Invoice Payment History - BAR3400

Table of Contents

Invoice Payment History - BAR3400

Accounts Receivable > Maintenance > Invoice Payments > Invoice Payment History

> This tab is used to review payment information for a selected invoice. You cannot update the information displayed on this tab.

View payment history:

Select a method to retrieve an invoice:

Field	Description
Invoice Number	Type an invoice number. The field can be a maximum of six digits. If the user enters a partial invoice number (from one to five digits) and tabs out of the field, the system zero-fills the field to equal six digits. If alphanumeric values are entered, the system does not zero-fill the field.
Customer Name	Type the customer for whom the invoice was created. The **Customer Nbr** field is populated by the system when the **Customer Name** field is populated.
Customer Nbr	Type the customer number for whom the invoice was created. The field can be a maximum of 20 characters. The **Customer Name** field is automatically populated when the **Customer Nbr** field is populated.
Include Fully Paid	Select to retrieve fully paid invoices. Otherwise, leave blank.
Date Range\Type the from and to dates from which to select invoices. The To field is set to the current system date, but it can be modified.	

Click **Retrieve**. The selected invoices and payments that have been received are displayed. Associated account code and payment information is displayed in the bottom grid for each invoice.