Resubmitting an Invoice That Has Been Withdrawn

How to resubmit an invoice that has been withdrawn Page 1 of 1

Invoice Actions >Approval>Resubmit





- 1 Click on Invoice Actions
- 2 Click on Approval to open the submenu
- 3 Click on Resubmit
- 4 Click Save and Close

TROUBLE SHOOTING TIP! If you get an error message when trying to validate or resubmit an invoice, try clicking **Save**

If you have any questions or need any assistance, please contact Accounts Payable at: ap@gmhec.org