

# Cleared Warrant Inquiry

## Overview

Use the Cleared Warrant Inquiry to find the date that a particular vendor payment cleared.

## NIS Policies

The tasks in this documentation provide end users with the tools to enter data and collect data in NIS. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website: <http://www.das.state.ne.us/>.

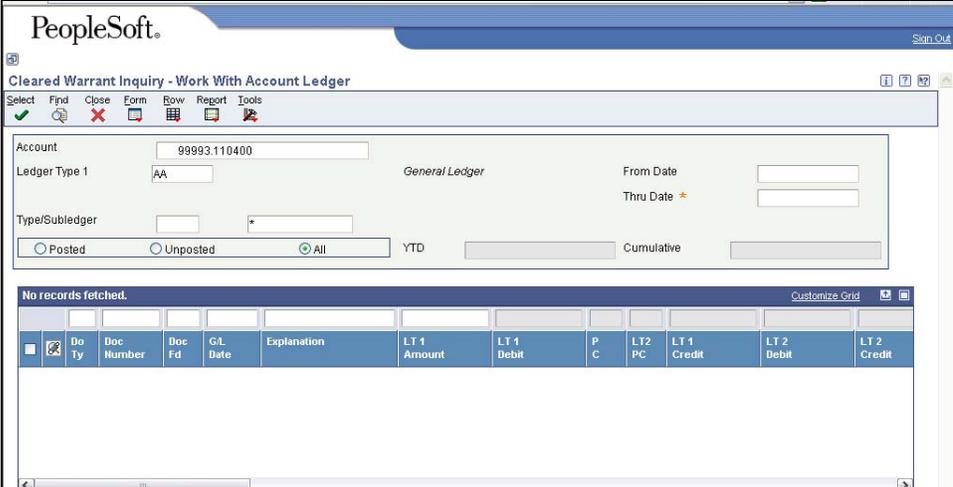
## Navigation

Click Roles, Accounts Payable.  
(Citrix users – right click on the menu, choose View by Role, choose Accounts Payable.)

Accounts Payable > Inquiries & Reports > Accounts Payable Inquiries > Cleared Warrant Inquiry

## Steps

Start this instruction from the Cleared Warrant Inquiry – Work With Account Ledger window.



PeopleSoft®  
Cleared Warrant Inquiry - Work With Account Ledger

Account: 99993.110400  
Ledger Type 1: AA  
General Ledger  
From Date:   
Thru Date: \*  
Type/Subledger: \*  
 Posted  Unposted  All YTD:   
Cumulative:   
No records fetched.  
Customize Grid

Do Ty	Doc Number	Doc Fd	G/L Date	Explanation	LT 1 Amount	LT 1 Debit	P C	LT 2 PC	LT 1 Credit	LT 2 Debit	LT 2 Credit
No records fetched.											

1. Type the **payment number** you want inquire on in the QBE field above Doc Number.
2. Click **Find**.

PeopleSoft. Sign Out

Cleared Warrant Inquiry - Work With Account Ledger ? ? ?

Select Find Close Form Row Report Tools

Account: 99993.110400 *A/P WARRANTS*  
 Ledger Type 1: AA *General Ledger* From Date: 07/01/2004  
 Type/Subledger: \* Thru Date: 05/31/2005  
 Posted  Unposted  All YTD: Cumulative:

Records 1 - 10 Customize Grid

	Do Ty	Doc Number	Doc Id	GL Date	Explanation	LT 1 Amount	LT 1 Debit	P C	LT2 PC	LT 1 Credit	LT 2 Debit	LT 2 Credit
<input type="checkbox"/>	PK	12074183	10000	07/01/200	WILLIAMS, MICHELLE L	293.00-		P		293.00-		
<input type="checkbox"/>	PK	12074184	10000	07/01/200	GEIER, LINDSEY D	20.00-		P		20.00-		
<input type="checkbox"/>	PK	12074185	10000	07/01/200	CROGHAN, JAMIE K	330.00-		P		330.00-		
<input type="checkbox"/>	PK	12074186	10000	07/01/200	MEDINA, DANA	210.00-		P		210.00-		
<input type="checkbox"/>	PK	12074187	10000	07/01/200	IRVING, ROCHELLE D	84.00-		P		84.00-		
<input type="checkbox"/>	PK	12074188	10000	07/01/200	WRIGHT, SANDY L	435.00-		P		435.00-		
<input type="checkbox"/>	PK	12074189	10000	07/01/200	ONIK, MARY C	293.00-		P		293.00-		

3. Scroll to the right of the grid to view the Check Cleared date.
4. Click **Close** to return to the menu.