



BAR7000 - Invoice Offset Accounts Report

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This report displays the contra account accounts (12XX) that were selected for invoices.

| Parameter | Description |
|--|---|
| Sort by Invoice (I), Offset Account (O) or Invoice Account(A) | I - Sort the report by invoice. O - Sort the report by offset account. A - Sort the report by invoice account. This is a required field. |
| All Invoices (A) or Open Invoices Only (O) | A - Include all invoices on the report. O - Only include open invoices on the report. This is a required field. |
| Select Invoice(s), or blank for ALL | Type the invoice number separating multiple invoice numbers with a comma. Or, click ⓘ to search for invoice numbers . Otherwise, leave blank to use all invoice numbers. |
| Select Fund(s), or blank for ALL | Type the three-digit fund code separating multiple fund codes with a comma (e.g., 199, 224). Or, click ⓘ to search for funds/years . Otherwise, leave blank to use all fund codes. |
| Select Organization(s), or blank for ALL | Type the three-digit organization number separating multiple organization numbers with a comma (e.g., 001, 699). Or, click ⓘ to search for organization numbers . Otherwise, leave blank to use all organization numbers. |
| From Invoice Date (MMDDYYYY), or blank for ALL | Type the from invoice date in the MMDDYYYY format, or leave blank to use all from dates. |
| To Invoice Date (MMDDYYYY), or blank for ALL | Type the to invoice date in the MMDDYYYY format, or leave blank to use all to dates. |

[Generate the report.](#)



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