print status must be "PR". Enter a "C" in the action field and enter "Y" in the Reprint IND Field. Submit a written request (SAAS Invoice Print Request Form) to MMRS Operations by faxing it to 601-359-6593.

**4. I was modifying an IN document and entered the year for a prior FY. A quick edit resulted in the system changing the year to the current FY. Why?**

IN documents do not recognize budget fiscal year on modifications of invoices for prior budget fiscal year.