Graybar.com
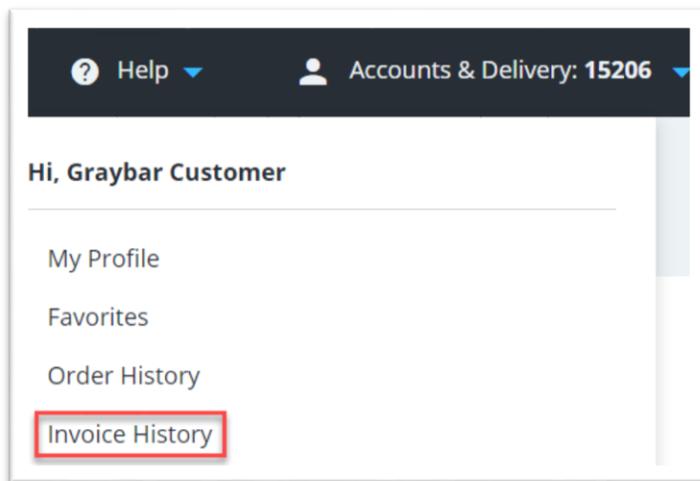
INVOICE HISTORY

Invoice History on Graybar.com allows you to view, print and download past invoices.

To access Invoice History, log on to your account and select "Invoice History" under "Accounts and Delivery" drop-down menu.

Invoices can be searched for in a variety of ways, including:

- Date range: 30 days, 60 days or a customer date range.
- Invoice type: Invoices or Credits.
- Account: By Account
- Invoice number: If you know the Invoice number, enter it into the "Invoice #" field.

Click "Search" to display the results.

Invoice History

| 08/16/2020 - 09/14/2020 | View All ▼ | View All ▼ | 0000137455 - GRAYBAR DEMO ACCOUNT▼ |
| Invoice Number | | | **SEARCH** |

| Invoice Date DESC ▼ | **DOWNLOAD LIST** | | Showing 1 - 1 out of 1 |

INVOICE NUMBER	INVOICE DATE	DATE CLEARED	P.O. NUMBER	CUSTOMER RELEASE #	ADDITIONAL P.O. #	INVOICE AMOUNT
9309962771	Aug 20, 2020	Not Cleared	NB-0820			$960.22

View a PDF version of the invoice by clicking the "Invoice Number" link, from there you can save or print the details of the Invoice as a document.

Select "Download List" to export and download the Invoice results to a .CSV file.

Invoice History

| 08/19/2020 - 09/17/2020 | View All ▼ | View All ▼ | 0000137455 - GRAYBAR DEMO ACCOUNT▼ |
| Invoice Number | | | **SEARCH** |

| Invoice Date DESC ▼ | **DOWNLOAD LIST** | | Showing 1 - 1 out of 1 |

INVOICE NUMBER	INVOICE DATE	DATE CLEARED	P.O. NUMBER	CUSTOMER RELEASE #	ADDITIONAL P.O. #	INVOICE AMOUNT
9309962771	Aug 20, 2020	Not Cleared	NB-0820			$960.22