Remove Invoice Batch (RMVBATCH)

This option removes (deletes) an invoice batch and the temporary invoice transaction journal entries for the batch. Once removed, the batch is no longer available to be posted to Open Items.

Tip: Invoices batches are automatically removed when posted to Open Items.

```
BATCHCTL.S1              Batch Control Processing                   4/12/05
MACOMB ISD DEMO                                                    14:37:25

                          Remove Invoice Batch


                  Batch ID:            _____

                  Restore Receivers To PO: Y (Y/N)









      F3 - Cancel              F4 - List
```

- **Batch ID**: Batch ID or press **F4** to select from the alpha sorted Batch Header file.
- **Restore Receivers To PO**: Y/N (Y – Yes, N – No) A "yes" restores the receivers to the PO line item(s) for re-invoicing. Defaults to the Restore Receivers To PO flag on the A/P District Header (**APHDR**).

    Tip: This option is *only* available if the Restore Receivers To PO flag on the A/P District Header (**APHDR**) is "yes" or "no."

    Tip: Closed PO line items are automatically reopened when restoring the receivers.

    Tip: If the receivers are *not* restored ("N"), refer to P.O. Receiver Transfer (**RECVTRA**) in the Purchase Order Manual to transfer the paid receivers to unpaid to allow for re-invoicing.

Function Keys

Enter   Restores the receivers if applicable, removes the invoice batch and returns to the menu.
                                 Report: PO0700 [CD0150] – PO Restore Receivers – Remove Invoice Batch*

Tip: The report ID within brackets is displayed on the Work With Spooled File (**SP**) option.

F3 – Cancel   Returns to the menu *without* removing the batch.
F4 – List   Displays a window listing valid entries for the field where the cursor is located.

Output

Sort: N/A
Header: N/A
Detail: PO Number, Vendor Number, Vendor Name, Invoice Number, PO Line #, Description, Quantity/Amount, Restored/Not Restored
Totals: N/A