

Printing Labels for Active Customers Only

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On the report screen at *Hub / Reports / Customer Reports* or *Accounting / Accounting Reports / A/R / Customers*, choose **Select** by *Select Customers*.

After setting *Include* to *Active* customers, select **Tag All**. Labels will then print for *Active* customers only. To print *Inactive* customers, set *Include* to *Inactive* customers and choose **Tag All**.

