

Reconciliation Search

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Reconciliation Search

Recon Title	Type a bank reconciliation title.
Bank Account Grp	Type a bank account group.
GL File ID	Type the general ledger file ID. This field is optional when adding a reconciliation record.
Accounting Period	Type the accounting period to be used. The leading zero is not required. Or, click  to select an accounting period. Only one accounting can be used at a time. If this field is not populated, Finance data is not retrieved. This field is optional when adding a reconciliation record.
Status	Select a status(es) (**Outstanding**, **Pending**, **Reconciled**) for which to retrieve reconciliation records.

Click **Search** to retrieve the results based on the entered criteria.

Click **Cancel** to close the Reconciliation directory without selecting a reconciliation record.