



How to search for Invoices or Credits

Lowe Automotive Group

<https://webdocs.epicor.com/lowe>

Document Type [Select All] [Deselect All]

Invoices Statements

Credits

Document Indexes

Doc Date From: 04/25/2026 To:

Release#

Invoice/Credit#

PO #

Location

Part #

Amount

Doc Type	# Pages	Account #	Account Name	Master Account	Release#	Invoice/Credit#	PO #	Location	Amount	Doc Date
Invoices	2	99999	WebDocs Demo Account	99999	AA1115001	99WL0001	Stock		102.15	4/25/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1118001	99WL0022	John		83.40	4/26/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1121001	99WL0023	Randy		87.87	4/26/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1127001	99WL0759	Tom		89.49	4/27/2026
Invoices	3	99999	WebDocs Demo Account	99999	AA1124001	99WL0024	Kim		156.15	4/27/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1148001	99WN1139	Julie		30.81	5/1/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1133001	99WN1117	0501-Dave		94.89	5/1/2026
Invoices	2	99999	WebDocs Demo Account	99999	AA1136001	99WN1118	0501-Sally		103.44	5/1/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1181001	99WN1243	Stock		59.84	5/8/2026
Invoices	1	99999	WebDocs Demo Account	99999	AA1187001	99WN1293	Stock-DR		59.49	5/11/2026
Invoices	3	99999	WebDocs Demo Account	99999	AB1196001	99WN1296	Stock		102.15	5/11/2026
Invoices	2	99999	WebDocs Demo Account	99999	AB1193001	99WN1295	Stock-TS		203.43	5/11/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1319001	99WN1321	Stock-TS		169.44	5/14/2026
Invoices	3	99999	WebDocs Demo Account	99999	AB1385001	99WT4976	Stock		271.24	5/15/2026
Invoices	4	99999	WebDocs Demo Account	99999	AB1388001	99WT4977	Stock		136.20	5/16/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1391001	99WT4978	Stock		111.20	5/17/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1394001	99WT4985	Stock-DR		117.16	5/18/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1400001	99WT5002	Stock		119.32	5/20/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1406001	99WT5164	Stock		126.52	5/20/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1427001	99WT5229	Sally		75.00	5/23/2026
Invoices	2	99999	WebDocs Demo Account	99999	AB1430001	99WT5230	Stock-TS		140.96	5/24/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1454001	99WT5432	Tom		42.74	5/25/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1436001	99WT5426	Tom		169.44	5/25/2026
Invoices	2	99999	WebDocs Demo Account	99999	AB1439001	99WT5427	John		271.24	5/25/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1460001	99WT5434	Stock-TS		10.27	5/26/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1868001	99WT5749	John		13.56	5/30/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1871001	99WT5755	John		7.63	5/31/2026
Invoices	1	99999	WebDocs Demo Account	99999	AB1874001	99WT5768	Julie		77.99	5/31/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1145001	99WN1138	Stock-TS		-47.76	5/1/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1151001	99WN1140	Randy		-60.52	5/3/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1169001	99WN1223	Tom		-50.60	5/4/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1172001	99WN1224	Kim		-48.28	5/5/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1178001	99WN1242	Tom		-76.40	5/7/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1175001	99WN1241	John		-66.20	5/7/2026
Credits	1	99999	WebDocs Demo Account	99999	AA1184001	99WN1292	Randy		-37.52	5/8/2026
Credits	2	99999	WebDocs Demo Account	99999	AB1397001	99WT5001	Julie		-208.20	5/19/2026
Credits	1	99999	WebDocs Demo Account	99999	AB1412001	99WT5166	Stock-TS		-189.16	5/20/2026
Credits	1	99999	WebDocs Demo Account	99999	AB1424001	99WT5228	Randy		-41.08	5/22/2026
Credits	1	99999	WebDocs Demo Account	99999	AB1433001	99WT5231	Kim		-79.32	5/25/2026
Credits	1	99999	WebDocs Demo Account	99999	AB1457001	99WT5433	John		-26.82	5/25/2026
Credits	1	99999	WebDocs Demo Account	99999	AB1838001	99WT5687	Kim		-25.63	5/27/2026

To see Invoices & credits , make sure both boxes are checked marked before clicking on Search.

Entering a Start Date helps cutdown on clutter

Please notice, that by default, the invoices & credits are clustered separately. You can click on the Invoice/Credit# column header & this will sort them by the document# instead of keeping the two separated.



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Search	Utilities	Delivery	Folders	Logout	Doc Type	# Pages	Account #	Account Name	Master Account	Release#	Invoice/Credit#	PO #	Location	Amount	Doc Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	2	99999	WebDocs Demo Account	99999	AA1115001	99WL0001	Stock		102.15	4/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1118001	99WL0022	John		83.40	4/26/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1121001	99WL0023	Randy		87.87	4/26/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	3	99999	WebDocs Demo Account	99999	AA1124001	99WL0024	Kim		156.15	4/27/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1127001	99WL0759	Tom		89.49	4/27/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1133001	99WN1117	0501-Dave		94.89	5/1/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	2	99999	WebDocs Demo Account	99999	AA1136001	99WN1118	0501-Sally		103.44	5/1/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1145001	99WN1138	Stock-TS		-47.76	5/1/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1148001	99WN1139	Julie		30.81	5/1/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1151001	99WN1140	Randy		-60.52	5/3/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1169001	99WN1223	Tom		-50.60	5/4/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1172001	99WN1224	Kim		-48.28	5/5/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1175001	99WN1241	John		-66.20	5/7/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1178001	99WN1242	Tom		-76.40	5/7/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1181001	99WN1243	Stock		59.84	5/8/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AA1184001	99WN1292	Randy		-37.52	5/8/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AA1187001	99WN1293	Stock-DR		59.49	5/11/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	2	99999	WebDocs Demo Account	99999	AB1193001	99WN1295	Stock-TS		203.43	5/11/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	3	99999	WebDocs Demo Account	99999	AB1196001	99WN1296	Stock		102.15	5/11/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1319001	99WN1321	Stock-TS		169.44	5/14/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	3	99999	WebDocs Demo Account	99999	AB1385001	99WT4976	Stock		271.24	5/15/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	4	99999	WebDocs Demo Account	99999	AB1388001	99WT4977	Stock		136.20	5/16/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	99999	99999	WebDocs Demo Account	99999	AB1391001	99WT4978	Stock		111.20	5/17/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1394001	99WT4985	Stock-DR		117.16	5/18/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	2	99999	WebDocs Demo Account	99999	AB1397001	99WT5001	Julie		-208.20	5/19/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1400001	99WT5002	Stock		119.32	5/20/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1406001	99WT5164	Stock		126.52	5/20/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AB1412001	99WT5166	Stock-TS		-189.16	5/20/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AB1424001	99WT5228	Randy		-41.08	5/22/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1427001	99WT5229	Sally		75.00	5/23/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	2	99999	WebDocs Demo Account	99999	AB1430001	99WT5230	Stock-TS		140.96	5/24/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AB1433001	99WT5231	Kim		-79.32	5/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1436001	99WT5426	Tom		169.44	5/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	2	99999	WebDocs Demo Account	99999	AB1439001	99WT5427	John		271.24	5/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1454001	99WT5432	Tom		42.74	5/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AB1457001	99WT5433	John		-26.82	5/25/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1460001	99WT5434	Stock-TS		10.27	5/26/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Credits	1	99999	WebDocs Demo Account	99999	AB1838001	99WT5687	Kim		-25.63	5/27/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1868001	99WT5749	John		13.56	5/30/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1871001	99WT5755	John		7.63	5/31/2026
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Invoices	1	99999	WebDocs Demo Account	99999	AB1874001	99WT5768	Julie		77.99	5/31/2026

Since I clicked on Invoice/Credit# column header the list is now sorted by document #, with the invoices & credits are in date/document order.

Click anywhere between the "Doc Type—Doc Date columns" to select a line To select more than 1 line item to view/print, this works similar to Excel. Press & hold the Control button while clicking on the rows that you need to view/print copies of. Once you have selected the items you need, click on the magnifying glass on the top row

To select everything, click on the first item & then scroll down & press the SHIFT before clicking on the last line, this highlights everything, then click on the magnifying glass (on Top Row)



Search Utilities Delivery Folders Logout

Document Type [Select All] [Deselect All]
 Invoices Statements
 Credits

Document Indexes
 Doc Date From: 04/25/2026 To:
 Release#
 Invoice/Credit#
 PO #
 Location
 Part # 51515
 Amount
 Search

Doc Type	# Pages	Account #	Account Name	Master Account	Release#	Invoice/Credit#	PO #	Location	Amount	Doc Date
Invoices	1	99999	WebDocs Demo Account	99999	99AA1148001	99WN1139	Julie		30.81	5/1/2026
Credits	1	99999	WebDocs Demo Account	99999	99AA1169001	99WN1223	Tom		-50.60	5/4/2026
Invoices	1	99999	WebDocs Demo Account	99999	99AA1187001	99WN1293	Stock-DR		59.49	5/11/2026

To just pull up 1 item to view/print, click on the magnifying glass at the beginning of the row

Trying to find an invoice or a credit with a part number = "51515" Just enter the Part # field in the Search Criteria and click on "Search" and you will see everything that has the Part # 51515 on it

Search Utilities Delivery Folders Logout

Document Type [Select All] [Deselect All]
 Invoices Statements
 Credits

Document Indexes
 Doc Date From: 04/25/2026 To:
 Release#
 Invoice/Credit#
 PO #
 Location
 Part #
 Amount 169.44
 Search

Doc Type	# Pages	Account #	Account Name	Master Account	Release#	Invoice/Credit#	PO #	Location	Amount	Doc Date
Invoices	1	99999	WebDocs Demo Account	99999	99AB1319001	99WN1321	Stock-TS		169.44	5/14/2026
Invoices	1	99999	WebDocs Demo Account	99999	99AB1436001	99WT5426	Tom		169.44	5/25/2026

To just pull up 1 item to view/print, click on the magnifying glass at the beginning of the row

Trying to find an invoice for 169.44. Just enter the 169.44 in the Search Criteria in the Amount field and then click Search to see any invoice with a Total of 169.44

Search Utilities Delivery Folders Logout

Document Type [Select All] [Deselect All]
 Invoices Statements
 Credits

Document Indexes
 Doc Date From: 04/25/2026 To:
 Release#
 Invoice/Credit#
 PO # Randy
 Location
 Part #
 Amount
 Search

Doc Type	# Pages	Account #	Account Name	Master Account	Release#	Invoice/Credit#	PO #	Location	Amount	Doc Date
Invoices	1	99999	WebDocs Demo Account	99999	99AA1121001	99WL0023	Randy		87.87	4/26/2026
Credits	1	99999	WebDocs Demo Account	99999	99AA1151001	99WN1140	Randy		-60.52	5/3/2026
Credits	1	99999	WebDocs Demo Account	99999	99AA1184001	99WN1292	Randy		-37.52	5/8/2026
Credits	1	99999	WebDocs Demo Account	99999	99AB1424001	99WT5228	Randy		-41.08	5/22/2026

To just pull up 1 item to view/print, click on the magnifying glass at the beginning of the row

Trying to find an invoice with PO of "Randy" Just enter Randy in the Search Criteria in the PO # field and then click Search to see any invoice with a PO of Randy