# Exercise 33: Post the Vendor Invoice

Follow this menu path:

**Logistics** **→ Materials Management → Logistics Invoice Verification → Document Entry → Enter Invoice**

Enter the following data:

|  |  |
| --- | --- |
| Invoice date | Current date |
| Amount | 1650 |

Select the PO Reference tab then click search on the Purchasing Document field.

Enter the following data:

|  |  |
| --- | --- |
| Supplier | Use your search term (###) to find the vendor you extended in exercise 25 |

Click Execute.

Select your PO and click Copy.

Click or hit Enter.

Enter the following data:

|  |  |
| --- | --- |
| OK (for both items) | Selected |

Click Post.