Query to Find Customer Invoice Associated with Purchase Order

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If a Purchase Order number is available, the associated Customer Invoice can be found by using a query.

To create a saved query, go to *Hub / Utilities / Queries*. Type the query as seen in the screenshot below.

🖳 Query			- • •
Select What (Criteria Results		
Select a Table Select the database table which you want to retrieve data from. All of the data fields for the table you select will be displayed in the data fields list to the right.		Data Fields Double Click on the data fields you wish to display in your query.	Selected Fields Double Click on the data fields you wish to remove from your query.
Saved Queries		~	Save Query New Delete Query
select * from invoice where custPO='xxxxxx'			
Query is display the Show Res first by ea	yed above. To ex sults button. You diting the text in t	recute query, click on may edit the query he box above.	d Query Show Results Done

Choose **Save Query** and give the query a meaningful name. Select **OK**. This query will now be available to choose at this screen.

To run the query, go to *Hub / Utilities / Queries* and choose the query saved above from the *Saved Queries* dropdown. Replace xxxxx with the Customer's Purchase Order number. Leave the quotes around the Purchase Order number. Select **Show Results** to retrieve the Invoice number.