



Travel Reimbursement Inquiry - FIN5150

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This page is used to retrieve a listing of travel reimbursement requests for each vendor. This is an inquiry page only; therefore, you cannot create any transactions. If you are authorized in the Security Administration application, you can change the **File ID** field.

Retrieve data:

Use the following fields to retrieve travel information:


Field	Description
Travel Request Nbr	
Vendor	

Under **Request Dates**:

From
To

Click **Retrieve** to retrieve a list of all travel reimbursement requests associated with the entered travel request number, vendor, and/or requested to and from dates.

Other functions and features:

 Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.
