

## BM3007 - Order Liquidation/Re-encumber Selection Screen

Use the Order Liquidation/Re-encumber Selection Screen to identify which purchase orders, funds, or fund types will be liquidated and optionally re-encumbered. The criteria specified on BM3007 creates a work file that is used by BM3209J (Liquidate/Re-encumber Process).

### User Function Keys

F1	REFRESH	Redisplays the screen. Any changes or additions you made since you last pressed Enter will disappear.
F2	ADD	Adds an entry to the work file.
	or CANCEL	Cancels the current function (add, change, delete) and clears the entered data.
F3	CHANGE	Changes an existing entry.
	or DELETE	Deletes an existing entry.
F4	INQUIRE	Displays an existing entry.
F5	LIST ORDERS	Displays all existing purchase orders in the encumbrance/liquidation subsidiary ledger.
	or DELETE	Deletes an existing entry.
F6	LIST	Displays existing entries in the work file.
F8	MENU	Redisplays the FMS System menu.

### Data Fields

<a href="#">FUND</a> (key)	<a href="#">LIQ IND</a>
<a href="#">FUND TYPE</a> (key)	<a href="#">CURRENT ORDER BALANCE</a> (display only)
<a href="#">ORDER NUMBER</a> (key)	<a href="#">VENDOR NUMBER</a> (display only)

### Fund

<b>Definition</b>	Key field. A code identifying the fund associated with the purchase order or orders to be liquidated and optionally re-encumbered.
<b>Length</b>	3 characters
<b>Edits</b>	Must be valid on the Fund Table (GA1022).

### Fund Type

<b>Definition</b>	Key field. A code identifying the type of fund.
<b>Length</b>	1 character
<b>Values</b>	Valid fund types: 1 Treasury funds 2 Trust funds

	3 Local allotted funds 4 Proprietary and internal funds 5 Agency funds
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### Order Number

<b>Definition</b>	Key field. The purchase order number.
<b>Length</b>	10 characters

### Liquidation Indicator

<b>Definition</b>	A code indicating whether an existing encumbrance balance or balances should only be liquidated, or liquidated and re-encumbered.
<b>Length</b>	1 character
<b>Values</b>	Valid codes: L Liquidate only R Liquidate and re-encumber

### Current Order Balance

<b>Definition</b>	Display only. The remaining balance of a purchase order.
<b>Length</b>	12 digits
<b>Format</b>	999999999.99

### Vendor Number

<b>Definition</b>	Display only. A code identifying the vendor number associated with a purchase order.
<b>Length</b>	9 characters