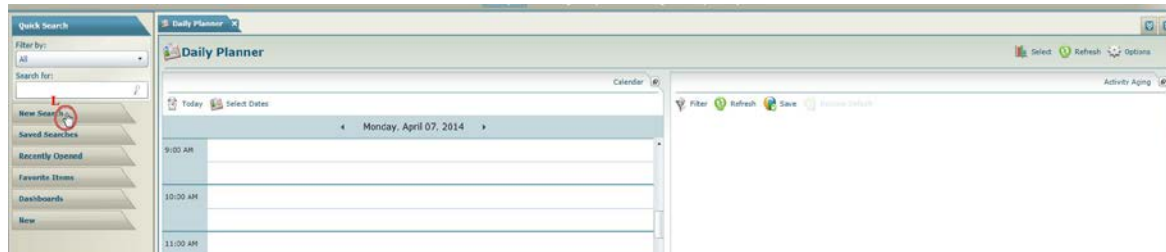
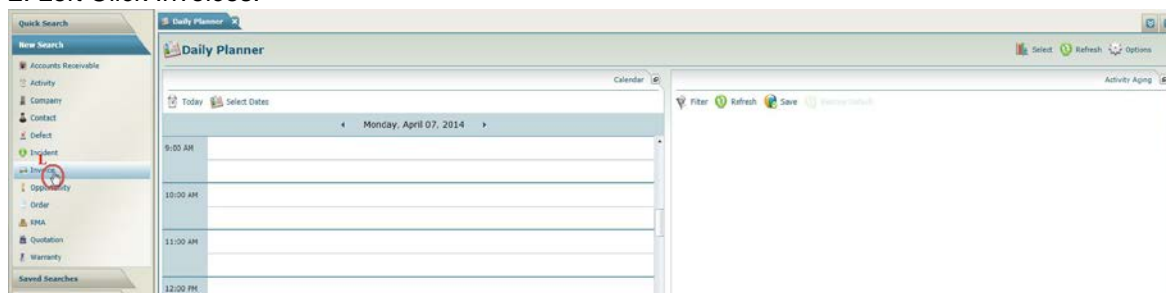


Invoice Search

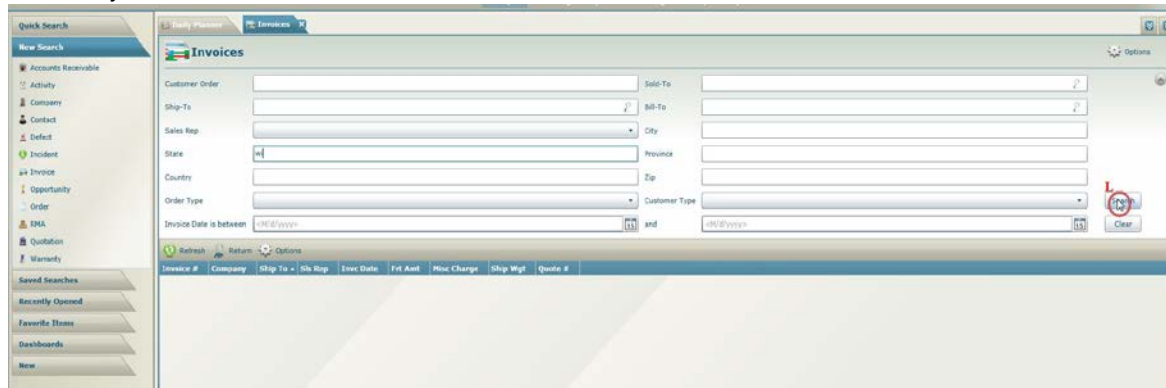
1. Left Click New Search.



2. Left Click Invoices.



3. Enter your search criteria, and click Search.



Invoice Search

4. Left Click to open an Invoice record.

The screenshot shows the 'Invoices' search results page. A table lists various invoices with columns for Invoice #, Company, Ship To, Sales Rep, Invc Date, FRT Amt, Misc Charge, Ship Wgt, and Quote #. The invoice with number 20120029 is highlighted in blue, and a red circle is drawn around its invoice number in the first column.

Invoice #	Company	Ship To	Sls Rep	Invc Date	FRT Amt	Misc Charge	Ship Wgt	Quote #
20120008	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	11/2/2012	\$5.00	\$0.00	0.00	
20120043	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	3/13/2013	\$5.00	\$0.00	-12.00	
20120009	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	11/2/2012	\$5.00	\$0.00	0.00	
20120010	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	11/8/2012	\$28.64	\$0.00	0.00	
20120009	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	11/8/2012	\$22.00	\$0.00	0.00	
20120030	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	12/21/2012	\$5.00	\$0.00	12.00	
20120044	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	12/27/2012	\$5.00	\$0.00	12.00	
20120029	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	12/27/2012	\$5.00	\$0.00	240.00	
20120027	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	7/29/2013	\$75.95	\$1.00	36.30	
20130048	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	2/18/2013	\$5.00	\$0.00	0.00	
20140027	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	2/17/2014	\$5.00	\$0.00	12.00	
20140028	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	2/17/2014	\$5.00	\$0.00	12.00	
20140029	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	2/17/2014	\$5.00	\$0.00	12.00	
20140030	Arrow Manufacturing LLC	Arrow Manufacturing	Bernard Benjamin	2/18/2014	\$5.00	\$0.00	12.00	

5. View the Invoice Details.

The screenshot shows the 'Invoice Details' page for invoice 20120029. The page is divided into several sections: Order, Ship To, and Invoice Lines. The Order section contains fields for Sold-To, Order Date, Amount, Order Number, PO Number, Ship Via, Status, Type, Terms, Deposit, and Ordered By. The Ship To section contains fields for Ship To, RT 20 at 2M, Racine, WI, 53000, City, State, Zip, and USA. The Invoice Lines section contains a table with columns for Part Cat, Stock Qty, Description, Total Inv, Ext Cost, and Ext Prc.

Part Cat	Stock Qty	Description	Total Inv	Ext Cost	Ext Prc
10	20	PROJECTOR, DURHD, 11, BLACK/EDUCATION SERIES - 10 X 14	\$15,389.60	\$15,389.60	\$15,389.60