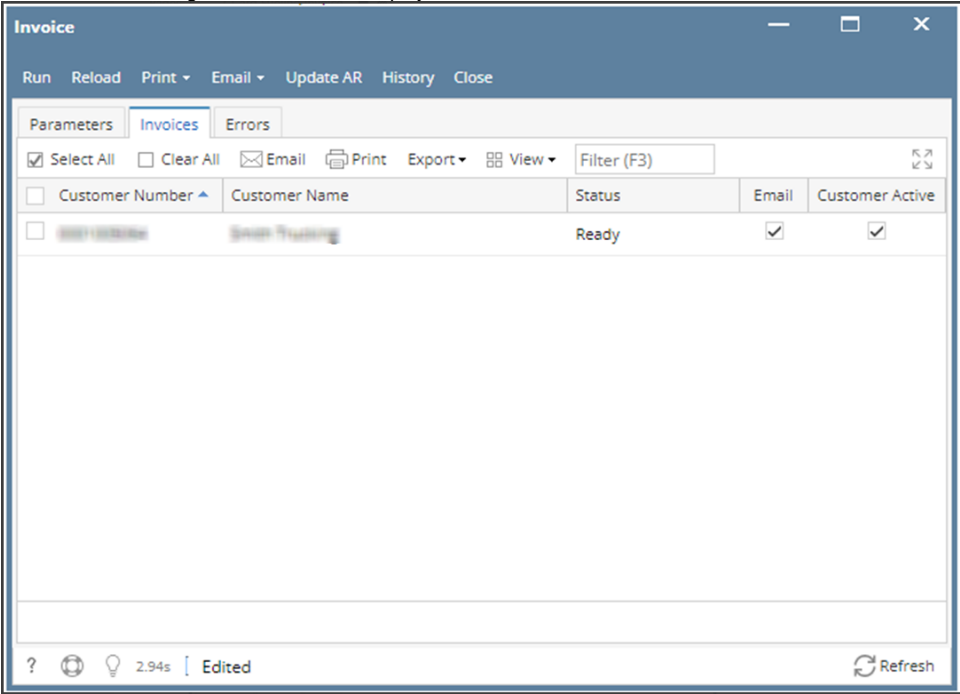


How to Email Card Fueling Invoices

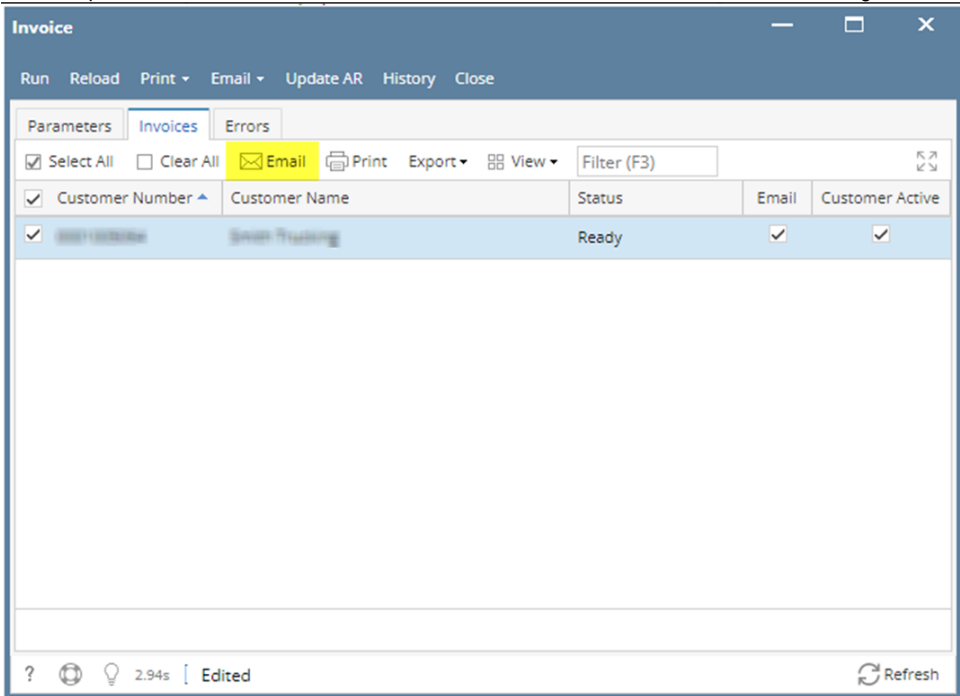
Note: Make sure to set up the [Customer Contact](#), [SMTP](#) and the [Export File Mapping](#) before sending invoice copy via email.

When [Export File Mapping](#) is not set on customer account, only the Invoice copies on PDF format will be sent to customers.

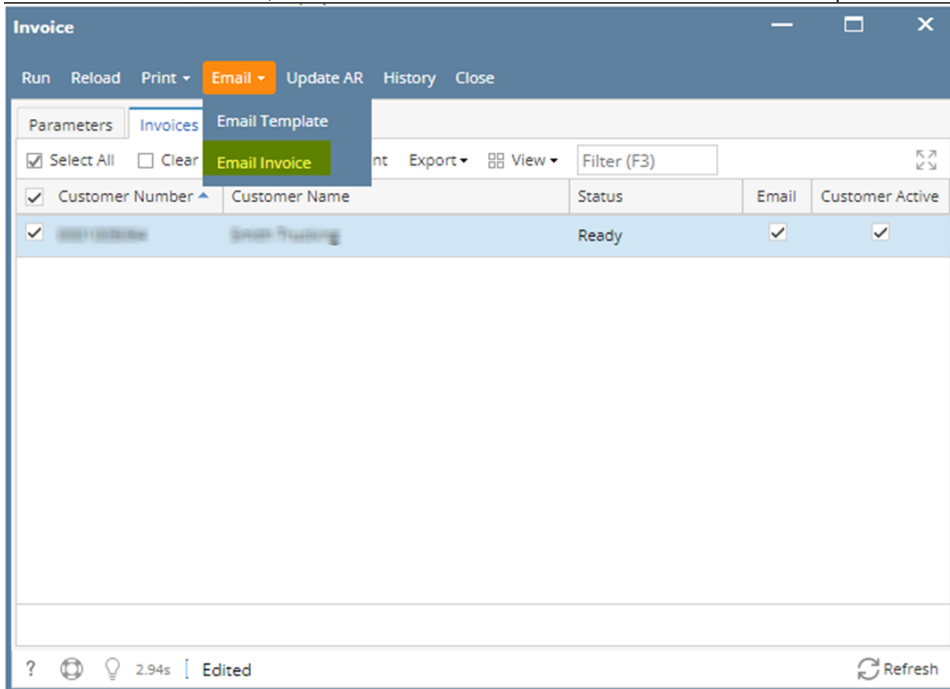
1. Generate customer invoice data. Click [here](#) to see how to generate invoice data. Once invoice data is generated, it will be displayed on **Invoices** tab like below.



2. To send specific customer invoices, select the desired customer then click **Email** button from the grid.



3. To send all customer invoices, click **Email** toolbar button then select **Email Invoice** on the drop down menu.



4. Once invoices were sent, status will be updated and a notification like below will appear on the computer screen. An invoice copy both in CSV and/or PDF format will be sent to the customer via email.

