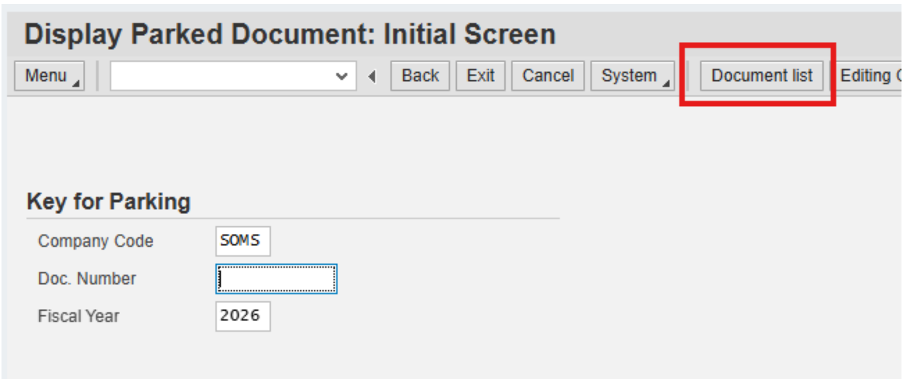
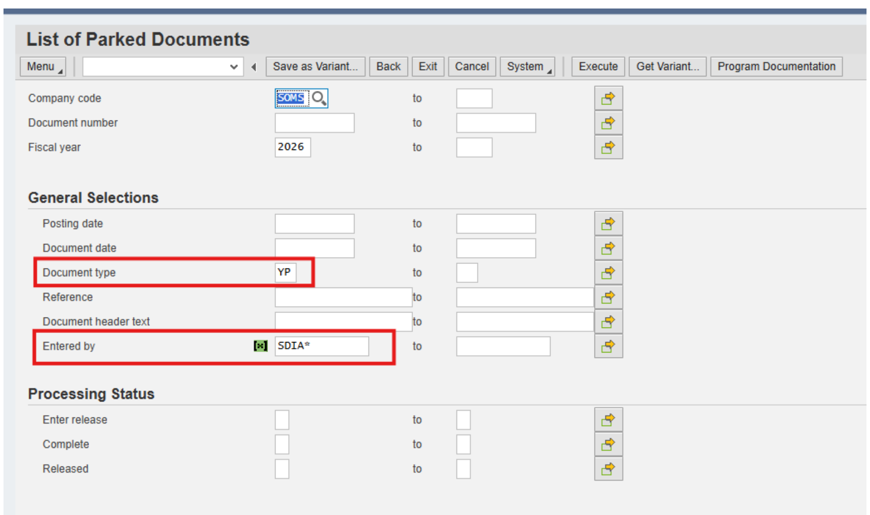
Use the process below to view and print the Department of Finance & Administration (DFA) / Mississippi Management and Reporting System (MMRS) inter-agency PDF bill for payment processing.

1) Use T-Code **FBV3** (Document List) to find your existing parked YP Documents.

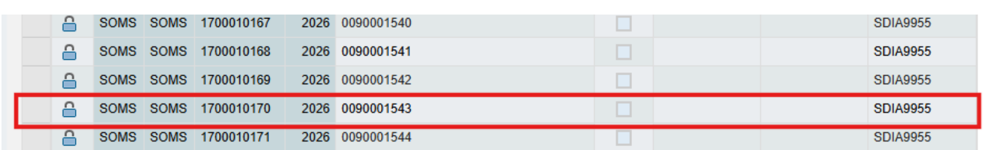
2) Click **Document List** to view your YP Interagency Payment documents.



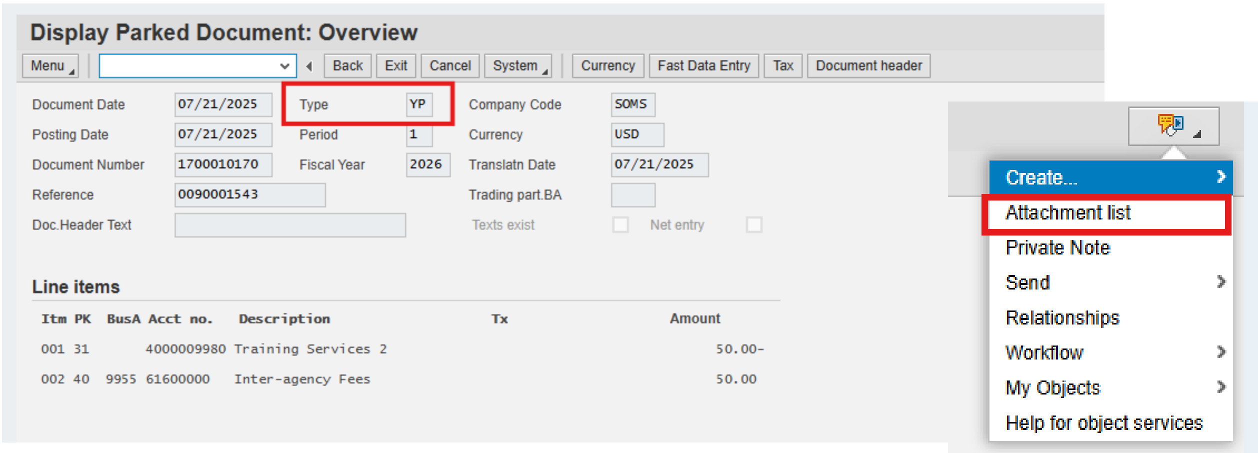
3) Enter your **Business Area,** following the SDIA format (e.g., **SDIA9955**).



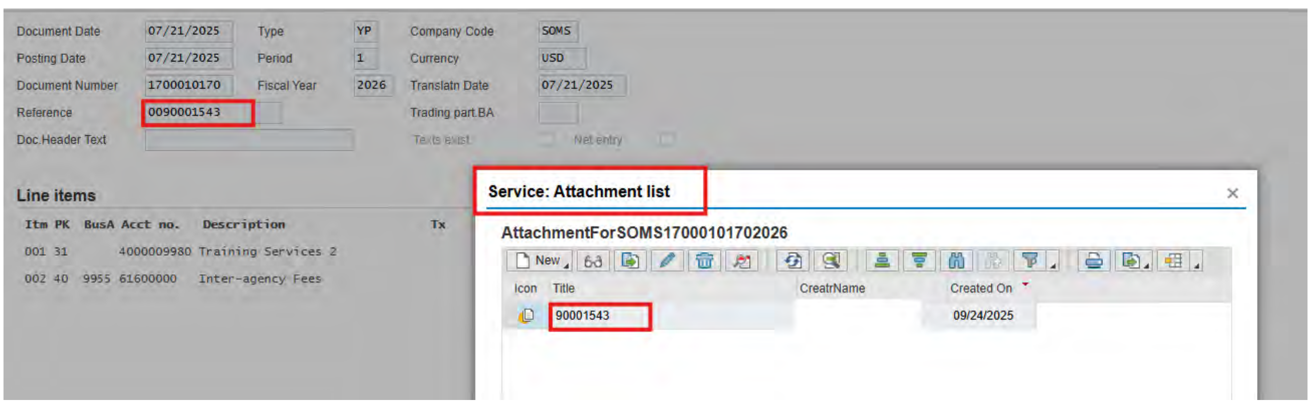
4) Open the appropriate YP document.



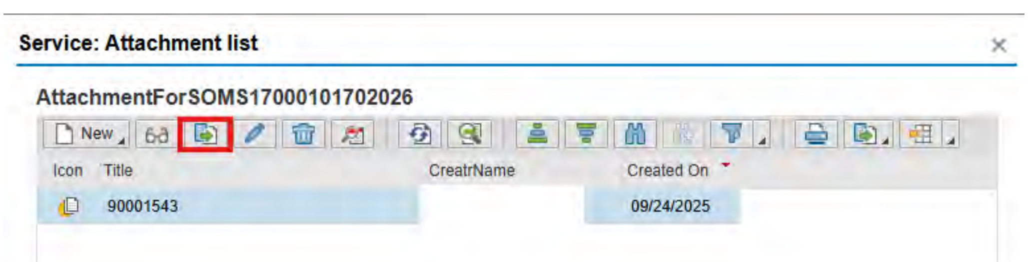
5) Click the **'Services for Object'** button on the right-hand side of the screen. Then, navigate to **Attachment List**.



6) Find the **PDF version** of your invoice.
It will appear in the attachment list, along with the date it was created and the creator's name.



7) **Double-click** the PDF to open it or click the **'Export'** button above the attachment list to save it.



8) Once opened or exported, the PDF will be available for printing.

MMRS - CHARGES
Invoice

SERVICE FOR MONTH OF :	**INVOICE NO :** **DATE :**
CUSTOMER :	**REMIT TO :** Department of Finance and Administr 1301 Woolfolk Bldg JACKSON MS 39201 USA **CONTACT :**

SPECIAL INSTRUCTIONS :

****FOR PROPER CREDIT RETURN 1 COPY WITH REMITTANCE****

ITEM	MATERIAL	DESCRIPTION	QTY	UoM	PRICE	AMOUNT
10		- MMRS 2026 QTR 1 - JULY-DEC	1	EA		
			TOTAL AMOUNT DUE :			

MAKE WARRANTS PAYABLE TO STATE TREASURER FUND: **AGENCY:**