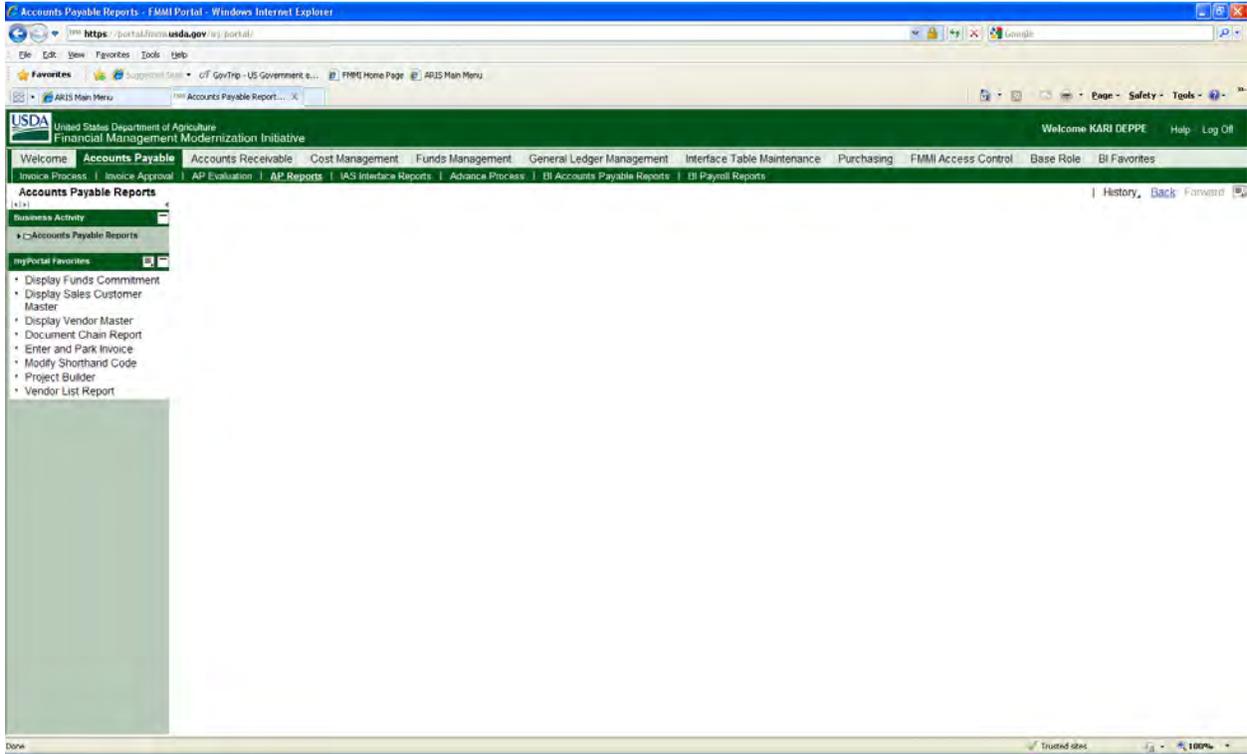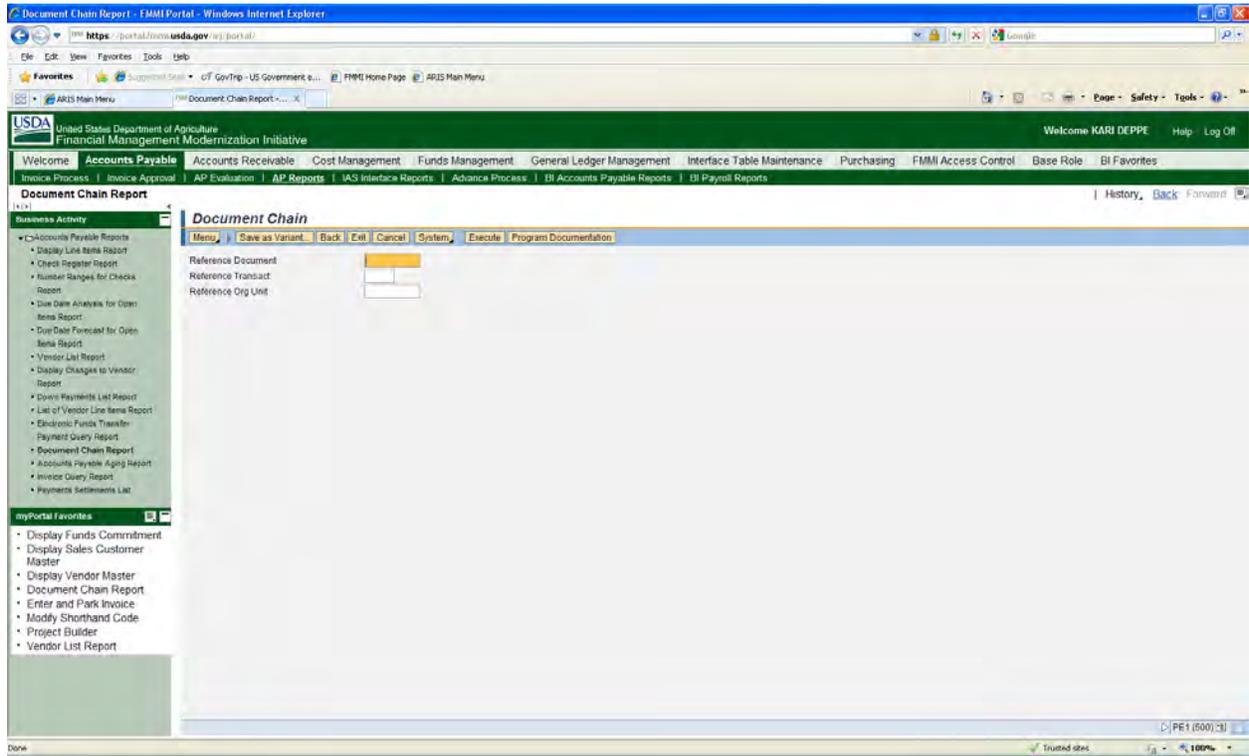## To find out if a vendor has been paid if you know the FMMI document number:
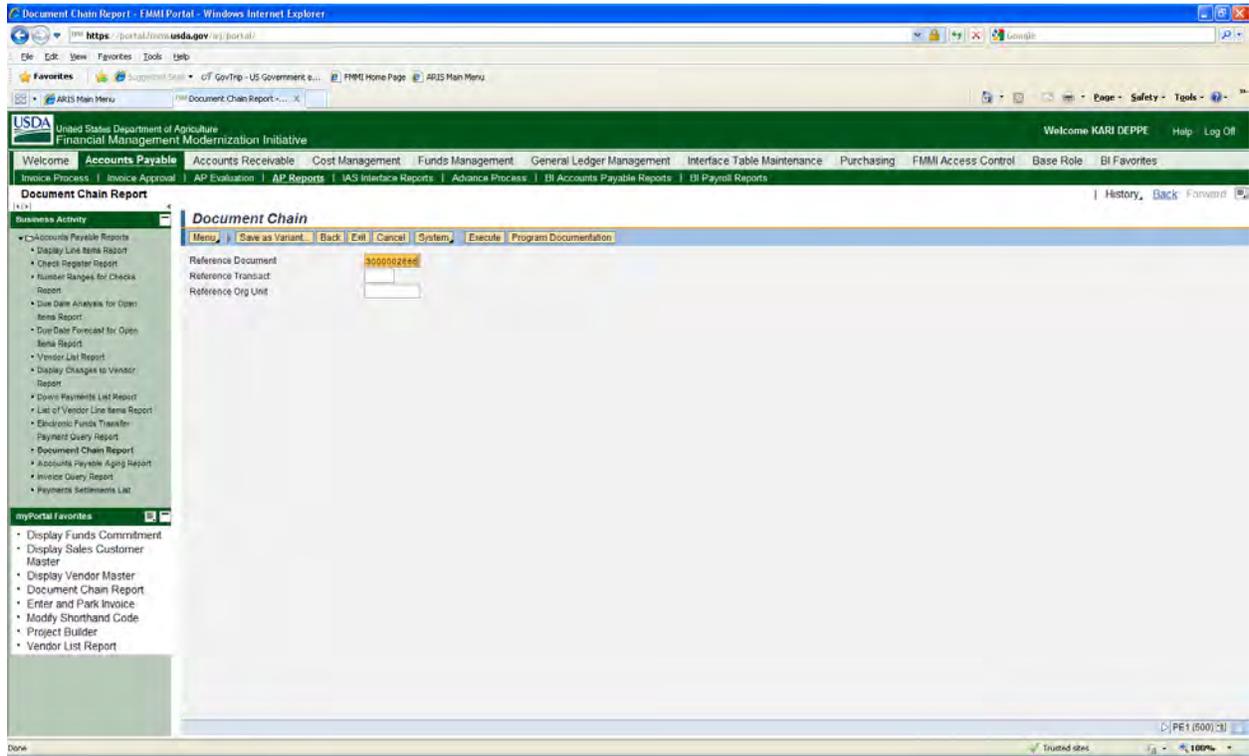
Accounts Payable → AP Reports

Click on **Accounts Payable Reports** in the left column and choose **Document Chain Report**.

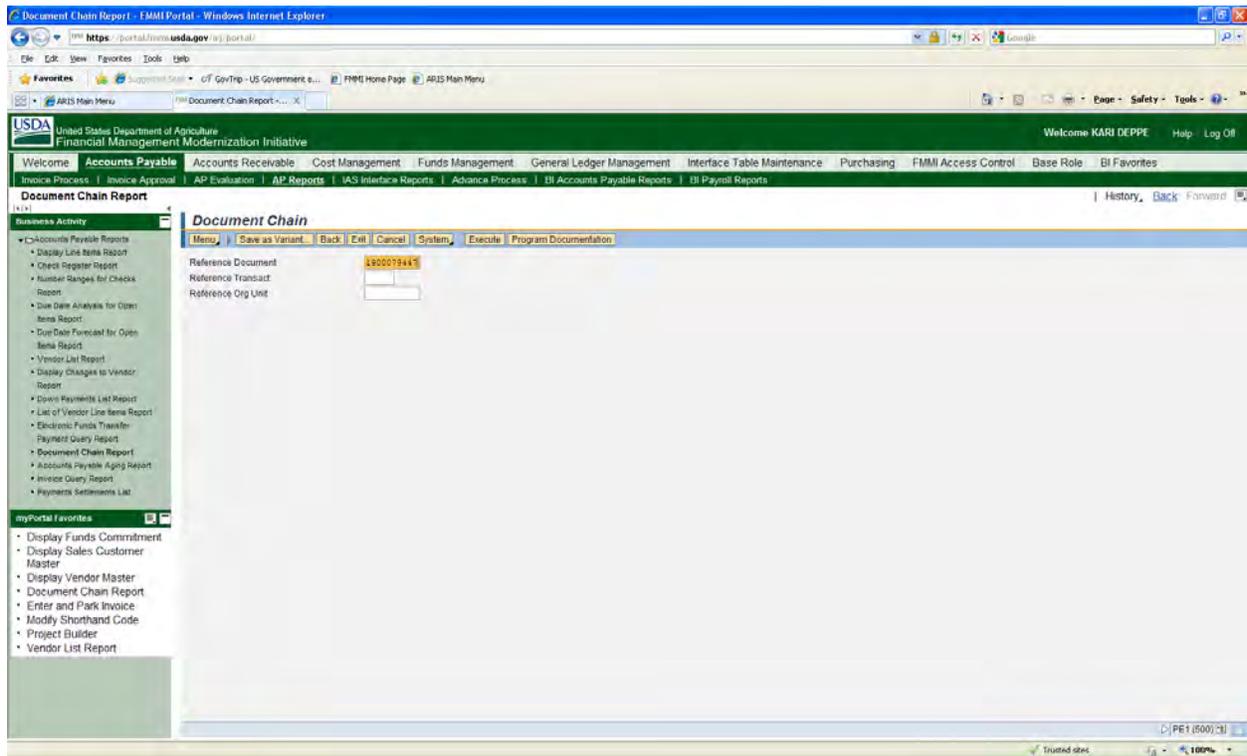Enter the FMMI document number then click *Execute.*

Remember the triangles that point to the right mean you can drill down on the document which I have done in the following example. Here is an example of a payment where there is confirmation from Treasury.
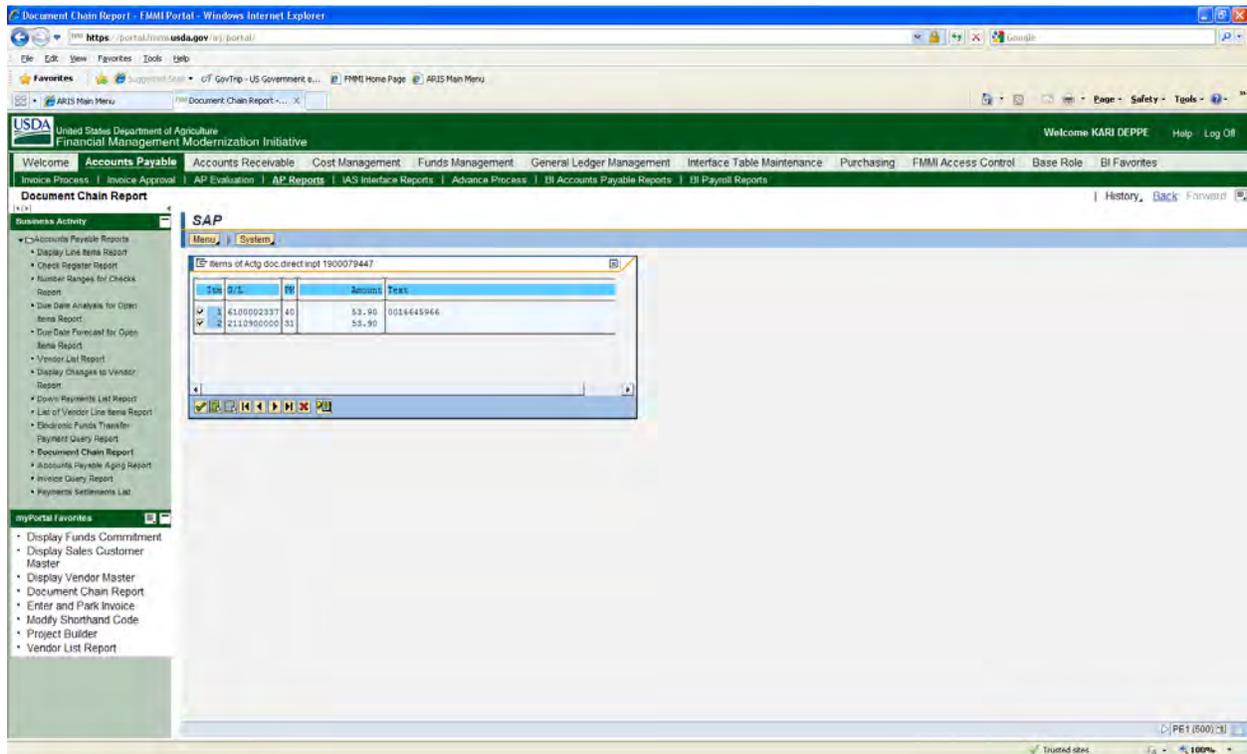
Below is an example of a TELE payment. Again, enter the FMMI document number and click *Execute*.

Check the boxes under the item column that you want to see and click the green checkmark. I clicked both of these boxes and then drilled down.
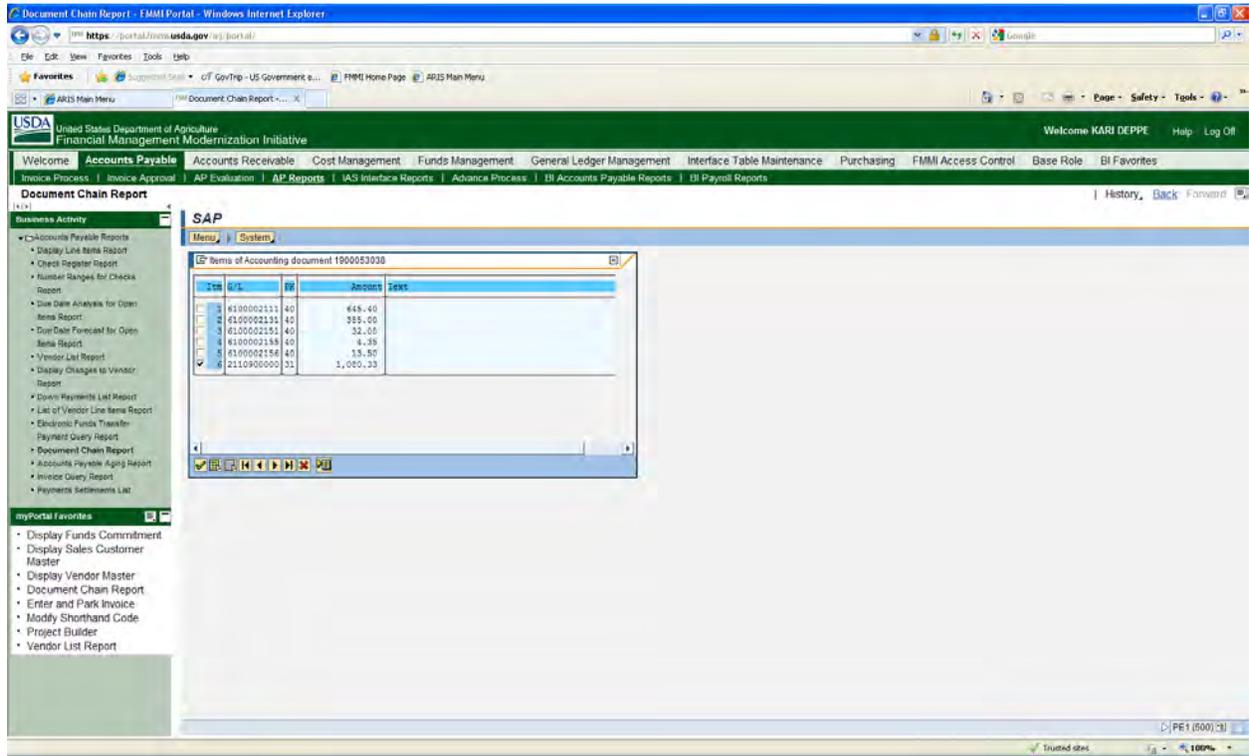
Here is the result:

Here is a GovTrip example:

I selected the box that started with G/L account 211 and clicked the green checkmark then drilled down.

Here is the result: