

Meter Reading Batch Posting

Batch Posting screen allows a user to post multiple transactions.

To access **Batch Posting** screen, go to **Meter Billing > Batch Posting**.

Batch Posting

Post Post Preview Close

Details

Batch No BATCH-1714

☒ Select All
 ☐ Clear All
 🔍 Open
 🗃 View
 Filter (F3)

✕ Transaction Type ▾ Equals ▾ Meter Reading

Date	Transaction Type	Transaction ID	Total Amount	Invoice Number	Name	Location	User Name	Description
☐	6/14/2017	Meter Reading	MR-8	2.25	Apple Spice ...		irelyadmin	

? ⚙️ 📧 Ready

Pages

- [How to Post Meter Reading through Batch Posting](#)
- [How to Post Preview GL Entries when to post Meter Reading](#)