

Where can I find copies of supplier invoices paid on my department number?

If an invoice was:	You can find a copy of your supplier invoice:	The image will be available:
Paid on a payment form (generic or specialty) through CrimsonCorner	In CrimsonCorner, attached to the invoice OR in Weblink/Laserfiche under the Invoices link	In CrimsonCorner as soon as it is submitted. In Weblink/Laserfiche during AP processing.
Paid in CrimsonCorner on an order originally placed in CrimsonCorner	In Weblink/Laserfiche under the Invoices link	You can search by PO number from the time the invoice is scanned by FS. FS scans the invoices received daily. Once AP processes the document in CrimsonCorner, you can also search by CC Invoice Nbr/PS Voucher Nbr.
Paid directly in PeopleSoft	In Weblink/Laserfiche under the Invoices link	Once AP enters the document in PeopleSoft, you can search by CC Invoice Nbr/PS Voucher Nbr.
On a departmental Pcard	In your department--no centralized copy kept.	n/a