410: Central Billing, Batch Sheets

400: Accounting · https://milo.masseyservices.com/docs/410-central-billing-batch-sheets/

Section: Accounting

Subject: Central Billing, Batch Sheets

Approved by: Marlene Kolesky

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Policy Owner:

Policy

INSTRUCTIONS FOR BATCH SHEETS

Use this form to batch invoices that are sent to corporate for Central Billing.

Name	Name of account and account number, if applicable
Month	Invoice month
Invoice/Guarantee No.	Number of invoice or guarantee
Amount	Total amount of invoice

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