

## Voucher Maintenance page - Large Posted Vouchers

**Issue:** Users were previously unable to open large vouchers (more than 500 lines) on the Regular Voucher Entry page.

**Resolution:** Users needed to use the Voucher Maintenance page to update the Payments page of large Posted vouchers.

- Users can now open any large vouchers on the Regular Voucher Entry page.
- Large Posted vouchers can no longer be pulled up under Voucher Maintenance.
- Large Unposted vouchers can still be pulled up under Voucher Maintenance for correction if needed.

**Navigation:** Accounts Payable → Vouchers → Maintain → Voucher Maintenance

**NOTE:** Selecting the Post Status is no longer available since only Unposted vouchers are available on this page.

### Voucher Maintenance

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

\*Business Unit

= ▼

44100

Q

Voucher ID

begins with ▼

Q

Invoice Number

begins with ▼

Short Supplier Name

begins with ▼

Supplier ID

begins with ▼

Q

Supplier Name

begins with ▼

Voucher Style

= ▼

▼

Voucher Source

= ▼

▼

☐ Case Sensitive

Search

Clear

Basic Search

Save Search Criteria

Click Search and Unposted vouchers are available for corrections/updates as needed.

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