banktransactionsstatusinquiry

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Bank Transactions Status Inquiry

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This page is used to perform a status inquiry on cash receipts, checks, and journal vouchers.

Perform an inquiry:

Retrieve bank transactions using one or more of the following search parameters:

Notes:

- At least one search parameter must be entered.
- If a to number is not entered, transactions beginning with the from number through the last available number are retrieved.
- If a to date is not entered, transactions beginning with the from date through the current date are retrieved.

Field	Description
Check Nbr From and To	Type a beginning and ending check number range
Cash Rcpt Nbr From and To	Type a beginning and ending cash receipt number range.
Date From and To	Type a beginning and ending date range for which to retrieve cash receipts, checks, and journal vouchers.
JV Nbr	Type a journal voucher number.
Vendor Nbr	Type a vendor number for which to retrieve check transactions.
Employee Nbr	Type a employee number.

Click **Retrieve**. The applicable bank transactions are displayed under the respective section.

The number of transactions listed in each section is displayed next to the section heading (e.g., **Cash Receipts Inquiry (50)**).

The section is expanded based on the entered search parameter(s). For example, if only a check number search parameter (i.e., **Check Nbr** or **Vendor Nbr**) is used, then the **Checks Inquiry** section is automatically expanded with a list of the applicable check transactions.

general:cash_receipts_inquiry

general:checks_inquiry

Click **Journal Vouchers Inquiry** to view the following journal voucher details:

- **Freq**
- **JV Nbr**
- **Amount**

- **Date**
- **Description**
- **Status**
- **Group**
- **Recon Title**
- **Recon Date**

Other functions and features:

Retrieve	Retrieve data. Click to retrieve data.
Reset	Reset data. Click to retrieve data from the last save. If you click **Reset**, any unsaved changes are lost.
Errors	View errors. This button is only displayed if an error is encountered on the page. A red outline is displayed around the button, and an Errors pop-up window is displayed with a list of the encountered errors. Click [X] to close the pop-up window.

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