

Electronic Invoice data now in Procurement Inquiry

The Invoice Inquiry option in Procurement Inquiry now includes links to view 'virtual' invoices associated with purchase orders generated by suppliers with e-invoicing capabilities.

Why is electronic invoicing ('e-invoicing') important to Yale?

Electronic invoicing is an efficient invoice delivery process whereby the suppliers electronically feed invoices directly to Yale. This process reduces errors and speeds up payment processing for suppliers of those transactions.

What will the data image look like?

To see what these invoices will look like in Procurement Inquiry, click [here](#). For instructions on looking up invoices using Invoice Inquiry, click [here](#) and select the "Searching for Invoices" video or its companion Word document.

When is the electronic data image available to view?

As soon as the supplier ships the goods and sends us the invoices, they are processed and users will be able to look up these invoices using the Procurement Inquiry tool.

Which suppliers have these invoice images available?

Invoice data images are available from the following suppliers: Corporate Express, Dell, Fisher Scientific, MacAlaster Bicknell, Roche Diagnostics, Sigma Aldrich and VWR. We expect that additional e-invoicing suppliers will become available in the future.

Questions? Contact procurement@yale.edu.