I'm receiving an error message saying "the total amount must be 0.00 USD" when trying to assign an invoice to multiple budgets

Last updated: Fri, 03 Aug 2018 20:13:23 GMT

Symptom

• Error message saying "the total amount must be 0.00 USD" appears when trying to assign a dollar amount from budgets/funds in an invoice

Applies to

• WMS Acquisitions

Resolution

This error is occurring because you have not added a unit price to the item in the invoice:

1. Search for the invoice in Acquisitions > Invoices > Invoices.
2. Open the invoice.
3. In the 6th column of the invoice, add a dollar amount to the unit price.
4. Pay from your budget funds, making sure that the amount taken from those funds matches the unit price.
**Invoice Information**

<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>012345</td>
<td>01/01/2020</td>
<td>Open</td>
</tr>
</tbody>
</table>

**Vendor Information**

- Name: [Vendor Name]
- Address: [Vendor Address]
- Contact: [Contact Information]

**Invoice Details**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Discount (%)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>Item Description 1</td>
<td>100</td>
<td>$5.00</td>
<td>10%</td>
<td>$450.00</td>
</tr>
<tr>
<td>Item 2</td>
<td>Item Description 2</td>
<td>50</td>
<td>$2.50</td>
<td>5%</td>
<td>$237.50</td>
</tr>
</tbody>
</table>

**Note:**
- Payment Terms: Net 30
- Currency: USD

**Total:** $687.50 USD