Accounts Payable: Tools – Holds Tool

Below you will find a snapshot of the Holds Tool. This tool allows the end user to search for a hold type in a variety of ways. The tool provides you with the former hold name, the action owner, the hold reason, action needed, cause of hold, and prevention information.

In the example below, the Holds Tool was filtered by department. There are 16 different holds types that fall under the ownership of a department.

The tool can be found at: [http://yalebiz.yale.edu/invoice-holds-revised](http://yalebiz.yale.edu/invoice-holds-revised)

We suggest saving it to your internet favorites!