Suppressing Check Numbers in PrintBoss

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Check numbers that are preprinted on check stock may be suppressed in PrintBoss.

In PrintBoss, navigate to *File / Open Document Work files*. Select the correct file name for the type of check, and choose *Browse.*

Double-click on the last record in the grid to display the check template. Select the check number to turn it blue, then right-click and select *Comment Current Object*. The check numbers are then suppressed when printing checks.

Repeat this process for each template type being used.