You can use the navigation page below to view the status of any type of voucher. This guide will concentrate on PO vouchers.

**Main Menu > Finance Menu > Accounts Payable > Review Accounts Payable Info > Vouchers > Voucher**

### Voucher Inquiry

1. Enter your PO number in the **From PO ID** field located midway down the page.
2. Click **Search**.

### Voucher Inquiry Results

The resulting list will include every invoice that has been entered against your PO. It will include invoice number, invoice date, supplier ID, as well as the amount. If an invoice has paid you will see amounts posted in the Gross Amount Paid and the Net Amount Paid. Under the Actions dropdown you can click Payment Information to view more details.

**Note:** Match exceptions will prevent any invoice from paying.