



Select Invoice Status

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Select Invoice Status

The Invoice Statuses pop-up lists additional invoices that may be included with the original invoice. Invoices are selected using the individual check boxes. At least one invoice option must be selected.

- Select ☐ next to the invoice(s) you want to include.
- Select ☐ again to clear an invoice selection.
- Click **OK** to accept the selections and return to the report page, or click **Cancel** to return to the report page without making changes.