Retrieve Invoice: When you do not know the invoice number

From the SAP start page, enter transaction code **ZSTM** in the fast path then click **Execute**.

From the Summary Statement page, enter the **WBS Element** number then click **Execute**.

Double click on **Sponsored Billing** amount to drill down.

Double click on **Document Number** to drill down.
Retrieve Invoice: When you do not know the invoice number

Click on Green Check to close document header.

From the Document Display Overview use the top menu path:
Environment>Additional Assignments>Object Links

Double click on Sponsored Billing Document in Attachment list.

billing-issues@mit.edu
Retrieve Invoice: When you do not know the invoice number

A printable copy of the customer invoice will appear in IXOS format.

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