Look Up an Existing Appeal

 Go to the Projects or Accounts on the left tab menu. Click on whichever one you are searching. For Project Appeals, click the "Projects" tab, and then "Project Appeals." For Account Appeals, click the "Accounts" tab, and then "Appeals." If there is an existing Appeal, it will be display. Click the item to be navigated to that Appeal (lines are hyperlinked).

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	Create New Request Submit New Reimbursement Request								More •	
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 Details of the Appeal will be displayed. In this example the Project Appeal is in Step 2, and the Deliverables need to be completed by the Support Affiliate (CohnReznick) before advancing to the next step. The Appeal form that was submitted can also be viewed by clicking the "Form" tab on the side menu.

