X-7. Receiver Document Queries

A.   Receiving Goods Query FPIRCVD

Use this process to query completed Receiver Documents.

To Process Receiving Goods Query:

Go To…   **FPIRCVD [Enter]**

Receiver Document Code: Enter the Receiver Document number, or click the drop down arrow to search for the receiver document number.

Next Block [Ctrl+Pg Down] to view Receiver Information
Next Block [Ctrl+Pg Down] to view Packing Slip and Purchase Order Information

Oracle Fusion Middleware Forms Services: Open > FPIRCVD

File Edit Options Block Item Record Query Tools Help

Receiving Goods Query FPIRCVD 8.5 (TEST2095)

Receiver Document Code: Y0000014

Receiver Information

Receiving Method: CR Central Receiving
Carrier: 200053995 FEDEX
Date Received: 23-OCT-2014 **Received By:** SARPYC
Text Exists: N

Packing Slip Information

Packing Slip: CLS 10-23-2014 **Bill of Lading:**
Text Exists: N

Purchase Order Information

Purchase Order: P0000039 ● Receive Items ○ Adjust Items
Buyer: JoAnn Bell
Vendor: 200054065 Barnes & Noble Booksellers LLC

Record: 1/1   <OSC>

Next Block [Ctrl+Pg Down] to view Commodity Information.

NOTE: Arrow Down to view multiple commodity line items.

Exit [Ctrl+Q] to return to the main menu.

B. Receiving/Matching Status Query FAIIREC

Use this form to search for invoice/receiving data specific to a single vendor ID or vendor name.

Go To… FAIIREC **[Enter]**

Vendor: Enter the Vendor ID number, or choose the appropriate Vendor from the drop down menu.

Next Block [Ctrl+Pg Down] to populate the Invoice/Receiving Data

Execute Query [F8]

Scroll Down [Arrow Down] or **Scroll Up [Arrow Up]** to view all the Invoice/Receiving Data associated with the Vendor

C.   Receiving/Matching Detail FPIIREC

Use this form to view the receiving matching details. You can query by **Invoice Number** or **Purchase Order** number. This form can be used to identify invoice transactions awaiting receiving documents.

Go To…   FPIIREC **[Enter]**

Choose from the following <u>three</u> options:

To search by Invoice Number – Enter the Invoice number in the **Invoice Number** field.

To search by Purchase Order Number – Enter the Purchase Order number in the **Purchase Order** field.

OR

To view all Invoices awaiting receiving documents - Leave all fields blank.

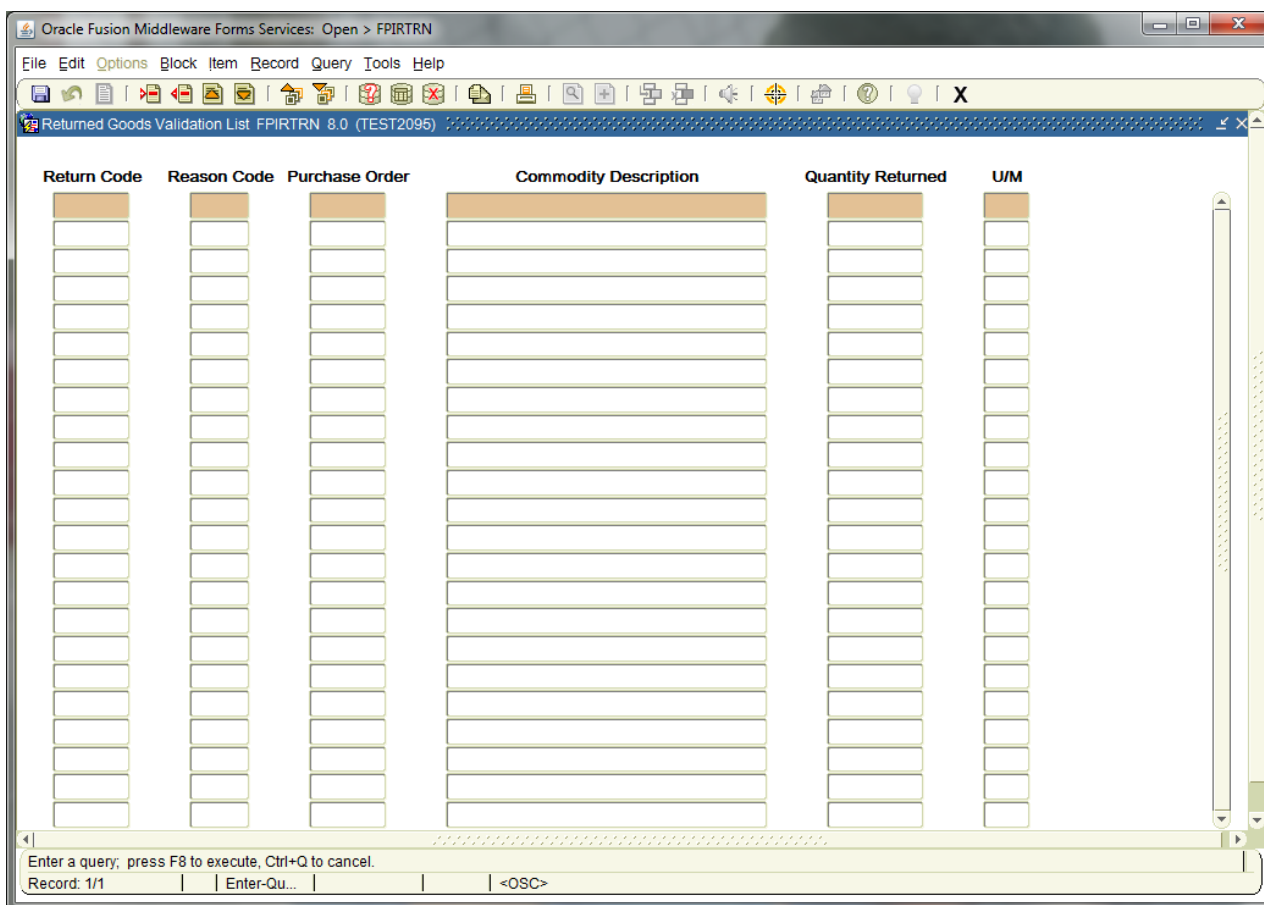**Execute Query [F8]** to populate the information.

Scroll Down [Arrow Down] or **Scroll Up [Arrow Up]** review each invoice and commodity line item listed.

Exit [Ctrl+Q] to return to the main menu.

D. Returned Goods Validation List FPIRTRN

Use this form to view a list for verification of returned goods.

Go To… FPIRTRN **[Enter]**

All fields will default when you enter the form.

Exit [Ctrl+Q] to return to the main menu.