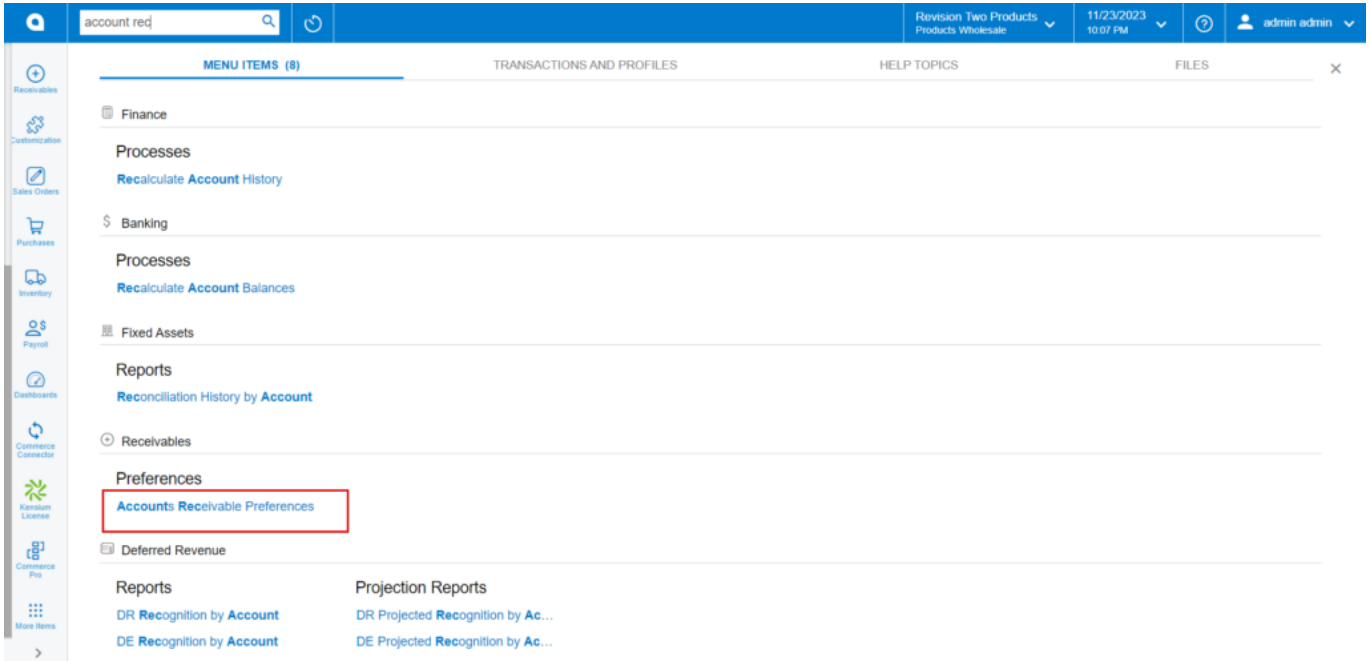


# Account Receivable Preferences

- ✖ You need to search for **[Account Receivable Preferences]** in the Global search bar.
- Click on **[Account Receivable Preferences]** under **[Preferences]**.



The screenshot shows the Kensium CommercePro interface. At the top, there is a search bar containing 'account req'. Below the search bar, the interface is divided into several sections: MENU ITEMS (8), TRANSACTIONS AND PROFILES, HELP TOPICS, and FILES. The 'MENU ITEMS (8)' section is expanded, showing a list of categories and their associated processes and reports. The 'Preferences' category is highlighted, and the 'Accounts Receivable Preferences' link is enclosed in a red rectangular box. Other categories visible include Finance, Banking, Fixed Assets, Reports, Receivables, and Deferred Revenue. The 'Reports' section is further divided into 'Reports' and 'Projection Reports'.

## Account Receivable Preferences

- Click on **[EMAIL SETTINGS]** tab.
- If you enable the **[Active Tenant]** radio button, you will receive a validation message when you try to establish a customer using the same email address.
- Click on **[Save]**.

Accounts Receivable Preferences

GENERAL PRICING APPROVAL DUNNING MAILING & PRINTING **EMAIL SETTINGS**

CUSTOMER EMAIL UNIQUENESS

Across Tenant

Select Branch Type: \_\_\_\_\_ Selected Branches: \_\_\_\_\_

ADVANCE FILTERS

Branch	Enabled	Ignore Blanks	Ignore Duplicate	Ignore Email	Email
No records found. Try to modify parameters above to see records here.					

Select Customer Class Type: \_\_\_\_\_ Selected Customer Classes: \_\_\_\_\_

ADVANCE FILTERS

Customer Class	Enabled	Ignore Blanks	Ignore Duplicate	Ignore Email	Email
No records found. Try to modify parameters above to see records here.					

## Email Settings