RMR Generation

RMR Generation generates recurring invoices every month.

If you want to run your RMR prior to invoicing, follow the steps below:

1. Navigate to Setup > Utilities > Automation
2. Toggle RMR Generation to **ON**
3. Complete the information below:
   - **Run on the**: Select the day of the month you want RMR to run.
   - **RMR Next Invoice for**: Select **Next Month** for invoices coming up.
   - **Invoice Date is the**: Defaults to the 1st; choose your invoice date.
   - **day of**: Select **Next Month**.
4. Click **Save** at the top of your screen.

The example below shows that RMR will run on 7/25/2023 for the next invoice date of 8/1/2023.