

**View Invoices on the Worldpac Oracle
Supplier Portal**

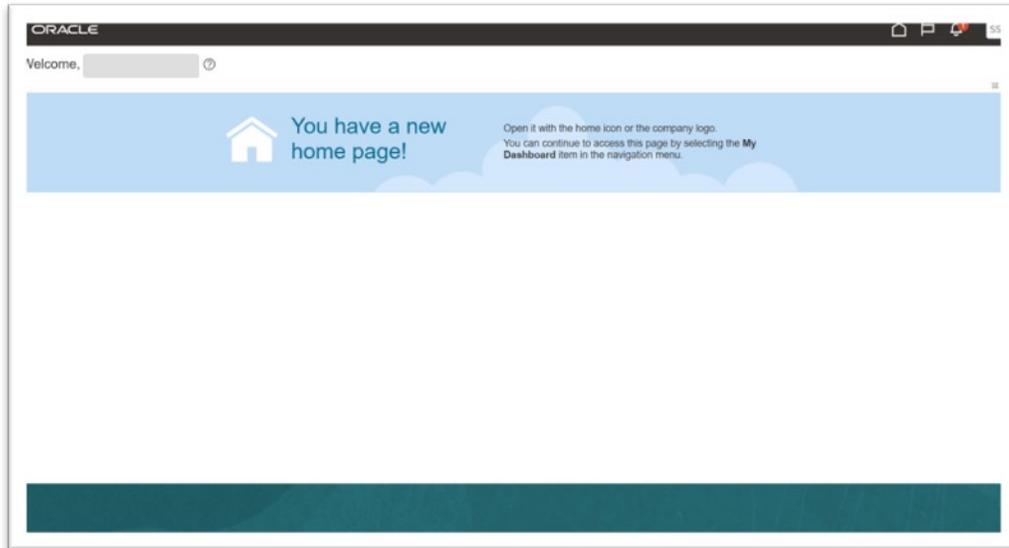
Viewing Invoices



This functionality allows suppliers to track the status of submitted invoices. By entering basic search criteria, users can retrieve invoice records and view detailed information. It provides transparency and helps suppliers follow up on processing or payment issues.

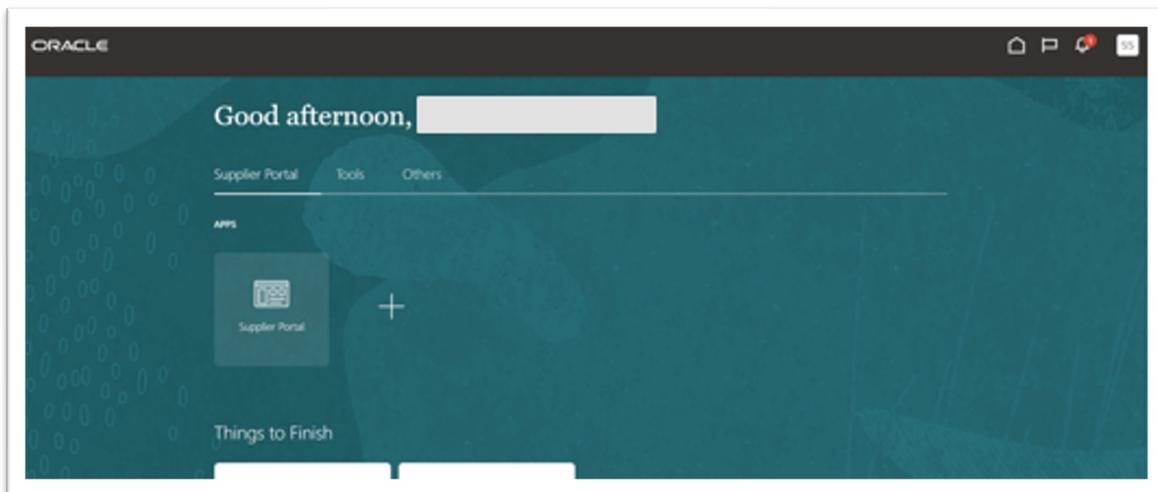
1

Login to the **Worldpac Oracle Supplier Portal** using your supplier credentials. You should see the **Oracle homepage**.



2

Navigate to **Home > Supplier Portal** to access the Supplier Portal Dashboard.



Viewing Invoices



3

Under the **Tasks** panel, click **View Invoices**. The **View Invoice** page will open.

Supplier Portal

search Orders Order Number

Tasks

Orders

- Manage Orders
- Manage Schedules
- Acknowledge Schedules in Spreadsheet

Invoices and Payments

- Create Invoice
- Create Invoice Without PO
- View Invoices**
- View Payments

Company Profile

- Manage Profile

Requiring Attention

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Schedules Overdue or Due Today Invoices Overdue

Recent Activity
Last 30 Days

Orders opened 5
Payments 4

Transaction Reports
Last 30 Days

PO Purchase Amount 4.84M USD
Invoice Amount 2.16M USD
Invoice Price Variance Amount 0 USD

Supplier News

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Enter applicable search criteria in at least 1 field with double asterisks **Invoice Number**, **Supplier**, or **PO Number**, then click **Search**.

ORACLE

View Invoices Done

Search Advanced Saved Search All Invoices

** At least one is required

** Invoice Number
** Supplier
Supplier Site
** Purchase Order

Consumption Advice
Invoice Status
Paid Status
Payment Number

Search Reset Save...

Search Results

View Detach

Invoice Number	Invoice Date	Type	Purchase Order	Supplier	Supplier Site	Unpaid Amount	Invoice Amount	Invoice Status	Payment Number	Comments
No search conducted.										

Viewing Invoices



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Click the **Invoice Number** in the search results to view the Invoice details.

Search Results

View Detach

Invoice Number	Invoice Date	Type	Purchase Order	Supplier	Supplier Site	Unpaid Amount	Invoice Amount	Invoice Status	Payment Number	Comments
Test 123	6/19/25	Standard	AAP-US-437734			1,269,944.40 ...	1,269,944.40 ...	Approv...		
Test 1234	6/19/25	Standard i...				100.00 USD	100.00 USD	Pendin...		
1	6/13/25	Standard	WP-US-100028			1.00 USD	1.00 USD	On hold		
Test Credit Memo	6/13/25	Credit memo				-100.00 USD	-100.00 USD	Approv...		
123456	6/12/25	Standard	WP-US-100026			877,712.29 USD	877,712.29 USD	Approv...		
Remittance Tes...	6/12/25	Standard				0.00 USD	2,000.00 USD	Approv...	1011	
Remittance Tes...	6/12/25	Standard				0.00 USD	3,761.25 USD	Acnorv...	1012	

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Review the Invoice details. Click Done once finished reviewing to return to the View Invoices Screen.

ORACLE

Invoice: Test 123 Done

Business Unit	WP US BU	Invoice Amount	1,269,944.40 USD
Legal Entity Name	Worldpac, LLC	Unpaid Amount	1,269,944.40 USD
Supplier or Party	Motor Information Systems	Payment Currency	USD
Supplier Site	ATLANTA_P_ACH	Tax Control Amount	
Address	PO Box 277696, ATLANTA, GA 30384		
Invoice Date	6/19/25	Invoice Type	Standard
		Description	
		Funds Status	✔ Reserved
		Attachment	None

Lines Payments

Items

View Detach

Line	Amount	Description	Budgetary Control		Quantity	Unit Price	UOM Name	Purchase Order			Receipt		Consumption Advice		Tax Determinants
			Budget Date	Funds Status				Number	Line	Schedule	Number	Line	Number	Line	Ship-to Location
1	343,565.83	Year 1 Motor Information S...	6/19/25	✔ Reserved			AAP-US-4...	1	1						230220 - WP Newark CA W...
2	437,798.57	Year 2 Motor Information S...	6/19/25	✔ Reserved			AAP-US-4...	2	1						230220 - WP Newark CA W...
3	488,580.00	Year 3 Motor Information S...	6/19/25	✔ Reserved			AAP-US-4...	3	1						230220 - WP Newark CA W...

Viewing Invoices



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Click **Done** to return to the Supplier Portal home screen.

View Invoices

Search filters:

- ** Invoice Number:
- ** Supplier: Motor Information Systems
- Supplier Site:
- ** Purchase Order:
- Consumption Advice:
- Invoice Status:
- Paid Status:
- Payment Number:

Buttons: Search, Reset, Save...

Search Results

Invoice Number	Invoice Date	Type	Purchase Order	Supplier	Supplier Site	Unpaid Amount	Invoice Amount	Invoice Status	Payment Number	Comments
TEST LAD 123	6/30/25	Standard i...		Motor Information Systems	ATLANTA_P_ACH	100.00 USD	100.00 USD	Pendin...		
Tax Test 0626-1	6/26/25	Standard		Motor Information Systems	ATLANTA_P_ACH	0.00 USD	1,062.50 USD	Approv...	10622	
US_ACH_TST-...	6/23/25	Standard		Motor Information Systems	ATLANTA_P_ACH	0.00 USD	1,435,000.00 ...	Approv...	2212	
Test 123	6/19/25	Standard	AAP-US-437734	Motor Information Systems	ATLANTA_P_ACH	1,269,944.40 ...	1,269,944.40 ...	On hold		