HOW TO USE THIS PAGE

Please enter the Purchase Order Number, Vendor Number (please use the vendor number that appears on the last check you received) or Invoice Number **AND** a value for at least one of the following fields below:

- An NJ TRANSIT Check Number (this will give the list of invoice(s) paid with this check)
- Your Invoice Amount
- Your Invoice Date

If you are inquiring about invoices for a range of dates, you must first do a simple inquiry (e.g. locate the status of a single invoice) after which the "range of date" option will be displayed.

Should you receive the message "No Data Found", your invoice may not have been processed for payment. If this is the case, please contact the person who requisitioned the goods/services to confirm whether or not they approved the invoice for payment. If your invoice has been approved for payment and is more than 20 days old and you are still unable to locate your information, please call the Accounts Payable Customer Care Team at 973-491-7394.

If the purchase order balance is less than your invoice amount, please contact the buyer or the person who requisitioned the goods/services for a new purchase order or an increase in your purchase order.

We would appreciate your feedback relative to this portal. Please email your comments to APCC@NJTransit.com with the subject line "How to Improve Your Customer Service".