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## Invoice Run Categories

Invoice batches are split up automatically into 3 default categories: ***Print***, ***Email*** and ***Default***. (The categories can be customized, so you might see a different list, but the principal documented here will not change.)

- The ***Print*** category contains all of the invoices that are to be sent by traditional postal mail and therefore need to be printed.
- The ***Email*** category contains all of the invoices that are waiting to be, or have been, sent by e-mail.
- The ***Default*** category contains all of the invoices that did not fall into the other two categories above. (This category should be empty if all of the customers have been properly configured).

Each category can be downloaded separately, but taken together, they should contain all of the invoices generated in the selected Invoice Run.

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